

LEARN D.C. Public Charter School NOTICE OF REQUEST FOR PROPOSALS

LEARN D.C. Public Charter School ("LEARN D.C."), in accordance with section 2204 (c) (1) (A) of the D.C. School Reform Act of 1995 (Public Law 104-134), hereby solicits proposals for janitorial services. LEARN D.C. will receive bids from Friday, September 11th, 2026 until 5pm on Tuesday, September 22nd, 2026. The contract would be effective Wednesday, October 7th, 2026 through Wednesday, June 30, 2027. Please also include rates for extra cleaning days (e.g., weekend or evening events that would require a light cleaning crew). We are price-sensitive and open to ideas to revise our scope slightly in order to generate savings. Purchase price is not the only criteria that will be used in the evaluation process.

Additional factors include:

- Experience with Charter School Environments
- Function
- Quality of proposal
- Proposed plan for services and timeline
- Fit with the LEARN philosophy and educational model
- History of providing compliant and timely services
- References
- Company mission, DC based business, and minority-owned business

Feel free to email questions to jramos@learncharter.org and learn-dc-bids@learncharter.org.

A description of the anticipated services expected is included on the following page:

BID 1 SERVICES:

Day Porter Description Overview

M-F, 7AM – 3:30PM (estimated)

- Responsible for supplying and stocking and restocking all cleaning supplies including but not limited to bathroom paper towels, toilet paper, and soap
- All staff must be fully vaccinated or have valid religious or medical exemption; and must comply with all health and safety rules and regulations of LEARN at any time.
- Monitor and maintain cleanliness of the outside area including halls, stairways, and surrounding grounds.
- Lay down and remove weather mats as necessary.
- Sweep exterior hallway floors -- ensure they are clear of debris
- Sweep and dust mop all interior and exterior floors as requested by administration
- Move furniture as needed
- Wipes down Door handles, Light Switches, Telephones
- Wipe down all horizontal surfaces and furniture with EPA-approved disinfectant as requested by administration
- Clean up spills promptly
- Plunge/Unclog toilets as needed
- Vacuum all rugs and floor coverings as requested by administration
- Spot clean area rugs as needed
- Empty waste paper baskets, receptacles, and recycling containers. Classroom trash should be emptied after breakfast and lunch. Clean waste paper baskets and receptacles when soiled.
- Wash and disinfect all water fountains including buttons
- Ensure all restrooms are clean and disinfected and stocked with toilet paper, paper towels, and soap especially after breakfast and lunch
- Clean other areas upon request
- Clean Dumpster area as requested
- In inclement weather, apply additional salt on exterior walkways as needed, and clear walkways as needed
- Remove graffiti
- Perform light furniture assembly as needed
- Light Handyman services as requested by the Administration Team
- Change Light bulbs
- Dust all high reach areas including structural ledges, mirror tops, and cabinet tops

BID 2 SERVICES :**Evening Janitorial Description Overview**

M-F, 6PM – 11PM (estimated)

- Responsible for supplying and stocking and restocking all cleaning supplies (including but not limited bathroom paper towels)
- Ensure all doors are closed, locked and all lights are turned off.
- Dust all high reach areas including structural ledges, mirror tops, and cabinet tops
- Sweep exterior hallway floors -- ensure they are clear of debris and are broom clean
- Sweep and dust mop all interior floors
- Move furniture as needed
- Wet mop interior floors and exterior floors as needed and/or as directed by LEARN personnel.
- Wipe down all horizontal surfaces and furniture with EPA-approved disinfectant
- Plunge/Unclog toilets as needed (rodder will be provided)
- Vacuum all rugs and floorcoverings (as applicable)
- Empty waste paper baskets, receptacles, and recycling containers. Classroom trash should be emptied after breakfast and lunch. Clean waste paper baskets and receptacles when soiled
- Wash and disinfect all water fountains including buttons
- Ensure all restrooms are clean, disinfected, and stocked with toilet paper, paper towels, and soap
- Drop off cardboard boxes at the nearby recycling center
- Wash and disinfect all mirrors, shelves, flush meters, piping, toilet seat hinges, basins, bowls, toilet seats (both sides), walls, dispensers, and receptacles
- Spot clean walls as needed

During School Breaks

- High dust all of the following if not completed during nightly cleaning: pictures/posters; all vertical surfaces such as walls, partitions, ventilating louvers; all lighting fixtures; overhead pipes; and all blinds and window frames
- Sweep, dust mop or vacuum the floor to remove loose dust, dirt, and debris.
- High dust all of the following if not completed during nightly cleaning: pictures, graphs, and panel wall hangings; all vertical surfaces, such as walls, partitions, ventilating louvers; all lighting fixtures; overhead pipes; and all blinds and window frames
- Clean all glass windows (including door windows)
- Wipes down Hand rails
- Machine-scrub bathroom floors, placing special emphasis on areas under the urinals
- Damp mop the floor with a properly diluted cleaner, like S-485 Commercial Floor Cleaner

- Sanitize trash and recycle bins
- Wipe down baseboards.
- Wipe down walls.
- Deep clean the facilities (Including but not limited to; Classrooms, Break rooms, Storage rooms, Admin spaces.)
- Wash interior and exterior windows

Twice a year:

- Apply 1 or 2 coats of a stain resistant sealer, like S-495 Commercial Floor Sealer
- Apply at least 3 coats of a high-quality commercial floor polish, like S-480

Commercial Floor Polish

- Deep cleaning of Area rugs (12) in classrooms.