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**STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION**

Purchasing Division

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The Purchasing Division has completed a Request for Qualifications (RFQ) to identify vendors qualified to provide cleaning, disinfecting and sanitizing services for buildings, offices and additional needs. The services are available via a request to the vendors through the State's procurement portal, [NevadaEPro](#).

The Purchasing Division will support a mini-bid process through the portal providing quotes from qualified vendors. Using agencies are required to complete a BOE approved contract for services of independent contractor with the selected vendor. The mini-bid process is expected to take approximately 3 days, allowing a potential for a request to move to contract within a week.

Instructions and additional information can be found under [Building Cleaning Sanitizing](#) on the statewide contracts section of the [Purchasing Division website](#).

Vendors are qualified to provide the following levels of support:

General Janitorial: Regular janitorial services on a project basis

Prevention Preparedness: Cleaning, sanitizing, disinfecting services on a project basis

Emergency Response: Emergency response cleaning including sanitizing and disinfecting on a priority basis as authorized by the Purchasing Administrator under NAC 333.114

State personnel that require these services should download the Scope of Work Form at [NevadaEPro Master Blanket Contract 99SWC-NV20-5038](#) and complete the Work Request Form Tabs 1 and 2. The completed Scope of Work request should be sent to [NVPurch@admin.nv.gov](mailto:NVPurchase@admin.nv.gov) along with the identified agency and budget account information.

If you have questions, please contact Purchasing Officer Ryan Vradenburg at rbradenburg@admin.nv.gov.