



THE VIRGIN ISLANDS  
**DEPARTMENT OF EDUCATION**

*Office of the Commissioner*



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V.I. Department of Education Various Public Schools and Activity Center  
One-Time Deep Cleaning and Sanitation Services  
St. Croix School District  
**RFQ-DOE-2021-006**  
June 24, 2021

### **Summary and Scope of Work**

The Contractor shall be responsible for providing the necessary, tools, supplies, equipment, and labor to complete the requested services. A listing of all cleaning products to be used should accompany the Contractor's bid sheet for the VIDEs review and approval prior to the commencement of work.

A. The Department of Education (VIDE) request sanitization and deep cleaning janitorial services to re-open schools in the St. Thomas/St. John District as listed in Attachment A for the opening of 2021-2022 School Year. The Contractor shall be responsible for cleaning (dirt removal) and subsequently disinfecting (kill germs) all administrative offices, bathrooms, kitchenettes, conference rooms, lounge rooms, storage closets, classrooms, student bathrooms, cafeterias, and other common areas located throughout the campus **as described in Attachment A**. The contractor shall also clean all screens and windows.

The Contractor shall disinfect **all** doorframes, door handles, bookshelves, desks, chairs; and shared electronic equipment inclusive of telephones, remote controls, computer keyboards and monitors. Cleaning and disinfecting all bathrooms and its fixtures inclusive of sinks, faucets, toilets, dividers, etc. are necessary. All floors located throughout the campus should be mopped. The Contractor shall utilize Environmental Protection Agency (EPA) approved 99% antibacterial disinfectants similar to Clorox Bleach, Pine Sol, etc. A listing of all cleaning products to be used should accompany this bid sheet for the VIDEs review and approval prior to the commencement of work.

### **B. Add/Alternate**

The selected Contractor shall also provide floor waxing services in all schools with the exception of modular classrooms. **The VIDE will NOT provide supplies, particularly stripper and wax for the services described herein.**

### **Expected Term: July 9, 2021- July 13, 2021**

Services shall be performed at the following schools in the St. Thomas/St. John School District

Walk-Through at all Schools: June 29, 2021 and June 30, 2021 at 9:00am-12:00pm

**Bid Deadline: July 6, 2021 at 9:00am**

Bid Submittal [bids@vide.vi](mailto:bids@vide.vi)

**Attachment A**

|   |  |
|---|--|
| <b>LOCKHART Primary School (modular campus)</b>                                     | All modular classrooms and bathrooms on the campus to include the Sprung Building.   |
| <b>JOSEPH SIBILLY SCHOOL</b>  | All classrooms, bathrooms, cafeteria, administrative, main office, nurse's office, Resource teacher classroom, and library contents of rooms, windows, doors & A/c to include the Pre-K at Monroe campus<br>FLOOR WAXING SERVICES INCLUDED |
| <b>LEONARD DOBER ADMINISTRATIVE CAMPUS</b>  | All offices, cafeteria, and bathrooms (contents of rooms, windows, doors & A/C)<br>FLOOR WAXING SERVICES INCLUDED  |
| <b>EDITH WILLIAMS Alternative Academy and Administrative Offices</b>                | All classrooms (all bathrooms, cafeteria, all administrative offices).<br>(contents of rooms, windows, doors & A/C)<br>Floor waxing services included  |
| <b>Charlotte Amalie High School 9<sup>th</sup> Grade Academy (old Skill Center)</b> | All classrooms (all bathrooms, cafeteria, all administrative offices). (contents of rooms, windows, doors & A/C)<br>Floor Waxing Services Included   |



**ATTACHMENT B**  
Quarterly Deep Cleaning Services  
Bid Sheet

| Item | Location                           | Deep Cleaning<br><b>A</b> | Floor Waxing Services<br><b>B</b> | Total Cost |
|------|------------------------------------|---------------------------|-----------------------------------|------------|
| 1    | Lockhart Elementary                | \$                        | NA                                | \$         |
| 2    | Joseph Sibilly                     | \$                        | \$                                | \$         |
| 3    | Leonard Dober                      | \$                        | \$                                | \$         |
| 4    | Edith Williams                     | \$                        | \$                                | \$         |
| 5    | CAHS 9 <sup>th</sup> Grade Academy | \$                        | \$                                | \$         |

Quotation to be submitted on prospective bidder's Letterhead