

Rock Hill Schools

Solicitation Number  
Date Issued  
Procurement Officer  
Phone

Invitation for Bid  
(IFB)

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Custodial Consumables with Laundry Services

BID DUE DATE (Opening Date/Time): September 11, 2024, at 100 a.m.

LAST DAY FOR QUESTIONS: September 2024, at 12:00 p.m.

NUMBER OF COPIES TO BE SUBMITTED: one (1) original bid uploaded to Vendor Registry and delivered or mailed.

SUBMIT YOUR OFFER TO THE FOLLOWING ADDRESS:

PHYSICAL MAILING ADDRESS:
Rock Hill Schools Procurement Services 386 East Black Street Rock Hill, SC 29730 Solicitation Number and Opening Date must appear on the envelope.

HOME OFFICE ADDRESS (Address for offeror home office / principal place of business)	NOTICE ADDRESS (Address to which procurement and contract related notices should be sent.) (See "Notice" clause)			
	Area Code	Number	- .	Facsimile
	E-mail Address			

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SECTION A: GENERAL BID INSTRUCTIONS AND CONDITIONS (WHICH ARE APPLICABLE)

GENERAL BID INSTRUCTIONS

1. INSTRUCTIONS TO BIDDERS:

- A. Bids shall be publicly opened at the date and time indicated on PAGE 1 of the Bid. Bid openings shall be conducted in Procurement Services which is located at 386 East Black Street, Rock Hill, SC 29730. Sealed bids shall be uploaded to Vendor Registry, hand delivered or mailed to the Procurement Services Attention: IFB 24-2507 located at 386 East Black Street, Rock Hill, SC 29730. To maintain social distancing, the District encourages bidders who wish to attend the bid opening to do so by conference call.

Bidders may take part by dialing:

Phone Number: 803-985-3599

Conference ID: 1440403

Vendor Registry Site Link <https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=cd90e623d9584a8b812a94e8be256f46>

- B. Bids shall be submitted NO LATER THAN the date and listed on PAGE 1 in the place and manner as described in paragraph 1A above. Bids received after the date and time listed on PAGE 1 shall be late

4.

12. EXCEPTIONS Notwithstanding any prior negotiations, the specifications and terms and conditions provided herein take precedence. Formal objection is hereby made to any or different terms proposed by Proposer unless listed on a separate sheet labeled "Exceptions", and agreed to in writing by the District. Proposals which are uncertain as to terms, delivery, quantity, or compliance to requirements/specifications, may be rejected or otherwise disregarded

13. RIGHT TO PROTEST (Section 42A0) Any actual or prospective bidder who is aggrieved in connection with the solicitation or award may submit a protest to the Director of Purchasing. The protest shall be submitted in writing within fifteen (15) calendar days of the date of issuance of the Invitation for Bids or Request for Proposal or other solicitation document.

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respondent will not be disclosed if the respondent visibly marks each part of the proposal that the respondent considers confidential, financial or proprietary information with the word "CONFIDENTIAL."

19. AWARDING POLICY The District reserves the right to select and award on an individual item basis, lot

2. TERMINATION Subject to the provisions below, this contract may be terminated by the Director of Purchasing provided a thirty (30) calendar day advance written notice is given to the Vendor





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27. SECURITY The Contractor shall be responsible for safeguarding against loss, theft, or damage of all Rock Hill School Districts' property, materials, equipment, and accessories that might be exposed to the contractor's personnel. Guns, knives, or other dangerous ~~poa~~ shall not be allowed on campus. Smoking, alcohol and drugs are prohibited on the campus.

28. UNAUTHORIZED PERSONNEL: Contractor's personnel shall not allow any unauthorized persons in school buildings (children, friends, or anyone else not authorized by School District or contractor).

29. FORCE MAJEURE Neither the District nor the Contractor shall be liable for any excess costs if failure to perform the contract arises out of causes beyond the control and without the fault or negligence of either party. Such causes may include, but not restricted to acts of God or of the public enemy, acts of government in either its sovereign or contractual capacity, fires, floods epidemics, quarantine, restrictions, strikes, freight

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grounds and all District facilities. Persons employed by or under the direction of bidder or any subcontractor who are under investigation or have been charged with crimes and/or convicted of crimes against children or crimes of a sexual or violent nature shall not be allowed on District property.

The District may in its sole discretion terminate any existing contract for the failure by the awarded bidder, its subcontractors or any representative of the bidder to observe this requirement or for any violation of this solicitation's requirements. No penalty or other costs shall be levied against the District as a result of its decision to terminate the contract or award.

In addition to the above obligations of successful bidder/awarded firm, all persons and contractor personnel having contact with students and/or any individual who enters onto District property may be subject to a national criminal background check at the discretion of the District prior to entry upon District property and the performance of any duties. All individuals entering District property shall be screened nationally for criminal sex offenses/sex offender status on automated equipment at school or site.

## 33.RHSD3 COVID

## SECTION B: INTRODUCTION

### INTRODUCTION

Rock Hill Schools is soliciting bids for custodial consumables with laundry services.

