



**SWEETWATER COUNTY
SCHOOL DISTRICT #1**

Custodial Equipment Bid

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Invitation to Bid

Notice is hereby given that the Board of Trustees of Sweetwater County School District No. 1, Rock Springs, Wyoming is accepting sealed bids for custodial equipment.

Specifications may be obtained from the Facilities Department, 3575 Foothill Blvd., Rock Springs, Wyoming 82901; 307-352-3400. All bid information can also be found on the district's website, sweetwater1.org. All equipment specifications in the bid documents are to be included in the bidder's proposal.

Sealed bids must be submitted to Sweetwater School District No. 1 Business Office, 3550 Foothill Blvd., P. O. Box 1089, Rock Springs, Wyoming 82902-1089 by **2:00 P.M., local time, Monday March 30, 2026**. Bids will be publicly opened and read aloud immediately thereafter. The bids will then be reviewed and presented to the Board of Trustees, if required, for their acceptance and awarding of the contract at their next regular meeting on April 13, 2026. All bids shall be plainly marked: "Custodial Equipment Bid". Electronic bids will not be accepted.

A five percent (5%) preference will be given to resident Wyoming Contractors in accordance with the applicable State Statutes.

The district shall reserve the right to reject any and all bids and to waive irregularities and informalities in any bid, as defined in W.S 9-2-3001 (b)(v). Contracts shall be awarded to the lowest responsible bidder, after consideration is given to the conformity with specifications, the quality of the materials to be supplied, the suitability to the requirements of the project, the delivery terms and the past performance of the vendor.

Cole Wright, Chairman
Anjelica Wood, Clerk
Sweetwater County School District No. 1
Board of Trustees

Published dates: March 21st & 25th, 2026

Scope of Work

Sweetwater County School District #1 is seeking proposals from qualified companies for custodial equipment.

The units will be inspected upon delivery to ensure compliance with specifications. Payment will be made only after acceptance by inspection and approval of Sweetwater County School District #1.

If the Bidder discovers any error or omission in the specifications, the Bidder shall notify the Asst. Facilities Director in writing and the letter shall promptly verify or correct same. Errors or omissions will not be accepted within 24 hours of bid opening.

Questions

Last Day for Questions

Last day to submit questions is March 27th, 2026.

Specifications

Part 1 – General

1. Summary

- a. The Bidder shall provide equipment specifications in the bid package.
- b. The bidder must uncrate, install and set up the equipment for use.
- c. The bidder will provide training for the school district staff on proper use and maintenance of the equipment.
- d. Warranty support and repair of the equipment must be provided for the duration of the manufacturer warranty by the bidder.

2. Approved Equivalent

- a. In the bid include complete specifications for each item submitted as an equivalent.

Part 2 – Specific Requirements

1. Custodial Equipment & Specifications

(4) Carpet Spotter

- Upholstery Nozzle
- Floor Nozzle
- Spray Extension Tube

(6) Custodial Cart

- Trash Bag
- Mop Bucket Area

(5) Carpet Extractor

- Water Lift 120
- PSI 100
- 50 Ft Cord
- Working With 16 Inch

(10) Floor Drying Fan

- 1625 CFM
- 3 Speed
- UL Listed

(1) Window Washing System

- Spot Free
- 55 Ft Hose
- All Attachments Included

(1) Industrial Push Vacuum

- Walk Behind Battery Powered Vac/Sweeper
- 24 Inch Width
- Side Corner Brush
- 9 Gallon Capacity

(12) Upright Vacuum

- 14 Inch Dual-Motor
- HEPA Grade Filtration
- 40 Ft Cord
- 1.4 HP Motor

(1) Upright Battery Powered Vacuum

- 36 Volt
- Working With 12 Inches
- Air Flow 57.2
- 1.4 Gallon Capacity

(3) Stand-On Floor Scrubber

- Working With 20 Inches
- Brush Diameter 20 Inches
- 10 Gallon Clean/10 Gallon Dirty
- Lithium or AGM Batteries
- Water Lift 47.3 or Greater

(2) Swing Machines

- 1.5 HP Motor
- 20 Inch Pad
- 175 RPM

(3) Auto Scrubber

- 20 Inch Battery
- Self-Propelled
- AGM or Lithium Batteries
- 11 Gallon Clean/12 Gallon Dirty

(1) Electric Buffer

- 1.5 HP Motor
- 20 Inch
- 2000 RPM
- 115 Volt
- 75 Foot Cord

(1) Autonomous Scrubber

- 20 Inch
- 14 Gallon Clean/14 Gallon Dirty
- Auto Cleaning Solution Injection
- Mobile App Controlled
- 2 Year Full Warranty
- NO YEARLY SERVICE/Licensing Fee

(3) 16 Gallon Wet/Dry Vac

- 27 Inch Front Mount Squeegee with Tool Kit
- Two Stage Motor
- Stretch Hose

(6) 28 Inch Pivot Square Scrubber

- Removable Weights
- 10 Gauge 50 Foot Cord
- 14 Inch x 28 Inch Pad

(6) Backpack Vacuum

- Weight 11 lbs.
- Air Flow 150
- Decibel dBA 66
- 10 Quart Capacity

2. Assembly

- a. Assembly and installation of each item must be included in bid amount.

