

CUSTODIAL SERVICES PROPOSAL  
REQUEST FOR PROPOSAL DOCUMENT

*Board of Education*  
Hart Public Schools  
304 Johnson St.  
Hart, MI 49420

Proposal Release – January 13, 2010

Pre-Proposal Meeting – January 27, 2010 4:00 pm – Local Time

Proposal Opening – March 5, 2010, 2:15 pm – Local Time

TO: Prospective Bidders  
FROM: Robert Erickson, Director of Operations  
DATE: January 13, 2010  
SUBJECT: Request for Proposal

The Board of Education of Hart Public Schools is accepting firm, sealed proposals to provide Custodial Services for all of the Districts buildings in accordance with the specifications, terms and conditions stated herein. A mandatory pre-bid conference/walk through will be held on January 27th., 4:00 pm. local time beginning at Hart Middle School Media Center, 308 Johnson St., Hart, MI, 49420, then proceeding to the other buildings which are all located at this site. Bidders that do not comply with this request may be disqualified from the proposal process.

One (1) original and two (2) copies of the bid shall be submitted as indicated in the bid document. Completed bids documents shall be firm, shall be enclosed in a sealed envelope marked with the name of the bidder and "Custodial Services" and the time, place, due date on the outside of envelope and shall be delivered as indicated below.

Any changes and/or addenda to this solicitation will be posted on the Hart Public Schools website at [www.hart.k12.mi.us/](http://www.hart.k12.mi.us/). Bidders are responsible for checking this website prior to bid submission. *Failure to acknowledge all addenda may result in rejection of your bid as being non-responsive.*

Proposals mailed shall be sent directly to:  
Hart Public Schools  
Attn: Robert Erickson  
304 Johnson St.  
Hart, MI 49420

Proposals hand delivered and/or mailed express carrier shall be delivered to:  
Hart Public Schools  
Transportation Office  
304 Johnson St.  
Hart, MI 49420

Bids will be accepted until March 5, 2010, 2:00 pm, EST. Bids will be publicly opened and the base bids will be read aloud at 2:15 pm at the Hart High School Media Center that day.

The Board will not accept a bid received after the date and time mentioned above. The Board of Education reserves the right to accept or reject any and all bids, in whole or in part, and to waive any informality therein. It is the intent to evaluate bids and award by April 13, 2010. Should you have any questions, please contact the following person via fax or e-mail.

Hart Public Schools  
Robert Erickson  
Director of Operations  
Fax: 231-873-3866 or e-mail: [berickson@hart.k12.mi.us](mailto:berickson@hart.k12.mi.us)