



PIERRE INDIAN LEARNING CENTER

3001 E. Sully Avenue
Pierre, SD 57501
Phone: (605-224-8661
Fax: (605-224-8465

July 9, 2020

Request for Proposals

PROFESSIONAL DISINFECTION SERVICES – PIERRE INDIAN LEARNING CENTER DORMITORY

I. BIDS DUE

All proposals are requested by August 3rd, 2020, no later than 12:00 pm (CST).

Interested bidders may submit written proposals to the attention of: **Dr. Veronica Morley**

Written proposals may be submitted in the following methods:

Mailing Address: Pierre Indian Learning Center, 3001 E. Sully Ave, Pierre, SD 57501

Physical Deliveries: Pierre Indian Learning Center, 3001 E. Sully Ave, Pierre, SD 57501

Electronic Delivery: Veronica.Morley@k12.sd.us

II. RIGHTS

The Pierre Indian Learning Center (PILC) reserves the right to waive any informalities, to reject any or all bids, and to accept that bid or bids which appear to be in the PILC's best interest. The PILC reserves the right to award all or part of this Request for Proposal.

III. BACKGROUND

In response to the global health pandemic of COVID-19, the PILC is proactively seeking proposals from experienced and qualified contractors for a prepositioned Professional Disinfection Services contract. The PILC seeks to enter into an agreement for the 2020-2021 school year at for disinfection services. The PILC seeks an agreement for a 9-month term (August 24-May 19), with the option to renew as needed.

IV. SCOPE

The square footage of the dormitory is 45,105 sq ft.

The details for the work will include:

- The Contractor shall ensure all cleaning and disinfectant materials, PPE and equipment abide by the CDC and EPA recommendations found in the links below:
- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html#Cleaning>
- https://www.epa.gov/sites/production/files/2016-09/documents/emerging_viral_pathogen_program_guidance_final_8_19_16_001_0.pdf
- The Contractor shall specify all products, dilutions of products, methods, and pertinent information as to methods of disinfecting in their proposal.
- The Contractor shall provide SDS information for all products used.
- Contractor shall focus on frequently touched surfaces, including but not limited to: door handles and edges, floors, bathroom fixtures and counters, light switches, drinking fountains, keyboards, phones, office equipment and furniture, thermostats, alarm panels, chair arms, table tops, desktops, hand rails, commons areas, etc.
- The Contractor shall then, after all preventive measures have been completed, apply a broad-spectrum biocide approved by the CDC to ensure a comprehensive treatment of touch surfaces.
- The Contractor shall dispose of all PPE and other materials used offsite of the PILC facilities.

- The Contractor shall obtain the required permits, if required, give all notices, and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work. No time extensions shall be granted or financial consideration given to the Contractor for time or monies lost due to violations of any such ordinance, code, law or regulations that may occur.

V. BIDS

All bids should include the following:

- Experience and Qualifications - Provide a description and history of work experience, including references;
- Please provide your proposal with break outs for labor, materials and tax if applicable (we are a tax-exempt organization.)
- Completed and Signed Bid Form (Attached)
- Bids/proposals will not be accepted after the due date assigned.

All contractual terms and conditions will be subject to review by the Pierre Indian Learning Center and will include scope, schedule, subcontractor and other necessary items pertaining to the project.

VI. TERMS & CONDITIONS

The terms of this Request for Proposal and your response thereto will be incorporated into the terms of the final agreement if your firm is the successful bidder.

- Work must be completed 5 days a week, Monday – Friday and anytime between 9:00 am – 2:00 pm while students are in school.
- The bidder receiving the award will obtain or possess the following insurance coverages, and will provide Certificates of Insurance to the PILC, with the PILC listed as Additional Insured:
 - Current Certificates of Insurance for public liability and property damage.
 - Workers’ Compensation (as required by the State of South Dakota); and
 - Business Automobile Liability
- The bidder and all employees must pass the required background checks.
- Specific scope of work description
- The bidder awarded this contract shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least five (5) years after completion of the contract resulting from this RFP.
- The bidder agrees to the following Federal provisions as applicable: Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland “Anti-Kickback” Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.324)
- The PILC may cancel the agreement at any time provided 30 days written notice to the contractor.
- Contract is contingent on the school year starting as planned and students on campus
- The Pierre Indian Learning Center reserves the right to reject any and all bids.

VII. CONTACTS & ADDITIONAL INFORMATION

For additional information please contact Dr. Veronica Morley, Superintendent, at 605-280-2331, or via email at Veronica.Morley@k12.sd.us.



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VIII. BID FORM – PIERRE INDIAN LEARNING CENTER

PROFESSIONAL DISINFECTION SERVICES – PIERRE INDIAN LEARNING CENTER DORMITORY

DATE: _____

CONTRACTOR _____

FEDERAL ID# _____

ADDRESS _____

CITY/ST/ZIP _____

TELEPHONE _____

Total Price BID: The undersigned having carefully reviewed the Scope of Work items listed in the attached Request for Proposals for Professional Disinfection Services – PIERRE INDIAN LEARNING CENTER DORMITORY, dated July 9, 2020 including applicable addenda, as well as the premises and conditions affecting the work, proposes to furnish all services, labor, materials and equipment called for to complete the project in accordance with the Scope of Work for the following price:

\$_____ Total Cost 2020-2021 School Year

COMPANY NAME: _____

SIGNATURE: _____

TITLE: _____