



# Park Hill School District

Building Successful Futures • Each Student • Every Day

## **PARK HILL SCHOOL DISTRICT NUTRITION SERVICES DEPARTMENT**

9501 N Seymour Ave  
Kansas City, MO 64153  
Phone/Fax 816-359-4090/ 4099

### **Invitation for Bid –Storage Shelving Units and Worktable for Plaza Middle School**

**Bid Due Date: Wednesday, June 15, 2022, 10:00 am**

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#### **ARTICLES AND DESCRIPTION**

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Park Hill School District is receiving bid proposals for two storage shelving units and one stainless steel worktable as per the attached specifications to be furnished, delivered, uncrated, assembled and set in place at Plaza Middle School, 6501 NW 72<sup>nd</sup> Street, Kansas City, MO 64151.

Bids will be accepted at the Nutrition Services Office, 9501 N Seymour Ave, Kansas City, Missouri 64153, until 10 am, Wednesday June 15, 2022 at which time the bid is publicly opened and is made part of record of the Park Hill School District. It is not the policy of Park Hill School District to purchase based on 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.

**This bid form must be used, and all bids are to be signed below. Bids must be submitted on the bid sheet form provided in a sealed envelope marked “Storage Shelving Units and Worktable – Plaza Middle School”. Failure to follow any of these instructions will disqualify the offer. Faxed or e-mailed submissions will not be accepted. It is the bidder’s responsibility to ensure delivery of bid by the deadline specified.**

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 waive 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](mailto: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. Alternate equals must be approved by Park Hill Nutrition Services, or they will not be considered. Alternates must be submitted to Park Hill for consideration 72 business hours prior to bid opening. If an equal is approved, it will be published on the Park Hill website and an addendum emailed to businesses on the equipment vendor bid list.
4. 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.
5. Bidder must be geographically located within 225 miles of the Park Hill School District and must take delivery of the product at their facility prior to delivery to the district to verify that the equipment is as specified and operational.
6. Once awarded by the District, this bid's pricing and terms are to remain in place for six months from the initial bid opening date and additional equipment purchases of the same item(s) may be made utilizing this bid solicitation.

## **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 bid is to solicit bids for Park Hill School District equipment.

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

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### FELONY CONVICTION NOTIFICATION

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**“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 require by MO Immigration Law HB1549.**

### LOBBYING CERTIFICATION

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, “Disclosure of Lobbying Activities”, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

### **CHILD SUPPORT CERTIFICATION**

As required by Section 231.006, the undersigned certifies the following:

“Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid or application is not ineligible to receive the specified grant, loan, or payment, and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.”

### **CLEAN AIR AND WATER ACT**

As required by USDA, the undersigned certifies the following:

I, the vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1990, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C.1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14(l) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

### **CIVIL RIGHTS/ ANTI-DISCRIMINATION**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint form, (AD-3027) found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866)632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington D.C. 20250-9410
2. Fax: (202) 690-7442 or
3. Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

### **ENERGY POLICY AND CONSERVATION ACT**

The undersigned affirms this company recognizes mandatory standards and polices related to energy efficiency which are contained in the State Energy Plan issued in compliance with the Energy Policy and Conservation Act (PL 94-165).

### **DEBARMENT AND SUSPENSION**

As required by Executive Order 12549, the undersigned certifies the following:

The bidder certifies that neither it nor any of its principals (e.g., key employees) has been proposed for debarment, debarred or suspended by a federal agency according to Executive Order 12549 titled Debarment and Suspension.

The prospective bidder shall provide immediate written notice to the person to which this proposal is submitted it at any time the prospective bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

Federal and State penalties exist for vendors and districts that knowingly enter into contracts with suspended/debarred persons.

**BYRD ANTI-LOBBYING AMENDMENT**

As relevant, contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. (31 U.S.C. 1352)

## PRODUCT SPECIFICATIONS

**Equipment:** Two (2) Storage Shelving Units and One (1) Stainless Steel Worktable (Bid specifications, worktable drawing, and shelving layout included with this bid.)

