

Turner USD No. 202
RFP 240402 Locker Replacement at Turner Aquatic Center



Facilities

Turner USD 202

Facilities
5800 Metropolitan Ave.
Kansas City, KS 66106
April 2, 2024

Request for Proposal

(This is not an order)

Invitation Number 240402

Opening:	Time:	10:00 am
	Date:	Wednesday April 10, 2024
Pre Bid Meeting:	Time:	Contact to schedule a visit
	Date:	

Turner Unified School District 202 Board of Education invites your proposal for:

Locker Replacement at Turner Aquatic Center

Opening will be held at:

Turner USD 202
Facilities Warehouse
5800 Metropolitan Ave.
Kansas City, KS 66106

We look forward to receiving your proposal.

Sincerely,

A handwritten signature in blue ink that reads "Chris Crockett". The signature is written in a cursive style with a large, sweeping initial "C".

Chris Crockett
Supervisor of Facilities
Turner USD 202
913-288-3722

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GENERAL TERMS

Written Contract

Unless a written contract is specified in the Specific Terms of the proposal documents and a written contract enclosed, the vendor's completed and signed response will be considered an offer and the School District's purchase order will be considered an acceptance and shall constitute a written contract. All terms included in the proposal documents shall be considered a part of the written contract.

Non-Discrimination

Vendors agree that if awarded a contract under this invitation, they shall comply with the applicable provisions of the Federal Civil Rights Act of 1964 and all amendments thereto and all regulations issued there under by the Federal and State governments. If the contractor fails to comply with such acts and regulations, the School District shall have the right to immediately terminate this contract.

Compliance Report and Plan of Action for Contractors

Successful contractors may be required to fill out the "Compliance Report and Plan of Action for Contractors" Kansas Commission on Civil Rights, at time of award of contract. The executed form shall be filed with the Kansas Commission of Civil Rights for their record, in compliance with Kansas Act against Discrimination, K.S.A. 1972, Supp. 44-1030.

Alternate Proposals

There will be no alternate proposals or exclusions. Valid questions will be answered in writing and presented to the bidders by April 5, 2024.

Contractor's Representation

Each Vendor, by making his proposal, represents:

- 1) That they have read and understand the Specifications.
- 2) That they have carefully examined all documents pertaining to the project's scope of work requirements, and shall provide **and install in a professional manner, all materials, labor, equipment, freight, etc. resulting in the final intent of the project,** as represented by the documents and specifications.
- 3) As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110 –
 - a. The vendor certifies that it and its principals: Are not presently debarred, suspended, proposed for debarment, and declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

Proposal Withdrawal

A proposal may be withdrawn by written, faxed, or other documented means if received by the owner from the vendor prior to the time fixed for proposal receiving. Faxed proposal withdrawal requests will be accepted only if vendor confirms by telephone that the faxed request was received by Owner prior to the proposal opening time.

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Extension Errors

In the case of an obvious error in the extension of prices in a Bid Proposal the contractor may either honor the bid presented or the bid may be determined as unresponsive and the bid will then be withdrawn.

Pricing Period

The bid price must remain valid for 60 days.

Rejection of Proposals

The Vendor acknowledges the right of the School District to reject any or all proposals and to waive any formality or irregularity in any proposal received whenever such rejection or waiver is considered to be in the best interest of the School District. The School District also reserves the right to reject the proposal of a contractor who has previously failed to perform properly or complete contracts of a similar nature on time, or the proposal of a contractor who is not qualified in the opinion of the School District, to perform within the proposal specification.

Conflicting Terms

Whenever there is an apparent conflict between General Terms and the Specific Terms, the Specific Terms shall prevail.

Point of Delivery

All materials for this project shall be delivered directly to the job site, and are the contractor's responsibility during the project. The location is Turner High School 2211 South 55th Street Kansas City, KS 66106.

Refusal of Goods

The use of brand names and descriptions of merchandise is to indicate the minimum quality acceptable and, unless so stated, is not meant to preclude the submission of the proposals for products of equal quality. The School District reserves the right to return, at no expense, merchandise which in the opinion of the School District is in obvious non-compliance with specifications. All materials, systems, and equipment being considered by the Bidders, and differing from the Basis of Design, shall be approved by the Owners Representative, Chris Crockett prior to April 5, 2024, by means of an approved written product substitution form, on the Materials Suppliers letterhead, to be allowed and included with the bid. Owner Representatives signature shall be attached thereto any approved substitution request form.

Payment

The Equipment Supplier must file a claim for payment by the 1st of the month prior to the second Board of Education meeting of the subsequent month. Payment will be made following approval by the Board of Education.

Sales Tax

Sales tax will not be charged on School District's purchases.

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Liquidated Damages

There are no liquidated damages on this project.

Timeframe for work

Ideally installation would take place during the month of July; other accommodations can be made upon request.

