

**Walker County Board of Education  
Facilities & Operations – Warehouse  
298 Culberson Avenue  
LaFayette, GA 30728**

To Qualifying Vendors:

Walker County Schools has requested bid proposals for some of our custodial supplies for our district. Some of those items should be certified Green because we have one school that is LEED certified. We are inviting you to bring your samples or your product/products to a pre-bid meeting if you are interested in participating in the bid. Your product/products will not be considered if you do not attend the pre-bid meeting on Tuesday, March 6, 2018 at 11:00 a.m.

Walker County Schools now uses jumbo roll paper towels and toilet paper along with the universal jumbo roll dispensers for each. Therefore, dispensers considered for bid would need to be universal. Paper products considered for bid would need to be jumbo and fit with the universal dispensers. The paper products should be of good quality and a sample must be provided at or prior to the pre-bid meeting as well.

We also use Green Certified Foam Hand Soap that fit in the Kimberly-Clark or Deb dispensers. If you bid a different product that will not fit in these dispensers, then new dispensers should be provided and installed at no cost to the System. Any other products that use dispensers would follow the same guidelines.

These items plus the attached list of other warehouse items will be part of the “per item” bid package. We will be awarding bids by line item and not necessarily to a single vendor. Please feel free to bid on any or all items that your company has to offer.

The pre-bid meeting will be held Tuesday, March 6, 2018 at 11:00 a.m. to provide details about the bid process and answer any questions that you may have. Samples should be brought to the pre-bid meeting, with the exception of the 55 gallon garbage can liners. We will provide you with a sample of our current stock so that you may bid the same quality. After the pre-bid meeting we will verify that the samples submitted will work with our current dispensers (if applicable). Please be sure to bring a sample of the items mentioned above and in the sample request letter to the pre-bid meeting. Specifications of products, Safety Data Sheets, and secondary labels meeting the Globally Harmonized System requirements will also need to be provided for all chemical products if you are awarded the bid.

**PRE-BID MEETING DATE: TUESDAY, MARCH 6, 2018 AT 11:00 A.M. EST**

**PRE-BID MEETING LOCATION: WALKER COUNTY SCHOOLS  
FACILITIES & OPERATIONS DEPARTMENT  
298 CULBERSON AVENUE  
LAFAYETTE, GA 30728**