

MP Building Services

Headquarters:
11 Morgan Dr.
Methuen, MA 01844
(978)375-9868
Fax: (978)267-6177

May 19, 2021

Mr. Adam W. Chapdelaine
Purchasing Officer
Town of Arlington
730 Massachusetts Ave.
Arlington, MA 02476

Dear Mr. Chapdelaine,

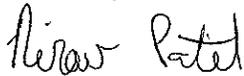
Thank you for giving MP Services the opportunity to present a bid for the janitorial services at your facilities in Arlington, MA. This bid will remain in effect for a period of forty-five calendar days after the deadline for submission of bids and thereafter until a contract is entered into, or the procurement is terminated, whichever occurs first. MP Building Services certifies that all its employees are authorized to work in the US. I can respond to any request for additional information and am authorized to negotiate and sign a contract.

Nirav Patel-----Business Manager
11 Morgan drive Methuen MA
(978) 973-7847
Email ntp@yahoo.com.

We are presently providing janitorial services to office buildings, schools, and retail stores and have been in business for over 25 years. Our success comes from our commitment to our customers, and when we commit we do the best. Service is our business. When problems do arise, we display flexibility to meet a new situation and adjust operations effectively to meet the demand of our customer. We are certified by the Commonwealth of MA as a minority and woman business enterprise.

We are looking forward to working with you. Let me know should you require any additional information.

Sincerely



Nirav Patel
Business Manager

MP BUILDING SERVICES

Presents

A CUSTODIAL SERVICE PROPOSAL

For

Town of Arlington
Arlington, MA

May 19, 2021

MP Building Services

STATEMENT OF EXPERIENCE

MP Building Services, being the best at what we do is our client pledge. Professional expertise and cleaning excellence have been our trademarks during our 30-plus years of experience cleaning schools and therapeutic specialty facilities. It's a reputation we intend to keep.

MP Building Services fully understands the needs and requirements of educational environments.

Every job is done right the first time, every time. Well-trained cleaning personnel with an eye for detail and a knack for anticipating every need. Consistent, day-in, day-out dependability. Immediate response to emergencies and special situations. Hands on supervision and dedicated management. Experience, flexibility, and commitment to quality. We will provide our customers with its finest in specialty cleaning such as striping tile floors, buffing tile floors, shampooing carpet, washing walls and dusting offices.

In our endless pursuit of excellence, MP Building Services has developed a management team and professional system that works for our customers here in northeastern Massachusetts and southern New Hampshire. We are with you every step of the way. Our company has pledged to work for you.

KEY MAN RESUME

Thakor B. Patel, President and Director of Operation, has over 30 years of experience in managing janitorial contracts. Mr. Patel graduated from Indiana University with a degree in Engineering. In 2000, MP Building Services was found by Mr. Patel. During the past few years, with the help of a professional staff, MP Building Services has grown in Northern Massachusetts and Southern New Hampshire to be a very professional and respected company in the cleaning industry.

Prior to initiating MP Building Services, Mr. Patel was a project manager at Merrimack Valley Works AT&T (LUCENT TECHNOLOGY) for janitorial services and required to maintain a 2.0 million sq. ft. facility as project manager for about six years. This facility required maintenance 24 hours a day, seven days a week. He also served as Project Manager at Logan Airport Terminal B for janitorial services.

Thakor Patel actively participates as a member of The Building Service Contractors Association International. He has extensive experience with floor and carpet work. He has participated in several seminars given by The Building Service Contractors Association International. His abilities with his supervisors and the constant training and development of procedures he has helped develop at MP Building Services have allowed him to create new leadership in the company. In turn, he has maintained one of the lowest employee turnover rates in the industry.

OPERATIONS OVERVIEW

The following is the day to day procedures at this division.

Each Area Manager is required to inspect one building each night. They will use the Custodial Inspection Form already in place. The Operations Manager will, each day, five days per week, visit a building preferably in different areas to produce a Job Status Report (attached).

The Job Status Report (JSR) is used when walking through a facility with the customer. The Operations Manager will fill out this form, following the guidelines described in the JSR. The report requires a signature from the customer and the Operations Manager. Optionally, the customer might rate our services based on the 1 to 5 scale.

