

Northern Bedford County School District

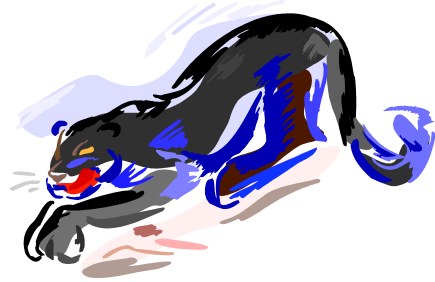
152 NBC Drive

Loysburg, PA 16659-9549

Phone: (814) 766-2221

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Website: nbcasd.org



REQUEST FOR PROPOSAL:

SERVICE: CUSTODIAL CLEANING SANITIZATION SERVICES

BID DUE DATE: MONDAY AUGUST 10, 2020 AT 1:00 PM, DISTRICT CONFERENCE ROOM, NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

- Provide the necessary labor to sanitize three buildings within the district at approximately 178,000 square feet. All equipment and material will be provided.
- The scheduled sanitization time would be from 10 pm – 6 am on Wednesday and Saturday or Sunday. If on Saturday or Sunday it is possible the shift could be during the day if no other school activities interfere. The need for sanitization services could change quickly dependent on the environment that the school needs to change delivery of educational services during the COVID 19 environment.
- Request for proposal pricing should be broken down by the daily rate required for all square footage to be covered.
- Duration of the job will be considered on a month to month basis and dependent upon the continued sanitation requirements of COVID 19.
- A schedule of how the services will be provided is required with the sanitization services.
- Please provide a complete reference list.
- All PA employment clearances will be required by all employees of the awarded company.
- Certificate of Insurance will
- Billing to be set up for payment on a monthly basis in conjunction with the board meetings on the Second Tuesday of the month.

- A mandatory walk through is required and will be scheduled upon request to the Maintenance Supervisor.

**NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
152 NBC Drive
Loysburg, PA 16659-9549**

General Bid Conditions and Instructions

1. All requests for proposals shall be sealed and plainly labeled.
2. Sealed requests for proposals will be received at the District Administration Office located at the Northern Bedford County High School or mailed to the Northern Bedford County School District, 152 NBC Drive Loysburg, PA 16659, on or before 1:00 pm on Monday, August 10, 2020.
3. These bids will be opened in the District Administration Conference room at 1:00 pm on Monday, August 10, 2020
4. Bids will be awarded at the regularly scheduled meeting of the Northern Bedford County Board of School Directors on (date) or no later than the sixtieth day following said date. Meetings are held the second Tuesday of each month.
5. Further information regarding this bid request may be received from Kelly Sparks, Maintenance Supervisor, 152 NBC Drive, Loysburg PA 16659 (814) 766-4726
6. The school district is exempt from Pennsylvania state sales and use tax. DO NOT include this tax in your quotation. The necessary tax exemption certificate will be furnished upon request.
7. The Board of School Directors reserves the right to reject any or all bids or requests for proposals, or to accept or reject any single item or group of items, and to award a bid which in their judgment will be in the best interest of the school system pursuant to the provisions of Section 807.1 of the Public School Code.
8. The quality of sanitization services shall be as per specifications and required by PDE and DOH standards.
9. Bids may not be withdrawn for sixty (60) days after the first bid or any group of bids is opened.
10. Reference list required to be submitted with proposal.
11. Payment for services are to be done monthly with the second Tuesday of each month and corresponding school board meeting.
12. Supplies and/or equipment are to be delivered within 45 days of bid award during a working day (8 am to 4 pm, Monday through Friday) by the successful bidder.
13. All quotations are to include freight and drayage charges to the designated buildings of the District. Items will not be accepted if freight and drayage charges are not prepaid.
14. The Board of School Directors or its designee shall have the power and authority to reject any and all bids which, in its opinion, are not in strict compliance and conformity with bid specifications or considered to be equal in every respect. (Samples may be submitted in order to demonstrate equal quality).
15. Bid price must hold for at least sixty (60) days. Bidders must indicate if this is not possible. Cancellation of these services may terminate upon request of the school district.
16. In all cases where bidders is not bidding items as specified, he must designate that substitution is being made and must supply accompany literature in order to demonstrate equal character and quality. Such bids will be considered. It is not intended to exclude any potential bidder from consideration..
17. The right To Know Law requires that Material Safety Data Sheets, if applicable, be enclosed at bidder's cost for all materials included in the bid proposed.
18. The contractor shall carry Workmen's Compensation on all workers, public liability, and property damage insurance during the life of this contract such as to protect the district from claims for damage for personal injury and property damage which may arise from operations under this contract. The acceptable minimum to be not less than one (1) million dollars. Certificate to be presented within ten (10) days notice of the intention to award the bid.
19. Discrimination Prohibited: According to 62 Pa.C.S.A. Section 3701, the contractor agrees that: In

the hiring of employees for the performance of work under the contract or any subcontract, no contractor or any person acting on behalf of the contractor or subcontractor shall by reason of gender, race, creed or color discriminate against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates. No contractor or subcontractor or any person on their behalf shall in any manner discriminate against or intimidate any employee hired for the performance of work under the contract on account of gender, race, creed or color. The contract may be canceled or terminated by the government agency, and all money due or to become due under the contract may be forfeited for a violation of the terms or conditions of that portion of the contract.

20. Compliance with the Human Relations Act: The provisions of the Pennsylvania Human Relations Act, Act 222 of October 27, 1955 (P.L. 744) (43 P.S. Section 951, et. Seq.) of the Commonwealth of Pennsylvania prohibit discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors and others. The contractor shall agree to comply with the provisions of this Act as amended that is made part of this specification. Your attention is directed to the language of the Commonwealth's non-discrimination clause in 16 PA. Code 49.101.
21. Competent Workmen: No workmen shall be regarded as competent first class, within the meaning of this Act, except those who are duly skilled in their respective branches of labor, and who shall be paid not less than such rates of wages and for such hours work as shall be established and current rates of wages paid for such hours by employers of organized labor in doing of similar work in the district where work is being done.

Teri L. Biddle
School Board Secretary
Northern Bedford County School District
152 NBC Drive
Loysburg, PA 16659