

**Request for Proposal 5742 Z1  
Attachment 2  
Tables**

**Table 1 – Laundered Inventory Specifications**

<u>Laundry Item</u>	<u>Source</u>
Queen fitted and flat sheet, color white, 55% cotton and 45% polyester, minimum of 300 thread count	Mini-lodges, Green cabins, and new 2-bedroom cabins
Open Pillow Case, color white, 55% cotton and 45% polyester, minimum 300 thread count	All park lodging units
Full fitted and flat sheet, color white, 55% cotton and 45% polyester, minimum of 300 thread count	Rustic Cabins
Bath towel (25"x47"), color white, 80% cotton and 20% polyester	All park lodging units
Bath mat (21"x28"), color white, 80% cotton and 20% polyester	All park lodging units
Hand towel (16"x28"), color white, 80% cotton and 20% polyester	All park lodging units
Wash cloth (12"x12"), color white, 80% cotton and 20% polyester	All park lodging units
Kitchen towels (25"x 34"), color white, 100% cotton	All park lodging units, Resource and Ed. Center, and housekeeping operation
Micro-fiber cleaning cloth (15"x15") color blue	All park lodging units, Resource and Ed. Center, and housekeeping operation
NGPC and Ponca SP Logo Rugs (See Table 5)	All park lodging units and Resource and Ed. Center
Black Rugs (See Table 5)	All park lodging units, Resource and Ed. Center, and Aquatic Center
Outdoor rubber mats (2'x3')	All park lodging units, Resource and Ed. Center, and Aquatic Center

**Table 2 – Cleaning Method and Packaging**

<u>Item</u>	<u>Cleaning Method</u>	<u>Packaging</u>	<u>Bundle Size</u>
Fitted and flat sheets (queen and full)	Machine washed and dried	Folded and shrink wrapped	12/bundle
Pillow Case	Machine washed and dried	Folded and shrink wrapped	60/bundle
Bath Towels	Machine washed and dried	String tied in bundles	20/bundle, 60/cloth laundry bag
Hand Towel	Machine washed and dried	String tied in bundles	20/bundle, 60/cloth laundry bag
Kitchen Towel	Machine washed and dried	String tied in bundles	25/bundle
Wash Cloth	Machine washed and dried	String tied in bundles	50/bundle
Bath Mat	Machine washed and dried	String tied in bundles	12/bundle
Micro-fiber cleaning cloth	Machine washed and dried	String tied in bundles	50/bundle
Rugs (logo and black rugs)	Machine washed and dried	Rolled individually	N/A
Rubber Outdoor Mats	Machine washed	Rolled Individually	N/A

**Table 3 – Delivery/Pickup Schedule**

<u>Time Period</u>	<u>Item</u>	<u>Frequency</u>
November - March	Linens and towels for all lodging units except Rustic cabins	Bi-monthly, Wednesday between 8AM-10AM
April – May	All linens and towels for all lodging units	Weekly, Wednesday between 8AM-10AM
June-August	All linens and towels for all lodging units	Twice/week, Monday (pickup only) and Wednesday (pickup and delivery) between 8AM and 10AM
September - October	All linen and towels for all lodging units	Weekly, Wednesday between 8AM-10AM
January - December	Interior Rugs	Biweekly, Wednesday between 8AM - 10AM
January - December	Outdoor Mats	Bi-annually, April 1 and October 1