DELIVERY, STORAGE, AND HANDLING

- A. Storage and Protection:** The contractor shall hold harmless Turner USD 202 and/or employee, volunteer or representative.
- B. Hold Harmless:** The above named group, person, or organization agrees to indemnify and hold harmless Turner USD 202, its officers, agents, servants, board members, and employees from any and all liability of whatever kind of nature resulting from damage or injury to any person or property which occurs while such person, group, or organization is occupying or using its facilities or property.

SUBMITTAL TERMS

Document Identification

Proposals must be submitted in a sealed envelope with the proposal number and opening date and time clearly indicated on the lower left-hand corner of the envelope. Proposals must be received prior to the opening date and time. If mailed, proposals must be received by the bid date and time indicated and shall be addressed to:

Turner USD No. 202
Facility Department
Attn: Chris Crockett
5800 Metropolitan Ave.
Kansas City, KS 66106

The School District shall accept no responsibility for the accidental premature opening or failure to open a proposal which is not identified as stated above.

Email Proposals

The School District will allow a Bid to be submitted by email. (When a vendor chooses to send an emailed proposal, the vendor waives their right to a sealed proposal.) When an emailed proposal is received it will be printed and placed in an envelope. The envelope will be marked with the proposal number and opening date and time clearly indicated on the lower left-hand corner of the envelope. The emailed proposal will be opened along with the sealed proposals received at the normal proposal opening time.

The emailed proposal should be sent to: crockettc@turnerusd202.org it is strongly recommended to follow the email with a call to Shannon Schmitt at 913-288-3722 to verify that it was received. The email must be time stamped prior to the date and time of the bid opening.

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Late Proposals

Late proposals will be rejected. The ultimate responsibility for the delivery of the proposal document lies with the vendor. The School District shall make no concessions regarding postal service or any other form of conveyance of the proposal document even when timely delivery of the proposal fails through no fault of the vendor.

Amendments by School District

Amendments to the proposal by the School District will be made by the Supervisor of Facilities and will be in writing.

SPECIFIC TERMS

Factory New

All goods, products, materials, and equipment pursuant to this proposal shall be factory new and unused.

Safety Standards

Equipment must meet all federal, state, and local safety standards and specifications in effect at the time of production. In all cases, where conflict occurs, the more stringent provision or standard will apply.

Substitutions

There will be no substitutions accepted on this request.

Warranty

Please indicate a warranty period for material and workmanship with your proposal submission. A 2 year for both is preferred.

Award of Proposals

It is the intention of the school district administration to make a decision regarding the Award of the Project by Wednesday April 17, 2024.

Information regarding proposal awards will be made available to contractors on Wednesday April 17, 2024 or thereafter.

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SPECIFICATIONS

(92) Plastic HDPE lockers 12"x15"x60" (W x D x H). Single Tier plastic lockers with flat tops and no bases. Padlock hasp and full lattice doors shall be included, with no locks being included. Delivery, installation, and demolition of existing lockers shall be included in base bid. The preferred brand of locker system is Scranton, while others might be considered, they must be approved by the owner's representative as explained throughout this RFP.

SITE MAINTENANCE

The contractor awarded the bid is expected to maintain a clean worksite and pick up trash daily.

The contractor awarded this bid is allowed to use TUSD 202 dumpsters and will not be required to provide their own dumpster. Same with restroom use, there is no requirement for the winning contractor to provide portable toilets, as they are free to use TUSD 202 restrooms, as long as they treat them with care and respect.

Insurance:

A. The following minimum coverage shall apply to this contract:

- (a) Workers' compensation and employers' liability: Contractors are required to comply with applicable Federal and State workers' compensation and occupational disease statutes. If occupational diseases are not compensable under those statutes, they shall be covered under the employer's liability section of the insurance policy, except when contract operations are so commingled with a Contractor's commercial operations that it would not be practical to require this coverage. Employer's liability coverage of at least \$100,000 is required.
- (b) General Liability: \$2,000,000.00 per occurrences.
- (c) Automobile liability: \$200,000.00 per person; \$500,000.00 per occurrence and \$20,000.00 property damage.
- (d) The successful bidder must present to the Owner, prior to award, evidence of general liability insurance without any exclusionary clauses that would void the general liability coverage. Owner, Architect and Engineer shall be added as an additional insured.

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VENDOR'S RESPONSE

RFP# 240402

The undersigned, having familiarized himself with the attached Contract Documents, which are as follows: Proposal Bid Form, Project Bid Information, Instruction to Bidders, Attachments, Specifications, and Addendums; all of which Contract documents are made a part hereof, hereby proposes, in compliance with said Contract documents.

Name of Vendor _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Date _____

Submitted by: _____

Signature: _____

Proposal Opening, 10:00 am Wednesday 04/10/2024
5800 Metropolitan Ave. Kansas City, KS 66106

Bid

Base Bid \$ _____

Written Base Bid _____

Warranty _____