


INVITATION TO BID		BID DUE DATE AND TIME		
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		06/11/2026 11:00 AM CT		
SOLICITATION RFQ-0000002813 SUPPLIER # SUPPLIER NAME AND ADDRESS <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>		RETURN BID TO lsubids@lsu.edu Buyer Alexandra Torres Huber Buyer Phone +1 (225) 578-9398 Buyer Email atorre6@lsu.edu Issue Date 05/14/2026		
TITLE: CUSTODIAL SERVICES FOR LSU ATHLETICS VENUES/EVENTS- TERM CONTRACT				
To Be Completed By Supplier				
1. _____ "No Bid" (sign and return this page only). 2. _____ My Company does not wish to receive future solicitations for this spend category. 3. Specify your Delivery: To be made within _____ days after receipt of order. 4. If applicable, Supplier's Addendum Acknowledgement/Response: As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and _____ submit no alterations/clarifications to our original bid. _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.				
General Instructions to Suppliers				
1. Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time. 2. Read the entire solicitation, including all terms, conditions and specifications. 3. All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier. 4. Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment. 5. Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later. 6. By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.				
SUPPLIER NAME		MAILING ADDRESS		
AUTHORIZED SIGNATURE		CITY, STATE ZIP		
PRINTED NAME		PHONE #		
TITLE		FAX #		
E-MAIL		FEDERAL TAX ID #		

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1. Bid Submission Information

All bids must be submitted electronically to LSU Procurement Services. Bids must be received at the "Return Bid To" email address no later than the due date and time specified herein. Bids must be emailed to lsubids@lsu.edu. (This email address should be used for bid submissions only). Any bids sent directly to the Buyer of record will not be forwarded to the "Return Bid To" email.

When submitting electronically, the RFQ number and solicitation title should be listed in the subject line of the email. An original and redacted copy (if applicable) must be submitted electronically. Hard copies of bids will not be accepted; therefore, they will not be evaluated.

It is the responsibility of the Supplier to ensure the bid is received by LSU Procurement by the indicated due date and time. Any delays that may occur in transmission of the bid is the responsibility of the supplier. A bid will be considered late if it is not received at the "Return Bid To" email address by the indicated due date and time.

The maximum email attachment size accepted is 125 MB. It is the supplier's responsibility to ensure bid submission is sized such that it is successfully transmitted and received by LSU. If the bid response is too large to be emailed as one document, the bid must be sent as separate documents. Each submittal should be labeled. (Example – Bid Submittal 1 out of 3 for RFQ-000000XXXX - Title; Bid Submittal 2 out of 3 for RFQ-000000XXXX - Title, etc.). If any submittal is received late, LSU will not consider the late submittal(s). Only the submittal(s) received by the due date and time will be considered. Late bids will not be accepted per LAC 34:XIII.515.B.

2. Bid Opening Information

Bid openings are held electronically. There are no in-person bid openings. To electronically attend the bid opening, use the below link to register in advance:

<https://lsu.zoom.us/joining/register/QLfFfBZmRqio9DF9ESf0QA>

After registering, a confirmation email will be provided containing information about joining the bid opening.

No information or opinions concerning the ultimate contract award will be given at bid opening or during the evaluation process.

If an unforeseen circumstance beyond LSU's control prevents bid opening, the Bid will open at the next scheduled bid opening date.

3. Bid Prices

Bid prices must be inclusive of all applicable charges.

4. Insurance Requirements

Please note attached insurance requirements. Successful bidder will be required to furnish a certificate of insurance evidencing required coverages and naming the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College as an additional insured on all liability policies.

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These standard terms and conditions shall apply to all LSU solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of conflict between the General Instructions to Suppliers or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

Bids submitted are subject to provisions of the laws of the State of Louisiana, including but not limited to: the University Procurement Code (LAC 34:XIII. Chapters 3-25) and the terms, conditions, and specifications stated in this solicitation.

1. Supplier Enrollment

Suppliers providing a bid/quote in response to a LSU solicitation must be setup in the University's new procurement system (Workday) for bid tabbing and award of a purchase order. Suppliers should complete the online supplier registration form prior to submitting a bid response and/or the bid due date and time to ensure bid tabbing can be done timely after the bid deadline. This website is used in place of a paper form and must be accompanied with an IRS Request for Taxpayer Identification Number and Certification form (W-9 or W-8 if foreign) to collect the required business and tax information that support the University's reporting and compliance requirements. To inquire if you or your company is setup or for questions regarding setup, email suppliers@lsu.edu. The supplier enrollment form can be located at: http://www.lsu.edu/administration/ofa/procurement/supplier_registration.php

2. Bid Delivery and Receipt

Bids must be received and time-stamped at the "Return Bid To" email address no later than the due date and time specified herein.

Supplier is solely responsible for the timely delivery of its bid, and failure to meet the bid due date and time shall result in rejection of the bid. Late bids cannot be accepted per LAC 34:XIII.515.B.

3. Bid Forms

Bids are to be submitted on the LSU solicitation forms provided, and must be signed by an authorized agent of the supplier in accordance with LAC 34:XIII.517. Bids submitted on other forms or in other price formats may be considered informal and may be rejected in part or in its entirety. Bids submitted in pencil and/or bids containing no original signature indicating the supplier's intent to be bound will not be accepted. Bid submissions should not be spiral bound.

4. Interpretation of Solicitation/Supplier Inquiries

If supplier is in doubt as to the meaning of any part or requirement of this solicitation, supplier may submit a written request for interpretation to the Buyer-of-Record at the address and/or fax number shown above. Written inquiries must be received in the Procurement Office no later than 4:30 pm CST four (4) business days prior to the opening of bids, and shall be clearly cross referenced to the relevant solicitation/specification in question.

No decisions or actions shall be executed by any supplier as a result of oral discussions with any LSU employee or consultant. Any interpretation of the documents will be made by formal addendum only, issued by the Procurement Office, and mailed or delivered to all suppliers known to have received the solicitation. LSU shall not be responsible for any other interpretations or assumptions made by supplier.

5. Bid Addenda

Bid Addendum is to be signed and returned with your bid. If you have already submitted your bid, and this Addendum creates a need to revise/clarify your original response in any way, you are required to submit such in writing. To be considered, your addendum response must be submitted to and received by LSU Procurement at the "Return Bid To" address stated above. Submittals for price alterations and addenda to bids must be clearly marked with the solicitation number and the bid due date/time and returned via fax, email, courier service, hand delivery, or USPS mail. Bid revisions received after bid opening cannot be considered, whereupon the supplier must either honor or withdraw its original bid.

6. Bid Opening

Suppliers may attend the public bid opening of sealed bids. No information or opinions concerning the ultimate contract award will be given at bid opening or during the evaluation process. Written bid tabulations will not be furnished.

7. Special Accommodations

Any "qualified individual with a disability" as defined by the Americans with Disabilities Act, who has submitted a bid and desires to attend the public bid opening, must notify the Procurement Office in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.

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8. Standards of Quality

Any product or service bid shall conform to all applicable federal, state and local laws and regulations, and the specifications contained in the solicitation. Any manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired; and is not intended to limit or restrict competition. Supplier must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact product specified in the solicitation.

9. New Products/Warranty/Patents

All products bid for purchase must be new, never previously used, of the manufacturer's current model and/or packaging, and of best quality as measured by acceptable trade standards. No remanufactured, demonstrator, used or irregular products will be considered for purchase unless otherwise specified.

The manufacturer's standard published warranty and provisions shall apply, unless more stringent warranties are otherwise required by LSU and specified in the solicitation. In such cases, the supplier and/or manufacturer shall honor the specified warranty requirements, and bid prices shall include any premium costs of such coverage.

Supplier guarantees that the products proposed and furnished will not infringe upon any valid patent or trademark; and shall, at its own expense, defend any and all actions or suits charging such infringement, and shall save LSU harmless.

10. Descriptive Information

Suppliers proposing an equivalent brand or model are to submit with the bid descriptive information (such as literature, technical data, illustrations, etc) sufficient for LSU to evaluate quality, suitability, and compliance with the specifications. Failure to submit descriptive information may cause bid to be rejected. Any changes made by supplier to a manufacturer's published specifications shall be verifiable by the manufacturer. If items bid do not fully comply with specifications, supplier must state in what respect items deviate. Supplier's failure to note exceptions in its bid will not relieve the supplier from supplying the actual products requested.

11. Bids/Prices/F.O.B. Point

- The bid price for each item is to be quoted on a "net" basis and F.O.B. LSU Destination, i.e. title passing upon receipt and inclusive of all delivery charges, any item discounts, etc.
- Bids other than F.O.B. LSU Destination may be rejected.
- Bids indicating estimated freight charges may be rejected.
- Bids requiring deposits, payment in advance, or C.O.D. terms may be rejected.
- Suppliers who do not quote "net" item prices and who separately quote an overall "lump sum" freight cost or discount for all items shall be considered as submitting an "all-or-none" bid for evaluation and award purposes; and risk rejection if award is made on an item or grouped basis.
- Prices shall be firm for acceptance for a minimum of 30 days, unless otherwise specified. Bids conditioned with shorter acceptance periods may be rejected.
- Prices are to be quoted in the unit/package specified (e.g. each, 12/box, etc), or may be rejected.
- In the event of extension errors, the unit price bid shall prevail.

12. Taxes

Supplier is responsible for including all applicable taxes in the bid price. LSU is exempt from all Louisiana state and local sales and use taxes. By accepting an award, resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.

13. Terms and Conditions

This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, supplier agrees that contrary terms and conditions which may be included in its bid are nullified.

14. Supplier Forms/LSU Signature Authority

The terms and conditions of the LSU solicitation and purchase order/contract shall solely govern the purchase agreement, and shall not be amended by any supplier contract, form, etc.

The University's chief procurement officer, or authorized designee, is delegated sole authority to execute/sign any supplier contracts, forms, etc, on behalf of LSU. Departments are expressly prohibited from signing any supplier forms. Any such supplier contracts/forms bearing unauthorized signatures shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom. Suppliers who present any such forms to department users for signature without regard to this strict LSU policy may face contract cancellation, suspension, and/or debarment.

15. Awards

Award will be made to the lowest responsible and responsive supplier. LSU reserves the right: (1) to award items separately, grouped, or on an all-or-none basis, as deemed in its best interest; (2) to reject any or all bids and/or items; and (3) to waive any informalities.

All solicitation specifications, terms and conditions shall be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

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16. Acceptance of Bid

Only the issuance of an official LSU purchase order/contract, a Notification of Award letter, or a Notification of Intent to Award letter shall constitute the University's acceptance of a bid. LSU shall not be responsible in any way to a supplier for goods delivered or services rendered without an official purchase order/contract or award letter. Bid tabulations may be requested after acceptance of bid.