The Operations Manager should collect at each visit; the Custodial Inspection Form filled out by the Area Manager and turned into MP Building Services' office for filing. These forms should be completed daily. Again, each Area Manager should have one done daily. The Operations Manager will assure that all forms are being completed in a timely fashion.

Based on the results of both results, the Custodial Inspection Form and the Job Status Report, the Operations Manager will schedule any necessary work to bring the account within an acceptable rating.

TRAINING

A. HOUSEKEEPING PERSONNEL

One of the most difficult tasks a custodial supervisor has is to create an environment in which his crew will develop a sense of importance toward their job and a sense of worth toward themselves. Although the content of our training modules are for the most part technical in nature, the manner in which they are presented emphasizes the value of the employee and his accomplishments. For example, many of our audio-visually repeat the theme that everyone (customers, tenants, supervision, and management) relies upon them and depends upon them.

While MP Building Services' training program was designed originally to provide our staff with the skills necessary to perform their job, we found its greatest value in the reduction of turnover. MP Building Services' employee turnover is a mere one-sixth (1/6) of what it was prior to instituting this training program. Employee morale and attitude have improved to such an extent that everyone takes pride in them. This is why we can guarantee a stable work force of not only full-time but part-time employees as well.

All custodians are given classroom instructions in each type of cleaning required. This is accomplished by using audio-visual presentations and reinforced by giving each employee their personal workbook of the subject. Each workbook includes a written test so that we can measure how much they have retained. The specific job duties covered are:

- Ground Rules for Professional Custodians
- Basic Office, Classroom, and Restrooms Cleaning
- Daily Floor Maintenance
- Stripping and Finishing Floors
- Basic Carpet Cleaning and Removing Stains from carpet
- Maintaining Janitorial Equipment
- Theory of Infectious Cleaning
- Maintaining Automatic Scrubbers
- Motivation of Janitorial Personnel

IN addition to the audio-visual training, employees receive classroom instruction from the supervisor on our safety program and security requirement. The supervisor uses the applicable modules from independent study program for his purpose, in addition to the customer's own unique rules and regulations. Finally, they will receive a general introduction to the specific chemicals and equipment they will be using on the job.

Once the employee leaves the classroom he/she will begin receiving intensive on the job training on the use, application, and safety of their chemicals and equipment. This is also where they receive their specific work schedule and are walked through their assigned work areas.

Please understand that throughout the training process, employees are continually reminded of your specific requirements in regard to safety and security.

Periodically, the supervisor will reinforce this training through inspections of each employee's area. Deficiency correction will be handled in a positive manner by reviewing the applicable section of the workbook or other specific training given on the job.

Pride of workmanship and quality performance are the products of MP Building Services' intensive training, inspection, and reinforcement programs.

B. MANAGEMENT AND SUPERVISION

MP Building Services has based its entire method of operation on the premise that their present and future customers are buying management expertise and professional supervision. Anyone can, of course, hire a maintenance man or janitor; but few, if

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anyone, can afford the time and energy required to manage this function at top efficiency. As a result, MP Building Services expends a great deal of time, energy, and money in order to keep its staff on the cutting edge of new technology in equipment, materials, tools, and work procedures.

The training program is fully integrated in that it includes both required and optional educational enhancements.

Required of all management personnel is the completion of the Building Services Management study program. This extensive training aid includes the following modules.

- 1) Introduction to the Building Service Contracting Industry
- 2) General Management
- 3) Account Management
- 4) Communications in Management
- 5) Human Behavior and Motivation
- 6) Personnel Recruitment, Selection, Policies, Discipline and Forms
- 7) Safety, Hazardous and Blood Borne Pathogens Training
- 8) Security in Building Maintenance

CUSTOMER CONTACT PROCEDURE

MP Building Services considers communication vital to any successful janitorial program. Therefore, we call every customer on a daily basis. Your input is entered in our computer database and every single day, during our operations meeting, the issues are discussed and scheduled that same night.

In addition to that, project work, tasks that are not scheduled on a regular basis, are scheduled and communication to you as to when and how they will be performed.

On Friday, MP Building Services will also ask you to rate our services from 1 to 5. Your input is entered into our database that will track our history and give us immediate feedback on any repetitive issues. This report is given to all management including MP Building Services' president.

Our independent Quality Control Manager will visit you on a regular basis to check on the progress of our custodial program. These individuals report directly to MP Building Services' upper management with a written report of their findings.

