

REQUEST FOR QUOTATIONS #9474 **Closing Time & Date: 2:00 p.m., CDST, September 20, 2011**
RELEASE DATE: September 15, 2011

OKLAHOMA CITY PUBLIC SCHOOL DISTRICT I-89
OKLAHOMA CITY, OKLAHOMA

INSTRUCTIONS TO PROPOSERS

Sealed Quotations will be received by Independent School District Number I-89 of Oklahoma County, Oklahoma, in the Purchasing Department, located at 900 N Klein, Oklahoma City, Oklahoma, 73106 for hand delivery, mail or commercial delivery, until **2:00 P.M., CDST, on SEPTEMBER 20, 2011**, at which time said Proposals will be opened for furnishing all materials, equipment, labor, and incidentals to provide contract custodial services, as defined in this entire document, at:

CUSTODIAL SERVICES – BODINE ES, NORTH HIGHLAND ES, U.S. GRANT HS

Proposals will be publicly opened and read aloud at the above named address immediately following the closing time stated above. Proposals received after the date and time set for opening shall not be considered by the awarding agency and shall be returned unopened to the one submitting same.

All Proposals submitted shall have “CUSTODIAL SERVICES – REQUEST FOR QUOTATIONS #9474” and the name and address of the PROPOSER marked clearly on the outside of the sealed envelope containing quotation documents. Proposals shall be submitted on the enclosed, blank quotation form(s) or an equivalent form(s). Questions about the project should be directed to: Sam Bogle, 900 North Klein, Oklahoma City, Oklahoma, 73106, telephone number 405-587-1041 or email sibogle@okcps.org. If unable to reach Sam Bogle email Debra Knight dlknight@okcps.org 587-1046. Call each school, as listed, to schedule any site visits.

MAILED Proposals shall be sent to Oklahoma City Public Schools, Purchasing Department, 900 N Klein, Room 128, Oklahoma City, Oklahoma, 73106. Proposals must be received by the time and date listed above. The District shall not be responsible for late mail delivery. Sealed hand delivered Proposals may be delivered to the same address and office as mailed Proposals. Electronic quotations are not acceptable.

Each proposer shall be responsible to visit the sites and become familiar with all conditions surrounding the proposed projects including but not limited to, types of surface finishes, floor coverings, sizes of facilities, number of rooms, kinds and number of after school activities, etc. When visiting a site, you must call the principal in advance and make arrangements for best time and have the principal sign the attached visitation sheet which must be submitted with your quotation.

The Board of Education reserves the right to select the Contractor based on interest of the District as they perceive the Contractor as a whole and not strictly on the lowest price, or to reject any or all Proposals.

Proposals' may not be withdrawn for a period of sixty (60) days or after Board of Education formal approval.

Independent School District Number 89 of Oklahoma County, Oklahoma, reserves the right to reject any/or all Proposals and to handle quotation irregularities as is in the best interest of the District.

The Oklahoma City Public School System is committed to a policy of equal employment opportunity and affirmative action and does not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin or disability. The Oklahoma City Public School System encourages minority owned companies to participate. Utilization of any agency for goods and services is predicated upon its adherence to a similar policy or nondiscrimination and affirmative action.

The Board of Education of Independent School District Number I-89 of Oklahoma County, Oklahoma is exempt from paying taxes according to “ARTICLE 4, SECTION 516, 1(I), OKLAHOMA STATUTES 68-1356”. PRICES QUOTED TO BE FREE OF ALL TAXES.