17. Applicable Law

All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.

18. Awarded Products/Unauthorized Substitutions

Only those awarded brands and numbers stated in the LSU contract are approved for delivery, acceptance, and payment purposes. Any substitutions require prior approval of the Procurement Office. Unauthorized product substitutions are subject to rejection at time of delivery, post-return at supplier's expense, and non-payment.

19. Testing/Rejected Goods

Supplier warrants that the products furnished will be in full conformity with the specification, drawing or sample, and agrees that this warranty shall survive delivery, acceptance, and use. Any defect in any product may cause its rejection. LSU reserves the right to test products for conformance to specifications both prior to and after any award. Supplier shall bear the cost of testing if product is found to be non-compliant. All rejected goods will be held at supplier's risk and expense, and subject to supplier's prompt disposition. Unless otherwise arranged, rejected goods will be returned to the supplier freight collect.

20. Delivery

Supplier is responsible for making timely delivery in accordance with its quoted delivery terms. Supplier shall promptly notify the LSU Department and/or Procurement Office of any unforeseen delays beyond its control. In such cases, LSU reserves the right to cancel the order and to make alternative arrangements to meet its needs.

21. Default of Supplier

Failure to deliver within the time specified in the bid/award will constitute a default and may be cause for contract cancellation. Where the University has determined the supplier to be in default, LSU reserves the right to purchase any or all goods or services covered by the contract on the open market and to surcharge the supplier with costs in excess of the contract price. Until such assessed surcharges have been paid, no subsequent bids from the defaulting supplier will be considered for award.

22. Supplier Invoices

Invoices shall reference the LSU purchase order number, supplier's packing list/delivery ticket number, shipping/delivery date, etc. Invoices are to be itemized and billed in accordance with the order, and submitted on the supplier's own invoice form. Invoices submitted by the supplier's third party supplier are not acceptable.

23. Delinquent Payment Penalties

Delinquent payment penalties are mandated and governed by Louisiana R.S. 39:1695. Supplier penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.

24. Assignment of Contract/Contract Proceeds

Supplier shall not assign, sublet or transfer its contractual responsibilities, or payment proceeds thereof, to another party without the prior written consent and approval of the Procurement Office. Unauthorized assignments of contract or assignments of contract proceeds shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.

25. Right to Piggyback

Where this solicitation may name one department as the primary contract user, LSU reserves the right to authorize additional departments/campuses to use the contract as their needs arise; and Vendor shall honor all such purchase orders.

26. Contract Cancellation

LSU has the right to cancel any contract for cause, in accordance with procurement rules and regulations, including but not limited to: (1) failure to deliver within the time specified in the contract; (2) failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) misrepresentation by the supplier; (4) fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the University; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract. LSU has the right to cancel any contract for convenience at any time by giving thirty (30) days written notice to the supplier. In such cases, the supplier shall be entitled to payment for compliant deliverables in progress.

27. Prohibited Contractual Arrangements

Per Louisiana R.S. 42:1113.A, no public servant, or member of such a public servant's immediate family, or legal entity in which he has a controlling interest shall bid on or enter into any contract, subcontract, or other transaction that is under the supervision or jurisdiction of the agency of such public servant. See statute for complete law, exclusions, and provisions.

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28. Equal Employment Opportunity Compliance

By submitting and signing this bid, supplier agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972; federal Executive Order 11246; federal Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Supplier agrees not to discriminate in its employment practices, and will render services under any contract entered into as a result of this solicitation without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Any act of discrimination committed by supplier, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

29. Mutual Indemnification

Each party hereto agrees to indemnify, defend, and hold the other, its officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault, omission, or negligence of the indemnifying party or of its employees, contractors, or agents in performing its obligations under this agreement, provided however, that neither party hereto shall be liable to the other for any consequential damages arising out of its willful act, fault, omission, or negligence.

30. Certification of No Suspension or Debarment

By signing and submitting this bid, supplier certifies that its company, any subcontractors, or principals thereof, are not suspended or debarred under federal or state laws or regulations. A list of parties who have been suspended or debarred by federal agencies is maintained by the General Services Administration and can be viewed on the internet at www.sam.gov.

31. Right to Audit

The University shall be entitled to audit the books and records of a supplier or any subcontractor under any negotiated contract or subcontract to the extent that such books and records relate to the performance of such contract or subcontract. Such books and records shall be maintained by the supplier for a period of five (5) years from the date of final payment under the prime contract and by the subcontractor for a period of five (5) years from the date of final payment under the subcontract, pursuant to LAC 34:XIII.1603.

32. Data Privacy

By signing and submitting this bid, I hereby authorize that all information provided in this solicitation, including any and all personal or company data may be shared with LSU departments, suppliers and other governmental agencies to facilitate procurement transactions. This data will be retained according to LSU's retention schedule. To learn more about privacy at LSU, please see the [LSU Privacy Statement](#).

LSU Athletics – Custodial Services for Venues/Events

Louisiana State University and Agricultural & Mechanical College (LSU) invites qualified and experienced firms to submit sealed bids for custodial staffing services for LSU Athletics venues and events.

MANDATORY PRE-BID MEETING

A mandatory pre-bid meeting shall be held on Wednesday, May 27, 2026 at 10:00AM CST. All interested suppliers shall meet at Tiger Stadium Gate 20/21. This is located off of South Stadium Drive. Parking is available in lot 401 near guard shack. See link for more parking info <https://www.lsu.edu/parking/index.php>.

Failure to attend the mandatory pre-bid meeting shall result in disqualification. Suppliers that arrive after the mandatory pre-bid meeting has started will not be allowed to participate and will be turned away. All suppliers participating in the mandatory pre-bid meeting are required to stay for the entire time. If anyone leaves before the meeting is over, their bid shall not be considered.

This is not intended to be an open Q&A session. Any questions that may arise as a result of the pre-bid meeting should be sent to Alex Huber at atorre6@lsu.edu. Official answers will be stated in writing in the form of an addendum.

1. Purpose

LSU Athletics seeks to obtain a single supplier to provide comprehensive custodial staffing services for various athletic competitions, practices, concerts, and special events hosted at/or within LSU Athletic venues/facilities.

The supplier shall provide staffing for custodial positions at various events deemed necessary by the LSU Athletics Department. These custodial positions may include but are not limited to restroom attendants, trash haulers, concourse attendants, seating attendants, general custodial efforts, etc.

It is the intention of LSU Athletics to build a partnership with a successful service provider to ensure the custodial staffing for the various events hosted by LSU Athletics and/or external clients within an athletic venue. The company must adhere to the mission and goals of the LSU Athletics Department by making all efforts to provide a clean and enjoyable environment. The supplier will be responsible for providing a high level of customer service.

The services we require are critical to the success of LSU meeting its obligations to its students, faculty, staff and community. The supplier will agree to honor this spirit of partnership.

These events may require last-minute schedule alterations, additional services and/or staff, or other unanticipated service requirements. While these situations are expected to be rare, they will occur.

As a true partner, LSU expects the supplier to meet these occasional higher demand response situations at no higher cost than the standard agreed upon rates, and to always work to find a solution to meet these demands. LSU for their part will always attempt to engage the supplier for any athletic event or special event hosted in an athletic facility for the additional service as the first choice. Additionally, LSU will always attempt to schedule custodial needs in advance whenever possible. LSU expects creativity, a customer first approach to custodial services, and a positive attitude for every type of service. These services will include, but are not limited to, service that is scheduled, unscheduled, external community activity, emergency response, disaster recovery, or any other currently unanticipated custodial service need.

2. Contract Term

Initial term of three (3) years with the option to renew for two (2) additional one-year periods, not to exceed five (5) years total. The contract will commence on August 1, 2026.

3. Scope of Services

The Supplier shall provide all labor, supervision, and management necessary to perform custodial services, including but not limited to restroom attendants, trash runners, concourse attendants, seating area cleaning, spill and vomit response, recycling support, and post-event cleaning. Supplier will provide services for the following sports/events (number in parentheses is an average number of events during the season). The Supplier may be asked to “scale up” or “scale down” depending on the anticipated attendance and the success of the team/sport. LSU Athletics will communicate directly with the Supplier to make the determination of the staffing numbers for each sport.

The average number of competitions may change, and the Supplier will need to plan accordingly once the schedule is finalized.

LSU Football (9)	Average Attendance: 100,000
LSU Men’s Basketball (18)	Average Attendance: 6,000
LSU Women’s Basketball (18)	Average Attendance: 6,000
LSU Baseball (45)	Average Attendance: 10,000
LSU Gymnastics (6)	Average Attendance: 10,000
LSU Volleyball (15)	Average Attendance: 1,200
Indoor Track (4)	Average Attendance: 1,000
Outdoor Track (6)	Average Attendance: 3,000

Concert (5)

Average Attendance: TBD

Miscellaneous (10)

Average Attendance: TBD

Supplier will provide services for all athletic competitions, practices, events, and special events hosted in the following facilities, as requested by LSU Athletics. LSU Athletics reserves the right to add additional venues through mutual agreement with the client. Additionally, LSU Athletics may request services for events held off campus at specified facilities (see Section 3.8 for hourly pricing info). Supplier shall be invoiced at the hourly rate(s) as indicated on the price sheet.

Primary facilities include:

- Tiger Stadium
- Pete Maravich Assembly Center (PMAC)
- Alex Box Stadium
- Tiger Park
- Track & Field Venues
- Other athletic or special event locations as assigned (see Section 3.8 for hourly pricing info)

Below is a listing of approximate staffing numbers for events hosted in LSU Facilities based off of previous history. The number below is an approximation, meaning that each event is different and LSU Athletics will coordinate with the Supplier for each specific event and sport. The Supplier will need to be prepared to staff up to these numbers and possibly exceed these numbers. LSU Athletics does not guarantee these numbers to be exact and relies on the Supplier to provide numbers based on work specified to be completed and completed in the provided timeline. The Supplier will need to understand every sport is different and a venue that hosts different sports may have different service needs (i.e. volleyball, men’s basketball and gymnastics are all hosted in the PMAC but each bring a different level of need):

<u>Location</u>	<u>In-Game</u>	<u>Post-Game</u>
Tiger Stadium – Football	(133)	TBD
Tiger Stadium – Concert	(50)	(100)
Pete Maravich Assembly Center (PMAC)	(10)	(30)
Alex Box Stadium	(8)	(20)
Outdoor Track	(0)	(8)

3.1 Supplier Responsibilities

Supplier shall be responsible for the day-to-day administration, operation, and management of all elements of recruiting, staffing, and management of custodial services personnel.

