

BID RESPONSE PACKET
SP-21-0014

BID CHECKLIST

Completed and Signed Bid Signature Page	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Exceptions Form, if applicable	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
EO 98-04 Disclosure Form	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Equal Opportunity Policy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mandatory Site Visit(s)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Official Solicitation Price Sheet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION					
Company:	A. Moore Servicing Companies Inc.				
Address:	6114 Lyndell Dr.				
City:	LR	State:	AR	Zip Code:	72209
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit				
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Service Disabled Veteran <input checked="" type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Women-Owned <input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American				
AR Certification #:		* See Minority and Women-Owned Business Policy in Solicitation Terms and Conditions			

PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
Provide contact information to be used for bid solicitation-related matters.			
Contact Person:	Antonio Moore	Title:	CEO
Phone:	501 353-8618	Alternate Phone:	
Email:	amoore.servicing.co@gmail.com		

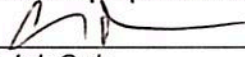
CONFIRMATION OF REDACTED COPY
<input checked="" type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.
<i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Solicitation Terms and Conditions for additional information.</i>

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this <i>Bid Solicitation</i> , Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants and shall not employ or contract with illegal immigrants during the term of a contract awarded as a result of this bid solicitation.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, Prospective Contractor agrees and certifies that they do not boycott Israel and shall not during the aggregate term of a contract awarded as a result of this bid solicitation.
<input checked="" type="checkbox"/> Prospective Contractor does not and shall not boycott Israel.

An official authorized to legally bind the Prospective Contractor must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* may cause the Prospective Contractor's proposal to be rejected.

Authorized Signature:  Title: CEO/owner

Use Ink Only.

Printed/Typed Name: Antonio Moore Date: 02/23/2021

EXCEPTIONS FORM

Prospective Contractor should document all exceptions related to terms in the "Standard Contract" and "Solicitation Terms and Conditions."

ITEM #	REFERENCE (SECTION, PAGE, PARAGRAPH)	DESCRIPTION	PROPOSED LANGUAGE
1.			
2.			
3.			

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: ☒ Yes ☐ No

SUBCONTRACTOR NAME:

TAXPAYER ID NAME:

IS THIS FOR:

YOUR LAST NAME:

☐ Goods? ☒ Services? ☐ Both?

ADDRESS:

FIRST NAME:

STATE:

CITY:

ZIP CODE:

COUNTRY:

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Person's Name(s)	Relation
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☐ None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	Ownership Interest (%)	Position of Control
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☒ None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:
Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature

Title

CEO/Owner

Date

02/23/2024

Vendor Contact Person

Antonio May

Title

CEO

Phone No.

(501) 353-8615

Agency use only

Agency
Number

Agency
Name

Agency
Contact Person

Contact
Phone No.

Contact
or Grant No.

Equal Opportunity Employer Statement

A. Moore Servicing Companies Inc.


AMSC Inc. is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. AMSC Inc. makes hiring decisions based solely on qualifications, merit, and business needs at the time. For more information, please contact Antonio Moore @ (501) 353-8618.

UPDATED
MANDATORY SITE VISIT VERIFICATION FORM

- Present this Mandatory Site Visit Verification Form to the Arkansas Department of Parks, Heritage and Tourism (ADPHT) / Division of Arkansas Heritage (DAH) representative for signature upon completion of the Mandatory Site Visit(s).
- Submit the original duly signed Mandatory Site Visit Verification Form with the Bid Response Packet at bid submission.

This duly signed Mandatory Site Visit Verification Form serves as verification that the Prospective Contractor's representative named below was present and participated in the Mandatory Site Visit(s) as required by the Invitation for Bid SP-21-0014, Janitorial Services for Arkansas Department of Parks, Heritage and Tourism (ADPHT) / Division of Arkansas Heritage (DAH).

