

NORTHERN POTTER SCHOOL DISTRICT REQUEST FOR PROPOSAL/BID

Northern Potter SCHOOL DISTRICT REQUEST FOR PROPOSAL/BID

Northern Potter Elementary/Intermediate School Play Area Fencing

The Northern Potter School District (NPSD) is seeking proposals/ bids for the purchase, installation of fencing and gates, and removal of fencing around the play areas located on the Northern Potter Elementary/Intermediate School grounds.

Date Issued: 5/2/2024

Deadline for submission: Friday 5/24/24 (11:00 a.m. EST) Sealed Proposals/Bids will be received at:

Northern Potter School District
Attn: Peg Burdick, Business Manager
RE: Fencing
745 Northern Potter Road
Ulysses, PA 16948

Authorized Point of Contact for questions and clarifications:

Northern Potter School District
Attn: Kirk McCaslin Buildings and Grounds Supervisor
RE: Fencing
745 Northern Potter Road
Ulysses, PA 16948
814-320-1329
kmccaslin@northernpottersd.org

PART I GENERAL INFORMATION

1.1 PURPOSE

This Request for Proposal (RFP) /Bids contains the information and requirements for the purchase and installation of fencing and gates around the play areas located at the Northern Potter Elementary/Intermediate School located at 745 Northern Potter Road Ulysses, PA 16948.

This RFP, with any amendments, contains the only instructions governing the proposals and material to be included therein; a description of the service to be provided; general evaluation

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criteria; and other proposal requirements. Northern Potter School District reserves the right to terminate this project prior to the selection of a qualified vendor as well as reject any and all proposals/bids submitted.

NPSD reserves the right to negotiate the final scope and pricing with the selected vendor. Any substitutions to the above requirements must be approved by NPSD.

NPSD's goal is to have the fencing installed as soon as possible upon bid award or no later than July 31, 2024. Work plan should consider little interruption to school day/year.

1.2 ISSUING OFFICE

This RFP is issued by the Northern Potter School District and shall be administered by the Administration Office with Peg Burdick as the sole point of contact. All questions and requests for clarifications should be made no later than close of business on Monday May 20, 2024 and directed to Kirk McCaslin via the following contact information:

Kirk McCaslin
Buildings and Grounds Supervisor
745 Northern Potter Road
Ulysses, PA 16948
814-320-1329
kmccaslin@northernpottersd.org

1.3 PROJECT

The Northern Potter School District is seeking qualified/experienced fence and gate installation contractors to install/or add to existing fencing and install gates with hardware at designated locations of the Northern Potter Elementary/Intermediate School.

1. Install fence or add to existing fence
2. Install gates and hardware

1.4 DESCRIPTION OF THE PROCUREMENT PROCESS

It is anticipated that the process for the procurement of these services will proceed as follows and be organized in the format listed below. Respondents shall read each item carefully and answer each of the following items accurately to ensure compliance with the School Requirement.

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SUBMISSION OF WRITTEN PROPOSALS/BIDS.

- a. Respondent Company/Firm/Organization Information
- b.
 - Provide full name and primary address
 - Approximately how many people would be involved. Describe, in general, their roles.
 - Provide any details of all past or pending litigation or claims filed against your company that would affect your company's performance under a contract with the School.
 - Provide 3 customer references. (preference with similar profile as a school)
 - Outline pricing, payment terms and a sample contract
 - A timeline and project schedule (effort is being made to limit disruption to school day/year)
 - A certificate of insurance

1.5 REJECTION OF PROPOSALS

NPSD reserves the right to reject at any time any and all proposals received.

1.6 INCURRING COSTS

NPSD is not liable for any cost or expenses incurred by the respondent in the preparation of their written responses or for attendance at any meetings related to this RFP.

1.7 AMENDMENT TO THE RFP

If it becomes necessary to revise any part of this RFP, an amendment will be issued to all proposers.

1.8 RESPONSE DATE

Proposals must be delivered to the location designated below, no later than 11:00 a.m. EST Friday, May 24, 2024.

Proposals should be submitted in a sealed container and marked 'Fencing'. Proposals delivered after that time will not be considered. Late or incomplete proposals will not be accepted regardless of the reason.

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RE: Fencing
745 Northern Potter Road
Ulysses, PA 16948
mburdick@northernpottersd.org

1.9 CONFIDENTIALITY

To the extent allowed by law, proposals will be held in confidence by the Northern Potter School District.

