

# MEMO

February 11, 2025

**To:** Peter Brixius and Craig City Council  
**From:** Marlin Eckhoff, Building Official  
**Subject:** Custodial bid award.

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The Community Development Department recently solicited bids for custodial services for City Hall, Center of Craig, and the Museum. We had interest from four cleaning companies, however we only received two (2) formal bids. All Natural of Yampa Valley and Exquisite Cleaners Colorado LLC.

Below is an outline of each company's bid per each of the three facilities:

## **City Hall**

- All Natural: \$375 per week based on 15 hours per week (3 times per week) includes quarterly cleaning.
- Exquisite: \$840 per week based on 24 hours per week (3 times per week) quarterly cleaning is not included and will be invoiced separately at \$35 per hour.

## **Center of Craig**

- All Natural: \$75 per week based on 3 hours per week (2 times per week) includes quarterly cleaning.
- Exquisite: \$180 per week based on 6 hours per week (2 times per week) quarterly cleaning is not included and will be invoiced separately at \$30 per hour.

## **Museum**

- All Natural: \$50 per week based on 2 hours per week (one time per week) includes quarterly cleaning.
- Exquisite: \$60 per week based on 2 hours per week (one time per week) quarterly cleaning is not included and will be invoiced separately at \$30 per hour.

All Natural is our current cleaning service for City Hall and the Center of Craig. Based on current performance and lower bid price, I would recommend awarding All Natural of Yampa Valley the contract for custodial services at City Hall, Center of Craig, and the Museum of Northwest Colorado. This will be a three-year contract.

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ALL NATURAL OF YAMPA VALLEY INC.  
P.O. BOX 336  
HAYDEN, CO 81639  
970-276-3677

Marlin Eckhoff & Katie Carmody  
City of Craig, Co  
300 West 4th Street  
Craig, Co 81625  
kcarmody@ci.craig.co.us  
meckhoff@ci.craig.co.us

Dear Mr Eckhoff & Ms Carmody

I am writing to re bid the custodial RFP for the City of Craig. The job description is in line with my companies and employees skills and abilities job references are included.

All Natural currently has several janitorial contracts in Routt , Moffat and Grand counties. We Have been in the janitorial, carpet cleaning and water restoration business for 25 years now.

My employees pay attention to detail and efficiency and take pride in doing the job right. We have some of the same contracts in place since the day we started 25 years ago.

My employees all must pass a CBI background check and Drug Screening. All my current employees have worked for us for several years now.

Thank You for the opportunity to re bid this RFP.

Sincerely



Richard Harper/President and Owner All Natural of Yampa Valley Inc.

All Natural of Yampa Valley Inc.  
P O Box 336  
Hayden, Co 81639  
970-276-3677  
[sharper0103@aol.com](mailto:sharper0103@aol.com)

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Cleaning Cost City Hall:

Weekly: \$375.00 per week based on 15 hrs per week price includes quarterly cleaning hrs.  
Cost based on 3 days a week and hrs it is currently taking to clean at \$25.00 per hr.

Cleaning Center of Craig:

Weekly: \$75.00 per week based on 3 hrs per week price includes quarterly cleaning hrs.  
Cost based on 2 days a week and hrs it is currently taking to clean.

Cleaning Cost Museum:

Weekly: \$50.00 per week based on 2 hrs per week price includes quarterly cleaning hrs.  
Cost based on 1 day a week.

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EXQUISITE CLEANERS COLORADO LLC

P.O. BOX 217  
Craig, CO 81626

[Exquisitecleanerscolorado@gmail.com](mailto:Exquisitecleanerscolorado@gmail.com)

970-819-7179/970-819-3644

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January 13, 2025

City of Craig  
Custodian Services  
300 W 4th Street  
Craig  
CO, 81625

To whom this may concern,

Happy new year to all, and we hope this year brings lots of blessing and prosperity to you and yours. We are writing to express our interest in the custodian services. Exquisite has been around for the past three years, in which we have provided custodial and staffing within the Steamboat Springs area and Craig. We have offered our services to both the Moffat and Routt county School districts, private housings, Vacation rentals and offices. We are pleased to say that most if not all have been wonderful experiences and given the feedback, we can proudly say it has been wonderful. We would love to take this opportunity to contribute our services to your establishments as well.

As a company, we strive for the best as nothing is ever perfect, hence we try to provide good staff with experience, proper work ethics and outstanding performance, as this builds both the company and our clients are left satisfied. One of our best achievements is being able to serve our county (Craig) with our services and the residents love and appreciate it.

Each facility will attract a different fee based on size, workload and employees.

The City Hall- This is the largest building of all three which will take more people and more time, according to the size and workload. We propose \$35/hr and we can staff this with two people on the specified days you wish. For this we estimate 8 hrs total which is 4 hrs per person totalling \$280.00/day.

The Centre of Craig- According to our walk through, we propose at least 3 hrs for the completion of this building, at a rate of \$30/hr, totaling \$90/clean

The Museum- As per walk through, we propose at least 2 hours on each clean at a rate of \$30/clean, totalling \$60/clean however these hours may vary when the museum has

more traffic and will require more attention. In the case of heavy traffic in the season it gets busy the most, we will add an additional 1.5hr to cover time spent to complete cleaning.

For Quarterly clean, these are referred to as "deep clean" and will however take up more time for tasks to be completed. Hourly rates will remain the same but hours will increase and will be invoiced accordingly.

We also do background checks on all our employees and with such we also provide workers comp and the business is insured.

Please note we are open to negotiations as we would like to be a part of the tasks for this community and would want to render services where needs be. Thank you for considering us and we hope you find this application suitable. Below please see the list of references.

References: Sara Linsacum, Craig Middle School Principal 970-819-7434  
Ryan Frink, Moffat County High School Principal, 970-208-3000  
Elizabeth Taggart, Owner of Five Star professional Services in  
Steamboat, 970- 819-5410

Signature  
Sheerena Ebanks  
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