Supplier shall be solely responsible for the satisfactory work performance of all employees. All personnel associated with the administration, operation, and maintenance of the system shall be employed by the Supplier or be employed by an official Subcontractor of the supplier. The Supplier will be fully responsible for all personnel assigned to the implementation and delivery of custodial services for LSU.

The Supplier shall be solely responsible for establishment and payment of employee wages, benefits, work rules and/or subcontractors' wages and benefits. Employees of the Supplier shall not be considered employees of LSU. However, the Supplier may solicit LSU employees for part-time temporary positions working events.

Supplier shall comply with the requirements of employee liability, workers' compensation, unemployment insurance, social security, and the Americans with Disabilities Act and any other required local, state and federal laws.

Supplier shall hold LSU harmless from any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

Supplier will be required to furnish all labor, equipment, materials, supervision, services and supplies (with the exception of expendable items like hand soap, paper towels, toilet tissue, trash bags and feminine supplies) necessary to perform this contract. This includes truck and trailer to transport trash to designated location denoted by Athletic Facilities personnel working the clean-up with supplier. LSU Athletics will be on site to inventory the supplies as they are given to the supplier for each cleaning. Supplier shall not remove any materials from the supply room without approval from Athletic Facility staff.

Backpack blowers, sweepers, scrubbers, etc. must be checked by Supplier prior to use on any LSU athletic premises. Any leaks or damage caused by faulty equipment will be the Supplier's responsibility to repair and/or clean. Gas powered equipment is not allowed in indoor cleaning functions.

Dumpster locations change frequently, examples of some locations will be given in the mandatory pre-bid meeting but otherwise will need to be discussed with the Athletic Department upon award. If a dumpster is full and trash cannot be added, LSU Athletics must be notified.

LSU reserves the right to utilize any or all line items on the awarded contract as deemed necessary per event. LSU reserves the right to utilize this contract for other Athletic organizations or university departments.

3.1.1 Uniforms

Standard uniforms are required to be worn by personnel working an event. Supplier will be responsible for providing standard uniforms for all staff at no additional cost to the University. Supplier will be responsible for ensuring custodial personnel are wearing only authorized uniforms and not "fan gear" or items that blend in with the general public. Uniform shirts shall be a distinct color and style or styles, which shall be presented to, reviewed, and approved by LSU prior to contract start date.

3.2 Service Adjustments

It is fully expected that the schedules, staffing numbers, and assignments may change during the custodial contract due to facility changes and/or, the addition of new facilities, fan attendance numbers, and the University's preferences. LSU Athletics will provide schedule and service hours with a good faith estimate that reflects current and expected needs. In no way is this meant to represent a guarantee of service levels.

LSU Athletics reserves the right to make service adjustments to meet the needs of the campus community at any time.

LSU Athletics reserves the right to negotiate with the Supplier to reduce hourly rates should service hours increase significantly. Any cost adjustments will be agreed upon, in writing, by both parties, prior to implementation.

LSU reserves the right to add or request removal of any of Supplier's employees from this contract.

3.3 TIGER STADIUM

3.3.1 Gameday Cleaning at Tiger Stadium

Note: Area to be cleaned includes entire stadium (excluding Tiger Den Suites and Stadium Club), inside of all gates to include all ramps, stramps (stairs that turn into ramps), elevator landings and concourses.

Description of Service Area:

- *102,321 seating (approx.)*
- *25 Men's Restrooms*
- *38 Women's Restrooms*
- *2 Family Restroom*
- *8 Satellite Restrooms*
- *9 First Aid Stations, 1 Trauma Room*

3.3.2 RAMPS/STRAMPS/CONCOURSES/ELEVATOR LANDINGS/ESCALATOR

Requirements:

- Pan and broom all concourses, ramps, stramps and elevator landings of loose debris, gum and cigarette butts.
- Mop and clean-up any spills or vomit.
- Pick up, blow and sweep all debris, trash and bird/bat feces including any trash generated by concession stands.
- Monitor and reline all trash and recycle cans as necessary. No trash can remain in any areas once removed from cans.
- All trash must be transported to a designated area denoted by the Athletic Facilities Department Representative throughout the event.
- Clean all escalator stainless steel and glass walls.

- Clean all terrace glass.

3.3.3 PAN/BROOM SEATING AREAS Requirements:

- Pick up any loose debris, trash, etc. from the seating area.
- Remove any gum, stickers, graffiti or any other foreign items from seating areas.
- Pan and broom as needed
- Wipe down all seating to include removal of all bird feces.

3.3.4 PICKING OF SEATING AREAS Requirements:

- Pick up any loose debris, trash, etc. from the seating area.
- To comply with recycling efforts, the supplier will be required to follow the steps below.
 - Place all plastic cups and bottles in the aisle.
 - Empty all liquids out of plastic cups and bottles into 5-gallon buckets.
 - Place empty containers into blue recycle bags.
 - Dispose blue recycle bags into designated dumpsters for recycling.
 - Remove any gum, stickers, graffiti or any other foreign items from seating areas.

3.3.5 BLOWING OF SEATING AREAS Requirements:

- Blow all of the seating areas to remove loose debris, peanut shells, etc.
- Wipe down all seating to include removal of all bird feces.
- Any trash blown onto the playing surface must be picked up and thrown away.

3.3.6 RESTROOMS/FIRST AIDS/TRAUMA ROOM IN TIGER STADIUM AND (7) SATELLITE RESTROOMS

Requirements:

- Unlock restrooms at time denoted by LSU Athletic Facility Representative.
- Monitor and maintain all restrooms by checking expendable items and replacing them as necessary.
- Pan and broom floors.
- Mop spills and vomit.
- Maintain toilets as needed. Notify LSU representative of stop ups, overflows, etc. Wipe bowls clean as needed.
- Empty trash cans, recycle cans and feminine receptacles and re-line as needed.
- Restrooms, First Aids and the Trauma Room in Tiger Stadium and the seven (7) satellite restrooms are to be serviced every twenty (20) minutes.
- All trash must be transported to a designated area denoted by the Athletic Facilities Department Representative throughout the event.

3.3.7 Vomit Response

- Respond to vomit calls from command as needed
- Apply D-Vour (similar product) absorbent powder to vomit

- Sprinkle lightly over liquid to be removed and wait for a gel (about 1 min) to form.
- Use a dust pan/cardboard, broom, mop, or other implement to scoop up gel.
- Clean off any implements used with water.

3.3.8 General Requirements for Gameday Cleaning of Tiger Stadium:

- A minimum of 124 staff members, 9 supervisors and 1 Project Manager are to be provided for game day cleaning services in Tiger Stadium. If the supplier sees during the event additional staff is necessary to complete the work, it must be agreed upon with the Athletic Department prior to billing.
- An early arrival crew of two (2) males, two (2) females and one supervisor must arrive at the same report time as LSU Athletic Facilities staff on each game day to handle any last-minute items. This can be included in the game day staffing numbers, however, cannot be used for the satellite restroom staffing numbers.
- A separate crew of two (2) males, two (2) females and one supervisor must be provided to maintain eight (8) satellite restrooms around campus. This must be separate from the game day crew and the early arrival crew for the stadium. These individuals are scheduled to arrive at the same time as the early arrival crew unless otherwise denoted by Athletics.
- Supplier must have all remaining workers arrive at Tiger Stadium, to a designated area set by the Athletic Department, no later than five (5) hours prior to game time and all workers must remain until work is complete and staff is dismissed by the LSU Athletic Facility Representative which is usually a ½ hour after completion of the game. The supplier is required to have all workers enter the stadium through the Redtail process. The supplier will be deemed deficient should all workers not be checked in and to the designated work areas by the 5-hour mark. It is the responsibility of the supplier to set call time to meet this deadline regardless of game start time.
 - Redtail process- all employees are required to be verified through the Redtail process prior to receiving working credentials. This process requires a screen of government issued ID to verify any warrants, arrests, etc.
- There are to be NO supplies left anywhere in the facility at any time. This includes the eight (8) satellite restrooms.
- No restrooms, including satellite restrooms, first aids and the trauma room shall be opened at any point for anyone including other stadium workers. All individuals are to be directed to Northwest Gate restrooms in the stadium until restrooms are unlocked at the designated time on game or event days.
- There is to be NO trash left on ramps, concourses or roof tops throughout the duration of a game day or event in Tiger Stadium.
- There is a trash chute in Tiger Stadium that can be accessed from the South Upper Deck for trash.
 - No cardboard boxes are to be thrown down the trash chute. All cardboard must be brought down post-game via the freight elevator.

- At no point shall the door to the trash chute be propped open.
- No full bags of food shall be thrown down the trash chute.
- Minimum staffing shall be distributed throughout the stadium as listed below. Additional attendants may be requested:

AREA	MALE	FEMALE	MANAGERS	STAFF
West Bowl			1	
Level 1/NW & SW GATE	3	4		
Level 2	1	2		
Level 3	2	2		
Seating Area/Concourse				4
Trash Runner				4
Vomit Response				1
East Bowl			1	
Level 1/NE & SE GATE	3	4		
Level 2	1	2		
Level 3	1	2		
Seating Area Concourse				4
Trash Runner				4
Vomit Response				1
South Bowl			2	
Lower North	4	6		
Upper North	3	4		
Seating Area/Concourse				8
Trash Runner				8
Vomit Response				1
North Bowl			2	
Lower North	3	4		
Upper North	2	2		
Seating Area/Concourse				4
Trash Runners				6
Vomit Response				1
East Upper Deck	2	2	1	
Seating Area/Concourse				2
Trash Runner				2
West Upper Deck	2	2	1	
Seating Area/Concourse				2
Trash Runner				2
Skyline Club	1	1	1	
Seating Area/Concourse				1
Trash Runner				1
Exterior Trash Runners with utility dump bed carts				4
8 Satellite Restrooms	1	1		
Restroom Attendant Total	29	38	9	
Seating Area Total				25
Trash Runner Total				27

Exterior Trash Runners				4
Vomit Responders				4

3.3.9 Post Gameday/Game Prep Cleaning at Tiger Stadium

Note: Area to be cleaned includes entire stadium (excluding Tiger Den Suites and Stadium Club), inside of all gates to include all ramps, stramps (stairs that turn into ramps), stairs, elevator landings and concourses and plazas (west, south, north and east) of Tiger Stadium to the curbing.