Finally, our Operations Department will also report to you any issues that require your immediate attention the next morning.

Comparative Evaluation Criteria

1) Years of Services

Over 30 years of experience in managing janitorial contracts and over 20 years of cleaning public schools.

2) Experience (All buildings – complete janitorial services Mon – Fri.)

- A] BELMONT HIGH SCHOOL AND MIDDLE SCHOOL – 2009 to present
- B] LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT – 2018 to 2021
- C] CITY OF MELROSE – 2 schools and town buildings – 2014 to present
- D] MYSTIC VALLEY RCS – 5 schools – 2015 to present
- E] ARLINGTON SCHOOLS and TOWN BLDGS – 3 schools
- F] EVERETT HIGH SCHOOL – 2009 to 2020
- G] CHELMSFORD PUBLIC SCHOOLS – 2019 – present (2022)

3) Availability of Staff

We do have Project and Emergencies crew which we can use them twenty-four hours per day, seven days per week to respond to emergency situations such as flood control or restorative cleaning or when someone is on vacation or sick.

Area Manager—Mafran DaSilva—617-501-0607

- | | |
|----------------------------------|-----------------------|
| 1) Jesus Bueno – Supervisor | 12) Naun Barerra |
| 2) Jose Gutierrez - Supervisor | 13) Veralicia Navarro |
| 3) Selma Dos Santos – Supervisor | 14) Miguel Miranda |
| 4) Juan Rivera - Supervisor | 15) Carmelo Baez |
| 5) Walter Martinez – Supervisor | 16) Eliezer Rodrigues |
| 6) Luis Mejia – Supervisor | 17) Edwin Dubon |
| 7) Neuza Silva | 18) Edwin Flores |
| 8) Jaime Chacon | 19) Balmore Ceron |
| 9) Camila DaSilva | 20) Jose Mancia |
| 10) Jose Santos | 21) Rogerio Calzolary |
| 11) Jean DaSilva | 22) Michael Batista |

4) Ability to meet hours of service

We are able to start cleaning any hours agreeable to Arlington Schools.

5) OSHA Standard Plan-Safety Training

MP Building Services stresses safety because we realize that our employees are our most valuable resource. Safety training sessions shall be conducted regularly to ensure that employees are continually aware of the importance of safety both on and

off the job.

Safety Training includes, but is not limited to, the following:

- Vehicle and equipment safety
- Proper lifting techniques
- Proper work techniques, including fire and spill prevention
- Accident reporting techniques
- Emergency and first-aid techniques
- OSHA-required safety plans, including
- Blood-borne pathogens
- Confined spaces
- Electrical safety and lockout/tagout
- Hazardous communications
- Personal-protective equipment
- Respiratory protection

Blood-borne Pathogens

All employees shall receive training about the potential for exposure to blood-borne pathogens. As with all safety training, this training shall be documented. This training shall include, but shall not be limited to, the following:

- * Identification of the employees/activities at risk for exposure to blood-borne pathogens
- * Precautions required for the identified employee/activities and precautions to be taken to prevent exposure to blood-borne pathogens
- * Identification of those employees whose work duties indicate the necessity for an HBV vaccination and the reason the vaccination is recommended.
- * What to do in the event of exposure to blood-borne pathogens
- * Identification of those employees authorized to clean up spills of blood or other bodily fluids, these employees shall receive additional training regarding the approved methods to clean such spills.
- * The approved products for use in cleaning and disinfecting to prevent transfer of and exposure to blood-borne pathogens
- * Explanation of biohazard signs, labels, and color-coding and directions on disposal of biohazards waste.

Refresher training shall be conducted at least annually.

Respiratory Protection

The Site Supervisor shall ensure that all project personnel are trained in the routine and emergency use of respirators. Respirator training shall include, but not be limited to, the following:

- Areas/activities/personnel requiring respirator protection and whether emergency or individual respirators are required.
- Types of hazards associated with the identified area/activities/personnel
- Methods used to help control these hazards and why respirator protection is required.
- What to do in the event of an emergency

Confined Spaces:

MP Building Services shall ensure that all personnel who must work in a permit-required confined space have the training necessary to enable them to work safely in the space. Rescue team personnel shall be trained in CPR and first-aid.

Electrical Safety & Lockout/Tagout Procedures

As a routine part of safety training, all employees shall receive training regarding electrical safety.

