



CN27-RFQ-02 GREASE TRAPS, INTERCEPTORS, & BARRELS SOLICITATION INFORMATION, REQUIREMENTS, TERMS AND CONDITIONS

8. SCOPE OF WORK, SPECIAL TERMS AND CONDITIONS

8.1. Purpose and Scope

Union Public Schools is requesting quotes from qualified and experienced companies to provide cleaning and maintenance services for grease traps, interceptors, and grease barrels located at their Child Nutrition cafeterias and facility concession stands for the 2026-2027 school year. Services shall include complete removal and proper disposal of grease, liquids, sludge, and debris, as well as thorough cleaning of all system components in accordance with applicable local, state, and federal regulations and industry standards.

- Each location to be cleaned one (1) to three (3) times per year depending on location. Frequency can be located on Bid Form within the e-procurement system.
- Grease traps, interceptors, and barrels shall be completely emptied upon completion of service.
- All grease, liquids, sludge, and solid waste must be removed.
- Flushing with hot water, chemicals, or other agents that emulsify grease and allow it to flow into the wastewater treatment system is prohibited.
- Interior walls, inlet lines, and outlet lines shall be thoroughly cleaned using high-pressure water or other approved mechanical methods in compliance with current standards.
- The vacuum tube must be inserted to the bottom of each system to ensure full removal of all settled solids.
- The sanitary tees on the inlet and outlet sides of each system shall be inspected to confirm they are free of blockages.
- Ensure all baffles are secure and properly installed.
- All lids shall be securely and properly sealed after completion of service. The vendor is responsible for opening and closing all systems.
- Vendor shall transport and dispose of all collected waste in accordance with all applicable environmental regulations and provide disposal manifest upon request.
- During cleaning, any damage to or malfunction of the systems shall be reported in writing and include location, descriptions, and recommended corrective action to the district and noted on the work order at the time of service. This notice must be provided by the next business day or earlier.
- The vendor's service personnel shall be accompanied to the food preparation areas and campuses by a district employee.
- Vendor shall comply with all OSHA, federal, state, and local safety regulations while performing services.
- The vendors shall maintain appropriate insurance and provide proof upon request.

8.2. Period of Performance

The contract period is July 1, 2026, through June 30, 2027.

Upon mutual agreement between the district and the successful bidder, the district may renew the award and/or contract for additional one (1) year terms for up to four (4) consecutive years.

8.3. Pricing

Pricing must be firm for the contract period.

8.4. Evaluation and Award

The projected award date is on or before July 1, 2027. Notification will be through the electronic bid portal or by email.

8.5. Contract/Agreement

The awarded contract will incorporate all federal procurement requirements and will be subject to the school board's approval.

Purchase orders must be accepted and referenced on all invoices.

8.6. Cafeteria Site Locations

- Cedar Ridge Elementary, 9817 S Mingo Rd, Tulsa, OK 74133
- Grove Elementary, 10202 E 62nd Street, Tulsa, OK 74133
- Jefferson Elementary, 8418 S 107th E Ave, Tulsa, OK 74133
- Moore Elementary, 800 N Butternut PL, Broken Arrow, OK 74012
- Ochoa Elementary, 12000 E 31st Street, Tulsa, OK 74146
- Rosa Parks Elementary, 13702 E 46th PL S, Tulsa, OK 74133
- Rosa Parks CAP, 13704 E 46th PL S, Tulsa, OK 74133
- 6th & 7th Grade Center, 10100 E 61st Street, Tulsa, OK 74133
- 8th Grade Center, 6501 S Garnett, Broken Arrow, OK 74012
- Freshman Academy, 7616 S Garnett, Broken Arrow, OK 74012
- High School Cafeteria, 6636 S Mingo Road, Tulsa, OK 74134
- Alternative Education, 5656 S 129th E Ave, Tulsa, OK 74134
- UMAC Training Kitchen, 6836 S Mingo, Tulsa, OK 74134

8.7. Concession Stands

- 8th Grade Center (soccer field), 6501 S Garnett, Broken Arrow, OK 74012
- Freshman Academy (baseball field), 7616 S Garnett, Broken Arrow, OK 74012
- High School (track field), 6636 S Mingo, Tulsa, OK 74134
- Tuttle Stadium, 6836 S Mingo Rd, Tulsa, OK 74134
- UMAC, 6836 S Mingo Rd, Tulsa, OK 74134



UNION PUBLIC SCHOOLS

8.8. **Submission Requirements**

All proposals and pricing should be submitted electronically through the electronic bid portal.

Required documents include Signed Certificate of Debarment Affidavit and W9

8.9. **Solicitation Questions**

Any question in regard to this solicitation must be submitted via the electronic bid portal prior to the deadline posted within the e-procurement system.

Communication with the Child Nutrition employees and/or any other Union Public Schools employee related to this solicitation for any reason except as authorized by the Purchasing Department could result in rejection of this response.

8.10. **Bid Opening**

Solicitation posted on the district's e-procurement system will be opened electronically after bid due date.