



**UNIVERSITY OF CENTRAL ARKANSAS
PROCUREMENT OFFICE
201 DONAGHEY AVENUE
WINGO HALL STE. 113
CONWAY, AR 72035**

**Invitation for Bids
#UCA-27-034**

Pressure Washing Services

**BIDS MUST BE RECEIVED BEFORE:
9:00 A.M. Central Time on Thursday, October 22, 2026**

Bid Delivery and Opening Location

**University of Central Arkansas
Attention: Pam Giblet
Procurement Department
201 Donaghey Ave.
Wingo 113
Conway, AR 72035**

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED
ABOVE. THE BID ENVELOPE MUST BE SEALED AND SHOULD BE
PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND COMPANY'S
RETURN ADDRESS

SECTION 1: INSTRUCTIONS TO BIDDERS

Bid Due Date & Submission: The deadline for receipt of bid is no later than 9:00 a.m. (CST) October 22, 2026.

Issuing Officer:

Pam Giblet, Construction and Contract Manager

Phone: (501) 450-3156

Email: pgiblet@uca.edu

Contract Administrator:

Danielle Barron, Director of Planning, Design and Construction

Phone: (501) 852-0131

Email: dbarron@uca.edu

Anticipated Procurement Timeline:

The timeline below is to be followed by all parties. The University of Central Arkansas reserves the right to change or modify the dates below as necessary:

	Date
Invitation for Bid Released:	10/1/2026
Non-Mandatory Pre-Bid Walk-through (Meet in front of the UCA Physical Plant Building	10/8/26 10:00 A.M. CST
BIDS Due	10/22/2026 at 9:00 A.M. CST
Contract Start Date	11/15/2026

Protest of Award

Within fourteen (14) days after the date that the proposer knew or should have known of the cause giving rise to protest, the prospective offeror must file a formal written notice of that protest with the Vice President of Finance. Failure to do so shall constitute a waiver of any rights to administrative decision under ACA Section 19-11-244. Further details on protesting awards may be obtained by contacting the Issuing Officer.

Payment and Invoice Provisions

All invoices shall be forwarded to the University of Central Arkansas Accounts Payable Department and must show an itemized list of charges by type of equipment, service, etc. Payment will be made in accordance with applicable State of Arkansas accounting procedures upon written acceptance by UCA Contract Administrator.

Purpose

The **University of Central Arkansas (UCA)** is soliciting bids from qualified vendors for pressure washing services across the campus. Projects will include horizontal and vertical surfaces of UCA properties. The vendor will furnish all materials, labor, supervision, transportation, equipment, and any incidentals necessary to provide pressure washing services for the University.

Scope of Work

The vendor will be required to:

- Use cleaning products appropriate for the surface being cleaned, according to manufacturer instructions. Products must be environmentally friendly for surrounding landscaping. **The use of chemicals not approved to enter storm drains is prohibited.**
- Project hours will take place between 8:30 a.m. to 5:30 p.m. Any alternate times for cleaning must be approved in advance by the Project Manager.
- Coordinate cleaning schedule with Project Manager and be able to adjust work schedule to accommodate University business and events.
- Document all cleaning with photos of before and after cleaning is done.
- All water will need to be provided by the vendor unless approval is given in advance.
- Sidewalk cleaning service shall include removal of dirt, gum, oil, marking paint (when possible) and any other matter that is not intended to be on a walking surface.
- Provide barricades when work is performed in the areas where pedestrians are present, or when deemed necessary by the University.
- Ensure all building windows, doors, walls, and other areas impacted are rinsed after each cleaning and windows are cleaned of overspray that gets on them.
- When utilizing high lifts or aerial lifts around buildings, vendor shall take the necessary measures to ensure they do not damage grass, sidewalks, landscaping, etc. with operating / driving units around buildings.
- Ensure that all work complies with relevant health and safety codes.

Minimum Requirements

- Maintain required insurance coverage.
- Be able to provide services within 2 to 3 weeks of contact for routine cleaning and 7 – 10 days for urgent requests.
- Provide clear pricing and billing structures for labor, materials, and any additional services.

Contract Term

The contract award will be a one-year term contract with the option to renew in one-year increments not to exceed a total of seven years. If, at any time during the term of this contract either the University or the contractor considers terminating the agreement, they shall give the other party a 60 day written notice that it is considering such action.

Certificate of Insurance Requirements

The vendor shall procure and maintain insurance at all times when it performs any portion of the agreement. The following insurance with minimum limits equal to the amount indicated below:

Type of Coverage	Minimum Requirement
Commercial General Liability Insurance , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Workers' Compensation	Statutory Limits

- [Rules of Procurement](#) can be found [here](#).
- [UCA Standard Terms and Conditions](#) can be found [here](#).

UCA RIDER

Any contract or agreement to which the University of Central Arkansas is a party shall be deemed to have the following provisions incorporated by reference:

(1) "Notwithstanding any other provision of this agreement or contract, the University of Central Arkansas shall not be responsible or liable for any type of special or consequential damage to the other party, specifically including, but not limited to, lost profits or commissions, loss of goodwill, or any other damages of such nature."

(2) "Notwithstanding any other provision of this agreement or contract, the University of Central Arkansas shall never indemnify or hold another party harmless from any damages, liability, claims, demands, causes of action or expenses. However, with respect to any loss, expense, damage, liability, claim or cause of action, either at law or in equity, for actual or alleged injuries to persons or property, arising out of any negligent act or omission by UCA, or its employees or agents, in the performance of this agreement, UCA agrees that:

(a) it will cooperate with the other party to this agreement in the defense of any action or claim brought against the other party seeking damages or relief;

(b) it will, in good faith, cooperate with the other party to this agreement should such other party present any claims or causes of action of the foregoing nature against UCA to the Arkansas State Claims Commission;

(c) it will not take any action to frustrate or delay the prompt hearing on claims of the foregoing nature by the Arkansas State Claims Commission, and will make reasonable efforts to expedite any hearing thereon.