Authorized employees must receive in following areas:

- Type and magnitude of hazardous energy sources present at work site
- Methods and means needed to control the energy sources
- When lockout should be utilized rather than tagout.
- Reasons for applying lockout/tagout and the importance of not overriding lockout/tagout procedures.

Hazard Communications:

Employees who work with hazardous material shall receive training about the material. MSDS shall be kept current for all hazardous material. MSDS can be obtained from following web site:www.atlas.utah.edu/11/MSDS.

Personal Protective Equipment (PPE)

The Site Supervisor shall ensure that all project personnel are trained in the routine and emergency use of PPE. PPE training shall include, but shall not be limited to, the following:

- * Areas/activities/personnel requiring PPE and whether emergency or individual PPE is required
- * Types of hazards associated with the identified areas/activities/personnel
- * Methods used to help control these hazards and why PPE is required.
- * What to do in the event of an emergency

Warning Signs

MP Building Services shall provide Arlington Schools with the required warning signs and barricades needed to ensure the safety of the public and building occupants. Wet floor signs shall be placed to define the perimeter of areas where floor services (e.g. mopping and waxing) are being performed, and shall be removed once the floor is thoroughly dry and safe. When floor services are provided in corridors, wet floor signs shall be placed at either end of the corridor. When floor services are provided in restrooms, wet floor signs shall be placed outside, but not in the way of the restroom door.

6) 24 Hours emergency response and contact

Area Manager—Mafran DaSilva—617-501-0607
And Project and Emergency crew—same as #3

7) Security alarming Systems:

Our all school location has alarming system and we have full experience that how it works.

8) Staff recruitment, CORI and training procedures

Hiring: Before we hire any employee we check their references, experience and back-ground. They have to fill out CORI form and we check their record.

Training: MP Building Services realizes that a trained, experienced, well-qualified work force is the best way to ensure quality services.

Orientation Training: MP Building Services believes in teamwork. Our success depends upon the united effort of project and corporate personnel. To develop a project team, it is vital that each and every employee understand his/her duties, the importance of each position within the overall project, and the requirement and standards of the contract.

In their orientation training, employees shall be introduced to MP Building Services, receive their work assignments and schedules, and learn about the structure of **Arlington Schools** building(s). Employees shall be instructed on their specific duties and the corresponding quality requirements. Employees also are instructed on communication procedures with clients and management, use of barricades, and safety signs and procedures.

9) Quality Assurance Reports:

Our independent Quality Control Manager will visit Arlington Schools on a

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regular basis to check on the progress of our custodial program and written report of their findings. Also there will be school evaluation reports and logbooks will be used.

10) Problem Resolution procedural plan:

When problems do arise, we display flexibility to meet a new situation and adjust operations effectively to meet the demand of our customer.

11) Cleaning Products and MSDS Sheets:

MP Building Services, through its alliance partner MD Stetson Co., offers Green Solutions - a colorless, odorless, and environmentally conscious line of chemicals. Green Solutions are:

- Safe for our employees and your students
- Highly effective cleaning solutions
- Designed to be environmentally friendly
- A25 wax for floor finish
- Product details and MSDS sheets included

Hospital Grade Disinfectants:

The objective of our cleaning process is not only to clean well, but also to clean for improved health. MP Building Services' cleaning teams use hospital grade disinfectants for your protection for defense against the spread of infection and disease.

All of our products meet DPH standards.

12) Carpet Cleaning:

We provide carpet cleaning by the wet extraction method. We have been cleaning carpets in schools for over 10 years. Some of the schools that we have serviced include:

- Belmont Public Schools
- Everett High School
- Revere Public Schools
- Malden Public Schools

13) Weekly Dry Mop Services from Unifirst

14) Preventative Maintenance Plan for our equipment provided by J&S Equipment Repair from North Billerica, MA

WEEKLY PERFORMANCE REPORT SUMMARY

Ottoson Middle School

MP Building Services

Submit to Corporate and Facility Engineer by Tuesday of the Following Week

NAME AND TELEPHONE NUMBER OF INSPECTOR:

DATE OF REPORT:

REPORT PERIOD (FROM-TO):

TOTAL NUMBER OF INSPECTIONS (Number of Checklists X Number of Items/Checklist)	
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TOTAL NUMBER OF DEFICIENCIES	
------------------------------	--