1.10 RESTRICTION OF CONTACT

From the issue date of this RFP until a determination has been made regarding the final selection of the vendor, all contact with district personnel pertaining to this RFP, should be limited to the Kirk McCaslin, Buildings and Grounds Supervisor. Failure to observe this request may result in a respondent's disqualification.

1.11 PROPOSALS To be considered, proposals must be a complete response to the RFP. Proposals are to be straightforward, concise presentations without extraneous material.

1.12 INSURANCE Prior to any contract execution, the respondent will always maintain in full force Workers' Compensation insurance for all labor employed on the project that meets all applicable laws. Evidence of such Worker's Compensation coverage must be provided to the school, including a valid, currently dated Certificate of Insurance that is satisfactory to the School. The respondent will assure that any subcontractors it employs maintain the required Workers' compensation insurance.

1.13 Conflicts of Interest It is the respondent's responsibility to share any conflict of interest.

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1.14 SITE VISITS

Respondents are not required to conduct a site visit as part of this solicitation, but are encouraged to do so. Arrangements for a site visit can be made by contacting

Kirk McCaslin
Buildings and Grounds Supervisor
745 Northern Potter Road
Ulysses, PA 16948
814-320-1329
kmccaslin@northernpottersd.org

Equal Employment Opportunity Rights to Inventions Made Under a Contract or Agreement. 37 CFR Part 401 Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended Byrd Anti-Lobbying Amendment (31 U.S.C. 135) Debarment and Suspension (E.O.s

1259 and 12689) Procurement of Recovered Materials pursuant to 2 C.F.R. § 200.322 Davis-Bacon Act: As amended (40 U.S.C. 3141-3148). All prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-

Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The contracts must also include a provision for compliance Revised March 2018 73 with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). Contract Work Hours and Safety Standards Act Clause. (for contracts in excess of \$100,000 that involve the employment of mechanics or laborers, supplier must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5)

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Supplier agrees and acknowledges that, to the best of supplier's knowledge after due inquiry, there exists no actual or potential conflict of interest between a District employee, or his or her immediate family member or partner, and supplier.

Supplier agrees and acknowledges that the amounts to be paid by District for the goods or services under this agreement will include a reasonable allowance for profit.

PART 3 EVALUATION CRITERIA

Evaluation of Proposals: Applications will be evaluated based on

1. Respondent's understanding of tasks and approach to the scope of work (25 pts);
2. Work plan (25 pts)
3. Respondent's experience, work products, and provide services timely and effectively (25 pts)
4. Break out of costs and overall costs of project (25 pts)

PART 4 SCOPE OF SERVICES – TECHNICAL REQUIREMENTS, DESIGN PHASE

Purchase and Installation of

Zone 1

464' of fence

464' of unlined fence

Removal of 200' of existing fence

One 10' gate

One 8' gates

Zone 2

869' of fence

869' of unlined fence

One 8' gates

One 10' gate

Zone 3

replace 243' of fence on baseball field

243' of unlined fence

Zone 4

Remove and replace back stop lower section 70' of fence

70' of unlined fence

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Total

1646' of fence

1646' of unlined fence

4 gates

Minimum component specifications follow:

- A. Fence chain link 6' height.
- B. Top- and bottom rail pipe: 1-5/8" O.D., .111" wall, sleeve joints
- C. Line Posts: 2" O.D., .130" wall, 10' long
- D. Corner Posts: 2.5" O.D., .160" wall, 10' long
- E. Gate Posts: 3" O.D., .160" wall, nominal 12' long
- F. Dome style post caps
- G. Gate frames: 2" O.D. with Schedule 40 pipe horizontal welded members
- H. Ties: 9-gauge aluminum
- I. Pedestrian gate latch shall be heavy duty fulcrum style double bar. Butterfly and light duty latches are disallowed.
- J. Drive gate latch shall be heavy duty drop rod style anchoring into ground embedded pipe with provision for locking.
- K. Concrete: minimum 3,000 PSI
- M. 513ft of old fence to be removed

PART 5 CONTRACTUAL PROVISIONS

- A. NPSD reserves the right of final approval over the scope of work and all end-use conditions.
- B. NPSD reserves its right to implement the work in a single phase of work, multiple phases of work, or not at all.
- C. The selected contractor/vendor must secure all necessary licenses and permits and comply with all Federal and State laws with respect to this project. All work completed under this contract must be in compliance with all building codes and appropriate accreditation, certification and licensing standards. All drawings will be stamped by a Pennsylvania licensed engineer. Contractor must provide required clearances of staff assigned to project.

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D. The contractor/vendor will comply strictly with state and federal procurement laws and regulations.

Paid for with Pennsylvania taxpayer dollars.