

Invitation To Bid

McCreary County Board of Education

120 Raider Way
Stearns, KY 42647
Phone 606-376-2591

Reference Number: 2018-19 SERVICE VENDORS
Date Bid is due: OPEN ENDED
Department or School: District Wide
Date Bid Information Released: June 1, 2018

Bid Title: MCBOE Bid for Services
Time Bid is due: OPEN ENDED
Fund: Various
Advertised: District Website

BID PURPOSE:

The McCreary County Board of Education is soliciting sealed bids that would, if accepted, establish contracts, with the general and detailed terms conditions and specifications contained in the terms and conditions listed on this invitation.

INSTRUCTIONS FOR BIDDERS:

The terms and conditions apply to all bids submitted. This invitation can be viewed or printed from the internet at www.mccreary.kyschools.us on the bid release date and will remain there until the date specified for the bid opening. All bid tabulations will be reviewed and after the bid is awarded at the next scheduled board meeting, the bid awards will be posted on line at the website listed above. If you have any questions, please feel free to contact Pat Kidd at (606) 376-2591.

CORRECTION OF MISTAKES:

Bidders are cautioned to recheck their bid for possible errors. No bid can be corrected, altered or signed after being opened. No bids will be altered or amended after the specific time and date set for the bid opening.

WITHDRAWAL OF BID:

All bids shall be valid for a period of thirty (30) days from the bid opening date to allow for tabulation, study and consideration. A bidder may withdraw a bid, without prejudice, after it has been submitted only if a written request is submitted and received prior to the deadline during which bids may be submitted.

BIDDER RESPONSIBILITIES:

It is the responsibility of the bidder to furnish specific product content data, as required by law (MSDS) stating that the products meet federal, state and local regulations, i.e., OSHA (lead free) AHERA (asbestos free); Federal specifications; and ASTM.

PRICING:

Bid prices should include all freight charges and delivery charges. The MCBOE is

exempt from any taxes imposed from the Federal and/or State government.

CONTRACT PERIOD:

Prices shall remain firm July 1, 2018 through June 30, 2019. **The contract may be extended for two additional, one year periods, if such renewal is in agreement with both parties.**

8. CONFLICTS OF INTEREST

- A. KRS 45A.455 prohibits conflicts of interest, gratuities, and kickbacks to employees of the McCreary County Public Schools in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect.
- B. KRS 45A.990 provides severe penalties for violations of the laws relating to gratuities or kickbacks to employees, which are designed to secure a public contract for supplies or service.

The McCreary County Board of Education reserves the right to waive defects and informalities in bids, to reject any or all bids, or to accept any bid as may be deemed to its interest.

THIS CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with this invitation to bid; in consideration of the detailed description attached hereto; and subject to all conditions thereof, the undersigned agrees, if this bid be accepted within the time stipulated above, to furnish any or all of the items upon which prices are quoted in accordance with the specification applying at the price set opposite each item.

NOTE: By law, the school district must receive approval from the Board of Education prior to payment of invoices unless it is taking advantage of a discount. Otherwise, payment must be made after receiving approval of the payment by the Board, which meets the fourth Thursday of each month. No late charges, finance charges, carrying charges or other such charges will be honored.

Company _____

By (print) _____

Title _____

Address _____

Telephone _____

Date _____

Signature _____

Special Terms and Conditions

SCOPE OF WORK

It is the desire of the MCBOE to secure the most qualified contractors for services needed in the school system. Each area of service will be listed separately. Please be cautious to complete all required information. Responding vendors will be required to service all buildings and areas in the McCreary County School District if requested.

EVALUATION OF AWARD

Award is based on “best value” which is evaluated in the following areas:

Quality	Cost
Service	Capabilities
References	Experience

ESTIMATED DOLLAR VALUE

No guarantee as to the dollar amount of this contract is implied or given.

INSURANCE REQUIREMENTS

Please attach a copy of your existing certificate of insurance evidencing your Company does have insurance and should hold harmless the MCBOE from any claims, suits, actions, damages and liabilities as listed on page 2 of the Invitation to Bid.

LICENSE REQUIREMENTS

Please attach a copy of all applicable licenses required to do business in your area of trade, for example, an electrician would be required to hold a current Master Electrician Certification, including a current McCreary County Business License.

RESPONSES

Responses must be delivered to the McCreary Board of Education, located at 120 Raider Way, Stearns, Kentucky by the date and time referenced at the top of this solicitation. Bids should be delivered in sealed envelopes, clearly marked “Service Bid” in the lower right hand corner.

CRIMINAL HISTORY VERIFICATION

Please note that any employees with the following offenses will not be permitted to have any contact with our students: sex-related offense convictions, convictions against minors, felony offense convictions against persons or property, alcohol violation convictions, drug related offense convictions, deadly weapon related offense convictions, or a pattern of irresponsible behavior, based upon the background check. **Upon request, the successful bidder will supply evidence that criminal history checks have been completed for employees in contact with our students.**

AREAS OF SERVICE COVERED:

This bid covers services offered in asphalt, floor covering and tile installation, carpet cleaning, concrete, fencing, glassworks, mowing, painting, pest control, plumbing, electrical, drywall, printing, security, and miscellaneous services.

If you have any questions, please feel free to contact Pat Kidd at McCreary County Board of Education at pat.kidd@mccreary.kyschools.us.

It is to be understood that the bidder, if awarded an order or contract, agrees to protect, defend and save harmless the Board of Education from any suits or demands for payment that may be brought against it for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the Board of Education from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or for any of the acts of the contractor, his servants or agents.

The MCBOE reserves the right to purchase from State contracts and from Kentucky Purchasing Cooperative bids and agreements when such purchases are to the economic advantage of the school system.

The MCBOE reserves the right to seek proposals and do bids separately at any time if deemed to be in the best interest of the school system.

McCreary County Board of Education Bid for Services

Area of Service _____

(Separate Page for each service to provide)

The contract term will begin July 1, 2017 and go through June 30, 2018.

Comply _____
Cannot Comply _____

The contractor must comply with all pertinent federal, state and local regulations.

Comply _____
Cannot Comply _____

Subcontracting will not be accepted unless approved by the Board of Education.

Comply _____
Cannot Comply _____

Must furnish your own tools, equipment, materials and labor.

Comply _____
Cannot Comply _____

Must provide service that will not interfere with school activities and be performed in a manner that maintains a safe environment for students and staff.

Comply _____
Cannot Comply _____

Must be responsible to damages made to the property caused by your employees.

Comply _____
Cannot Comply _____

Number of years in business _____

Number of employees _____

Can you provide a reference letter from someone other than MCBOE? _____

How long have you worked with the MCBOE? _____

Vendor Name _____
(Print)

Your Name _____

Email Address _____ Phone Number _____

Comments _____
