



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR QUOTATIONS ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES FOR
ROCKFORD PUBLIC SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFQ No. 19-04 Stiles School Site Work

DATE: May 30, 2019

QUOTATIONS WILL BE RECEIVED UNTIL: WEDNESDAY, JUNE 5, 2019 AT 2:00 P.M. (CDST)

RE: Request for Quotations No. 19-04 Stiles School Site Work. The purpose of this Request for Quotation is to solicit proposals for:

Landscape Work at Stiles Building

Scope of Work:

Provide labor and materials to landscape and restore area where playground equipment was removed.

Furnish and place 80 cy topsoil to grade to drain, seed, and place erosion control blanket at Stiles Building , 315 LaClede Ave. Rockford, IL 61102

All work to be coordinated by Operations Coordinator.

Copies of the RFQ documents are available from Onvia DemandStar or by download from the District's Purchasing Bids-RFPs webpage at <http://www3.rps205.com/departments/Purchasing/Pages/Bids-RFPs.aspx>.

Refer all questions relative to the RFQ, terms, conditions and specifications to the Director of Purchasing in writing (including via email at PurchasingDeptStaff@rps205.com) verbal inquiries will not be accepted.

The Board of Education reserves the right to reject any or all Quotations submitted.

LATE Quotations are not acceptable and will be rejected as non-responsive.

Proposals to be addressed as follows: **Rockford Public School District Purchasing Department
501 Seventh St., 6th Floor
Rockford, IL 61104
Attn: Purchasing Department**

Quotations may also be emailed to PurchasingDeptStaff@rps205.com by the due date and time stated above.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood

Director of Purchasing

GENERAL CONDITIONS AND INSTRUCTIONS FOR ALL REQUEST FOR QUOTATIONS

The Board of Education reserves the right to return any merchandise for full price credit or replacement at the District's discretion that does not comply with the conditions and specifications required by the RFQ and any resulting contract. The Board of Education reserves the right to increase or decrease quantities shown on the RFQ.

The Board of Education reserves the right to cancel purchase orders if the delivery or completion is not performed in accordance with the RFQ documents, any resulting contract and the date stated on the purchase order.

The Board of Education reserves the right to have any product analyzed at a laboratory to ascertain compliance with specifications. Expense of such testing shall be by the Board of Education unless such tests prove noncompliance with specifications at which time the expense shall be the responsibility of the Contractor.

Quotations may be awarded to the Respondent which submits a Quotation complying with these conditions and specifications and best meets the requirements of the District. All rights are reserved by the Board of Education to select the Quotation that in its judgment is in the best interest of the District and meets the needs or purposes intended. Such decisions shall be final and not subject to recourse.

The Respondent's signature below will be construed as acceptance of and willingness to comply with all provisions of the Acts of the General Assembly of the State of Illinois including, without limitation, laws rules and regulations relating to wages of laborers, and discrimination and intimidation of employees. The quotation and the resulting Contract are specifically subject to the Equal Employment Opportunity requirements of the Illinois Human Rights Act, Federal statutes and the policies and procedures of the District. Respondent agrees to comply in all respects with Federal, State, and local laws, ordinances and regulations pertaining to the Quotation and to the performance of the Contract in the event the Respondent is awarded the RFQ. Provisions of applicable statutes enacted by governmental bodies having jurisdiction are hereby incorporated by reference as though fully set forth herein and became a part of this RFQ and specifications.

Various statutes of the state of Illinois prohibit interest of School Board members in contracts and others prohibit interest of employees in contracts of the District as do District policies. Respondent by submitting a Quotation agrees to refrain from entering into any contract with the District where a Board member or employee of the District has a prohibited interest.

No Quotations may be withdrawn after the official opening. All quotations submitted must be valid for a minimum period of sixty (60) days after the date set for the public opening.

All prices are F.O.B., Rockford, Illinois, which is further defined as meaning the price(s) submitted in the Quotation or the Quotation Form is the total price to the District, including all freight and delivery charges. Under no circumstances may prepaid charges be added to the invoice.

A substitute item will be considered only if it is an item of regular manufacture as evidenced by literature, catalogs, etc. and not a proto-type or first article test item. Substitute or "as equal" items may be submitted with all supporting documents in advance of the RFQ due date for review and approval or rejection by the District. Such items are to be submitted to the Director of Purchasing for review. Permitted substitutions must be identified in the Quotation.

The successful Respondent must submit a separate invoice for each purchase order. The information on that invoice shall cover ONLY that one purchase order.

Vendor's signature on the Quotation Form must be an actual signature. A stamped, facsimile, or typed signature may disqualify the Quotation.

The undersigned hereby certifies that he/she has read and understands the contents of this Request for Quotation and agrees to furnish at the prices shown any or all of the items and/or services.

Address

Name of Firm

City & State

Zip

Signature of Authorized Representative

Area Code

Telephone Number

Federal Employer Identification Or Social Security Number

QUOTE OFFER FORM

Quote - RFQ#19-04

Project: Stiles Playground Site Work

QUOTE SUBMITTED BY: _____

Date _____

The undersigned, having become familiar with the local conditions affecting cost of work and with the quotation documents, including the General Conditions and Instructions, this Quote Offer Form, the specifications as prepared and issued by the Board of Education of Rockford School District No. 205, Winnebago and Boone Counties, Illinois hereby agrees to furnish all labor, material and equipment necessary to do the work required for the project and RFQ identified above, for the amount shown below:

BASE QUOTE:

TOTAL: _____ DOLLARS (\$ _____)

Offeror: _____

(Corporation) (Partnership) (Individual) Circle One

Address _____

Street

City

State

Zip Code

Phone No.

Email address

Signature of Offeror or Authorized Agent