PROSPECTIVE CONTRACTOR'S REPRESENTATIVE INFORMATION	
Company Name:	A. Moore Servicing Companies Inc.
Representative's Printed Name:	Antonio Moore
Signature:	

ADPHT/DAH Duly Authorized Signature: _____

Printed Name: _____

MANDATORY SITE VISIT LOCATIONS						
Date	Time	Location	Address	Meeting location	Approx. Square Footage	Approx. employee count
February 3, 2021	10:00 AM CT	ADPHT – DAH Central HQ	1100 North Street, Little Rock, AR 72201	Inside building lobby	35,812	75
February 3, 2021	1:00 PM CT	ADPHT – DAH Historic AR Museum (HAM)	200 E. Third Street Little Rock, AR 72201	Inside building lobby	54,000	25
February 3, 2021	2:30 PM CT	ADPHT – DAH Mosaic Templars Cultural Center (MTCC)	501 West 9 th Street Little Rock, AR 72201	Inside building lobby	35,000	10

Date of Mandatory Site Visit: February 3, 2021

Time: 10:00 a.m. CT

Location: 1100 North Street, Little Rock, AR 72201.

*Prospective Contractor should allow a minimum of four (4) hours to complete the mandatory site visits.

- Representations of prospective contractors shall include information regarding the company and current projects, past and future, and a list of references to be contacted for verification of the company's past work.
- Representations shall include information regarding the company's financial health and its ability to complete the project.

The prospective contractor shall provide a list of references to be contacted for verification of the company's past work. The list shall include the name, address, phone number, and email address of each reference. The prospective contractor shall also provide a list of references to be contacted for verification of the company's financial health and its ability to complete the project.

Prospective Contractor shall provide a list of references to be contacted for verification of the company's past work.

A. Moore Servicing Companies Inc.

Representative
Printed Name: Antonio Moore
Signature: 



Gregory D Roberts

DATE	TIME	LOCATION	PROSPECTIVE CONTRACTOR	LOCATION	APPROXIMATE FLOOR	APPROXIMATE COUNT
February 3, 2021	10:00 AM CT	DAH Central HQ	1100 North Street, Little Rock, AR 72201	Inside building lobby	54,000	25
February 3, 2021	1:00 PM CT	ADPHT - DAH Historic AR Museum (HAM)	200 E. Third Street Little Rock, AR 72201	Inside building lobby	35,000	10
February 3, 2021	2:30 PM CT	ADPHT - DAH Mosaic Templars Cultural Center (MTCC)	501 West 9th Street Little Rock, AR 72201	Inside building lobby		

Date of Mandatory Site Visit: February 3, 2021

Time: 9:00 a.m. CT

Location: 1100 North Street, Little Rock, AR 72201.

*Prospective Contractor should allow a minimum of four (4) hours to complete the mandatory site visits.

UPDATED OFFICIAL BID PRICE SHEET

SP-21-0014, JANITORIAL SERVICE - Attachment "E"

All charges must be included on the Official Bid Price Sheet and must include all associated cost for the service being bid.

Requirements and Instructions:

Award will be based on the Total Projected Annual Cost for All Services

Responding Contractor must place their monthly cleaning cost and itemized requirements cost in column "D".

Column "E", "F", and "G" are protected columns and contain formulas that will automatically calculate the cost per square foot and total annual cost.

Janitorial Service cost per square foot is based on the daily cleaning rate.

Itemized Requirements cost per square foot is based on the one time cleaning rate.

Should Contractor not have access to a computer, place the hand-written monthly cost (in ink) and itemized requirements in the space provided. All required spaces must contain a cost. (Zero dollars is acceptable)

Include completed Official Price Sheet in bid submission.

The OSP buyer will transfer hand-written figure into the excel spreadsheet for automatic calculation.

Any changes to the documented square footage (Column B) by the Contractor will result in an automatic disqualification.

SEE EXAMPLE:

Column A	Column B	Column C	Column D	Column E	Column F	Column G
Description of Service	Daily Square Footage Cleaned	Unit of Measure	Monthly Cleaning Rate as Submitted by Vendor	Daily Cleaning Rate - Monthly Cleaning Rate divided by (21) Days	Cost per Square Foot based on Daily Cleaning Rate	Total Projected Annual Cost - Monthly Cleaning Rate multiplied by (12) Months
Example: Janitorial Service	50,000	Square Footage	\$5,000.00	\$ 238.10	\$0.004762	\$60,000.00
Itemized Requirements	Square Footage Cleaned	Unit of Measure	Cost Per (1) Cleaning Each	Cost Per Square Foot	Frequency Requirement	Total Projected Annual Cost for Itemized Requirements - Cost per (1) multiplied by Frequency Requirement
Example: Carpet Cleaning	10,000	Square Footage	\$1,000.00	\$0.100000	2	\$2,000.00
Total Annual Cost for All Services						\$62,000.00

