

## Project Scope Event Cleaning Sanitation Services

### **Event Cleaning/Sanitation Services for 2024 City Events**

Successful bidders agree to furnish the Columbus Recreation and Parks Department (CRPD) with the necessary labor required to perform cleaning/sanitation services as outlined below. Bidder to provide a price for each “program” as desired. Multiple bidders may be selected in order to cover all “programs”. Pricing to include number of staff/managers to be assigned to each “program”.

#### **Program 1**

**Jazz & Rib Fest**, Est. attendance over 10,000+ daily

- Thursday, July 18, Event set-up 8am-11pm
- Friday, July 19, Event hours 11am-11pm
- Saturday, July 20, Event hours 11am-11pm
- Sunday, July 21, Event hours 11am-8:30pm
- Bicentennial Park, West Bank Park, Genoa Park and portions of the Scioto Mile.
- Hire, manage and pay adequate contract staffing to maintain a clean event site (Event site: defined as all streets, sidewalks and parks used by the event and including up to one block outside of the event for trash carried by patrons from the event site)
- Distribute 90 and 300 gallon containers throughout the event site for public use and provide labor crews to relocate as needed during the event. At the end of each night, all containers must be collected and moved to areas to be serviced by garbage trucks (trucking arranged separately by the event.
- Secure adequate tools and equipment for bidder’s staff to collect and dispose of trash waste containers arranged separately by the event.
- Maintain communication with event staff via event radio throughout the event.
- Clean tables and public seating areas regularly to provide for audience friendly environment.
- Perform litter collection and restroom cleaning in event headquarters located inside Cultural Arts Center.
- Service of all permanent and temporary park receptacles, collection of ground litter and arrangement for off-site waste disposal.
  - The frequency of service will be subject to audience size – if containers are overflowing in the park they will need to be emptied as necessary, in addition to the end of night emptying of all receptacles
- Arrange for private contractor to perform street sweeping services on Friday, Saturday and Sunday as determined necessary by successful bidder.
- Provide post-event power wash services on sidewalks, streets, plazas, fountains, trash containers and seating areas as determined necessary by festival management.
- Attend post event walk thru on 7/22 to determine completion of tasks.
- Staffing hours are expected to require at least 2 hours before and 2 hours after the event.
  - Site plan available upon request– closer to the event.
  - Aerial Photo with estimate locations of bathrooms and trash receptacles attached.

#### **Program 2**

**Cbus Soul Festival**, Est. attendance 2,500-10,000

## Project Scope Event Cleaning Sanitation Services

- Saturday, August 17
  - Genoa Park, 303 W Broad St, Columbus, OH 43215
  - Event hours 4pm-11pm
- Hire, manage and pay adequate contract staffing to maintain a clean event site (Event site: defined as all streets, sidewalks and parks used by the event and including up to one block outside of the event for trash carried by patrons from the event site)
- Secure adequate tools and equipment for bidder's staff to collect and dispose of trash waste containers arranged separately by the event.
- Maintain communication with event staff via event radio throughout the event.
- Clean tables and public seating areas regularly to provide for audience friendly environment.
- Service of permanent and temporary park waste receptacles (provided by the event), collection of ground litter and transport of litter to event dumpster (dumpster arranged by event).
  - The frequency of service will be subject to audience size – if containers are overflowing in the park they will need to be emptied as necessary, in addition to the end of night emptying of all receptacles
- Staffing hours are expected to be at least 2 PM – 1 AM.
  - Estimate needed staff: 2-4
- End of event cleaning requirements:
  - Service trash receptacles and replace liners in permanent and temporary park receptacles
- Staffing hours are expected to require at least 2 hours before and 2 hours after the event.
- Site plan available upon request– closer to the event.
- Aerial Photo with estimate locations of bathrooms and trash receptacles attached.

### **Services**

Successful bidder will be required to enter into contract and register through the city's Vendor Service portal.

All property of successful bidder located at the Events shall be at the sole risk of bidder. Bidder shall be responsible for any damage directly resulting from malfunction of bidder's equipment.

### **Duties of CRPD**

CRPD agrees to supply keys for access to facilities determined to require contractor access, and notify successful bidder whenever changes are required.

### **Performance**

If the Events are unable to occur for any reason, this contract will be null and void with no damages due either party. The only exception to this would be if the Events were cancelled prior to opening but after successful bidder had begun delivering cleaning/sanitation services, in which case successful bidder would be compensated for work done up until time of cancellation. Under these circumstances successful bidder agrees to provide an itemized list of costs incurred.