PERCENTAGE OF DEFICIENCIES ((Number of Deficiencies / Number of Inspections) X 100))	
---	--

Attach copies of all inspections performed

NUMBER OF CORRECTIVE ACTIONS	
------------------------------	--

Attach copies of all Corrective Actions

NUMBER OF CUSTOMER COMMENTS RECEIVED	
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Attach copies of all Customer Comments

STATUS OF LONG-TERM CLEANING PROJECTS:

COMMENTS:

X _____
Facility Engineer

X _____
Corporate Manager
MP Building Services

MONTHLY PERFORMANCE REPORT SUMMARY

Ottoson Middle School

MP Building Services

Submit to Corporate and Facility Engineer by 10th Day of the Following Month

NAME AND TELEPHONE NUMBER OF INSPECTOR:

DATE OF REPORT:

REPORT PERIOD (FROM-TO):

TOTAL NUMBER OF INSPECTIONS (Number of Checklists X Number of Items/Checklist)	
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TOTAL NUMBER OF DEFICIENCIES	
------------------------------	--

PERCENTAGE OF DEFICIENCIES ((Number of Deficiencies / Number of Inspections) X 100)	
--	--

Attach copies of all Weekly Performance Report Summaries Covered in Reporting Period

NUMBER OF CORRECTIVE ACTIONS	
------------------------------	--

NUMBER OF CUSTOMER COMMENTS RECEIVED	
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STATUS OF LONG-TERM CLEANING PROJECTS:

COMMENTS:

X _____
Facility Engineer

X _____
Corporate Manager
MP Building Services

JOB STATUS REPORT

Period From: _____ To: _____ Inspected by: _____

Account _____ Job # _____ Date: ____/____/____

ACCOMPLISHMENTS FOR PERIOD:

ITEMS REQUIRING ATTENTION

ACTION PLAN

ITEMS REQUIRING ATTENTION	ACTION PLAN

PERFORMANCE GOALS

TARGET DATE

PERFORMANCE GOALS	TARGET DATE

Customer's Service Evaluation

(Please Check Overall Performance Quality)

- 5 Excellent
- 4 Good
- 3 Satisfactory
- 2 Needs Improvement
- 1 Unacceptable

Customer Comments

OPS. MANAGER: _____	CUSTOMER: _____
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PROGRESS REPORT

CORRECTIVE ACTIONS

Janitorial Services, Ottoson Middle School

DATE:

INSPECTOR:

DEFICIENCY NOTED:

CORRECTIVE ACTION AND DATE ENACTED:

ACTION TO PREVENT RECURRENCE:

X _____
Facility Engineer

X _____
Corporate Manager
MP Building Services

M P Building Services
REFERENCES

All building Complete Janitorial Services

Belmont Public Schools (2 Schools and Town Buildings)
644 Pleasant Street
Belmont, MA 02478
Michael Flood – Facilities Manager
(617) 308-0287
July 2009 to Present (2022) 550,000 sq. ft.

Lincoln-Sudbury Regional School District
39 Lincoln Rd
Sudbury, MA 01776
Kevin Rossley – Maintenance/Custodian Coordinator
(978) 443-9961 Ext. 2371
July 2018 to June 2021 384,000 sq. ft.

Groton-Dunstable Regional School District (5 Schools)
344 Main Street
Groton, Massachusetts 01450
Sherry Kersey – Director of Finance and Operations
(978) 448-5505
July 2020 to June 2023 430,000 sq. ft.

Melrose Public Schools (2 Schools)
360 Lynn Fells Parkway
Melrose, MA 02176
Jay McNeil – Facilities Manager
(781) 870-0562
September 2014 to Present 425,000 sq. ft.

Mystic Valley Regional Charter School (5 School Buildings)
576 Eastern Ave
Malden, MA 02148
Greg Kinnon – Facilities Manager
(781)-953-8931
July 2015 – Present (June 2021) 280,000 sq. ft.

Everett High School
100 Elm St.
Everett, MA 02149
Steve Bond – Facilities Director
(781) 547-1111
September 2010 to June 2020 375,000 sq. ft.