**Table 4 – Estimated Quantities – Laundry/Inventory**

<u>Time Period</u>	<u>Item</u>	<u>Cabin Setup</u>	<u>In-Park Inventory (Storage)</u>	<u>Estimated Total Laundry/Month</u>
November - March	Queen Bed Fitted	84	204	420
November - March	Queen Bed Flat	84	204	420
November - March	Pillow Cases	252	564	1260
November - March	Bath Towels	372	864	1860
November - March	Hand Towels	204	468	1020
November - March	Wash Cloths	272	794	1860
November - March	Bath Mats	72	168	360
November - March	Kitchen Dish Towel	262	424	1310
November - March	Micro Fiber Towel	400	700	2000
April - May	Queen Bed Fitted	84	204	420
April - May	Queen Bed Flat	84	204	420
April - May	Full Bed Fitted	8	28	40
April - May	Full Bed Flat	16	44	80
April - May	Pillow Cases	272	604	1360
April - May	Bath Towels	396	912	1980
April - May	Hand Towels	212	484	1060
April - May	Wash Cloths	396	842	1980
April - May	Bath Mats	76	176	380
April - May	Kitchen Dish Towel	278	456	1390
April - May	Micro Fiber Towel	532	864	2260
June-August	Queen Bed Fitted	84	302	1260
June-August	Queen Bed Flat	84	302	1260
June-August	Full Bed Fitted	8	48	120
June-August	Full Bed Flat	16	72	240
June-August	Pillow Cases	272	876	4080
June-August	Bath Towels	396	1368	5940
June-August	Hand Towels	212	716	3180
June-August	Wash Cloths	396	1288	5940
June-August	Bath Mats	76	264	1140

June-August	Kitchen Dish Towel	278	734	4170
June-August	Micro Fiber Towel	532	1176	7980
September-October	Queen Bed Fitted	84	204	420
<b><u>Time Period</u></b>	<b><u>Item</u></b>	<b><u>Cabin Setup</u></b>	<b><u>In-Park Inventory/Month</u></b>	<b><u>Estimated Total Laundry/Month</u></b>
September-October	Queen Bed Flat	84	204	420
September-October	Full Bed Fitted	8	28	40
September-October	Full Bed Flat	16	44	80
September-October	Pillow Cases	272	604	1360
September-October	Bath Towels	396	912	1980
September-October	Hand Towels	212	484	1060
September-October	Wash Cloths	396	842	1980
September-October	Bath Mats	76	176	380
September-October	Kitchen Dish Towel	278	456	1390
September-October	Micro Fiber Towel	532	864	2660

**Table 5 – Estimated Quantities – Rugs and Outdoor Mats**

<b><u>Type</u></b>	<b><u>Location</u></b>	<b><u>Size</u></b>	<b><u>Quantity</u></b>	<b><u>Total Deliveries/Month (w/bi-weekly pickup)</u></b>	<b><u>Total Deliveries/Year (bi-annual pickup)</u></b>
*Logo rug	Visitor Center	6'x6'	2	4	N/A
Logo rug	Visitor Center	4'x6'	3	6	N/A
Logo rug	Mini-lodge and Green	3'x5'	32	64	N/A
Shadow Gray	Mini—lodge basement	2'x3'	15	30	N/A
Shadow Gray	Visitor Center	2'x3'	2	4	N/A
Shadow Gray	Visitor Center	3'x5'	9	18	N/A
Shadow Gray	Visitor Center	4'x6'	12	24	N/A
Shadow Gray	Visitor Center	3'x10'	2	4	N/A
Outdoor mat	Mini-lodge, Green	2'x3'	17	N/A	34 (April 1, Oct. 1)
Outdoor mat	Rustic	2'x3'	14	N/A	28 (April 1, Oct. 1)
Outdoor mat	Center	3'x5'	12	N/A	24 (April 1, Oct. 1)

**Table 6 – Cabin Occupancy 2015 and 2016**

<b>Month/Year</b>	<b>Mini-Lodge Occupancy</b>	<b>*Green Cabin Occupancy (2-bedroom year-round)</b>	<b>Rustic Cabin Occupancy (2-bedroom April-Nov)</b>
January 2015	30%	31%	Closed
January 2016	37%	36%	Closed
February 2015	19%	25%	Closed
February 2016	29%	31%	Closed
March 2015	31%	37%	Closed
March 2016	23%	37%	Closed
April 2015	34%	56%	23%
April 2016	38%	59%	43%
May 2015	44%	43%	58%
May 2016	41%	44%	51%
June 2015	79%	81%	81%
June 2016	82%	76%	86%
July 2015	94%	98%	90%
July 2016	96%	87%	93%
August 2015	54%	80%	66%
August 2016	54%	74%	60%
September 2015	51%	66%	51%
September 2016	53%	45%	53%
October 2015	52%	56%	50%
October 2016	54%	69%	51%
November 2015	36%	47%	28%
November 2016	31%	45%	40%
December 2015	42%	47%	Closed
December 2016	41%	47%	Closed

\*Green cabin occupancy can be used to estimate new 2-bedroom cabin occupancy