Description of Service Area:

- **102,321 seating (approx.)**
- **25 Men's Restrooms**
- **38 Women's Restrooms**
- **2 Family Restroom**
- **8 Satellite Restrooms**
- **9 First Aid Stations, 1 Trauma Room**

3.3.10 RAMPS/STRAMPS/CONCOURSES/ELEVATOR LANDINGS/ESCALATOR

Requirements:

- Pick up, blow and sweep all debris, trash and bird feces including any trash generated by concession stands.
- Remove all cobwebs from the concourse areas, including stairs and ramps.
- Place all trash cans and recycle cans.
- Wipe all signage of bird feces, cobwebs and other residual debris.
- Clean off any outside air vents.
- Wipe all hand rails down.
- Removal of all trash, addressing of concrete stains, gum removal, etc. on all plazas of Tiger Stadium out onto the curbing on all 4 sides. **This is to be considered top priority and must be completed by the close of business on the Sunday following each home game.**
- Remove any trash or debris from rooftops of concession stands, restrooms, old dormitories in Tiger Stadium.
- Clean all escalator stainless steel and glass walls.
- Clean all terrace glass.

3.3.11 RESTROOMS/FIRST AIDS/TRAUMA ROOM IN TIGER STADIUM AND (7)

SATELLITE RESTROOMS Requirements:

- Remove trash and sweep restrooms.
- Remove all stock and give to designated Athletic Facilities staff member.
- Use multi-cleaning foaming agent to spray all surfaces in the restroom.
- Use bi-level brush thoroughly on the floor.

- Clean sinks. Wipe clean of any debris, etc. and notify LSU Athletic Facility Representative of any stop ups or continuous running sinks.
- Wash out restroom/squeegee all water to the drain.
- Dry toilet bowls.
- Scrub and sanitize the exterior and interior surfaces of all sinks.
- Wipe down, sanitize and polish all fixtures including paint, stickers, graffiti or any other foreign materials.
- Clean and polish all mirrors and dispensers including paint, stickers, graffiti or any other foreign materials.
- Dust all ledges, sills, moldings and other exposed horizontal surfaces.
- Remove smudges, graffiti, paint, stickers, graffiti and fingerprints and sanitize all stall partitions and doors.
- Remove and clean all light fixtures and remove dead bugs. Replace fixtures upon completion.
- Disinfect all feminine waste receptacles and remove paint, stickers, graffiti or any other foreign materials.
- Remove all cobwebs. This includes any cobwebs in the entry ways of restrooms.
- Place and line trash cans.
- Line wall trash cans.
- Once restroom is dry, stock expendable restroom supplies from Athletic Facilities Department inventory.
- Sweep and mop floors.
- Lock restrooms when completed.

3.3.12 HOSING/PICKING/BLOWING OF SEATING AREAS AND CONCOURSES

Requirements:

- Pick up any loose debris, trash, etc. from the seating area.
- With efforts to Geaux Green, it will be required for the supplier to assist in these recycling efforts. In order to comply with this initiative, the supplier will be required to follow the steps below.
 - Place all plastic cups and bottles in the aisle.
 - Empty all liquids out of plastic cups and bottles into 5 gallon buckets (provided by LSU).
 - Place empty containers into blue recycle bags (provided by LSU).
 - Dispose blue recycle bags into designated dumpster for recycling (provided by LSU).
- Remove any gum, stickers, graffiti or any other foreign items from seating areas.
- Blow all of the seating areas to remove loose debris, peanut shells, etc.
- Wipe down all seating to include removal of all bird feces.
- Wash down all seating areas. Pressure washing usage must be approved by Athletic Facilities staff member prior to work commencing.

3.3.13 Post Gameday/Game Prep Cleaning of Tiger Stadium Requirements:

- All restrooms, first aid rooms and trauma room in Tiger Stadium and the eight (8) satellite restrooms must be thoroughly cleaned and stocked by end of day Wednesday following a home game.
- For a post-game clean, the below schedule is what should be adhered to:
 - Sunday- picking and blowing of all seating areas (top down)
 - Monday-Wednesday- pressure washing of all seating areas, concourses, and cleaning and stocking of restrooms.
 - END OF DAY WEDNESDAY- All areas should be ready to go for an inspection done by the LSU Athletic representative.
- In the circumstance where there is a break in games, LSU reserves the right to request touch-ups of any items listed in this contract.
- A checklist will be completed by the designated Athletic Department representative during each step of the post clean process. These items must be addressed within a twenty-four (24) hour period from the time the list is submitted to the supplier via email.
- Gift Center satellite restroom must be completed and restocked for Monday morning following all home games.
- South Lower 406 field gate restrooms must be cleaned and restocked for use Monday morning following all home games.
- No restrooms, including satellite restrooms, first aids and the trauma room shall be opened at any point for anyone including other stadium workers. All individuals are to be directed to Northwest Gate restrooms or 408 SL-1 restrooms in the stadium until restrooms are unlocked at the designated time on game or event days.
- Following the last home game of the season, all restrooms (with the exception of Northwest and 408 SL-1 restrooms), first aids and the trauma room are NOT to be restocked with expendable items.

Following the last home game of the season, all trash and recycle cans will be rinsed and stored in a designated area set by the LSU Athletic Facilities representative.
- Remove all trash cans and recycle cans, wash out interior and exterior of cans and place in designated areas denoted by LSU Athletic Facilities throughout the stadium. All stock items must be removed from all restroom with the exception of 406.

3.4 Gameday/Post Game Cleaning at Alex Box Stadium

3.4.1 GAME CLEANING Requirements:

- Restroom attendant must cover all restrooms, seating areas, concourses and stairwells for each game.
- Supervisor must monitor and assist attendants working each game.
- A game will require a minimum of six (6) attendants and one supervisor for a minimum of a five (5) hour window. Breakdown as follows:
 - 1 Male and 1 Female for Left Field
 - 1 Male and 1 Female for Right Field
 - 1 Male and 1 Female for the concourse

- 1 Floating Supervisor

3.4.2 POST GAME Requirements:

- Supplier shall have all areas listed cleaned and ready for final inspection five(5) hours post completion of game.
- Post game clean-up shall take no longer than 5 hours to complete. Once the Athletic Facility checklist is signed off by the Supplier and Athletic Facility representative, the clean-up will be labelled as completed.
- Supplier is required to report two and a half (2.5) hours post first pitch. In the event of weather, it is the Supplier's responsibility to confirm delays or game changes. If a game should be cancelled after first pitch occurs, the Supplier is still responsible for cleaning the venue as scheduled.

3.4.3 POST GAME HOSING/PICKING/BLOWING OF SEATING AREAS AND CONCOURSES Requirements:

- Pick up any loose debris, trash, etc. from the seating area.
- Remove any gum, stickers, graffiti or any other foreign items from seating areas.
- Blow all of the seating areas to remove loose debris, peanut shells, etc.
- Wipe down all seating to include removal of all bird feces.
- Wash down all seating areas. Pressure washing usage must be approved by Athletic Facilities staff member prior to work commencing.

The Supplier will be provided with a schedule of events (as it becomes available) requiring their services and must coordinate their work schedule with the Athletic Department representative. It is estimated that the Supplier's services will be required approximately 40 times throughout the season.

HOSING/PICKING/BLOWING OF SEATING AREAS AND CONCOURSES:

- Pick up any loose debris, trash, etc. from the seating area.
- Remove any gum, stickers, graffiti or any other foreign items from seating areas.
- Blow all of the seating areas to remove loose debris, peanut shells, etc.
- Wipe down all seating to include removal of all bird feces.
- Wash down all seating areas. Pressure washing usage must be approved by Athletic Facilities staff member prior to work commencing.

STAIRS/CONCOURSES:

- Pick up, blow and sweep all debris, trash and feces including any trash generated by concession stands.
- Remove all cobwebs and bird nests from concourse areas.
- Wipe all signage of bird feces, cobwebs and other residual debris.
- Wipe down all exposed speakers with LSU Athletic Facilities approved cleaning chemical and process.
- Wipe down all light fixtures. Remove any bugs or residue from inside the fixture.
- Clean off any outside air vents.

- Clean concourse walk-ways removing any gum and addressing concrete stains. Clean block walls and doors.
- Wipe all hand rails.
- Removal of all trash, addressing of concrete stains, gum removal, etc. on all plazas outside Gate 1, Gate 2 (including Champions Circle to the drive lane), Gate 3 and Gate 4.
- Remove all peanut shells, trash and debris underneath left, right and outfield bleachers.

RESTROOMS/FIRST AID:

- Remove trash and sweep restroom.
- Use multi-cleaning foaming agent to spray all surfaces in the restroom.
- Use bi-level brush thoroughly on the floor.
- Wash out restroom/squeegee all water into the drain.
- Wash and dry all area/sides of toilet bowls.
- Scrub and sanitize the exterior and interior surfaces of all sinks.
- Wipe down, sanitize and polish all fixtures including paint, stickers. Graffiti or any other foreign materials.
- Clean and polish all mirrors and dispensers including paint, stickers, graffiti or any other foreign materials.
- Dust all ledges, sills, moldings and other exposed horizontal surfaces.
- Remove smudges, graffiti, paint, stickers, graffiti and fingerprints and sanitize all stall partitions and doors.
- Remove and clean all light fixtures and remove dead bugs and debris. Replace fixtures upon completion.
- Disinfect all feminine waste receptacles and remove paint, stickers, graffiti or any other foreign materials.
- Remove all cobwebs.
- Lock restrooms when completed.

3.4.4 POST SEASON CLEANING Requirements:

HOSING/PICKING/BLOWING OF SEATING AREAS AND CONCOURSES:

- Pick up any loose debris, trash, etc. from the seating area.
- Remove any gum, stickers, graffiti or any other foreign items from seating areas.
- Blow all of the seating areas to remove loose debris, peanut shells, etc.
- Wipe down all seating to include removal of all bird feces.
- Wash down all seating areas. Pressure washing usage must be approved by Athletic Facilities staff member prior to work commencing.

STAIRS/CONCOURSES:

- Pick up, blow and sweep all debris, trash and feces including any trash generated by concession stands.
- Remove all cobwebs and bird nests from concourse areas.
- Remove all trash cans and recycle cans, wash out interior and exterior of cans and place in designated areas denoted by LSU Athletic Facilities throughout the stadium.

- Wipe all signage of bird feces, cobwebs and other residual debris.
- Wipe down all exposed speakers with LSU Athletic Facilities approved cleaning chemical and process.
- Wipe down all light fixtures. Remove any bugs or residue from inside the fixture.
- Clean off any outside air vents.
- Clean concourse walk-ways removing any gum and addressing concrete stains. Clean block walls and doors.
- Wipe all hand rails.
- Removal of all trash, addressing of concrete stains, gum removal, etc. on all plazas outside Gate 1, Gate 2 (including Champions Circle to the drive lane), Gate 3 and Gate 4.
- Remove all peanut shells, trash and debris underneath left, right and outfield bleachers.
- Clean and stack all trash cans in designated area denoted by the LSU Athletic Facilities representative.

