

Request for Proposal 2015.12.1
Walking/Biking Track
Located on Anne Watson Elementary Campus
East End School District

Notice to prospective vendors: The East End Public School District will be accepting proposals to compact base and to install asphalt around the large baseball field and a connecting track between the current parking area and the new track. The requirements are listed below. Each bidder should include in the proposal a brand and specifications list. All bidders will adhere to Arkansas Annotated Code 6-24-102 (Ethics Bill of 2013) and 6-21-304 (Ethics in Public School Procurement Process). All bidders knowing furnishing false information for this bid will be in violation of State Law. Bid form and Commodities Bidder Affidavit form are BOTH required submission documents.

Perry County will provide personnel, equipment, and fuel to develop the track and will truck spread owner-provided base. The bidder will compact the base material.

Each bidder will include in the proposal a ONE YEAR FULL-VALUE WARRANTY on all materials installed and assurance of any warranty work resolution to begin within 24 hours of request call.

GENERAL SPECIFICATIONS:

1. Compaction of the OWNER-PROVIDED AND COUNTY TRUCK-SPREAD BASE under entire asphalt area.
2. Installation of a minimum of TWO (2) INCHES OF SURFACE COURSE asphalt, SIX (6) FEET wide, around the entire existing large baseball field and from the new track to the existing parking area.
3. PROVIDE A BID ALTERNATE FOR 3 INCHES OF SURFACE COURSE asphalt.
4. Asphalt will have a minimum slope of 2% or 1/4" per foot away from the baseball field.
5. ALL BIDDERS will provide specifications for the product used in this project from items 2 and 3 listed above with bid submittal.
6. ESTIMATED TOTAL LENGTH IS 1,584 FEET
7. It is strongly suggested that prospective bidders contact Dr. J. Doug Harris for site inspection PRIOR TO SUBMISSION OF BID.

SPECIAL TERMS AND CONDITIONS:

1. All of the bid documents are included as part of this proposal.
2. Insurance
 - A. Contractor shall carry Workmen's Compensation Insurance as required by Arkansas Law and have a current AR license (INCLUDE COPY WITH BID).

- B. Contractor shall furnish Comprehensive Manufacturer's and Contractor's Liability Insurance including Automobile and General Liability. The Contractor's Bodily Injury Insurance will be in the amount of not less than \$300,000 and Property Damage Insurance in an amount not less than \$100,000 (INCLUDE COPY WITH BID).
 - C. The contractor shall indemnify and save harmless the owner from and against all losses and claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recovered against him by reason of any omission or act of the contractor, his agents or employees in the execution of work or in the guarding of it. The contractor shall obtain in the name of the owner and shall maintain and pay the premium for such insurance in an amount not less than \$300,000 for bodily injury and \$100,000 for property damage, and will include such provisions as will protect the owner from contingent liability under this contract. Full compliance by the owner with the terms and provisions of such insurance policy or policies shall be a condition precedent to the owner's right to enforce against the contractor any provisions of the article.
3. Contractor
- A. All work shall be executed in strict conformity with all laws, regulations of the city and state in which the project is located. None of the terms or provisions of this specification shall be construed as waiving or canceling any of said laws and regulations.
 - B. Each contractor shall pay all State and Federal Social Security Unemployment Compensation and for all other fees, taxes and permits which may be incurred in connection with this work.
4. The bidder will use only products that are asbestos free. If it is discovered that asbestos products are used, the bidder will pay all administrative, design, abatement and other costs associated with its removal and the installation of a new product where this abatement occurred. A NOTARIZED letter from the bidder attesting that NO ASBESTOS OR ASBESTOS-CONTAINING MATERIALS were used in this project is required prior to final payment.
5. The Central Office has a list of hazardous chemicals in all buildings available for inspection by the bidder. Any hazardous chemical/adhesive/substance used by the vendor must have a MSDS available on the job-site for inspection by District employees. The District must receive a MSDS for any and all hazardous chemical/adhesive/substance used in this project.

6. The District reserves the right to stop work with the contractor at any time the District feels that production or workmanship is less than deemed satisfactory by the District. If the problem cannot be resolved, the District will contact the next contractor.

ANTICIPATED BEGINNING DATE OF **JANUARY 18, 2016 OR AS**
COORDINATED WITH DR. DOUG HARRIS.

RFP Issued December 15, 2015.

Proposals are due by 12:00, NOON, on Friday, JANUARY 8, 2016.

Bidders may submit proposal by mail (postmarked early enough to meet deadline) to:

East End School District,
ATTN: Dr. J. Doug Harris
114 West Panther Dr., Bigelow, AR 72016.

or by fax to 501.759.2667,
ATTN: Dr. J. Doug Harris,
Superintendent of Schools

Contact Dr. Doug Harris, dharris@bigelow.k12.ar.us, with any questions about specifications.

Prospective bidders are responsible for site verification of dimensions.

Proposals will be evaluated on conformity to specifications, past history with the district, proximity of the company to the district, and price. The successful vendor will be notified as soon as possible after bids are opened. The East End Public School District reserves the right to reject any and/or all bids.

COMMODITIES BIDDER AFFIDAVIT

EAST END SCHOOL DISTRICT

PERRY COUNTY

I, _____, hereby state:

(1) I am the duly authorized agent of _____, the bidder submitting the competitive bid which is attached to this statement. I certify the facts as detailed below pertaining to the non-existence of collusion among and between bidders and state officials, as well as to the facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the awarding of any contract pursuant to the bid to which this statement is attached.

(2) I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of the bid.

(3) Neither the bidder nor anyone subject to the bidder's direction or control has been a party:

(A) To any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;

(B) To any collusion with any state official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of the prospective contract; or

(C) In any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the awarding of a contract.

(4) I hereby guarantee that the specifications outlined in the bid shall be followed as specified and that deviations from the specifications shall occur only as part of a formal change process approved by the Board of Directors of the school district.

Signature of Bidder Representative

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

EAST END SCHOOL DISTRICT BID FORM- 2015-2016

BIDDER **AR STATE LICENSE NUMBER**

NAME **TITLE**

ADDRESS **ZIP CODE**

PHONE NUMBER **FAX**

SIGNATURE **DATE**

(Signature means contractor agrees to Special Terms, Item 2. C.)

Any Other Costs of Doing Business with the District (explain) \$ _____

ADDENDUMS (Explain) _____

TOTAL COST FOR THIS BID (2 INCHES OF ASPHALT) \$ _____

TOTAL COST FOR BID ALTERNATE (3 INCHES OF ASPHALT) \$ _____

Arkansas Annotated Code 6-24-102 states that a school employee cannot benefit financially from any business transaction made by the School District and a vendor. A Disclosure Form must be completed if an employee or employee family member will benefit from the transaction in reference to the awarding of this bid.

The bidder signing this document is an authorized agent and is fully aware of the facts and circumstances surrounding the making of the bid to which the bidder has been personally and directly involved in the proceedings leading to the submission of the bid.

Neither the bidder or anyone subject to the bidder's direction or control has been a party: (1) to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to the refrain from bidding (2) collusion with any state official or employee as to quality, quantity or price in the perspective contract or (3) discussions between bidders and any state official or employee concerning exchange of money or other things of value for special consideration in the awarding of a contract.

I have read and understand the implications of the Arkansas Annotated Code 6-24-102 and 6-21-304.

Signature

Date

*******Bidders Attach Proposals and Specs to This Form for Submission**