

# Ell-Saline Schools

Unified District No. 307  
412 E Anderson, PO Box 157  
Brookville, KS 67425-0157  
(785) 914-5602

Invitation To Bid  
June 12, 2024  
Bid #24-01

Sealed bids will be received at the office of USD 307, 412 E Anderson, P.O. Box 157 Brookville, KS 67425-0157 until 12:00 pm on Wednesday, August 7, 2024. Bids will be considered at the August Board of Education Meeting on Monday, August 12, 2024 at 6:30 p.m. in the Middle/High School Library. Please direct any questions to:

Brian Rowley  
Superintendent  
Ell-Saline, USD 307 (785) 914-5602

Project consists all materials and labor for a 14' x 24' metal storage building with 8' side walls, concrete flooring and (2) garage doors. All bids should be submitted by Wednesday, August 7, 2024 at 12:00 p.m. All construction should follow the generally recommended practices. Project must be completed between November 18, 2024 and December 30, 2024. Variations to the bid documents will be considered. Any and All variations to the Request for Proposals MUST be clearly identified with the bid documents.

A. PROJECT SCOPE

- Foundation
  - Monolithic Concrete Slab. 18" Deep x 12" Wide Thickened Edge Footing with #4 Rebar placed Horizontal. 14' x 24' x 5" thickness Floor with 6 Gauge wire Mats Tied into Horizontal Rebar for reinforcement.
- Siding
  - Exterior Wall Siding to be 26 Gauge Steel Minimum with Kynar paint Finish and Fastened with Stainless Steel Screws.
- Protective Liner
  - All walls with 7/16" thick OSB by 32" tall Protective Liner
- Roof
  - Hi-Rib Steel Minimum 26 gauge Stainless Steel Screws) with Kynar Paint Finish and Fastened with Stainless Steel Screws.
- Overhangs
  - No Overhangs on all walls,
- Condensation Control
  - Walls: None
  - Roof: ½" Heavy Duty Thermal Dry Board
- Overhead Door Openings (2)
  - 8'0" x 6'11" Overhead Door Opening

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- Overhead Doors (2)
  - Provide and Install CHI Residential Raised Panel Non-Insulated (2) – 8’2” Wide x 7’ Tall CHI 2240 Series – Solid (No Windows), Torsion, Commercial Ram Track, 12” Radius, Standard Lift, Wind Strut Each Section, Commercial Nylon Rollers, White in Color, Exterior Keyed Lock

## **INSTALLATION OF WORK**

All procedures connected with the installation of the running surface shall be in strict accordance with the recommendation and requirements of the manufacturer as described within the scope of work below.

Those wishing to bid products or provide substitutions other than those specified by the U.S.D. 307 must submit for approval at least seven (7) days prior to the bid date. Approval of specifications other than those specified does not constitute acceptance of the final bid by U.S.D. 307.

This project must be completed between November 18, 2024 and December 30, 2024 and should be planned as to not disrupt the normal school activities and procedures.

## **SCOPE OF WORK**

The contract work to be performed under these specifications consists of furnishing all of the required labor, materials, parts and supplies to replace the current building with a metal building according to the provided specifications.

## **GENERAL**

- I. As a condition precedent to Contract Award, type of work completed and proposed Subcontractor will be carefully considered. Owner is not obligated to accept lowest or any other bid.
- II. Quality assurance:-
  - A. Manufacturer must have a minimum of five years of experience in the construction of similar projects.
  - B. All construction and applications must be done by certified and/or qualified personnel.
  - C. All materials must be approved and high quality for their purpose and the purpose of the facility.
  - D. The contractor/bidder will supply the manufacturer with all state, local, and ADA codes and regulations.
  - E. The bidder/contractor will provide the U.S.D with certified structural stamped plans by Code for the construction when submitting the bid.
- III. Warranty:

There will be a minimum of a one-year warranty on the product and workmanship in relation to it being free from defects in materials and workmanship beginning with the date that the product is completed at the job site. Contractor shall provide a written warranty for the materials or workmanship for a period of one year from the date of acceptance from the Owner (U.S.D. 307).