UCA reserves the right, however, to assert in good faith any and all defenses available to it in any proceedings before the Arkansas State Claims Commission or any other forum.

Nothing herein shall be interpreted or construed to waive the sovereign immunity of UCA."

(3) "The University of Central Arkansas does not have any form of general liability insurance. It does have liability insurance coverage on vehicles, as well as certain professional liability coverage for clinical programs (and students assigned through those programs). Please contact the university department with responsibility for the program involved or the Office of General Counsel, if you have questions concerning insurance coverage."

Attachment #1-Signature Certification Page

Description: Pressure Washing Services

Bid Number: UCA-27-034

Issue Date: October 1, 2026

Buyer: Pam Gible

Bid Opening Date: October 22, 2026

Bid Opening Time: 9:00 A.M. CST

Company Name: _____

Name (Type or Print) _____

Title: _____

Address: _____

Telephone Number: _____ E-Mail Address: _____

FAILURE TO PROVIDE A TAXPAYER IDENTIFICATION NUMBER MAY RESULT IN BID REJECTION:

Federal Employer Identification Number or Social Security Number

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Offeror, and that the contents of this bid have not been communicated to any other Offeror or any employee of University of Central Arkansas prior to the official review of this bid. **THE BID MUST BE SIGNED. UNSIGNED BIDS WILL NOT BE CONSIDERED.**

Signature: _____

Attachment 2-Pressure Washing Services Pricing Sheet

Building / Location*	Total Price
Student Center Façade (including 2 side porches)	
3 Main Entrance Signs	
College of Business – Windows, Porch Ceiling, and Columns	
Total Bid	

***See attachment 6 for campus map.**

Vendor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Main Contact Name for RFP (Type or Print): _____

Email: _____

FAILURE TO PROVIDE A TAXPAYER IDENTIFICATION NUMBER MAY RESULT IN BID REJECTION:

Federal Employer Identification Number or Social Security Number

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Offeror, and that the contents of this bid have not been communicated to any other Offeror or any employee of University of Central Arkansas prior to the official review of this bid. **THE BID MUST BE SIGNED. UNSIGNED BIDS WILL NOT BE CONSIDERED.**

Signature of Authorized Official: _____

NOTE:

1. Any cost not identified by the bidder but subsequently incurred in order to achieve successful operation of the commodities/service will be borne by the vendor.
2. The fees will include the services and requirements described in this request for bids.
3. All charges associated with the work to be performed shall be included on this Official Pricing Sheet and shall be valid for 90 days following the bid opening.
4. Failure to use the Pricing Sheet will result in the rejection of the bid.
5. UCA reserves the right to accept, reject or negotiate any bids.

Attachment 3 - EO POLICY

ATTENTION CONTRACTORS

Act 2157 of 2005 of the Arkansas Regular Legislative Session requires that any business or person bidding, responding to a request for proposal or qualifications, or negotiating a contract with the state for professional or consultant services, submit their most current equal opportunity policy (EO Policy).

Although contractors are encouraged to have a viable equal opportunity policy, a written response stating the contractor does not have such an EO Policy will be considered that contractor's response and will be acceptable in complying with the requirements of Act 2157.

Submitting the EO Policy is a one-time requirement. The UCA Procurement Department will maintain a file of policies or written responses received from bidders.

Effective August 2005, this is a mandatory requirement when submitting an offer as described above.

Should you have any questions regarding this requirement, please contact my office by calling (501) 450-3173.

Sincerely,

Cassandra McCuien-Smith, CPPO CPPB
Director of Procurement

To be completed by business or person submitting response: (check appropriate box)

_____ EO Policy Attached

_____ EO Policy previously submitted to UCA Procurement Office

_____ EO Policy is not available from business/person (must provide a written response)

Company Name Or Individual:

Title: _____ Date: _____

Signature: _____

ATTACHMENT 4

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater. A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater. No state agency may contract for services with a Contractor who knowingly employs or contracts with an illegal immigrant. The Contractor shall certify that it does not knowingly employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-60-105.
3. **Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater. A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
4. **Scrutinized Company Restriction:** Required with bid or proposal submission. A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are in compliance with the certification requirements listed above that are relevant to the contractor's performance under the resulting contract and will remain so for the aggregate term of any resultant contract. Additionally, the Contractor agrees and certifies they shall comply with all Arkansas laws applicable to the contractor's performance under the resulting contract.

Vendor Name: _____

Vendor Signature: _____ Date: _____

ATTACHMENT 5: CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR:

SUBCONTRACTOR NAME:

☐ Yes ☐ No

IS THIS FOR:

TAXPAYER ID NAME:

☐ Goods?

☐ Services?

☐ Both?

YOUR LAST NAME:

FIRST NAME:

M.I.:

ADDRESS:

CITY:

STATE:

ZIP CODE:

COUNTRY:

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS*

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse *is* a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly	☐	☐					
Constitutional Officer	☐	☐					
State Board or Commission Member	☐	☐					
State Employee	☐	☐					

☐ None of the above applies

FOR A VENDOR (BUSINESS)*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly	☐	☐						
Constitutional Officer	☐	☐						
State Board or Commission Member	☐	☐						
State Employee	☐	☐						

☐ None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature _____ Title _____ Date _____

Vendor Contact Person _____ Title _____ Phone No. _____

Agency use only

Agency Number _____ Agency Name _____ Agency Contact Person _____ Agency Phone No. _____ Contract or Grant No. _____

ATTACHMENT 6 CAMPUS MAP