ENTER YOUR BID BELOW:

Column A	Column B	Column C	Column D	Column E	Column F	Column G
Description of Service	Daily Square Footage Cleaned	Unit of Measure	Monthly Cleaning Rate as Submitted by Vendor	Daily Cleaning Rate - Monthly Cleaning Rate divided by (21) Days	Cost per Square Foot based on Daily Cleaning Rate	Total Projected Annual Cost - Monthly Cleaning Rate multiplied by (12) Months
Janitorial Service	124,812	Square Footage	5,400.00	\$ 257.14	\$0.002060	\$64,800.00
Total square footage	124,812	Square Footage				\$64,800.00
Itemized Requirements	Square Footage Cleaned	Unit of Measure	Cost Per (1) Cleaning Each	Cost Per Square Foot	Frequency Requirement	Total Projected Annual Cost for Itemized Requirements - Cost per (1) multiplied by Frequency Requirement
ADPHT/DAH - HQ						
Carpet Shampooing and Dry Cleaning as required by the IFB.	25,000	Square Footage	685.00	\$0.027400	1	\$685.00
Ceramic Tile - as required by the IFB.	5,500	Square Footage	395.00	\$0.071818	1	\$395.00
Total square footage	30,500	Square Footage				\$1,080.00
ADPHT/DAH - HAM						
Carpet Shampooing and Dry Cleaning as required by the IFB.	12,360	Square Footage	346.00	\$0.027994	1	\$346.00



STATE OF ARKANSAS
DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES
OFFICE OF STATE PROCUREMENT
501 Woodlane St., Ste. 220
Little Rock, Arkansas 72201-1023

ADDENDUM 1

TO: Vendors Addressed
FROM: Wendy Gossett
DATE: January 27, 2021
SUBJECT: SP-21-0014

The following change(s) to the above-referenced IFB have been made as designated below:

- ☐ Change of specification(s)
- ☐ Additional specification(s)
- ☐ Change of bid opening time and date
- ☐ Cancellation of bid
- ☒ Other – (UPDATED Attachment E – Official Bid Price Sheet)

BID OPENING DATE AND TIME

The bid opening date and time will remain the same.

OTHER – UPDATED OFFICIAL BID PRICE SHEET

DELETE Attachment E – Official Bid Price Sheet.

REPLACE with the Attachment E – UPDATED Official Bid Price Sheet. (The print area was corrected.)

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your bid response.

If you have any questions, please contact Wendy Gossett at wendy.gossett@dfa.arkansas.gov or (501) 371-6070.

Company: A. Moore Servicing Company, Inc.

Signature: [Signature]

Date: 02/23/2021



STATE OF ARKANSAS
DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES
OFFICE OF STATE PROCUREMENT
501 Woodlane St., Ste. 220
Little Rock, Arkansas 72201-1023

ADDENDUM 2

TO: Vendors Addressed
FROM: Wendy Gossett
DATE: January 29, 2021
SUBJECT: SP-21-0014

The following change(s) to the above-referenced IFB have been made as designated below:

- ☐ Change of specification(s)
- ☐ Additional specification(s)
- ☐ Change of bid opening time and date
- ☐ Cancellation of bid
- ☒ Other – (UPDATED Attachment A – Mandatory Site Visit Verification Form)

BID OPENING DATE AND TIME

The bid opening date and time will remain the same.

OTHER – UPDATED OFFICIAL BID PRICE SHEET

DELETE Attachment A – Mandatory Site Visit Verification Form.
REPLACE with the Attachment A – UPDATED Mandatory Site Visit Verification Form. (The time under the Mandatory Site Visit Locations table was corrected.)

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your bid response.

If you have any questions, please contact Wendy Gossett at wendy.gossett@dfa.arkansas.gov or (501) 371-6070.

Company: A. Moore Servicing Companies Inc.
Signature: [Signature]
Date: 02/23/2021



STATE OF ARKANSAS
DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES
OFFICE OF STATE PROCUREMENT
501 Woodlane St., Ste. 220
Little Rock, Arkansas 72201-1023

ADDENDUM 3

TO: Vendors Addressed
FROM: Wendy Gossett
DATE: February 10, 2021
SUBJECT: SP-21-0014

The following change(s) to the above-referenced IFB have been made as designated below:

- ☒ Additional of specification(s)
- ☒ Change of specification(s)
- ☐ Change of bid opening time and date
- ☐ Cancellation of bid
- ☐ Other

ADDITIONAL SPECIFICATION(S)

- **Add Section 1.7.G**

Subcontractors **shall not** be allowed during aggregate term of a resultant contract.