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## IV. Manufacturers Requirements:

All materials and equipment supplied shall be installed, applied, or erected in strict accordance with manufacturer's trade association requirements unless technical specifications bound within this bid sheet exceed those requirements, methods or procedures set forth in manufacturer's recommendations.

If the contractor/bidder finds the RFP requirements unacceptable or unclear, they shall submit a letter to the superintendent to clarify those requirements. The Superintendent will determine if the Request for Proposals needs to be changed and notify all known bidders.

## V. Verification of Dimensions:

It shall be the responsibility of the contractor/bidder to site verify all dimensions and conditions at Ell-Saline Junior/Senior High School located at 414 E Anderson, Brookville, KS 67425, before submitting a proposal/bid and before fabrication or installing equipment or materials. Arrangements should be made with the District prior to inspecting the site. Arrangements can be made by contacting the superintendent by phone (785-914-5602) or by email at [browley@ellsaline.org](mailto:browley@ellsaline.org).

## VI. Materials, Equipment, and Substitutions;

Where items of equipment and/or materials are specifically identified by a manufacturer's name, model, or catalog number, only specified items may be used in the base bid except as hereinafter provided.

## VII. Temporary Equipment Facilities;

The contractor/bidder shall provide for their own use, temporary walks, runways, scaffolding, shoring, bracing hoisting and any other equipment required for the proper progress of their work and remove same at work completion. The U.S.D.'s restrooms may be utilized by the workers, as long as they are left in an orderly manner and all possible means are used in order to keep debris from being tracked in the building. Workers using inappropriate or vulgar language while on district property will be asked to leave the premises.

## II. Materials and Finishes

All materials and finishes will have the ability to withstand weather conditions that are normal to the extremes that make up the Kansas climate.

## III. Design Loads. Normal design loads. Exceeded in all cases.

All design load conditions will meet or exceed normal conditions of those for the use of the construction and that are normal to the extremes that make up the Kansas climate.

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## **EXECUTION**

### **I. Installation:**

- Bidder/contractor shall use factory trained installers.
- Bidder/contractor shall conduct the repair, construction and installation in accordance with the manufacturer's detailed installation procedures and State and County regulations.
- Care shall be taken not to interrupt the daily operation of the buildings. Work shall be scheduled so that the building will be left watertight and premises will be left clean at the end of each day. Care shall be taken not to damage school district property and facilities.
- The District's representative will periodically examine the work in progress, as well as upon completion in order to ascertain the extent to which materials and procedures conform to the requirements of these specifications. The presence of the District's representative shall in no way relieve the contractor of his contractual responsibilities.

## **SITE PREPARATION**

- Site preparation shall be coordinated with the U.S.D. so as to not disrupt the daily operation of the buildings.

## **RECEIVE AND STORE EQUIPMENT AND MATERIALS**

The storage of materials, tools, and equipment on the building site is to be done in such a way as to not impede progress of construction or the work. Storage of materials on site will be stored in a location as to not impede the daily operations of the school district.

## **PROPOSALS;**

- Each proposal must be submitted using the proposal form included within this bid document in a sealed envelope, addressed to the USD 307 Board of Education by 12:00 p.m. by Wednesday, August 7, 2024. The USD 307 Board of Education shall consider all proposals submitted by the deadline at the July Board of Education Meeting scheduled on Monday, August 12, 2024 at 6:30 p.m. in the Ell-Saline Middle/High School Library.
- Each sealed envelope containing a bid must be plainly marked on the outside as "**Bid for Stadium Storage Building**".
- The envelope should bear on the outside the name and address of the bidder.
- If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to the USD 307 Board of Education, Ell-Saline District Office, 412 E Anderson, PO Box 157, Brookville, KS 67425-0157.
- Bids may be submitted via email prior to 12:00 p.m. on August 7, 2024 to browley@ellsaline.org.

