

**Exhibit A**  
**Request for Proposal Matrix**

1.	General Description of RFP	To provide Janitorial services in the 12 County owned and leased facilities that have janitorial services provided by contract.
2.	List key evaluation criteria	<ul style="list-style-type: none"> <li>• Experience</li> <li>• References</li> <li>• Employee Standards</li> <li>• Supervision</li> <li>• Quality Assurance</li> <li>• Financial Narrative</li> </ul>
3.	Where advertised	Redwood City Tribune San Francisco Examiner North & South
4.	In addition to any advertisement, list others to whom RFP was sent	None
5.	Total number sent to prospective proposers	Six
6.	Number of proposals received	Four
7.	Who evaluated the proposals	<ul style="list-style-type: none"> <li>• Steve Lanza, Manager Building Services</li> <li>• Jose Villalobos, Supervisor Building Services</li> <li>• Gary Behrens, Facilities Maintenance and Operations Manager</li> <li>• Charlie Davenport, Purchasing</li> </ul>
8.	In alphabetical order, names of proposers (or finalists, if applicable) and location	<ul style="list-style-type: none"> <li>• United Building Services, Richmond, CA</li> <li>• US Building Services, Burlingame, CA</li> </ul>