RESTROOMS/FIRST AID:

- Remove trash and sweep restroom.
- Use multi-cleaning foaming agent to spray all surfaces in the restroom.
- Use bi-level brush thoroughly on the floor.
- Wash out restroom/squeegee all water into the drain.
- Wash and dry all area/sides of toilet bowls.
- Scrub and sanitize the exterior and interior surfaces of all sinks.
- Wipe down, sanitize and polish all fixtures including paint, stickers. Graffiti or any other foreign materials.
- Clean and polish all mirrors and dispensers including paint, stickers, graffiti or any other foreign materials.
- Dust all ledges, sills, moldings and other exposed horizontal surfaces.
- Remove smudges, graffiti, paint, stickers, graffiti and fingerprints and sanitize all stall partitions and doors.
- Remove and clean all light fixtures and remove dead bugs and debris. Replace fixtures upon completion.
- Disinfect all feminine waste receptacles and remove paint, stickers, graffiti or any other foreign materials.
- Remove all cobwebs.
- Remove all expendable stock from restrooms and First Aids.
- Lock restrooms when completed.

3.5 Gameday/Post Game Cleaning at PETE MARAVICH ASSEMBLY CENTER

3.5.1 Men's Basketball/Women's Basketball/Gymnastics Event Cleaning Requirements:

- Seating Capacity: 13,215
- Report time: 3 hours prior to event start time
 - Employees must check in via the Redtail process
- Restrooms are to be opened and unlocked 2 hours prior to the event.
- Seating Areas shall be walked for miscellaneous trash and completed 15 minutes prior to gates opening.

- Event Staffing Breakdown:
 - Six (6) concourse attendants- 3 males, 3 females.
 - One (1) trash attendants
 - Two (2) seating attendants
 - One (1) onsite working manager to work directly with the facility manger.
- Post Event clean:
 - Immediately post event completion
 - All trash removed interior and exterior of the facility.
 - All seating areas clean, i.e., trash pulled, sweeping and mopping. Levels 200 and 300 need to be cleaned with hard bristle brushes or comparable.
 - All restrooms cleaned and restocked.
 - Grey flooring will need to be cleaned and mopped.
 - Concourse, transverse and corridors cleaned.
 - Corridor hand rails wiped
 - Water fountains cleaned
 - All areas should be completed and ready for final inspection by five (5) hours post-game/meet.

3.6 FIELD HOUSE AND BERNIE MOORE TRACK REQUIREMENTS:

3.6.1 POST GAME CLEANING

- Report time: 3 hours prior to start of event time
- PICKING/BLOWING OF SEATING AREAS AND CONCOURSES:
 - Pick up any loose debris, trash, etc. from the seating area.
 - Remove any gum, stickers, graffiti or any other foreign items from seating areas.
 - Blow all the seating areas to remove loose debris, peanut shells, etc.
 - Wipe down all seating to include removal of all bird feces.
 - All trash removed interior and exterior of the facility.
 - All restrooms cleaned and restocked.
 - Handrails wiped
 - Water fountains cleaned
 - All areas should be completed and ready for final inspection by five (5) hours post-game/meet.

3.7 EXTERNAL/ SPECIAL EVENTS PRICING Requirements:

LSU Athletics may host special events throughout the year but there is no set schedule as the events are contracted and may or may not be repeated each year. LSU Athletics will make every attempt to provide latest information in a timely manner so supplier can properly prepare.

Pricing shall be based on capacity of usage. i.e. 100%, 75%, 50% or 25% which is determined based on the event's needs of the requested spaces. This will be determined by LSU Athletic Facilities or Event Management department.

Supplier will be responsible for handling all special events hosted in LSU Athletics Facilities. LSU Athletics will not seek additional Suppliers nor engage with other agencies in a working relationship that is competitive to the Supplier unless the Supplier is unable to meet the needs of LSU Athletics for a special event.

LSU Athletics will identify any preplanned special events at the beginning of the fiscal year. Special Events that are normally re-occurring are high school track and field.

3.8 Hourly Pricing

LSU Athletics may request labor to complete various cleaning opportunities throughout the year but there is no set schedule for additional requested labor and may or may not be repeated each year. LSU Athletics will make every attempt to provide latest information in a timely manner so Supplier can properly prepare. Hourly work will be completed based on LSU Athletics needs and timeline. Supplier shall supply an hourly price for labor and an hourly price for a supervisor. Hourly price must be inclusive of any equipment needed to complete the requested task or tasks. These services are separate and apart from the services stated in previous sections. Below are a few examples of types of duties that the hourly pricing may be utilized.

- Small events (Ex: recruiting events at Football Operations building)
- Picking or Blowing of seating areas
- Wash downs of facilities
- Pre or post event prep
- Additional in event personnel
- Services at non-campus locations

These hourly rates (lines 19 and 20) shall not be used in addition to the prices quoted for items 1-18 on Price Sheet. These hourly rates are intended for various cleaning opportunities not covered by those line items.

3.9 Parking

LSU Athletics will not be responsible for providing secured close parking to the venues for staff during events. There is sufficient free parking on campus during events for personnel. LSU Athletics will make a good faith attempt to provide sufficient parking permits (at Supplier's own cost) for key personnel as agreed through preseason coordination meeting. It is the Supplier's responsibility to remind their staff that traffic varies per game, and late check in's shall result in a deficiency so personnel must allow sufficient time to report for duty. See link for more information on parking, <https://www.lsu.edu/parking/>.

LSU Athletics will work closely with the Supplier and discuss opportunities with the company to locate offsite parking at a remote location and provide mass transit for staff for LSU Football only. LSU Football is the largest single event on campus and the LSU Athletics department will work with the Supplier to discuss options for parking and provide assistance to help the Supplier build a well-structured parking plan to reduce or eliminate staff from parking on campus.

4. Experience and Qualifications

4.1 SUPPLIER EXPERIENCE

Company Background:

Suppliers MUST provide the following with bid:

Suppliers must provide a detailed summary and description of custodial services experience over the last five (5) years with the bid. It is required that the Supplier have a minimum of (5) consecutive years' experience (registered under current company name with the Secretary of State's website) providing custodial services to a college, university, or professional sports venue.

Supplier should also include a brief history of the organization, list of offices and locations that could potentially provide support for services at LSU, and certifications and any relevant industry standards achieved.

Multi-Event Date Supervisors:

Suppliers MUST provide the following with bid:

In the event of a multiple event date (multiple events occurring on campus and at different venues), LSU requires that there be a separate supervisor present at each event. Supplier must submit with bid response a personnel sheet with a list of supervisors' names available to LSU for use during this contract.

4.2. QUALIFIED REFERENCES

Suppliers MUST provide the following with bid:

- Minimum of three (3) qualified references: (all references must be from current contracts or from contracts completed within the past five (5) years):
 - At least one (1) reference must be from an institution where Supplier provided custodial services for at least 3 athletic venues
 - At least one reference must be from a college or professional sporting venue that has a minimum seating capacity of at least 90,000 people.

Suppliers may provide additional relevant information illustrating how the submitted references are similar to the proposed custodial operations at Louisiana State University.

5. Performance Bond

The Supplier shall be required to provide a performance (surety) bond in the amount of one-hundred seventy-five thousand dollars (\$175,000) to insure the successful performance under the terms and conditions of the contract negotiated between the Supplier and the University. Any performance bond furnished shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management Service list of approved bonding companies which is published annually in the

Federal Register, or by a Louisiana domiciled insurance company with at least an A-rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to 10 percent (10%) of policyholders' surplus as shown in the A.M. Best's Key Rating Guide or by an insurance company that is either domiciled in Louisiana or owned by Louisiana residents and is licensed to write surety bonds. No surety or insurance company shall write a performance bond which is in excess of the amount indicated as approved by the U.S. Department of the Treasury Financial Management Service list or by a Louisiana domiciled insurance company with an A-rating by A.M. Best up to a limit of 10 percent (10%) of policyholders' surplus as shown by A.M. Best; companies authorized by this Paragraph who are not on the treasury list shall not write a performance bond when the penalty exceeds 15 percent (15%) of its capital and surplus, such capital and surplus being the amount by which the company's assets exceed its liabilities as reflected by the most recent financial statements filed by the company with the Department of Insurance. The performance bond is to be provided within fifteen (15) working days from request. Failure to provide within the time specified may cause your bid to be rejected. In addition, any performance bond furnished shall be written by a surety or insurance company that is currently licensed to do business in the State of Louisiana. If the contract is extended, then the performance bond shall be required to be renewed for each successive contract term.

6. Method of Award

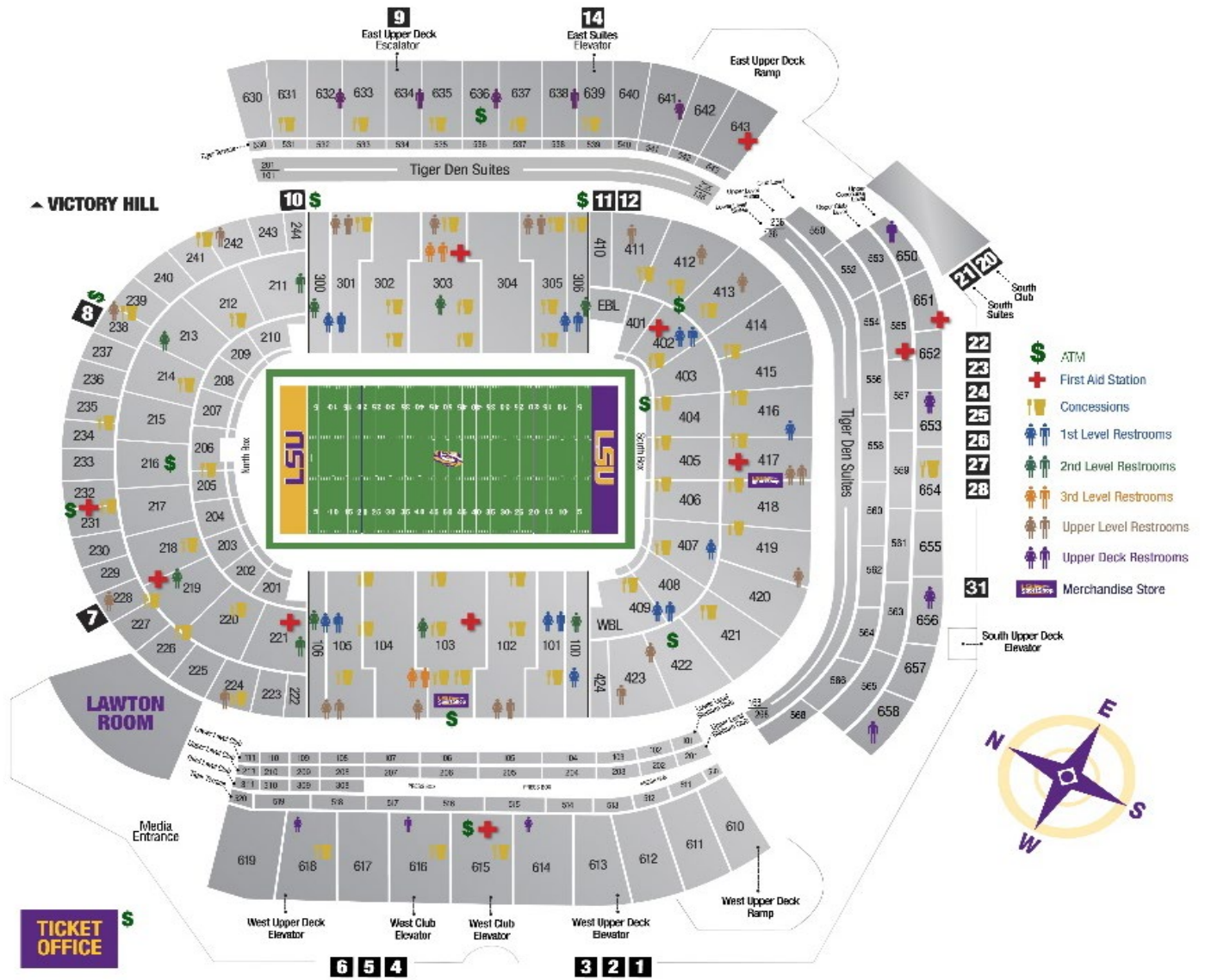
All or None Award: Award will be made to the lowest responsible and responsive Supplier for years 1-3.