- **Add to Section 1.8.4.m**

- m. The Contractor **shall** provide the necessary janitorial staff coverage on Business Days, Tuesday – Friday 8:00 a.m. to 12:00 p.m., Central Time and on Saturday's from 9:00 a.m. to 1:00 p.m., Central Time.

CHANGE OF SPECIFICATION(S)

- Delete on **SP-21-0014 At A Glance DAH (MTCC) Restrooms** – Two (2) per floor and replace with the following:

Updated SP-21-0014 At A Glance DAH (MTCC)

- Restrooms – Three (3) levels of restrooms and additional on the first (1st) floor which is a new family one (1) toilet restroom.

- Delete from **Section 1.8 Contractor Requirements, 4. Staffing/Labor, d.** and replace with the following:

- d. The Contractor **shall** provide the necessary janitorial staff coverage on Business Days, from 5:00 p.m. to 9:00 p.m., Central Time to perform the janitorial services required by this IFB at the DAH HQ, 1100 North Street location only.

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your bid response.

If you have any questions, please contact Wendy Gossett at wendy.gossett@dfa.arkansas.gov or (501) 371-6070.

Company: A. Moore Servicing Companies Inc.

Signature: 

Date: 02/23/2021

STATE OF ARKANSAS



Mark Martin

ARKANSAS SECRETARY OF STATE

To All to Whom These Presents Shall Come, Greetings:

I, Mark Martin, Arkansas Secretary of State of Arkansas, do hereby certify that the following and hereto attached instrument of writing is a true and perfect copy of

Articles of Incorporation

of

A. MOORE SERVICING COMPANIES INC.

filed in this office
August 14, 2018

In Testimony Whereof, I have hereunto set my hand and affixed my official Seal. Done at my office in the City of Little Rock, this 14th day of August 2018.

A handwritten signature in cursive script that reads "Mark Martin".

Mark Martin
Secretary of State

Online Certificate Authorization Code: 1920175b73491738c4e
To verify the Authorization Code, visit sos.arkansas.gov





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Corporation Name	A. MOORE SERVICING COMPANIES INC.
Fictitious Names	
Filing #	811176506
Filing Type	For Profit Corporation
Filed under Act	Dom Bus Corp, 958 of 1987
Status	Good Standing
Principal Address	
Reg. Agent	ANTONIO DESHUN MOORE
Agent Address	6114 LYNDELL DR LITTLE ROCK, AR 72209
Date Filed	08/14/2018
Officers	ANTONIO DESHUN MOORE , Incorporator/Organizer ANTONIO DESHUN MOORE , Tax Preparer ANTONIO DESHUN MOORE , President
Foreign Name	N/A
Foreign Address	
State of Origin	N/A

[Purchase a Certificate of Good
Standing for this Entity](#)

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Articles of Incorporation

Filing Information

Filing Act: 958 of 1987

Entity Name: A. MOORE SERVICING COMPANIES INC.

File Date: 2018-08-14 14:41:47

Effective Date: 2018-08-14

Filing Signature: ANTONIO DESHUN MOORE

Signature Title: CEO

Stock Nonstock: Non-Stock

Primary Purpose:

The purpose for which this corporation is organized:

1. The primary purpose of the Corporation shall be: **Offering effective services including commercial janitorial and customer service to the community.**
2. To conduct any business enterprise not contrary to law.
3. To exercise all the powers enumerated in Section 4-27-302 of the Arkansas Business Corporation Act.

Registered Agent:

First Name: ANTONIO

Middle Name: DESHUN

Last Name: MOORE

Address 1: 6114 LYNDELL DR

City: LITTLE ROCK

State: AR

Zip: 72209

Country: USA

Phone: 501-353-8618

Email: AMOORE8101@GMAIL.COM

Officers

First Name: ANTONIO

Middle Name: DESHUN

Last Name: MOORE

Title: Incorporator/Organizer

Address 1: 6114 LYNDELL DR

City: LITTLE ROCK

State: AR

Zip: 72209

Country: USA