**BOULDER ELEMENTARY SCHOOL BID FOR CUSTODIAL SERVICES**

**CONTRACT AVAILIABLE:** Garfield County School District is seeking bids for custodial services at Boulder Elementary School. It is anticipated that 33 hours per month will be sufficient to accomplish all tasks. The district will allow up to 40 hours per month for services.

**PAYMENT:** Payment for services will be made monthly by the district upon the receipt of an invoice, approved by the building supervisor. The invoice will list services that were provided for the month. Supplies and materials required to perform all tasks will be provided by the district.

**RESPONSIBILITIES:** Interior cleaning will include the emptying of all garbage cans, restrooms cleaned, floors vacuumed or mopped, glass in entry doors cleaned, furniture dusted and other tasks as needed. Seasonal weekly tasks include lawn watering, mowing, and weed removal. Snow removal must be conducted prior to 8:00 am and during the school day as needed to ensure safety. Monthly tasks to include cleaning windows inside and out. Summer months to include complete in-depth cleaning of the building, including floors. The services will be rendered on school days and on other days as needed, to include building interior and exterior. Advance notice from the building supervisor will be given regarding additional tasks as needed. This position reports to the building supervisor.

**QUALIFICATIONS:** The bid must include experience and references. The bid will be selected upon proof of successful background checks for anyone working on school property.

**APPLICATION:** Interested individuals should submit a proposal bid to:

 Garfield County School District

 P.O. Box 398

 Panguitch, UT 84759

Please direct questions to Superintendent Tracy Davis tracy.davis@garfk12.org (435-676-1379).

**DEADLINE:**  Wednesday, August 23, 2017 at 5:00 pm.

 **Garfield County School District reserves the right to accept or reject any or all bids.**