7. Price Sheet

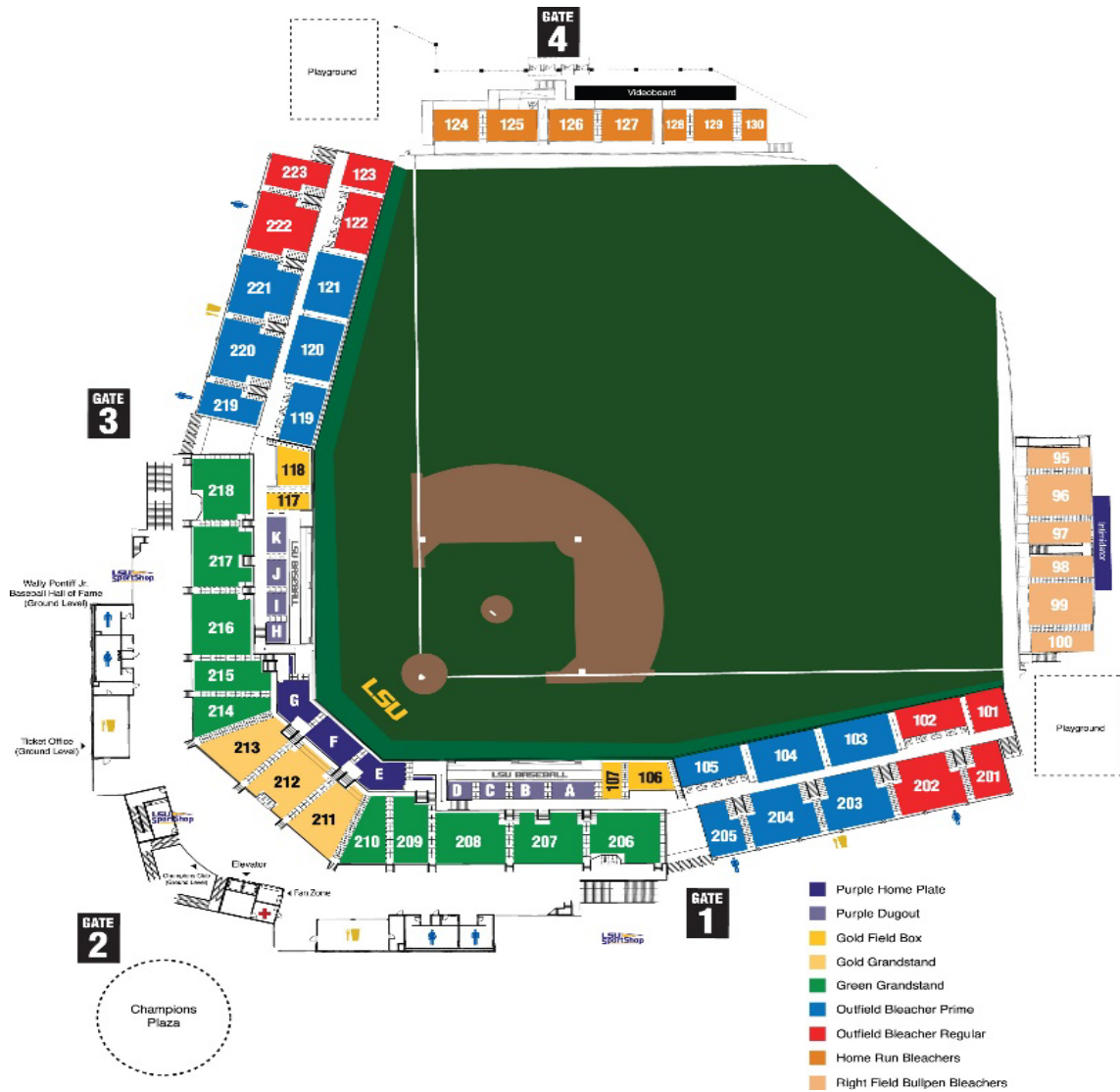
Failure to complete the attached price sheet in its entirety will result in disqualification. Prices must be submitted for all 5 years, however, award will be based on prices submitted for years 1-3. Prices for years 4 and 5 are for pricing purposes.

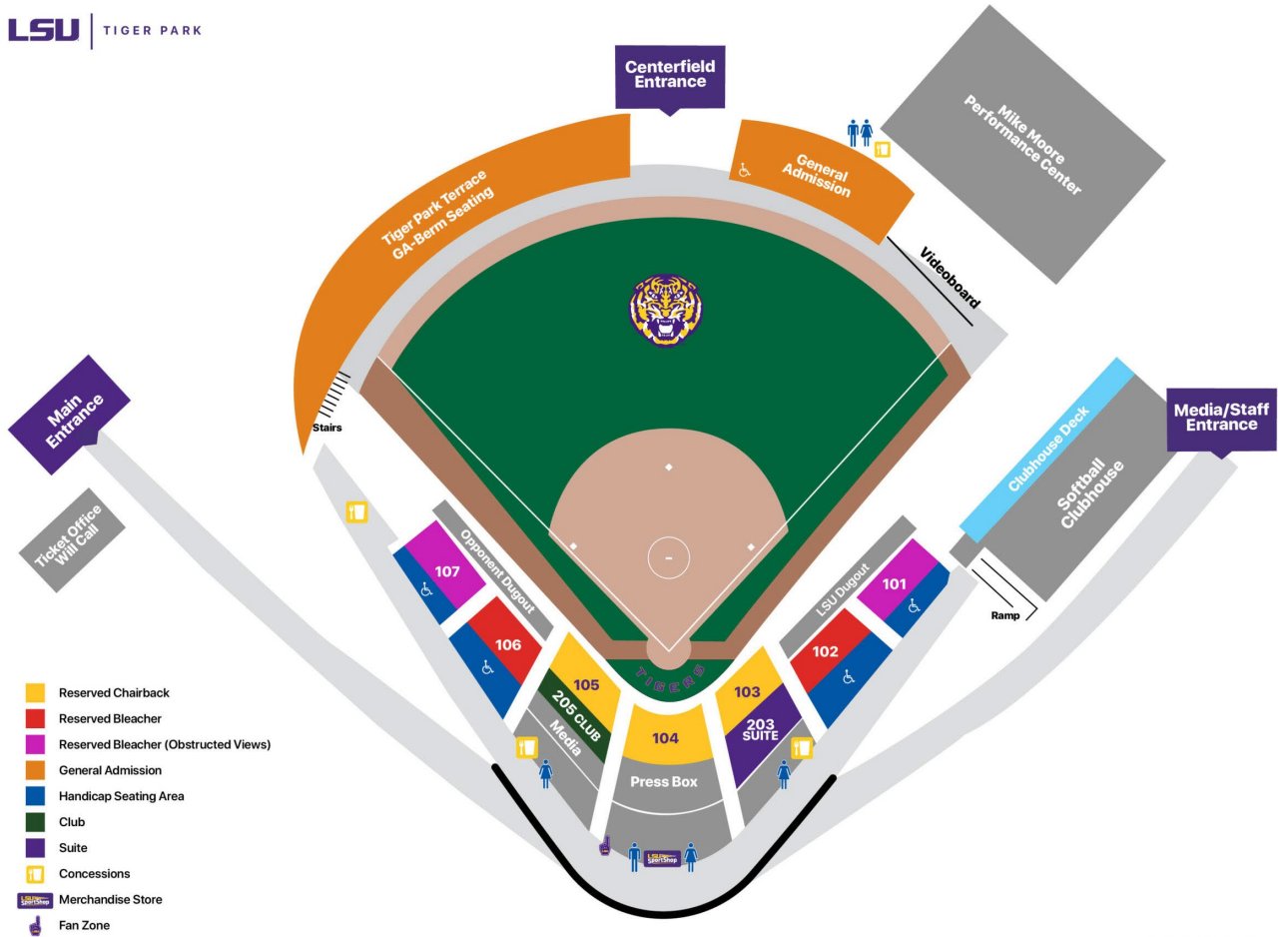
8. Venue Diagrams:

