



Attachment B - Specifications

RFx: 3000023617

Barber Services – OJJ/BCCY

To establish a contract to provide Barber Services for residents of the Office of Juvenile Justice Bridge City Center for Youth located at 3225 River Road, Bridge City, LA 70094.

To provide haircuts for male residents twice a month or as deemed necessary by the facility.

Unit price shall be per head

Service location has approximately 120 residents.

Work hours 8:00 a.m. - 4:00 p.m. Monday-Friday

Contractor will not work during any State declared holiday. If holiday should fall on scheduled work day, contractor is required to reschedule workday in agreement with facility.

Contractor to maintain a ledger, provided by the agency, of services containing name of client and services provided.

Bidder shall provide a copy of the two most recent and conservative barber licenses, including year of issuance, to demonstrate adequate experience. This identical information shall be submitted for any employee of the contractor, if the contractor will not be the one actually performing the services.

Possession of a current license to practice as a barber/beautician in the State of Louisiana is also required.

Agency requires copy of license for display upon award per State Board of Barber/Cosmetology. Contractor must maintain a current license the duration of the contract.

Contractor shall be responsible for keeping their work area clean at all times including disinfecting clippers and all other work tools between each haircut, and keeping the area clean and free from hair by sweeping/mopping the chair and floor.

Contractor will be responsible for properly brushing hair off of resident after cutting service.

All the agency equipment and shop areas are to be kept in good working and sanitized conditions. Contractor to adhere to all agency policies and procedures.

Contractor to furnish necessary supplies, tools, equipment and repairs of own equipment for operation of barber shop. The facility is equipped with chairs and a functional sink and the facility will provide clippers, barbicide, disinfectant and talcum powder.



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Contractor shall accept feedback on performance from residents, provided by the designated personnel at the facility, and readily respond to any concerns.

The fee for traveling to and from the facility should be included with pricing.

Contractor shall call the administrator or other administrative staff at the facility at least 24 hours in advance of any cancellation. More than three cancellations in a 2-month period may be cause for contract cancellation. The contractor is the sole point of contact and is responsible for the proper execution of the contract whether or not he/she performs the services.