

MIDDLE GEORGIA COMMUNITY ACTION AGENCY, INC.
REQUEST FOR PROPOSAL May 30, 2019
HEAD START CENTERS – STRIPPING & WAXING VCT TILE FLOORS; CLEANING CARPETS

Middle Georgia CAA, Inc. is accepting proposals on floor care services for several of our Head Start locations. Interested vendors need to contact Alma Clay at 478-922-4464 ext. 103, aclay@mgcaa.org, or 121 Prince St, Warner Robins, GA 31093.

Deadline to respond is June 10, 2019 by 3:00 pm

Location of work to be performed:

See Exhibits A & B for locations (attached)

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 receive 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 date 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.**

****Deadline to respond: June 10, 2019 3:00 pm**

MIDDLE GEORGIA COMMUNITY ACTION AGENCY, INC.

STRIPPING & WAXING OF FLOORS; CARPET CLEANED – RFP

EXHIBIT A

Name	Location	Total sq ft	Carpet	Total Cost
Bleckley Head Start	168 East Lewis St Cochran, GA 31014	2,675	NO	
Byron Head Start	104 Jackson St Byron, GA 31008	2,500	Parent room only	
Centerville Head Start	1009 Carl Vinson Parkway, Centerville, GA 31028	2,025	Office only	
Elberta Head Start	708 Elberta Rd Warner Robins GA 31093	5,000	NO	
Fort Valley Head Start	700 Spruce St Fort Valley GA 31030	13,138	NO	
Jones Head Start	235 Bill Conn Pkwy Gray GA 31032	4,850	2 partial classrooms; ¼ of classroom	
Perry Head Start	905 Evergreen St Perry, GA 31069	2,262	NO	
Tucker Head Start	313 Scott Blvd Warner Robins GA 31088	3,760	NO	
Twiggs Head Start	12956 US HWY 80 Jeffersonville GA 31044	2,852	Office Only	
Wilkinson Head Start	800 Paper Mill Rd Gordon GA 31031	3,808	Office only	

Materials and Labor total cost: _____

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

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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 Blvd 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	
Pulaski Head Start	83 N Lumpkin St Hawkinsville GA 31036	4,424	Front offices	
Treutlen Head Start	1062 Jennings Lane, Soperton GA 30457	5,400	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)