LEE COUNTY
SCHOOL SYSTEM
MAINTENANCE

Request for Information for Service with Lee County School System
Date of Posting: October 28, 2026 **Request #102626-01**

Deadline for Submission: November 12, 2026 @ 3:00 pm

Scope of Work:
Grease Trap Maintenance for the 2026-2027 school year

Locations:
Kinchafoonee Primary Elementary 295 Leslie Highway Leesburg, Georgia 31763
Lee County Primary Elementary 282 Magnolia Avenue Leesburg, Georgia 31763
Twin Oaks Elementary 240 Smithville Road North Leesburg, Georgia 31763
Lee County Elementary 314 Lovers Lane Leesburg, Georgia 31763
Lee County Middle School – West 190 Smithville Road North Leesburg, Georgia 31763
Lee County Middle School – East 185 Firetower Road Leesburg, Georgia 31763
Lee County 9th Grade Campus – 370 Leslie Highway Leesburg, Georgia 31763
Lee County High School One Trojan Way Leesburg, Georgia 31763
Lee County High School – New Gym One Trojan Way Leesburg, Georgia 31763

Contact Information: Christy Wilkerson wilkersonch@lee.k12.ga.us or Jennifer Booth boothje@lee.k12.ga.us

Please submit the following information by completing our 'Register as a Vendor' form @ www.lee.k12.ga.us (you will need a Gmail account):

- Insurance verification
- W-9 form completed
- E Verify form completed

Please submit your quote for the scope of work to: Christy Wilkerson wilkersonch@lee.k12.ga.us or Jennifer Booth boothje@lee.k12.ga.us by November 13, 2026 @ 3:00 pm

Lee County School System has the right to reject any and all quotes and/or bids for the described project based on selection criteria, budget, and past performance by a vendor.

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Area
All Campuses with a Kitchen and/or Concession Stand

Scope of Work
To pump, scrape and clean grease traps of all debris at the 8 school locations twice a year, during December and June. The gym location would be completed once a year in June of each year. Follow-up service upon request throughout the school year.

Bidder must bid and service all locations.

Lee County School System Maintenance Department must be called to inspect completed work before the successful bidder leaves the job site.

Award
Contract will be awarded the middle of November 2026.

The initial term of this contract, which results from the award of this bid, shall commence December 1, 2026 and terminate June 30, 2027.

Renewal Option
This contract may be renewed for up to (2) two one-year terms with the same terms and conditions by mutual agreement of both parties in written form.

References
The Vendor must provide references and have completed projects of a similar scope and size, meeting all the timeline requirements.

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Name of School	Tank Size (gal)	Frequency	Bid Price	Total Bid Price
Kinchafoonee Primary School	800	Bi-annual		
Lee County Primary	1000	Bi-annual		
Lee County Elementary	1250	Bi-annual		
Twin Oaks Elementary	1500	Bi-annual		
Lee County Middle West	1500	Bi-annual		
Lee County Middle East	1000	Bi-annual		
Lee County 9th Grade Campus	1250	Bi-annual		
Lee County High School	1000	Bi-annual		
Lee County High School - New Gym	1500	Annual		