**SALES TAX EXEMPTION:** Sales tax exemption certificate will be furnished by the School for this work. The successful bidder shall request the school administration to apply for an exemption certificate prior to commencing with work on this project.

**PERMITS AND CODES:** The bidder shall be responsible for acquiring contractor's license, permits, etc., required for all work involved in the project. All work shall comply with all local, state, and federal laws, ordinances, and regulations as well as the most recent Uniform Building Code (UBC) if applicable.

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**INSURANCE:** A certificate of insurance will be required before work begins showing that the contractor has insurance of the type and amounts as follows:

1. Workman's compensation insurance equal to or to exceed government requirements adequate for all their employees. The contractor shall require any subcontractor to provide similar insurance unless covered by the contractor's insurance policy.
2. A certificate of insurance must be provided to the district covering workman's compensation insurance, public liability and property liability insurance.

**Bidder Representation:** By submittal of a bid the bidder represents the following:

- The bidder has read and thoroughly examined project documents.
- The bidder has a complete understanding of the terms and conditions required for the project.
- The bidder has fully informed themselves of the project site, conditions, and surrounding area.
- The bidder has found no errors, conflicts, ambiguities, or omissions in the project documents that would affect the cost, progress, or performance of the work.
- The bidder is familiar with all applicable Federal, State, and local laws, rules, and regulations pertaining to execution of the contract and the project work.
- The bidder shall be responsible for acquiring contractor's license, permits, etc., required for all work involved in the project. All work shall comply with all local, state, and federal laws, ordinances, and regulations.
- The bidder has complied with all requirements of these instructions and the associated bid documents.

**COMPLETION OF WORK:**

Work will begin on or after November 18th, 2024 and completed on or before December 30, 2024.

All work is to be completed in a manner not to interfere with the normal daily operations of the 2024-2025 School Year. Upon completion of the work, the contractor shall leave all surfaces and the adjacent site free from all accumulations of dirt, debris and job related materials and shall remove all job related soil from walls, windows, floors, ladders, sidewalks, lawn and parking areas.

**PAYMENT:** Full payment shall be made within (30) thirty days after completion and acceptance of the work.

**The Owner (USD 307 Ell-Saline) reserves the right to reject any or all bids or to waive any informalities in the bidding. Selection shall be based on price and the character, integrity, reputation, judgement, and experience of the Contractor for the type of work to be performed. If the Contractor cannot demonstrate the above qualities to the satisfaction of the Owner, their bid could be rejected.**

By order of the Board of Education, Unified School District No.307, Saline County, Kansas.  
June 12th, 2024.

  
Clerk, Board of Education

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## STADIUM STORAGE BUILDING PROPOSAL

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3. The undersigned further proposes that the following instructions are to be construed as being a part of this proposal.
  - A. The bidder will enter into contract and furnish the specified documents required within (10) ten days after notification of award of the contract.
  - B. Work will begin on or after November 18, 2024 and completed on or before December 30, 2024.  
All work is to be completed in a manner not to interfere with the 2024 Football Season or the normal daily operations of the 2024-2025 School Year.
  - C. The bidder will forfeit to U.S.D. 307 (\$150.00) one hundred fifty dollars per calendar day as payment for each calendar day required to complete the work beyond the specified completion date as shown in paragraph (B) above.
  
5. All proposals shall be made on the forms provided and shall be legibly written either in ink or by typewriter. Any other condition shall cause rejection.
  
6. In submitting this bid, it is understood that the right to reject any and all bids has been reserved by the U.S.D. 307 Ell-Saline, Brookville, Kansas.
  
7. This bid may not be withdrawn for a period of (15) fifteen days from the opening thereof.
  
8. Any variances of cost or materials must be approved by both parties. Variances of cost over five (5) percent of the approved bid may result in the termination of the contract.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized officer

\_\_\_\_\_  
Telephone Number