TIGER STADIUM

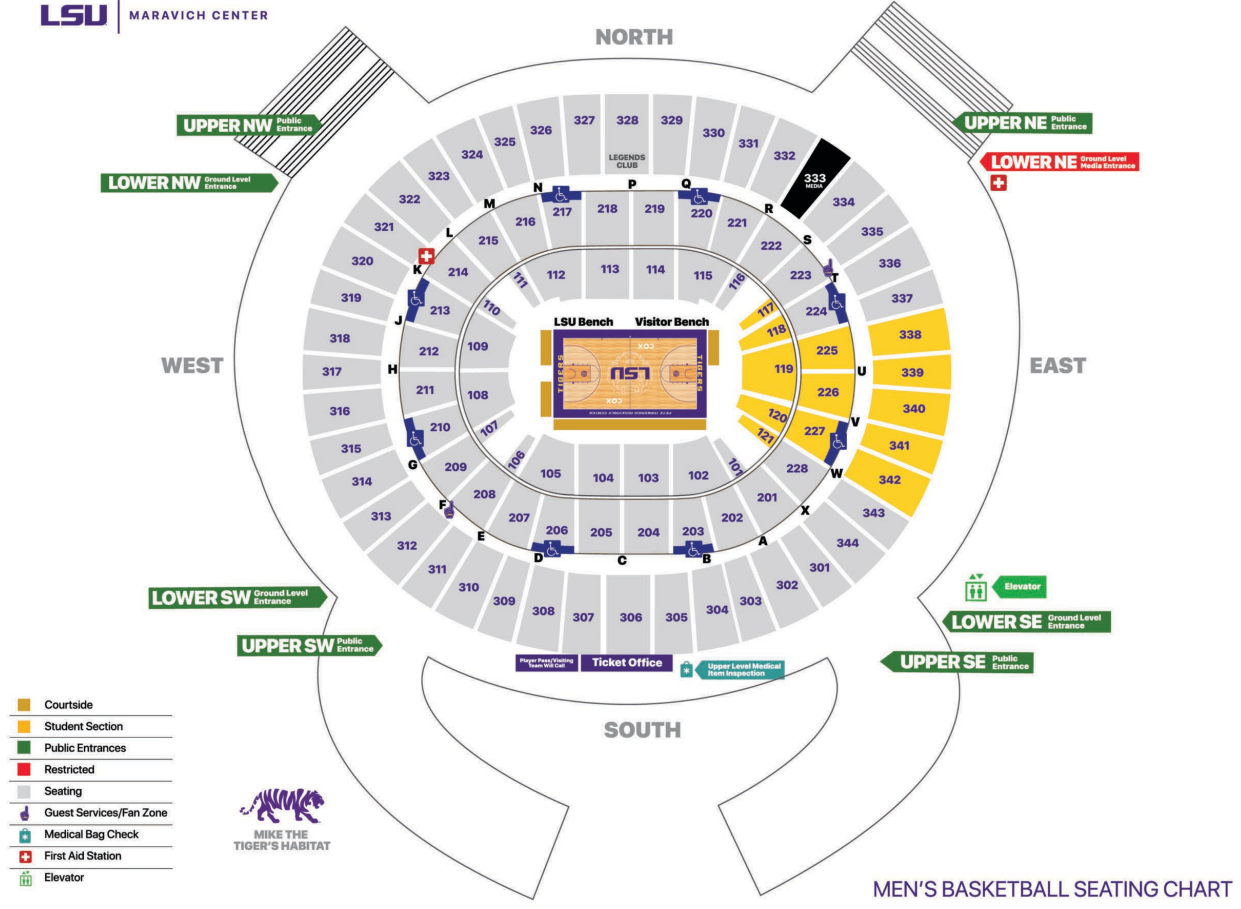


Alex Box Stadium





SOFTBALL



- Courtside
- Student Section
- Public Entrances
- Restricted
- Seating
- Guest Services/Fan Zone
- Medical Bag Check
- First Aid Station
- Elevator



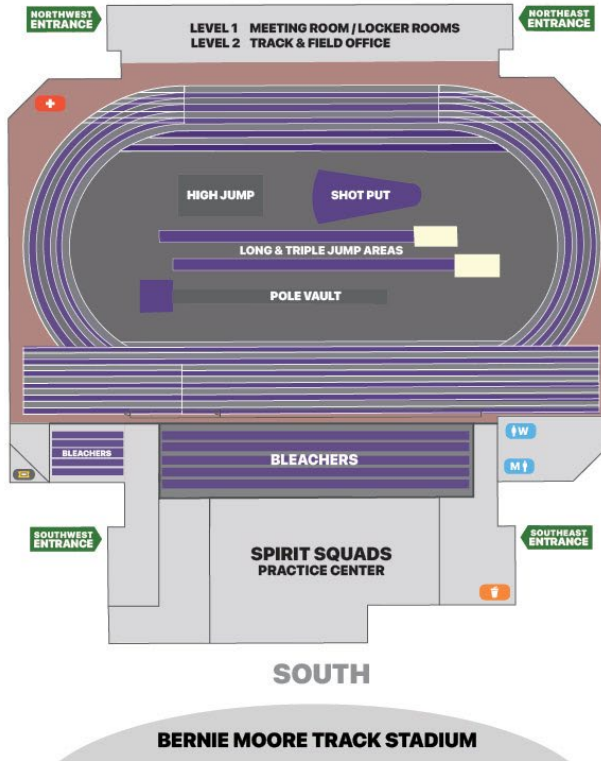
MEN'S BASKETBALL SEATING CHART

NICHOLSON DR.

WEST

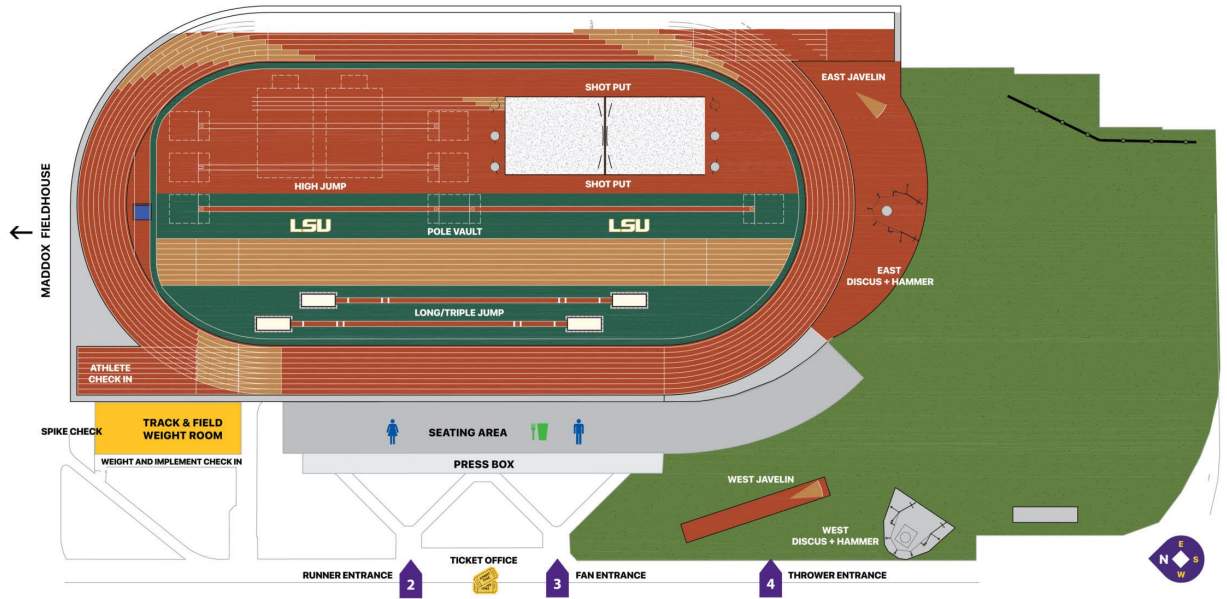
NORTH

EAST



- FIELD LEVEL**
- Men's Restroom
 - Women's Restroom
 - Concessions
 - Emergency Services
 - Ticket Office / Will Call

LSU
 BERNIE MOORE TRACK STADIUM
 SEATING + EVENT MAP



RFQ-000002813 Price Sheet

ITEM	VENUE	DESCRIPTION	QTY	UNIT	Year 1		Year 2		Year 3		Year 4		Year 5	
					UNIT COST	EXT COST	UNIT COST	EXT COST	UNIT COST	EXT COST	UNIT COST	EXT COST	UNIT COST	EXT COST
1	Tiger Stadium	Gameday Cleaning At Tiger Stadium	9	EA										
2	Tiger Stadium	Post Gameday/ Game Prep Cleaning At Tiger Stadium	9	EA										
3	Alex Box	Gameday/ Post Game Cleaning	40	EA										
4	Alex Box	Post Game Hosing/Picking/Blowing of Seating Areas	1	EA										
5	Alex Box	Post Season cleaning	1	EA										
6	PMAC	Men's Basketball/ Gymnastics Event Cleaning	24	EA										
7	Tiger Stadium	Special Event - 100%	1	EA										
8	Tiger Stadium	Special Event - 75%	1	EA										
9	Tiger Stadium	Special Event- 50%	1	EA										
10	Tiger Stadium	Special Event - 25%	1	EA										
11	Alex Box	Special Event - 100%	1	EA										
12	Alex Box	Special Event - 75%	1	EA										
13	Alex Box	Special Event- 50%	1	EA										
14	Alex Box	Special Event - 25%	1	EA										
15	PMAC	Special Event - 100%	1	EA										
16	PMAC	Special Event - 75%	1	EA										
17	PMAC	Special Event- 50%	1	EA										
18	PMAC	Special Event - 25%	1	EA										
19	All Facilities	Hourly Pricing - Labor	500	HR										
20	All Facilities	Hourly Pricing - Supervisor	50	HR										
		Totals												
		Total for Year 1: _____												
		Total for Year 2: _____												
		Total for Year 3: _____												
		Total for Year 4: _____												
		Total for Year 5: _____												
		*Prices must be submitted for all 5 years, however, award will be based on prices submitted for years 1-3. Prices for years 4 and 5 are for pricing proposes.												

LSU TERM CONTRACT – TERMS & CONDITIONS

A "Term Contract" is defined as an agreement with a supplier to provide specified goods and/or services on an as-needed basis at established prices, terms and conditions during a specific period of time (or term), and does not guarantee usage. Term Contract purchase orders (PO) issued serve as a binding contract with LSU.

1. Scope of Contract

This solicitation is issued to establish a term contract for the specified goods and/or services for the period beginning _____ and ending _____, in accordance with all specifications, terms, and conditions.

2. Initial Contract Period

LSU intends to award all items for the initial contract period specified above. Award delays beyond the anticipated contract begin date may result in an initial award less than the specified contract period.

3. Contract Renewals/Extensions

At the option of LSU and acceptance by the Supplier, this contract may be renewed for _____ additional _____ month periods, or extended in partial increments thereof, at the same prices, terms and conditions of the original contract award.

4. Estimated Quantities

Solicitation quantities shown are estimated only and may be based on historical contract usage and/or projected needs; where usage is not available, a quantity of one (1) indicates a lack of history on this item. Suppliers are cautioned that regardless of the quantity shown in the solicitation, LSU shall not be obligated under the contract to purchase any specific or minimum amount. Supplier must supply any order requirements at the bid/contract prices, whether the total of such requirements are more or less than the estimated quantities shown.