At 10:00am on September 11, 2024, the Procurement Officer or a designee will open all bids received.

Questions pertaining to the terms and specifications should be directed to [Wfaris@rhmail.org](mailto:Wfaris@rhmail.org). The bid number must be referenced in the subject line. The last day for questions is September 4, 2024 at 12:00pm.

### PURPOSE:

Rock Hill School District, hereafter referred to as "District", intends to request bids for custodial consumables with laundry services.

### AWARD CRITERIA

Award will be made to the lowest, responsive and responsible bidder.

## SECTION C: SCOPEWORK

The District is seeking competitive sealed bids for custodial consumables with laundry services.

### Services Required:

- Supplying and laundering all mops, dust mops, microfiber mops, and cleaning rags.
- Contractor will be responsible for organizing a monthly delivery /-pick service.
- The district reserves the right to add or remove consumables as needed and will negotiate pricing on any items added.
- Product substitutions must be approved by the district 30 days in advance.
- Quality product standards are up to the district. The district reserves the right to request replacements for consumables at no additional cost that the district deems underperforming.

### Technical Requirements for rags, wet and dry mops:

- Microfiber towels must be Rubbermaid brand health grade ultrafine microfiber towels.
- The denier of the microfiber towels must meet or exceed 0.13 denier.
- The microfiber towels must be somewhere between 12" x 12" size to 15" x 18" size.
- Microfiber towels must be available in at least (4) four different colors.
- Microfiber towels must be bleach tolerant.
- Fiberglass telescopic handles must be provided for all microfiber mops.
- Dust mops must have infinity twist mop edges and ends.
- Dust mops must be color coded by size (24"/ 36"/ 48"/ and 60")
- Dust mop frames and handles must have a "quick connect" feature or ease of changing.

Laundering Requirements

- Vendor must currently hold a Hohenstein Certificate of their laundering process which meets “hygienically clean” standards for processing successful inspections of the following:
  - The disinfection capability of the laundering procedures is validated to achieve a 7 log reduction (< organism out of 10,000,000) in bacteria.
  - Tested textiles achieved levels of 20 CFU/dm<sup>2</sup>, validated by an independent laboratory.
- Microfiber towels must be washed in a CDC wash formula, withstanding high heat and bleach.
- Vendor must launder microfiber and mop heads between-170 degrees Fahrenheit, drying at 130 degrees Fahrenheit.
- Vendor must use notoxic/low-toxic chemicals when applicable in their wash process.

Logistic/Service Requirements

- Rock Hill Schools will require a report that would include signature, date, time and location for drop off/pickup of clean and soiled products to each school every week.

**SECTION D: ELABORATION AND CLARIFICATION**

If you do not ask questions or clarify any assumptions, the District will assume that you agree with and understand the requirements in the IFB, after examination of the various terms and conditions and requirements of this IFB. The Bidder believes there are any terms and conditions or requirements which remain unclear or which restrict competition, the Bidder must request, in writing, that District clarify the terms(s) and condition(s) and requirement(s) specified by Bidder. The Bidder must provide the Section(s), Subsection(s), Paragraph(s), and page number(s) that identify the conditions or requirements questioned by the Bidder.





## APPENDICES

Appendix I- Conflict of Interest

Appendix H References

## APPENDIX I: CONFLICT OF INTEREST STATEMENT

I, \_\_\_\_\_ (Offeror/Contractor), on behalf of myself and my company, and my subcontractors, if applicable, certify the following, under penalty of perjury, that to the best of my knowledge and belief:

1. No circumstances currently exist that create a Conflict of Interest in my performing the services required by the Solicitation to which I am responding or the Agreement to be signed if I am the successful Offeror in response to this Solicitation.
2. I understand and acknowledge that my failure to disclose any affiliation disclosed Ifo005



6. I warrant that should I become aware of an actual or potential conflict of interest involving my company or sub-contractor(s), if any, in performing the services under the Agreement or responding to this Solicitation, I will notify the District immediately also warrant that should I become aware of any competitive advantage that my company or sub-contractor(s) have in responding to this Solicitation or providing services under an Agreement related to this Solicitation, I will immediately notify the District of the discovery of a possible competitive advantage. I understand and acknowledge that this obligation to inform the District of the discovery of a conflict of interest or competitive advantage is a continuing obligation and extends throughout the Term of the Agreement for this procurement.
  
7. By signing this statement, certify for myself and on behalf of my company and any of my sub-contractor(s) that I have and will comply with, and have not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (Ethics Act). I acknowledge and understand that the District may rescind any Agreement and recover all amounts expended. AGG. 36 DM (A2-04)(c)

**APPENDIX II- REFERENCES**

REFERENCE #1	
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## SUBMISSION CHECK LIST

Make sure all bids submitted contain the following information

- Page 1 & 2 of Solicitation Signed
- Section EBid Form
- Appendix I-Conflict of Interest
- Appendix II-References