OPERATIONAL SERVICES DIVISION

SUPPLIER DIVERSITY OFFICE

THE COMMONWEALTH OF MASSACHUSETTS

Executive Office for Administration and Finance

OPERATIONAL SERVICES DIVISION

One Ashburton Place, Suit 1017

Boston, MA 02108-1552

Charles D. Baker

Governor

Karyn E. Polito

Lieutenant Governor

Michael J. Heffernan

Secretary

Gary J. Lambert

Assistant Secretary for Operational Services Division

June 19, 2020

Mr. Thakor Patel
MP Building Services, LLC
11 Morgan Drive
Methuen, MA 01844-1200

Dear Mr. Patel:

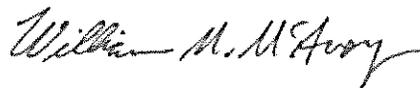
Congratulations! Your firm has been certified as a minority and woman business enterprise (MBE and WBE) with the Supplier Diversity Office ('SDO') under the business description of COMPLETE JANITORIAL SERVICES INCLUDES STRIPPING, WAXING & SHAMPOOING FLOORS; CLEANING RESTROOMS; EMPTYING TRASH AND VACUUMING CARPETS. Your firm will be listed in the SDO Certified Business Directory and the Massachusetts Central Register under this description. **This letter serves as the sole proof of your SDO certification.** Your designation as a MBE and WBE is valid for three (3) years unless revoked pursuant to 425 CMR 2.00.

Your firm's next renewal date is June 18, 2023. SDO will send written renewal notices to your business and/or e-mail address on file approximately thirty (30) business days prior to your firm's three (3) years certification anniversary. Additionally, every six (6) years, certified companies that wish to remain certified may undergo a substantive review which will require certain updated supporting documentation.

SDO also reserves the right to monitor your firm and to perform random spot checks to ensure the firm continues to meet the certification criteria. Your firm is required to notify the SDO in writing of any material changes. Examples include but are not limited to changes in its business description, as well as business phone number, fax number, business' physical location, webpage and e-mail addresses. Other reportable changes include business structure, ownership (the business is sold or transferred), control and outside employment. You also have a duty to report decertification and debarment notices from this or any other jurisdiction. Failure to abide by the continuing duty requirements shall constitute grounds for the firm's decertification.

We look forward to working with you and your firm to maximize its business opportunities. Should you have any questions, please feel free to contact us via email at wso@state.ma.us.

Sincerely,

A handwritten signature in cursive script that reads "William M. McAvoy".

William M. McAvoy
Deputy Assistant Secretary and
Chief Legal Counsel

MALDEN
High School

**EDUCATING
MALDEN
STUDENTS
SINCE 1857**

Dana F. Brown
PRINCIPAL

HOUSE PRINCIPALS

Marilyn Slattery
781.397.6010

Christopher Mastrangelo
781.397.6020

Diane Klibansky
781.397.6030

Nathan D. Lamar
781.397.6040

77 Salem Street
Malden, MA 02148
MAIN OFFICE 781.397.6000
FAX 781.397.7224
WEBSITE www.malden.mec.edu

"You can get there from here..."

May 2014

To whom it may concern,

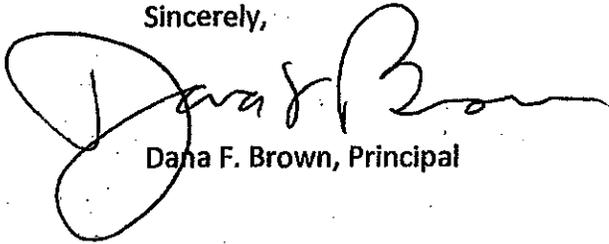
I am writing on behalf of MP Building Services, currently the cleaning company at Malden High School. MP has been at Malden High School for approximately 16 months and during this time we have seen a transformation in the cleanliness of the school.

Prior to MP Cleaning coming to Malden High School the school was dirty and grimy. After a very short time we started to notice an immediate difference. Hallways were shiny and teachers were praising the fact that classroom floors were being swept and barrels were being emptied. Bathrooms are clean and stocked.

MP management and staff are accommodating and responsive. When we make requests for things to be done we get an immediate and positive response. It is a refreshing way to do business.

I am happy to recommend MP Cleaning Services to any school system. Please do not hesitate to contact me with any questions or concerns.

