

CITY OF



WASHINGTON

301 C Street, P.O. Box 296, Washington, KS 66968

Monday, October 7, 2024

INVITATION TO BID

The City of Washington is requesting a sealed bid for the following laundry service:

1. Power Plant, 1001 Park Road – Once a month or every four-week service for shop towels, inventory of 150 and the cost of replacement towels; two 3x4 red mats; one wet mop; and one 24” dust mop with handle.
2. City Hall, 301 C Street – Once a month or every four-week service for one dark granite 4x6 mat and one dark granite 3x10 mat; one 24” dust mop with handle; and one wet mop.
3. Water Plant – 1000 Park Road – Once a month or every four-week service for one 3x5 dark granite mat.

Contract is to be for two years, beginning January 1, 2025, and ending December 31, 2026 and once a month or every four week service, **which must be clearly identified in the bid**. The bid must identify all applicable charges, i.e. sewer charge, environmental charge, etc., that would be part of the monthly bill. **Please ensure your bid identifies frequency of delivery, i.e. once per month, maximum of 12 deliveries per year, or every four weeks, maximum of 13 deliveries per year.**

The City of Washington is a member of Sourcewell, formerly known as National Joint Powers Alliance, and can provide membership number upon request.

Bids must be clearly marked “Laundry Service Bid” and submitted to City Clerk, PO Box 296, 301 C Street, Washington, KS, 66968 or via email to washclerk@washingtonks.net by 1 p.m. Monday, November 25, 2024.

Bids will be presented to the City Council for approval on December 2, 2024. Bidders will be notified December 3, 2024.

If you have any questions, feel free to contact me.

Sincerely,

Carl D. Chalfant, City Administrator