5. Firm Pricing

Contract prices shall remain firm for the duration of the contract term; and no price increases will be allowed, unless escalation/de-escalation provisions are specifically provided for herein. Prices may not exceed the current nationally advertised and available General Services Administration (GSA) Price Schedule if one exists.

LSU is a member of the National Association of Educational Procurement (NAEP) and the E & I Cooperative Purchasing Service.

6. Insurance Requirements

If an automobile is utilized in the execution of the contract, including deliveries made with company owned, hired, and/or non-owned vehicles, Supplier shall be required to furnish a certificate of insurance evidencing coverages per attached insurance requirements. The Board of Supervisors of Louisiana State University and Agricultural & Mechanical College shall be named as an additional insured on all liability policies.

7. Supplier Parking on the LSU Campus – Permits & Gate Passes

LSU A & M Campus: Suppliers needing access to reserved, gated "C" parking lots or to controlled access streets in the center of campus for logistics in performing business with LSU, must apply for gate passes through the LSU Office of Parking & Transportation Services (PTS). Visit the LSU/PTS website at www.lsu.edu/parking and the "Parking & Permits" webpage for details.

Other Campuses: For parking information, contact Buyer-Of-Record for instruction or refer to specific campus parking instructions.

8. Supplier Non-Performance

Supplier is required to perform in strict accordance with all contract specifications, terms, and conditions. Supplier will be advised in writing of non-performance issues and shall be required to promptly implement corrective actions to ensure contract compliance and to prevent recurrences. In the event supplier nonperformance is deemed severe, LSU reserves the right at its sole discretion to suspend supplier and cancel the contract with a ten (10) day written notice. Contract cancellations due to non-performance may be cause to deem the supplier non-responsible in future solicitations.

9. Contract Amendments

Requests for contract changes must be made in writing by an authorized agent/signatory of the supplier and submitted to LSU Procurement Services for prior approval. Requests shall include detailed justification and supporting documentation for the proposed amendment.

Contract revisions shall be effective only upon approval by LSU Procurement Services and issuance of a formal LSU Contract Amendment or PO Change Order. The supplier shall honor purchase orders issued prior to the approval of any contract amendment as applicable.

10. Price Reductions

Whenever price reductions are made by the Supplier/Manufacturer during the LSU contract term, and which are offered to similarly-situated customers [i.e. those contracting under similar terms, conditions, periods, etc], and which are lower than LSU contract prices, said reductions shall be afforded to LSU.

Supplier shall give prompt written notice to LSU Procurement Services of any such price reduction and effective date for issuance of a formal contract amendment. Price reductions must be offered to all departments. Suppliers found to have knowingly and willfully withheld such price reductions may be required to reimburse LSU of any overcharges.

11. Product Substitutions

Only those awarded brands and numbers, furnished in the packaging/units of measure and at the unit prices stated in the LSU contract, are approved for order, receipt, and payment purposes. Unauthorized product substitutions are subject to rejection at time of delivery, post-return at Supplier's expense, and non-payment.

By submitting a bid, Suppliers are expected to have sound supplier agreements in place to support and responsibly perform their contractual term obligations with LSU. Unless discontinued by the manufacturer without replacement, Suppliers are expected to honor the awarded brands/numbers throughout the contract term. Substitution requests based merely on the Supplier's own elective change to another supplier may be disapproved at the sole discretion of LSU Procurement Services.

Departments are not authorized to approve or accept product substitutions without Procurement Services' approval. Suppliers who act without regard to this procedure may face contract cancellation, suspension, and/or debarment.

12. Right to Add Department/Campus Users

Where this solicitation may name one department as the primary contract user, LSU reserves the right to authorize additional departments/campuses to use the contract as their needs arise; and Supplier shall honor all such purchase orders.

13. Non-Exclusivity

This agreement is non-exclusive and shall in no way preclude LSU from entering into similar agreements and/or arrangements with other Suppliers or from acquiring similar, equal, or like goods and/or services from other entities or sources.

14. Contract Usage Report

The Supplier shall keep records of all purchases under this contract and shall be prepared to furnish a contract usage report to LSU upon request at any time during the contract term. Contract usage reports must minimally capture and report the following: item numbers and brief item descriptions; total quantities and dollars for each item subtotaled by using department names; and overall contract quantities and dollars.

15. Contract Evaluation

LSU Procurement Services welcomes suggestions for contract improvements to effectively meet the needs of the departments we serve. Department feedback relative to the incumbent Supplier's performance will be requested for consideration when determining our contract options for renewal or re-solicitation. Supplier performance will be monitored for compliance with contract terms and conditions, and reports of deficient performance will be appropriately addressed with the Supplier.

16. Termination for Non-Appropriation of Funds

The following condition shall apply to any contract covering multiple fiscal years:

The continuation of this contract is contingent upon the appropriation of funds by the legislature to fulfill the requirements of the contract. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the governor or by any means provided in the appropriations act of Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds have not been appropriated.

17. Termination for Convenience

The University may terminate this Agreement at any time by giving thirty (30) days written notice to Contractor of such termination or negotiating with the Contractor an effective date.

18. Contract Documents

In the event that any conflict arises between the documents that constitute the agreement, the following order of precedence should apply:

- A. Solicitation Specifications
- B. LSU Term Contract – Terms & Conditions
- C. Solicitation Special Terms & Conditions
- D. Solicitation Standard Terms & Conditions



Insurance Minimum Limits and Requirements for Standard Contractor/Vendor Agreements

INSURANCE

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College (henceforth referred to as "University") requires contractors/vendors to procure the below minimum limits. The insurance must be maintained for the duration of work performed for or on behalf of the University, and for the length of any agreement with the University. Failure to maintain the required insurance throughout the term of the Agreement shall be a material breach, and shall entitle University to all remedies provided for in the Agreement, or by operation of law. The minimum insurance requirements described herein do not in any way limit the contractor/vendors' financial responsibilities as outlined in the agreement's Indemnification requirements. Therefore, the contractor/vendor may opt to have broader coverage and limits to satisfy its financial obligations.

Workers' Compensation

Workers' Compensation insurance shall be in compliance with the laws of the state in which the company is domiciled. Employer's Liability shall be included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If Contractor/vendor is exempt from workers' compensation or fails to provide appropriate coverage, then the Contractor/vendor is or agrees to be solely responsible and hold harmless the University for the injuries of any owners, agents, volunteers, or employees during the course of the agreement.

Commercial General Liability (CGL)

Commercial General Liability insurance shall be maintained on an "occurrence" basis, including property damage, bodily injury, products & completed operations, and personal & advertising injury with limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate on Insurance Services Office Form CG 00 01, ISO 2007 edition or equivalent.

Automobile Liability

Automobile Liability Insurance shall have a minimum combined single limit per accident of \$1,000,000 on ISO form number CA 00 01 or equivalent. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned vehicles.

Excess Insurance

Umbrella or Excess insurance may be used to meet the minimum limit requirements for liability insurance.

Other Insurance Requirements

Additional Insured Status

The University is to be listed as an Additional Insured on the Commercial General Liability (must use an endorsement at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms with edition date 2004 if later revisions used). See *Verification of Coverage* section on how the University should be listed as an Additional Insured.

Waiver of Subrogation/Recovery

All insurances shall include a waiver of subrogation/recovery in favor of the University.

Primary Coverage and Limits of Insurance

For any claims related to work performed for or on behalf of the University or related to an agreement/purchase order, the contractor/vendor's insurance coverage shall be primary insurance as respects to the University. Any applicable insurance or self-insurance maintained by the University shall be excess of the Contractor/vendor's insurance and shall not contribute with it.

Subcontractors

Subcontractors of the Contractor/vendor shall be subject to all of the requirements stated herein. Contractor/vendor shall include all subcontractors as insureds under its policies or shall be responsible for verifying insurance coverages and limits and maintaining Certificates of Insurance for each subcontractor. The University reserves the right to receive from the Contractor/vendor copies of subcontractors' certificates.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions above \$25,000 must be approved by the University or reduced prior to the commencement of work. The University may require the Contractor/vendor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A- VII, unless otherwise approved by the University.

Verification of Coverage

The University shall be listed as Additional Insured and Certificate Holder as follows:

**The Board of Supervisors of Louisiana State
University and Agricultural & Mechanical College
213 Thomas Boyd Hall
Baton Rouge, LA 70803**

Certificates of Insurance shall be furnished to the University evidencing the insurance required herein including amendatory endorsements. The University's failure to obtain the required documents prior to the work beginning or acceptance of a non-compliant certificate shall not waive the Contractor/vendor's obligation to have in place the required insurances or to provide the certificate. The University reserves the right to require certified copies of all the insurance policies, including endorsements.

Special Risks or Circumstances

LSU reserves the right to consider alternate coverage or limits and to modify these requirements, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



Insurance Minimum Limits and Requirements for Standard Supplier Agreements (no services to be performed)

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College (henceforth referred to as "University") requires contractors/vendors to procure the below insurance. The insurance must be maintained for the duration of work performed for or on behalf of the University, and for the length of any agreement with the University. Failure to maintain the required insurance throughout the term of the Agreement shall be a material breach, and shall entitle University to all remedies provided for in the Agreement, or by operation of law. The minimum insurance requirements described herein do not in any way limit the contractor/vendors' financial responsibilities as outlined in the agreement's Indemnification requirements; therefore, the contractor/vendor may opt to have broader coverage and limits to satisfy its financial obligations.

Workers' Compensation

Workers' Compensation insurance shall be in compliance with the laws of the state in which the company is domiciled. Employer's Liability shall be included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If Supplier is exempt from workers' compensation then the Supplier is or agrees to be solely responsible and hold harmless the University for the injuries of any owners, agents, volunteers, or employees during the course of the agreement.

Commercial General Liability (CGL)

Commercial General Liability insurance shall be maintained on an "occurrence" basis, including property damage, bodily injury, products & completed operations, and personal & advertising injury with limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate on Insurance Services Office Form CG 00 01, ISO 2007 edition or equivalent.

Automobile Liability

Automobile Liability Insurance shall have a minimum combined single limit per accident of \$1,000,000. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned vehicles.

Excess Insurance

Umbrella or Excess insurance may be used to meet the minimum limit requirements for liability insurance.

Other Insurance Requirements

Additional Insured Status

The University is to be listed as an Additional Insured on the Commercial General Liability policy.

Primary Coverage

For any claims related to an agreement/purchase order, the suppliers' insurance coverage shall be primary insurance as respects to the University. Any applicable insurance or self-insurance maintained by the University shall be excess of the supplier's insurance and shall not contribute with it.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A- VII, unless otherwise approved by the University.

Special Risks or Circumstances

LSU reserves the right to consider alternate coverage or limits and to modify these requirements, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.