**Acceptable Brand for Shelving Units (2):** Metro Max Q or approved equal  
Shelving Unit

- 5 ea  
Shelving w/ metal frame Metro Model No. MQ1848G  
MetroMax® Q Shelf, 48"W x 18"D, removable open grid polymer shelf mats on an epoxy coated steel frame with quick adjust corner releases, (4) wedge connectors, Microban® antimicrobial product protection, 800 lb. capacity per shelf, NSF
- 4 ea  
MX74UP Polymer trilobal post (compatible with MetroMax® i, MetroMax® 4, MetroMax® Q), 73-3/16"H, for use with stem casters, adjusts at 1" increments, corrosion proof all polymer construction with built in Microban® antimicrobial product protection
- 2 ea  
5PCX Polymer Stem Caster, swivel, 5" dia., 1-1/4"W face, -20° F to 120°F temperature range, polyurethane wheel tread, 300 lb. capacity, NSF (donut bumpers included) (for use with all MetroMax posts & shelves)
- 2 ea  
5PCBX Polymer Stem Caster, brake, 5" dia., 1-1/4"W face, -20° F to 120°F temperature range, polyurethane wheel tread, 300 lb. capacity, NSF (donut bumpers included) (for use with all MetroMax posts & shelves)

Shelving Unit

- 6 ea  
Shelving w metal frame  
Metro Model No. MQ1848G  
MetroMax® Q Shelf, 48"W x 18"D, removable open grid polymer shelf mats on an epoxy coated steel frame with quick adjust corner releases, (4) wedge connectors, Microban® antimicrobial product protection, 800 lb. capacity per shelf, NSF
- 2 ea  
5PCX Polymer Stem Caster, swivel, 5" dia., 1-1/4"W face, -20° F to 120°F temperature range, polyurethane wheel tread, 300 lb. capacity, NSF (donut bumpers included) (for use with all MetroMax posts & shelves)
- 2 ea  
5PCBX Polymer Stem Caster, brake, 5" dia., 1-1/4"W face, -20° F to 120°F temperature range, polyurethane wheel tread, 300 lb. capacity, NSF (donut bumpers included) (for use with all MetroMax posts & shelves)
- 4 ea  
MX86UP Polymer trilobal post (compatible with MetroMax® i, MetroMax® 4, MetroMax® Q), 85-3/16"H, for use with stem casters, adjusts at 1" increments, corrosion proof all polymer construction with built in Microban® antimicrobial product protection

**Acceptable Brand for Work Table (1):** Advance Tabco or approved equal (Drawing Included)

(1) Each - WORK TABLE, CABINET BASE OPEN FRONT

Advance Tabco Model EK-SS-305 Dimensions: 40.5(h) x 60(w) x 30(d)  
Worktable, 60"W x 30"D, open front cabinet base, 14-gauge 304 stainless steel top, 5"H backsplash, stainless steel legs with adjustable hex feet, NSF

- 1 ea Model TA-33C 33" working height
- 2 ea Model TA-31 Side Splash, 5" high (each)
- 5 ft Model TA-87 Enclose back of splash (per linear foot)
- 1 ea Model TA-38 Drawer Assembly, (3) tier, 20"W x 20"D x 5" deep removable stainless steel drawer inserts, roller bearing drawer slides, self-closing drawers with noise control, concealed side panels, 430 stainless steel, all TIG welded & fully assembled, (4) stainless steel legs with 1/2" adjustable hex feet (factory installation only)
- left end
- 1 ea 15" wide
- 1 ea Model OTS-15-60R Overshelf, table mounted, single, 60"W x 15"D, 1"H rear up-turn, 18-gauge 430 stainless steel (non-adjustable, old style)
- 1 ea Rear of table shelf location, 1" back splash is provided on table with splash
- 1 ea Model TA-22A Square edge on overshelf or wall shelf

**Equipment may not be shipped directly to the school. The successful bidder must receive the items and schedule a delivery time in advance with Park Hill to assure a district representative is available to accept receipt and verify specifications have been met.**

**Bid price is to include delivery, uncrating, assembly, installation, and packaging haul away.**

**Bids must be sent in a sealed envelope. No faxed or e-mailed bids will be accepted. It is the responsibility of the bidder to confirm receipt of the bid.**

**Signing the Bid Specification Sheet indicates that the bidder has read the entire bid document and accepts and is within compliance with all requirements outlined.**

<b>Bid Specification Sheet</b>	
<b>Shelving Units (2)</b>	<b>\$</b>
<b>Worktable (1)</b>	<b>\$</b>
<b>Freight/Delivery/Uncrating/Assembly and Installation/Packaging Removal</b>	<b>\$</b>
<b>Total Bid Cost</b>	<b>\$</b>

**Company Name:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Company E-mail Address:** \_\_\_\_\_

**Company Telephone:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Authorized Company Official's Name:** \_\_\_\_\_  
(Printed)

**Signature of Company Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## **NO RESPONSE FORM**

### **Park Hill School District –Storage Shelving Units and Worktable for Plaza Middle School**

Whereas on the \_\_\_\_\_ day of \_\_\_\_\_, 2022

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(print name of company)

has reviewed PHSD solicitation and elects not to submit a proposal:

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Street Address

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City, State, Zip Code

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Telephone/Fax Number

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Name of Authorized Individual

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Signature of Authorized Individual