Sincerely,



Dana F. Brown, Principal



Greg Kinnon
Mystic Valley Regional Charter School
576 Eastern Ave.
Malden, MA
September 2017

Dear Sirs:

I completely recommend MP Building Services for all your cleaning needs. We have been using their services for the past few years now, and we have been rarely disappointed in either the quality of the work or their response to improve any areas of concern.

THAKOR PATEL and his team are dedicated and professional. They arrive on time for scheduled cleaning, and they always have the proper materials to get a job finished. Most importantly for a cleaning crew, the place actually looks and feels clean when they're done.

MP Building Services have been a great fit for the MYSTIC VALLEY REGIONAL CHARTER SCHOOL . If you'd like a clean school or office, they should be your first choice every time.

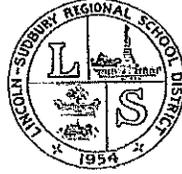
Sincerely,

Greg Kinnon
Mystic Valley Regional Charter School

LINCOLN SUDBURY REGIONAL SCHOOL DISTRICT

390 LINCOLN ROAD

SUDBURY, MASSACHUSETTS 01776-1409



TELEPHONES:

(978) 443-9961

(781) 259-9527

FAX: (978) 443-8824

WEBSITE: WWW.LSRHS.NET

March 13, 2019

To Whom It May Concern:

MP Building Services have been employed by Lincoln-Sudbury Regional School District since July 1, 2018. The company, under President Thakor Patel, has excellent skills including attention to detail, consistently high quality cleaning, attentive customer service, dedication to their clients, and extraordinary professionalism in management and staff. In addition, the company uses "green" cleaning products.

It is my privilege to recommend MP Building Services for your consideration. Please do not hesitate to get in touch if I can provide further information.

Sincerely,

A handwritten signature in black ink that reads 'Kevin Rossley'.

Kevin Rossley
Director of Buildings and Grounds
Lincoln-Sudbury Regional School District
390 Lincoln Road
Sudbury, MA 01776

Phone (978) 443-9961 x 2371 Fax (978) 443-8824
kevin_rossley@lsrhs.net

BELMONT PUBLIC SCHOOLS

THOMAS S. KINGSTON
INTERIM SUPERINTENDENT OF SCHOOLS
(617) 993-5401



644 PLEASANT STREET
BELMONT, MASSACHUSETTS 02478-2589
(617) 993-5400
FAX (617) 993-5409

JANICE G. DARIAS
ASSISTANT SUPERINTENDENT
FOR CURRICULUM & INSTRUCTION
(617) 993-5410

ANTHONY R. DICOLOGERO
DIRECTOR OF FINANCE,
BUSINESS & OPERATIONS
(617) 993-5430
FAX (617) 993-5439

December 10, 2012

To Whom It May Concern,

My name is Alfred Domenici and I am the Supervisor for Buildings and Grounds at Belmont Public Schools in Belmont MA. We have had MP Services under contract for the cleaning of our High School and Middle School for what is the better part of 4 years with 2 more years pending on their current agreement with the School Dept. My experiences with MP Services have been both pleasant and knowledgeable. They have displayed excellent professionalism in the areas of high performance cleaning along with a great understanding of the specifications and expectations set forth by the School Dept. Their lead staff at both schools is focused on detail and efficiency on cleaning and floor care procedures. The support staff has always been prompt and reliable. I would have no reservations recommending MP Services to a fellow associate.

Thank You,

Alfred Domenici

Belmont Public Schools



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME:	
BROWN & BROWN OF MASSACHUSETTS LLC 980 WASHINGTON STREET SUITE 325 DEDHAM MA 02026		PHONE (A/C, No, Ext): 781-455-6664	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: SELECTIVE INS CO OF AMERICA	
		NAIC # 12572	
INSURED		INSURER B:	
MP BUILDING SERVICES LLC 11 MORGAN DR METHUEN MA 01844-1200		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>		S 2393893	9/16/2020	9/16/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
							MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			S 2393893	9/16/2020	9/16/2021	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 2,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ ZERO						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		Y/N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This Certificate of Liability Insurance was created by Selective on behalf of the agent.

Town of Arlington is included as additional insured with respect to General Liability as required by written contract or agreement.

