

MIDDLE GEORGIA COMMUNITY ACTION AGENCY, INC.
REQUEST FOR PROPOSAL June 7, 2018
HEAD START CENTERS – STRIPPING & WAXING; CLEANING CARPETS

Location of work to be performed:
See attached Exhibit B for locations
(Heart of GA Area)

Vendor Name & Address:

Terms and Conditions

- All proposals shall be good for 90 days from the date of receipt by MGCAA, Inc.
- No proposal shall be construed as an offer until both parties received a fully executed contract.
- All payments are Net 30 upon approved completion of work performed unless other terms are negotiated before contract issuance.
- Vendor must provide agency with proof of liability and workers compensation insurance prior to the issuance of a contract.
- Vendor must complete contractor application packet (if not already on file with MGCAA, Inc.).
- Vendor agrees to complete the work in the allotted time as indicated in the contract or liquidated damages in the amount of \$50.00 per calendar day will be assessed by the vendor.

Scope of Work:

- Identified locations – floors must be stripped and waxed
- Identified locations – carpets must be shampooed (not area/throw/educational rugs).
- Proposal must be returned with itemized estimate – materials and labor (to include travel, gas, moving of furniture as needed).
- Contractor must clean up and remove all debris.

Point of Contact:

Alma Clay
121 Prince Street
Warner Robins, GA 31093
478-922-4464 ext 136
aclay@mgcaa.org

****Deadline to respond: June 15, 2018 3:00 pm**

MIDDLE GEORGIA COMMUNITY ACTION AGENCY, INC.

STRIPPING & WAXING OF FLOORS; CARPET CLEANED – RFP

EXHIBIT B

Name	Location	Total sq ft	Carpet	Total Cost
Dublin Head Start	1014 MLK, Jr Dr Dublin GA 31040	6,875	NO	
East Dublin Head Start	110 Ruby Jefferson Rd East Dublin GA 31027	7,494	NO	
Eastman Head Start	324 Pine St Eastman GA 31023	4,470	3 offices	
Helena Head Start	36 West 13 th St Helena GA 31055	1,512	NO	
Montgomery Head Start	808 MLK Jr. Blvd Mt Vernon GA 30445	3,840	NO	
Wheeler Head Start	67 S Commerce St Alamo GA 30411	2,592	NO	

Materials & Labor cost: _____

(labor cost includes travel, gas, moving of furniture)