

**PARK HILL SCHOOL DISTRICT
FOOD SERVICE DEPARTMENT**

8500 NW Riverpark Drive
Pillar 116
Parkville, MO 64152
Phone/Fax 816-359-4090/ 4099

BID

Bid to be marked

“Equipment – Park Hill High School
Cafeteria Seating”

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Bid due on Wednesday, July 26, 2017 – 10:00 am

ARTICLES AND DESCRIPTION

Park Hill School District is receiving bid proposals for “Cafeteria Seating”, as per the attached specifications to furnish, deliver and install at Park Hill High School. Sealed bids will be accepted at the Food Service Department Office, 8500 NW Riverpark Drive, Pillar 116, Parkville, Missouri 64152, until 10 am, Wednesday, July 26, 2017 at which time each bid is publicly opened and is made part of public record of the Park Hill School District. No faxed or e-mailed bids will be accepted. It is not the policy of Park Hill School District to purchase on the basis of low bids alone, quality and suitability to purpose being the controlling factors. That being understood, the purchaser reserves the right to arrive at such by whatever means he may determine.

Bids need to be submitted on the bid sheet form provided. Deviations in product will be considered an alternate bid which must be noted and may be rejected at the discretion of the Park Hill School District. **The Bid Specifications Form is an excel spreadsheet attached to this bid proposal request. The Bid Specifications Form must be completed and signed. Failure to follow any of these instructions may disqualify the offer.**

This Bid is a firm offer which shall be irrevocable and open for acceptance for 45 calendar days from the day set for submission of bids. Park Hill School District reserves the right to accept or reject any or all bids and reserves the right to wave all irregularities and informalities. When no response to bid is made, the vendor is removed from our listing.

Questions regarding this bid should be directed to Susan Weaver at Park Hill School District at (816) 359-4090 or weavers@parkhill.k12.mo.us

SPECIAL REQUIREMENTS

1. Bidders are required to read entire bid document. Please pay close attention to the bid that is being submitted.
2. Bids must be submitted only on the form provided in this bid document. All information must be legible. Any and all corrections and/or erasures must be initialed. All required information must be provided.
3. The following terms and conditions shall prevail unless otherwise modified by the Park Hill School District within this bid document. Park Hill School District reserves the right to reject any bid that may take exception to these terms and conditions.

TERMS AND CONDITIONS

CHANGES - Any changes to the requirements specified herein will be communicated to all bidders by the issuance of an addendum. All bidders shall comply with the requirements specified in any addendum issued by Park Hill School District.

DAMAGES – The successful bidder will be held responsible and required to make good (at their expense), all damages to persons or property caused by the bidder’s employees and/or agents.

PAYMENTS – Terms are net forty-five (45) days.

TAXES – Park Hill School District is tax exempt, so bid should reflect this status.

SCOPE - The intention of this document is to solicit bids for Park Hill School District cafeteria décor and seating.

For information regarding the bid process, contact Park Hill School District at (816) 359-4090.

FELONY CONVICTION NOTIFICATION

“The person or business entity that enters into an agreement with this school district must give advance notice to the District if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony”.

The District may terminate this agreement with a person or business entity if the District determines that the person or business entity failed to give notice by the next preceding subsection, or misrepresented the conduct resulting in the conviction. The District will compensate the person or business entity for services performed before the termination of the agreement”.

By submitting this offer and signing this certificate, this bidder:

- Certifies that the owner/operator has not been convicted of a felony, except as indicated on a separate attachment to this offer, and
- Certifies that no employee who will enter school buildings or potentially have contact with school children has been convicted of any felony or a misdemeanor involving violence or sexual contact or sexual abuse. It shall be the duty of the vendor to conduct the appropriate background checks on its employees and vendor agrees to share this information with the District upon request.

Bidder must be of lawful age to enter into this agreement. This bid is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud. No member of the Board of Education of the Park Hill School District, City of Kansas City, Missouri, County of Platte, nor any officer or employee or person whose salary is payable in whole or part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the services to which it is related, or in any portion of the profits hereof.

All employees and /or any subcontractor’s employees of said bidder must be lawfully present in the United States as required by MO Immigration Law HB1549.

- **Bid total is to include all costs associated with freight, delivery, uncrating and installation.**
- **A file with school's seating and artwork is included with this bid. Please note that not all items in the artwork file are included in this request for bid. They were provided as options for Park Hill to select from. Also the Kendo Chair and storage racks specified are not included in the artwork booklet.**
- **An installation completion date must be provided specifying when all seating and signage installation will be complete. This will be part of the final bid evaluation and award decision.**
- **Bids must be delivered /mailed in a sealed envelope marked "Park Hill High School Cafeteria Seating Bid" to the Park Hill Food Service Office, 8500 NW Riverpark Drive, Pillar 116, Parkville, MO 64152**
- **Faxed or emailed bids will not be accepted.**
It is the responsibility of the bidder to confirm receipt of the bid.
- **School location must be invoiced as follows:**
Park Hill High School
7701 NW Barry Road
Kansas City, MO 64153