



IMP RCP PROJECT POSTING TEMPLATE

PROJECT ADMINISTRATORS		
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Posting Date	02/10/2022	Budgeted Amount	\$100,000	GL Account Code	53201
Property Name	Windsor Mystic River				
Property Entity Number	32157				
Property Address	61 Locust Street, Medford MA 02155				
Description of Project/Service (Brief title of posting)	Common area cleaning				
Project Start Date	04/01/2022	Project End Date	03/31/2025		
Community Contact	Francis Reyes	Contact Tel #	(857) 241-6263	Contact Email	freyes@windsorcommunities.com
Vendor Qualifications (Licenses, Certificates, etc...)	None, just to remain compliant in Vendor Realpage Credentialing for extent of contract				
Vendor Experience in local marketplace (Years in industry, number of similar past projects, etc...)	Experience in contract cleaning in the multifamily industry preferred				
Scope of work	Common area cleaning – leasing office, clubhouse amenities, property grounds, trash rooms, hallways, etc.				

NOTE: The IMP – CalPERS Responsible Contract form & The IMP – CalPERS Neutrality Agreement form must be submitted for all contractors bidding on the Project/Service. These forms can be found on the intranet under Purchasing Forms.