



OF WESTMORELAND/FAYETTE, INC.

The Private Industry Council of Westmoreland/Fayette, Inc. is accepting **sealed quotations** for the **scrubbing and waxing** of floors at selected Fayette County Head Start locations.

**Dr. Gary Yarbrough**  
*Chairman of the Board*

**Shujuane L. Martin, MBA**  
*CEO/President*

**Offices:**

**Corporate/Greensburg**  
219 Donohoe Road  
Greensburg, PA 15601  
Phone: (724) 836-2600  
Fax: (724) 836-4588

**New Kensington**  
1150 Fifth Avenue, Suite 200  
New Kensington, PA 15068  
Phone: (724) 334-8600  
Fax: (724) 334-8710

**Uniontown**  
112 Commonwealth Drive  
Lemont Furnace, PA 15456  
Phone: (724) 430-4818  
Phone: (724) 437-2590  
Phone: (724) 434-5627  
Fax: (724) 430-4827  
TTY: (724) 434-5761

**Monessen**  
412 Reed Avenue  
Monessen, PA 15062  
Phone: (724) 684-4370

**Monaca**  
205 Beaver Valley Mall  
Monaca, PA 15061  
Phone: (724) 728-2110  
Fax: (724) 728-2404

**I. General Conditions for Quotation Submission**

- 1.) **Submission Requirements:**  
All sealed quotes must be submitted **in person or by mail**. Envelopes must be **clearly marked "WAXING PROPOSAL"**. **Faxed or emailed proposals will not be accepted.**
- 2.) **Deadline for Submission:**  
Proposals must be received **no later than 12:00 p.m. (EST) on Friday, May 8, 2026.**
- 3.) **Submission Address:**  
All original proposals must be mailed to:  
  
**Carl Valerio**  
Building Grounds Maintenance Supervisor/Safety Officer  
Private Industry Council of Westmoreland/Fayette, Inc.  
219 Donohoe Road  
Greensburg, PA 15601
- 4.) **Quotation Validity:**  
All submitted quotations must remain valid for a **minimum of 90 days** from the date of the proposal opening.
- 5.) **Site Visit & Inquiries:**  
Questions or requests to tour the sites should be directed to:

**Carl Valerio**  
Phone: (724) 350-0083  
Email: [cvalerio@privateindustrycouncil.com](mailto:cvalerio@privateindustrycouncil.com)

d.b.a.  
Education and Technology  
Institute

Operator of  
PA CareerLink

Grantee for  
Head Start/Early Head Start  
of Fayette County

d.b.a.  
PIC Kidz Zone

Grantee for  
Head Start/Early Head Start  
of Beaver County

Private Industry Council is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

6.) **Supplies Responsibility:**

The proposer is responsible for providing **all necessary consumable supplies**, including but not limited to:

- Floor Cleaner
- Wax
- Stripper
- Waxing Pads
- Towels

7.) **Equipment Responsibility:**

The proposer must supply **all required equipment**, such as:

- Mops
- Floor Machines
- Buffers
- Other necessary tools.

8.) **Insurance Requirements:**

Proof of **liability insurance** must be submitted with the proposal

9.) **Right to Reject Proposals:**

The Private Industry Council reserves the right to **reject any or all quotations**, in whole or in part.

10.) **Award Criteria:**

The contract may be awarded to the **lowest responsible proposer**, based on the Private Industry Council's evaluation.

11.) **Scope of Work:**

Proposers **must** submit a quotation **covering all Seven (7) Fayette County Head Start locations**. Proposals must be **itemized** showing **individual costs** for each location.

12.) **Project Timeline:**

Work may commence on **Monday, June 29, 2026**, and must be completed by **Friday, August 14, 2026**.

13.) **Independent Contractor Status:**

The successful proposer will be considered an **independent contractor** and will not be entitled to any employment-related benefits. The proposer will **not** be covered under the Private Industry Council's **workers' compensation** or **unemployment insurance** policies.

**BID SHEET (Fee-For-Service) Floor Stripping Waxing**

All prices submitted shall include all necessary materials, labor, transportation and supervision required to fulfill the Scope of Work. The bidder agrees to comply with the Scope of Work, Terms and Conditions, and all other specifications outlined in this Request for Quotation (RFQ), and proposes to provide the following services:

**A. Scope of work**

The contractor shall provide floor scrubbing and waxing services for the following locations:

- **Redstone Center** – 212 Republic Road, Republic PA 15475 (4 classrooms)
- **Masontown** – 145 River Avenue, Masontown PA 15461 (2 classrooms)
- **Connellsville** – 220 South 1<sup>st</sup> Street, Connellsville PA 15425 (3 classrooms)
- **Connellsville Township** – 730 Rockridge Road, Connellsville PA 15425 (3 classrooms and cafeteria)
- **Lemont Furnace** – 112 Commonwealth Drive, Lemont Furnace PA 15456 (6 classrooms)
- **Mount Vernon** – 100 South Mount Vernon Avenue, Uniontown PA 15401 (4 classrooms)
- **Route 857** – 1612 Georges Fairchance Road, Smithfield PA 15478 (1 classroom)

Each facility will include at minimum:

- One classroom
- Office space
- Kitchen area
- Restroom
- Hallway

The contractor is responsible for the scrubbing and waxing of all Vinyl Composition Tile (VCT) flooring through each building. This includes furnishing all labor, equipment, and materials required to complete the work.

**B. Specifications**

- All work shall be performed in accordance with established industry standards.
- The Private Industry Council will ensure that classroom contents are packed in boxes or shrink-wrapped on shelves to minimize disruption.
- The contractor is responsible for removing and replacing classroom, hallway and offices contents as necessary to complete the floor work.

Scrubbing and Waxing Proposal

- All VCT Floors shall be:
  - Thoroughly cleaned and scrubbed.
  - Free of dust, dirt, streaks, gum and scuff marks.
  - Waxed using high-performance wax minimum of **25% solids**, including a minimum **two (2) finish coats** (additional coats may be applied as needed).
- Special attention shall be given to:
  - Corners
  - Baseboards
  - Behind doors
  - Areas under furniture, pipes and tables
- All splashes from scrubber and wax must be cleaned from baseboards, doors and any other surfaces not designated for waxing.