



## Request for Proposal – Cleaning Services

**Facility:** Frontera Healthcare Network Administration Building

**Location:** 105 East San Saba Avenue, Menard, Texas 76859

### Purpose

Frontera Healthcare Network is seeking qualified cleaning service provider to deliver reliable, high-quality custodial services for the Frontera Administration Building in Menard, Texas.

### Facility Information

The facility space has the following areas:

- Front Cubicle Office Space
- Back Cubicle Office Space
- Two Conference Rooms
- Restroom
- Breakroom
- Three Offices

### Cleaning Frequency

The frequency will be **twice a week** and with a **monthly deep** clean on the last Friday of each month.

### Scope of Work Requirements

#### Weekly Cleaning Tasks:

- Remove All Trash and Place in Dumpsters
- Sweep/Vacuum
- Mop
- Wipe Down Desks, Tables, Furniture and Door Knobs
- Spray Disinfectant in All Areas
- Clean Restroom: Toilet, Sink, & Mirror
- Clean Window and Glass of Dirt/Prints

#### Monthly Cleaning Tasks:

- Wash Out Trash Bins
- Dust and Disinfect Large Equipment
- Wipe Down the Fronts of All Cabinetry
- Detail Clean Baseboards, Corners, Vents
- Clean Exterior Surfaces of Appliances
- Cleaning Window Seals
- Includes Weekly Tasks

### Requirements

- References
- List of Cleaning Staff
- Proposed Pricing by Month
- Proposed Start Date

### Proposal Submission

The submission should include all the required information listed above. Frontera Healthcare Network reserves the right to request additional information, negotiate terms, or reject any proposal. Proposals and questions must be submitted to [csaiz@fronterahn.org](mailto:csaiz@fronterahn.org) and [eperez@fronterahn.org](mailto:eperez@fronterahn.org) by **March 2, 2026** titled “Frontera Healthcare Network Admin Building Proposal”.