

J & N Mgmt

PROPOSAL

Presented To:

**Florida Sports Foundation
1531 Commonwealth Business
Tallahassee, FL**



J & N MGMT

J & N Management
1818 Acorn Ridge Trail
Tallahassee, Florida 32312
Ph. (850) 264-8126

Dear Jacqueline Hightower,

Thank you for your inquiry pertaining to having your facilities managed by J & N Mgmt. I am glad to provide you with a proposal for monthly service.

Thank you again for giving us this opportunity, and we look forward to working with you anyway possible to make sure that your needs are taken care of.

Kenneth Preston
President

Scope of Work:

Visit the property daily to receive any incoming deliveries and package and ship items as requested by Florida Sports Foundation.

Maintain incoming and outgoing log of all items received and delivered.

Fulfill other requests as needed.

Also, Complete Sanitation & Disinfectant Cleaner to eliminate Bacteria and Viruses

- light fixtures, light switches, AC vents, furniture, carpets, windowsills

Restrooms:

- Walls, moldings, light fixtures, light switches, AC vents, bathroom fixtures & accessories, floors, doors

Offices

- Walls, moldings, light fixtures, light switches, AC vents, furniture, floors, doors

Proposal Amount:

Service will include janitorial services = \$1,200.00 /monthly for 6 months (May 16, 2022 – October 14, 2022)

We believe this proposal to be fair and equitable, however if it does not cater to your current budget, we are open to negotiate a price that can come closer to your expectations. Your business is valuable to us, and we appreciate the partnership.

LIST OF LOCAL REFERENCES: Upon request

Agreed to by:


Jacqueline D. Hightower, VP for Administration
Florida Sports Foundation, Inc.

Date

5/13/22


Kenneth Preston, President
J & N Management

Date

5-13-2022