3. Freight/Shipping

- a. Bid must include freight/shipping to 3600 Foothill Blvd., Rock Springs, WY.

Part 3 – Equipment

1. All materials and equipment shall be of the highest quality, new and meet the standards and shall bear their label wherever standards have been established and label services are available.
2. Equipment referred to by trade name, make, or catalog number shall be regarded as establishing a standard of quality. **Substitutions meeting specifications will be considered.**
3. Equipment must have **on board chargers**.

Bid Guidelines

Sweetwater County School District #1 reserves the right to eliminate any of the equipment from this request at any time.

All bids are to be delivered to Sweetwater County School District #1, in a sealed envelope marked "Custodial Equipment Bid" addressed to:

**Sweetwater County School District #1
Custodial Equipment Bid
3550 Foothill Blvd./P.O. Box 1089
Rock Springs, WY 82902.**

Bids will be accepted until 2:00p.m. Monday, March 30th, 2026.

To be entitled to consideration, proposals must be in accordance with the following instructions: Proposals shall be in the form which is bound with the Specifications and all blank spaces in the form shall be filled. Numbers shall be stated both in words and in figures; in case of discrepancy, the amount shown in words shall govern; the signature shall be in longhand; and the complete form shall be without interlineations, alteration or erasures.

Bids should clearly identify make, model, warranties, services offered, labor, hardware, etc.

All alternative bids must be clearly marked.

All bids must clearly state any freight/shipping charges.

All bids should exclude sales tax as the district is tax exempt – Fed Tax ID 83-6000633

Failure to use and properly fill out the proposal form bound with the specifications may result, at the discretion of the owner, in disqualification of bid.

Bids must clearly state any time constraints on their bid or bid expiration dates. If special pricing is obtained and constrains the bid validity date, please state so in the bid response.

The Owner may make such investigation as he deems necessary to determine the ability of the bidder to perform the Work and the bidder shall furnish to the Owner all such information and data for this purpose the Owner may request. The Owner may reserve the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein. Conditional bids will not be accepted.

Proposals will be opened as stated in the Invitation to Bid and in the preceding paragraphs. Proposals received prior to the time of opening will be securely kept, unopened. The officer whose duty it is to open them will decide when the time specified has arrived, and no proposal received thereafter will be considered.

The Board of Trustees will award bids during their regularly scheduled meeting on Monday, April 13, 2026.

Sweetwater County School District Number One reserves the right in awarding contracts to consider the competency, responsibility and suitability of the bidder, as well as the amount of various bids. Contract, therefore will not necessarily be awarded to the low bidders. Sweetwater County School District Number One further reserves the right to accept or reject alternates in any order or combination; to accept or reject any bid or any section or all sections as stated in the Specifications, to waive any irregularities or informalities and to award contracts in the best interest of Sweetwater County School District Number One.

Clarifications or questions on the bid may be addressed to:

Mark Portillo

Asst. Facility Director

Sweetwater County School District #1

(307) 350-4614

portillom@sw1.k12.wy.us

Please initial the lower right-hand corner of each page of this packet.

Bid Signature Form
Custodial Equipment Bid
Sweetwater County School District #1
(Must be signed by authorized personnel)

Sweetwater County School District #1

By signing this form, the person providing the bid hereby states that he/she is a duly authorized person of the firm, has read all components of the bid documentation, taken advantage to ask clarifying questions and agrees to the Term and Conditions as listed in the document.

Sweetwater County School District #1 shall not be liable for any costs incurred by the bidder in the preparation and production of the bid or for any work performed prior to the execution of a formal agreement, contract or statement of work (SOW).

Company Name: _____

Contact Person: _____ (please print)

Address: _____

City, State, Zip: _____

Phone: _____

E-Mail Address: _____

Bid Total: _____

\$ _____

Please attach a breakdown of bid by each item.

Anticipated Lead Time: _____

Anticipated Delivery Date: _____

Signature: _____

Title: _____
(Please Print)

All pages of this bid packet must be returned to Sweetwater County School District #1