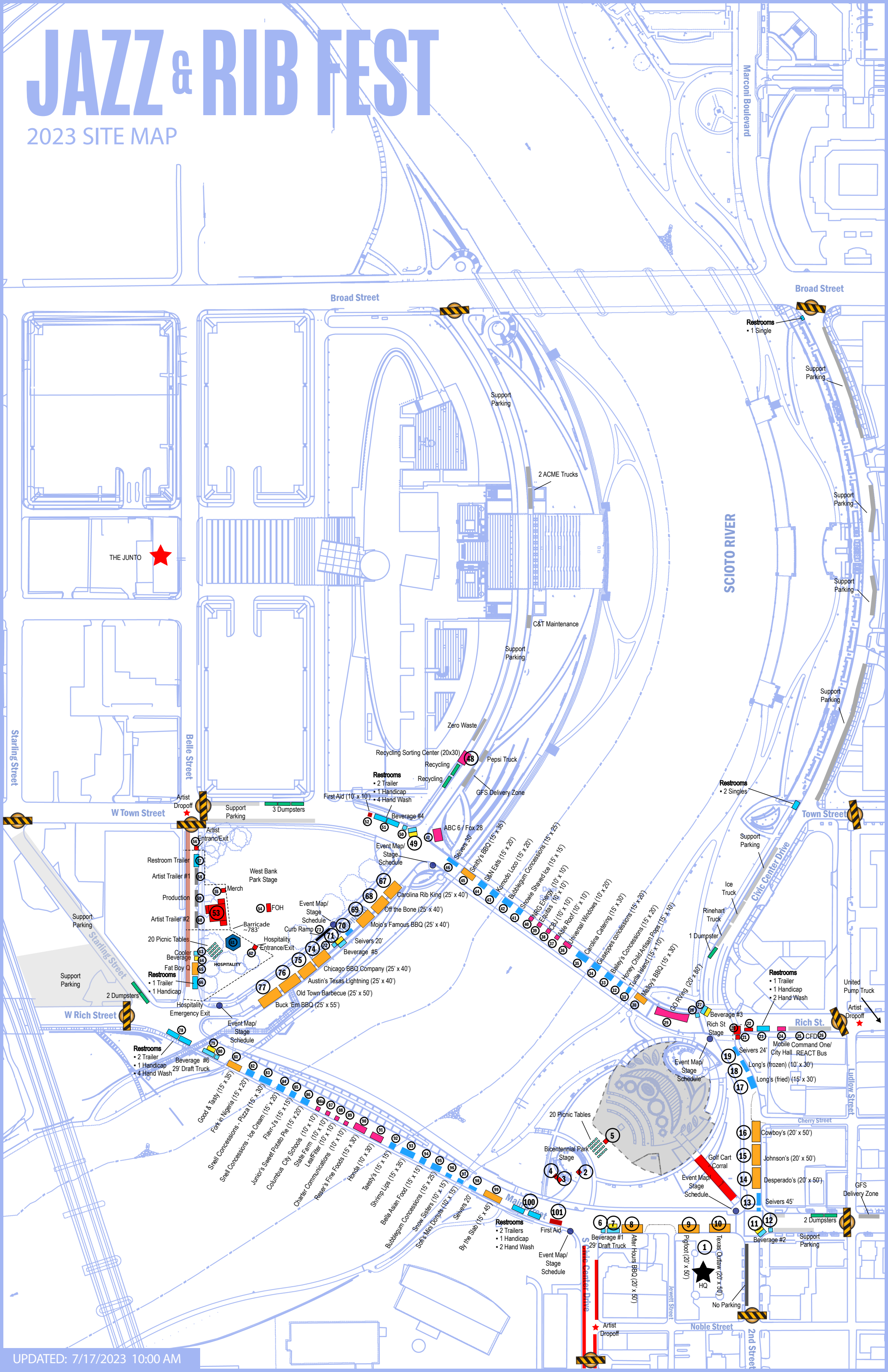
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### **Compensation**

CRPD shall pay successful bidder for cleaning/sanitation services for the Events. Balance to be paid within 30 days of the close of each event and receipt of invoice.

# JAZZ & RIB FEST

2023 SITE MAP



THE JUNTO

SCIOTO RIVER



# CBUS SOUL FEST

2023

Broad Street

Belle Street

Street

Mobile City Hall (10' x 30')

CRPD (10' x 10')

**Restrooms**

- 2 Trailers
- 2 Handicap
- 4 Hand Wash

Beverage #1

Suge's Smokehouse (10' x 12')

Donna's Delicious Dozen (8' x 22')

Queen's Table (8' x 30')

Black Kahawa Coffee (7' x 12')

Taesty's (7' x 14')

Beverage #2

SL75 Stage

Stage

**Restrooms**

- 1 Handicap

SL250 Stage

Beverage #3

Fat Boy Q (8' x 25')

Island Fusion (8' x 18')

Southside Squeeze (12' x 12')

G' Flavorhouse (8' x 20')

Good & Tasty (10' x 32')

Beverage #4

Experience Columbus (10' x 30')

**Restrooms**

- 2 Trailers
- 2 Handicap
- 4 Hand Wash

1 Dumpster

Pepsi Truck

Support Parking



