



Whitfield County Schools

1306 South Thornton Avenue, Dalton, Georgia 30721
wcsga.net • (706) 217-6780

tradition • purpose • excellence

INVITATION TO BID

School Nutrition - Hood Cleaning

ITB # WCS-SN-2018-001

October 2, 2018

Whitfield County Schools (WCS) is soliciting bids for Hood Cleaning for the School Nutrition Department.

1. **Bids must be received** in the Purchasing Office located at:

Whitfield County Schools
Purchasing Department
1030 Hill Road, Bldg A
Dalton, GA 30721

- OR -

Online Submission at:

www.wcsga.net/purchasing -> OPEN SOLICITATIONS

2. **Deadline for Submission** is: **Thursday November 1, 2018 at 2:00pm.**
3. Proposals will be for **Cleaning Kitchen Vent Hoods and Dishwasher Hoods** at 23 Kitchens (22 School Nutrition kitchens [addresses below] + additional kitchen at Career Academy Culinary Department) at the **frequency of 2 times per year.** One in February and one in June.
4. Whitfield County Schools reserves the right to reject any and all bids and to waive informalities and irregularities.
5. The initial agreement will begin **January 1, 2019** for and terminate absolutely without further obligation to the district on **December 31, 2019.** This agreement may be **renewed for four (4) additional one (1) year terms** upon the written approval of both parties.
6. Respondents must include copies of **E-Verify affidavit** which may be found at www.wcsga.net/purchasing. Also, include **Authorizations / Certifications from Dalton Utilities Wastewater Treatment Facility, Georgia Department of Natural Resources Environmental Protection Division** as well as any additional current certifications required to perform these services.

7. The cleanings are to be according to the following requirements:

- a. Cleaning schedules must be set in consultation with the School Nutrition Department.
- b. Protect all under hood equipment and other kitchen equipment with drop cloths, etc. before cleaning.
- c. Supplies and equipment needed are to be included in the bid.
- d. Clean and service the hood, hood ducts, exhaust fans and fresh air intake.
- e. Remove and clean filters and reinstall to allow for proper airflow balance.
- f. Remove any flaking paint on the hood and repaint to match if needed.
- g. Clean up any residue so that the floor, equipment and tables are left at least as clean as they were found.
- h. Clean dishwasher hoods and fan.
- i. Clean any exposed oven fan motors.
- j. Provide a decal, attach to the hood, and update the decal with each cleaning date. The insurance company and the fire inspection vendor require posting of the last date of hood cleaning.

8. INSURANCE REQUIREMENTS

- a. Commercial/Comprehensive General Liability
 - i. \$1,000,000 Bodily Injury Per Person
 - ii. \$1,000,000 Bodily Injury Aggregate Limit
 - iii. \$ 500,000 Property Damage Per Occurrence
 - iv. \$1,000,000 Property Damage Aggregate Limit
- b. Comprehensive Automobile Liability
 - i. \$1,000,000 Property Damage Per Occurrence
- c. Workmen's Compensation and Employer's Liability
 - i. \$ 500,000 Bodily Injury Per Person
- d. Umbrella or Excess of Loss Coverage
 - i. \$1,000,000 Per Occurrence
- e. The proposer will provide an insurance certificate with 21 days after acceptance of contract.
- f. Whitfield County School District must have 10 days notice of cancellation or change in insurance coverage and give its approval.

9. Locations where cleanings will occur:

Antioch Elementary 1819 Riverbend Road Dalton, GA 30721	Beaverdale Elementary 9196 Highway 2 Dalton, GA 30721
Cedar Ridge Elementary 285 Cedar Ridge Road Dalton, GA 30721	Cohutta Elementary 254 Wolfe Street Cohutta, GA 30710
Dawnville Elementary 1380 Dawnville Road Dalton, GA 30721	Dug Gap Elementary 2032 Dug Gap Road Dalton, GA 30720
Eastside Elementary 102 Hill Road Dalton, GA 30721	New Hope Elementary 1175 New Hope Road Dalton, GA 30721
Pleasant Grove Elementary 2725 Cleveland Road Dalton, GA 30721	Tunnel Hill Elementary 203 East School Street Tunnel Hill, GA 30755
Valley Point Elementary 3798 S. Dixie Road, SE Dalton, GA 30721	Varnell Elementary 4421 Hwy 2 Dalton, GA 30721
Westside Elementary 1815 Utility Road Rocky Face, GA 30740	Eastbrook Middle 1382 Eastbrook Dr Dalton, GA 30721
New Hope Middle 1111 New Hope Road Dalton, GA 30721	North Whitfield Middle 3264 Cleveland Road Dalton, GA 30721
Valley Point Middle 3796 S. Dixie Road, SE Dalton, GA 30721	Westside Middle 580 LaFayette Road, SW Rocky Face, GA 30740
Northwest High 1651 Tunnel Hill-Varnell Rd. Tunnel Hill, GA 30755	Southeast High 1954 Riverbend Road Dalton, GA 30721
Career Academy 2300 Maddox Chapel Rd Dalton, GA 30721	Coahulla Creek High 3361 Crow Rd Dalton GA 30721

Proposal Submission Form

Proposal For Hood Cleaning

Vent Hoods per kitchen (23 kitchen sites) \$_____ each x 2 times per year

Dishwasher Hood per kitchen (23 kitchen sites) \$_____ each x 2 times per year

I certify by my signature below that the costs quoted in this proposal are correct and that I have the authority to obligate the company to perform the requirements outlined above for Hood Cleaning two (2) times per kitchen site per year during the time of this agreement.

Signature

Printed Name

Company Name

Mailing Address

Email Address

Telephone

Fax