

**Turner USD No. 202  
RFP 240201 Display Installations at Midland Trail and Turner Elementary**



**Facilities**

## **Turner USD 202**

**Facilities  
5800 Metropolitan Ave.  
Kansas City, KS 66106  
February 10, 2024**

### **Request for Proposal**

(This is not an order)

### **Invitation Number 240201**

<b>Opening:</b>	<b>Time:</b>	<b>10:30 am</b>
	<b>Date:</b>	<b>Wednesday February 28, 2024</b>
<b>Pre Bid Meeting:</b>	<b>Time:</b>	<b>10:30 am</b>
	<b>Date:</b>	<b>Wednesday February 21, 2024</b>

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

### **Display Installations Midland Trail and Turner Elementary**

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,



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 February 23, 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.

**Extension Errors**

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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, if a PO is issued within that time period, the price must remain valid through the delivery of the vehicle and shall not increase for any reason.

**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.

**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 February 2, 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**

This project is expected to be fully completed by 8/1/2024; if that deadline is not met, liquidated damages in the amount of \$500 per day will be withheld from the final pay application.

**Timeframe for work**

Work can begin 5/27/2024 and should be completed by 8/1/2024.

**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](mailto: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**

This proposal shall include a minimum of 15 years warranty on material, and minimum 3 year warranty on workmanship.

**Award of Proposals**

It is the intention of the school district administration to make a decision regarding the Award of the Project by Wednesday March 6, 2024.

Information regarding proposal awards will be made available to contractors on Wednesday March 6, 2024 or thereafter.

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**SPECIFICATIONS**

The intent of the project is to have a new 75" Promethean Interactive Display installed on a wall that is clean of unnecessary data boxes, wire mold, and has all the necessary components to operate the Display concealed behind the Display for a clean look. It is expected for the contractor to take care and cause as little damage to drywall and/or salvageable equipment as possible

- Classroom displays will generally be installed centered from right to left, on the wall. The Display should be mounted so the height in the classroom is consistent with the other installations (approximately 10" below the ceiling)
- There should be a 110v outlet and low voltage data box provided to be installed behind the Interactive Display
  - Wire mold or surface mounted cable is only acceptable when conditions do not allow hidden wiring in the wall with conduit or necessary "chase" style concealment
- A dumpster will be provided by the owner
- Portable restrooms when necessary will be provided by the owner

**Demolition General Notes:**

- Remove all smart boards, speakers, white boards, bulletin boards, wire mold, and unnecessary data and coax outlets from the wall the new display will be installed on
  - It is expected for the contractor to take care and cause as little damage to drywall and/or salvageable equipment as possible
- Drywall patch work and painting to repair any demolition work will be handled by owner under separate contract (others)
- Any salvageable white boards or bulletin boards shall be placed in the hallway outside the classroom (lean them up against the wall outside the classroom)
- Any non-salvageable white boards shall be discarded in the roll off dumpster provided by the owner
- The definition of salvageable and non-salvageable:
  - Salvageable: any material that has not been cut or altered, including had holes drilled through visible parts of the material for mounting of itself or equipment that may have been installed over the top of the material in question.

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- Non-Salvageable: any material that has been altered to accommodate its installation or any equipment to be installed over it, including cutting of trays, etc.
- The owner will contract with another contractor for drywall patching and painting in-between the new service being installed and the physical mounting of the displays and associated white boards. The electrical contractor should exclude any patch work or painting from their proposal; however, include the mounting of the display and associated
- The work site should be kept as clean as possible on a daily basis to ensure it is not interrupting other scopes of work in the building

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**VENDOR'S RESPONSE**

**RFP# 240201**

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, 10:30 am Thursday 02/28/2024  
5800 Metropolitan Ave. Kansas City, KS 66106**

**Bid**

Total Base Bid \$ \_\_\_\_\_

Written Dollar Amount of Base Bid

\_\_\_\_\_  
\_\_\_\_\_