

Request for Qualifications for
Professional Vehicle Detailing for
Martin County Transit and DSS
At the current Transit complex in Williamston, NC

The Martin Board of County Commissioners is seeking bids from interested and qualified agencies to provide cleaning and detailing services to the agencies Transit and DSS vehicles. Martin County Transit complex is located at 314 Ray St. Williamston NC 27892.

Project Timeline

Fiscal Year 2023-2024

QUALIFICATIONS STATEMENT FORMAT

- 1) Firm history and statement of qualifications
- 2) Key principal and associate staff; identification of any employees involved and pertinent responsibilities; identification of the agency Manager.
- 3) Description of the work plan, and approach to scope of work and reporting. Include any additional service that may be pertinent to this type of work.
- 4) Other relevant information that demonstrates the agency's qualifications for conducting this scope of work.
- 5) Must be bonded at a minimum of \$200,000

Scope of Work

- 1) Cleaning 11 buses and 2 mini vans – Transit (Once a month outside only)
- 2) Cleaning and detailing 3 SUV's and 4 vans – DSS (Once a month outside and inside)
- 3) All vehicles will be waxed twice a year

All BIDs must be submitted no later than 3:00 p.m. Wednesday May 31, 2023 to the office of the County Manager, 305 East Main Street, Martin County Governmental Center, Williamston, North Carolina 27892. All interested persons with questions or to view work site should contact Martin County Transit/DSS Director Angela Ellis 252-789-4402 or by email at angela.ellis@martincountyncgov.com