

Estill County Board of Education
RFP For Custodial Services
INVITATION TO BID

The Estill County School District is seeking a cleaning service that will provide housekeepers to work in the Estill County School District. Each housekeeper will be assigned or float between school buildings within the district.

Proposals may include, but are not limited to the following: A licensed and bonded housekeeper that can pass a drug test, has a clean background check, and no substantiated child abuse or neglect charges as determined by the Department of Children and Family Services.

Work day is 8 hours with a 30-minute lunch break and 2 10-minute breaks.

Work day will be determined by the facility director and building principal.

Housekeepers will report to the building principal or head custodian.

Job duties include:

- Clean high touch areas several times throughout the day
- Clean high touch areas in cafeteria several times throughout the day
- Sweep as necessary
- Collect trash and take to the dumpster throughout the day
- When classrooms are empty wipe desks off with disinfectant
- Keep bathrooms cleaned and sanitized at all times
- Dust furniture as often as necessary
- Clean door knobs and handles throughout the day
- Commodes and urinals shall be cleaned and sanitized throughout the day
- All water fountains should be cleaned daily
- Keep grounds around the school clean and neat
- Complete mowing and weed eating duties as assigned
- Sweep sidewalks and pick-up trash
- Help with keeping the playground sanitized
- Other duties as assigned by the Facility Director, Building Principal or Superintendent

The Estill County School District will pay for services within 30 days of billing.
Complete the Following:

Company Name Anderson Commercial Cleaning	Street Address 112 Burley Way	City Mt. Sterling	Zip Code 40353
Owner/Manager Melissa McCall	Telephone Number 859-475-2183	Monthly Cost for Housekeepers \$19.50 hourly per employee for 4 employees = approx \$13,520.00 monthly	

Proof Of Insurance

Liability Policy			
Liability Policy Carrier Auto Owners	Agent Name Tim Rogers	Agent Address and Phone Number 4561 Main St Clay City, KY 40312 606-663-4935	Attach or Enclose a Copy of Policy Attached

Workers Compensation Policy			
Workers Compensation Policy Carrier Auto Owners	Agent Name Tim Rogers	Agent Address and Phone Number 4561 Main St Clay City, KY 40312 606-663-4935	Attach or Enclose a Copy of Policy Attached

Provide 2 Letters of Reference: Contact information must be included in the letter.

All Bids will be opened on Wednesday, December 15, 2021, at 3:00pm.

**Bids are to be sent to:
Jeff Saylor, Superintendent
Estill County School District
253 Main Street, PO Box 930
Irvine, Kentucky 40336**

Please call Jeff Saylor, Superintendent of the Estill County School System if you have any questions.

Phone: 606-723-2181(B) or 606-717-0222(O) or 606-643-7899(C)

