

MOHAVE COUNTY PROCUREMENT DEPARTMENT
PRE-BID CONFERENCE AGENDA
Colorado City Janitorial Services
2026-025-RFP

DATE: December 22, 2025 TIME: 10:00 AM (Local AZ Time)

[Join the meeting now](#) Meeting ID: 258 707 996 614 3 Passcode: nc3DA7wh
or Join by phone: +1-623-473-7231 Phone conference ID: 867 030 668#

1. **Greetings and Introductions:** Dusty Lewis, Procurement Officer, Teresa Garrett, Procurement Officer, Jordan Cummins, Parks Planner – Public Works
 - a. Purpose of this pre-proposal conference – to answer questions openly and provide clarification on the RFP.
 - b. No verbal statements made shall change the solicitation.
 - c. Note that this pre-bid conference is not mandatory for bidding.
2. **RFP Overview:**
 - a. Solicitation documents are available at: <https://procurement.opengov.com/portal/mohavecounty>
 - b. Mohave County is accepting competitive bids to award a contract for a qualified firm to provide janitorial services for Mohave County's facilities in Colorado City, on behalf of the Mohave County Public Works – Facilities Division.
 - c. Overview of sections of the RFP.
3. **RFP Questions:**
 - a. All questions concerning the RFP are to be submitted in writing, preferably through email or OpenGov.
 - b. Questions are due by January 7, 2026, at 5 pm.
 - c. Answers will be made through a solicitation addendum and will be made public.
4. **RFP Submission:**
 - a. **Proposals are due January 14, 2026 at 2:00 p.m. Local AZ Time.**
 - b. Late proposals will not be considered for any reason.
 - c. Options for submission:
 - d. Submit electronically through the County's online bidding system at: <https://procurement.opengov.com/portal/mohavecounty>,
 - e. Check the County's procurement portal before submitting a proposal, include any addenda that have been issued.
 - f. Do not use the Mohave County Seal in your proposal – use of the Seal is restricted.
5. **Award:**
 - a. Award will be made with reasonable promptness by written notification to the successful bidder.
 - b. The recommendation for award requires approval by the Mohave County Board of Supervisors, anticipated at the March 2, 2026 Board meeting.
6. Elaboration by Mohave County representatives.
7. Questions and Answers from providers.