

## CleanPro Building Solutions



May 13, 2025

Kristen Chapman  
**Town Of Ledyard**  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Dear Kristen,

First, a sincere note of thanks for the opportunity to submit a proposal for your office. We are based locally, I have served professional cleaning services for multiple industries throughout the region including: Banking/Financial Services, Insurance, Manufacturing, Technology, Educational, Public Utilities, Medical, Clinical Research, and Municipalities. We have been initiating our environmentally friendly green cleaning concepts and procedures to assure clean and healthy buildings.

As a local family owned business we build trusting relationships with our clients and continuously monitor the condition of each facility, meeting with building managers and facility coordinators to assure each building is conveying a clean and welcoming environment for both clients and employees. For our customers we offer a broad range of services including:

- *Routine Nightly Cleaning Services*
- *Carpet Cleaning Services*
- *Vinyl Composition Tile Floor Refinishing*
- *Window Cleaning Services*

For each employee we will utilize our telephone timekeeping and attendance system (gps enabled smart-phone app). This system is an outstanding tool, as our cleaning staff arrives to service your facility they simply phone into our office computer system and clock in, they can even check for voicemail messages on this system as well. This attendance system also instantly notifies us of any no-show alerts to make sure that each and every building is properly maintained. This new technology along with supervised building inspections has proven to be an effective method for servicing our buildings. My staff and I are truly committed to exceeding your expectations and to listening to your concerns.

**Ledyard Town Hall**

Bathrooms/ Kitchen cleaning Monday through Thursday

Full cleaning One time a week on Friday

**\$1285 per month**

**Ledyard Town Hall Annex**

Bathrooms/ Kitchen cleaning Monday through Thursday

Full cleaning One time a week on Friday

**\$750 per month**

**Ledyard Police Department**

Empty all trash receptacles Monday through Friday

Full cleaning Five times a week

**\$2275 per month**

**Additional Maintenance Services**

Floor Refinishing: TBD

Steam Cleaning: TBD

All cleaning and disinfecting is according to the guidelines issued by the Centers for Disease Control and Prevention – CDC regulations. Additionally, staff are issued Personal Protective Equipment (PPE): disposable gloves and masks to help prevent the risk of exposure. In addition to the regular routine cleaning schedule we also focus on the following items especially as COVID positivity rates tend to spike throughout our region:

Cleaning of Common Areas / High Touch Surfaces:

- Entrance door handles, and any high-touch handles
- Kitchen handle on appliances, counter tops and tables, faucets and dispensers
- Restroom stall handles, sinks, counter tops and toilets & grab bars
- File cabinet handles, light switches, conference room tables
- Stairway handrails
- Desktops (cleared portions)

We use the following EPA approved disinfectants which are effective against COVID-19.

**Clorox Clean Up Cleaner + Bleach EPA Reg # 5813-21** *Per the [EPA's Emerging Pathogen Policy](#), this product can be used against COVID-19 when used as directed on hard, nonporous surfaces*

**Aqua ChemPacs Disinfectant Cleaner EPA Reg # 1839-176-88326** *ACP Disinfectant now meets EPA's criteria for use against SARS-CoV-2, the novel coronavirus that causes the disease COVID-19.*

**Avistat D RTU Spray Disinfectant Cleaner EPA Reg # 1839-83-2296** *The Avistat D is EPA approved: EPA has confirmed that the 2019 novel coronavirus-Wuhan (also 2019-nCoV) has met the conditions outlined in EPA's emerging viral pathogens guidance and has triggered the emerging viral pathogen policy. NCL® Avistat-D™ (EPA Reg # 1839-83-2296) has demonstrated effectiveness against viruses similar to 2019 novel coronavirus-Wuhan (also 2019-nCoV) on hard non-porous surfaces.*

In the event of a COVID outbreak in the office we are able to provide an Electrostatic Disinfecting Spraying according to the guidelines issued by the Centers for Disease Control and Prevention – CDC regulations using the following EPA approved disinfectant effective against COVID-19: Concrobium Broad Spectrum Disinfectant II - EPA Registration # 34810-25-82552. The pricing to perform an Electrostatic Disinfecting Spraying is \$95.00 (plus applicable CT Sales tax).

*Concrobium Broad Spectrum Disinfectant II represents the next generation of plant-based disinfection for professional restoration contractors. The unique, proprietary solution is botanically-derived and offers significant advantages over existing botanical solutions on the market. Unlike other products, Concrobium Broad Spectrum Disinfectant II provides superior cleaning so users don't have to resort to two separate products for disinfection and cleaning. And contractors and their customers won't have to contend with the irritating, lingering fumes that are associated with first-generation botanical formulas.*

Our focus has been to maintain a clean and healthy work environment, keeping the lines of communications open with our customers and keeping our prices competitive; we are here to serve. We will fully equip your facility with new vacuum cleaner, mops, buckets and all cleaners and disinfectants. Ledyard Town Hall & Police Station to provide all paper products, trash can liners, soap and feminine products. Please feel free to contact me should you have any questions, or require additional information. Please note, CleanPro Building Solutions LLC is fully insured through "Bouvier" Insurance Company.

Sincerely,

**Connor Smith**

Connor Smith

#### References:

Todd Shorts  
Prides Corner Farms  
860-917-0354

Meghan Moore  
Lehvoss North America  
860-334-3002

Michelle H  
Children's Dental Associates  
860-886-5576

Scott Fraser  
Fraser Commercial Services (Mentor in the business, with hundreds of buildings & employees)  
860-739-2198





CPSCOMM-01

AATAD

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/5/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Bouvier Insurance 29 North Main Street West Hartford, CT 06107	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> (860) 232-4491	<b>FAX (A/C, No):</b> (860) 232-6637
<b>INSURED</b>  CleanPro Building Solutions LLC 19 Michael lane Ledyard, CT 06339	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A : Selective Insurance Company</b>	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
<b>INSURER E :</b>		
<b>INSURER F :</b>		

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			S 2580514	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 ELITIPAC GL EXT \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Evidence of Insurance

## CERTIFICATE HOLDER

## CANCELLATION

Ledyard Town Hall 741 Colonel Ledyard Highway Ledyard, CT 06339	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE M. Donlon

**TOWN of LEDYARD  
REQUEST FOR PROPOSAL  
#2025-09  
JANITORIAL SERVICES**

**BID FORM**

<b>REQUIRED</b>	
Cost Proposal: Monthly	\$4310 <sup>2</sup>
Cost Proposal: Annually	\$51,720

The company whose name and address is designated below, hereby submits two (2) copies of the proposal for your consideration of our firm for appointment to provide Janitorial Services to the Town of Ledyard.

This submission is made, and we represent that there is no conflict of interest with respect to our firm and the Town, and that no person or representative of the Town of Ledyard has been involved with nor been offered any inducement with respect to this submission.

Principal, Partner, or Officer Name	Connor Smith
Company Name	CleanPro Building Solutions
Address	14 Michael Lane Ledyard, CT
	06334
Telephone	860-325-4384
Signature	