CERTIFICATE HOLDER**CANCELLATION**Town of Arlington
730 Massachusetts Ave

Arlington MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CLEANING SERVICES, OTTOSON MIDDLE SCHOOL

YEAR #1 – (7/1/21 – 6/30/22)

FACILITY	PerMonth		Yearly
OttosonMiddle School			
A. Per Month	<u>\$9,350</u>	x12	= <u>\$112,200</u>

OPTION YEAR #2 – (7/1/22 – 6/30/23)

FACILITY	PerMonth		Yearly
OttosonMiddle School			
A. Per Month	<u>\$11,430</u>	x12	= <u>\$137,160</u>

OPTION YEAR #3 – (7/1/23 – 6/30/24)

FACILITY	PerMonth		Yearly
OttosonMiddle School			
A. Per Month	<u>\$12,470</u>	x12	= <u>\$149,640</u>

**CLEANING SERVICES, Arlington High School Bldg. "F", Arlington High School Bldg. "B"2nd floor,
Arlington High School Bldg. "B"partial 4th floor**

YEAR #1 – (7/1/21 – 6/30/22)

FACILITY	Per Month		Yearly
Arlington High School			
A. Per Month	<u>\$15,588</u>	x 12	= <u>\$187,056</u>

OPTION YEAR #2 – (7/1/22– 6/30/23)

FACILITY	Per Month		Yearly
Arlington High School			
A. Per Month	<u>\$19,050</u>	x 12	= <u>\$228,600</u>

OPTION YEAR #3 – (7/1/23 – 6/30/24)

FACILITY	Per Month		Yearly
Arlington High School			
A. Per Month	<u>\$20,784</u>	x 12	= <u>\$249,408</u>

References

- | | | | |
|----|--|---|---|
| 1. | <u>Michael Flood</u>
(Contact Name) | <u>617-308-0287</u>
(Phone number where contact is easily reached) | <u>Town of Belmont</u>
(Location) |
| 2. | <u>Kevin Rossley</u>
(Contact Name) | <u>978-443-9961 x2371</u>
(Phone number where contact is easily reached) | <u>Lincoln-Sudbury RSD</u>
(Location) |
| 3. | <u>Sherry Kersey</u>
(Contact Name) | <u>978-448-5505</u>
(Phone number where contact is easily reached) | <u>Groton-Dunstable RSD</u>
(Location) |

Bidder information

Name of company: MP Building Services

Signed: *Nirav Patel*
Nirav Patel, Business Manager

Print Name and Title:

Address: 11 Morgan Dr., Methuen, MA 01844

Telephone Number: 978-973-7847

Date: May 19, 2021

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Nirav Patel

(Signature of individual submitting bid or proposal)

Nirav Patel

(Name of individual submitting bid or proposal)

MP Building Services

Name of Business

5/19/2021

Date

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I have complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

27-4328267
Social Security Number or
Federal Identification Number

Nirav Patel
Signature of Individual or Responsible
Corporate Officer and Title

**NON-COLLUSION FORMS
MUST BE SIGNED AND
SUBMITTED WITH BID**

M P Building Services
REFERENCES

All building Complete Janitorial Services

Belmont Public Schools (2 Schools and Town Buildings)

644 Pleasant Street

Belmont, MA 02478

Michael Flood – Facilities Manager

(617) 308-0287

July 2009 to Present (2022)

550,000 sq. ft.

Lincoln-Sudbury Regional School District

39 Lincoln Rd

Sudbury, MA 01776

Kevin Rossley – Maintenance/Custodian Coordinator

(978) 443-9961 Ext. 2371

July 2018 to June 2021

384,000 sq. ft.

Groton-Dunstable Regional School District (5 Schools)

344 Main Street

Groton, Massachusetts 01450

Sherry Kersey – Director of Finance and Operations

(978) 448-5505

July 2020 to June 2023

430,000 sq. ft.

Melrose Public Schools (2 Schools)

360 Lynn Fells Parkway

Melrose, MA 02176

Jay McNeil – Facilities Manager

(781) 870-0562

September 2014 to Present

425,000 sq. ft.

Mystic Valley Regional Charter School (5 School Buildings)

576 Eastern Ave

Malden, MA 02148

Greg Kinnon – Facilities Manager

(781)-953-8931

July 2015 – Present (June 2021)

280,000 sq. ft.

Everett High School

100 Elm St.

Everett, MA 02149

Steve Bond – Facilities Director

(781) 547-1111

September 2010 to June 2020

375,000 sq. ft.