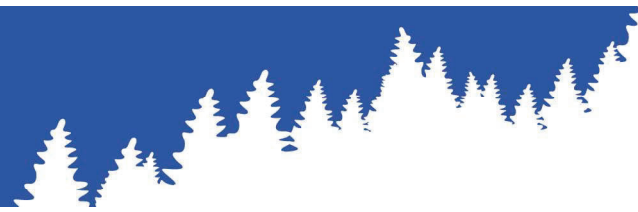




**MATANUSKA-SUSITNA**  
BOROUGH SCHOOL DISTRICT



**BID #B24-09**

**ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS**

Due Date and Time: June 12, 2024 at 2:00 P.M.

Enclosed:

Bid  
Documents  
and  
Affidavit

Matanuska-Susitna Borough School District

Purchasing Department  
690 Cope Industrial Way  
Palmer, AK 99645

P: (907) 861-5120 || F: (907) 861-5184  
[bids@matsuk12.us](mailto:bids@matsuk12.us)  
[www.matsuk12.us/bids](http://www.matsuk12.us/bids)

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## ADVERTISEMENT

	DATE OF ADVERTISEMENT
Frontiersman	May 15 and 17, 2024
Anchorage Daily News	May 15 and 17, 2024

Type of Ad: Classified / Public Notice

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

### **Matanuska-Susitna Borough School District Bid**

BID #B24-09

#### ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

Notice is hereby given that the Matanuska-Susitna Borough School District (MSBSD) will consider bids from qualified individuals and firms for the provision of:

ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

Bids are due on or before June 12, 2024 at 2:00 P.M. Palmer, Alaska time. Sealed bids must be submitted and received by the MSBSD Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645, on or before said date and time designated for receipt of bids. All bids must be marked " BID #B24-09 ."

Bid documents can be viewed on the MSBSD website at [www.matsuk12.us/bids](http://www.matsuk12.us/bids) and are also available at the MSBSD Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645. For more information, call (907) 861-5120.

A pre-bid conference will be held on May 23, 2024. Attendance is not mandatory, but it is highly recommended that bidders attend. For more information, please refer to Appendix 6 of the bid documents. MSBSD personnel will be available. All questions will be answered in writing and issued as an addendum to the bid documents.

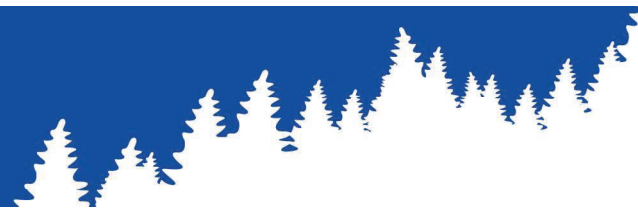
The MSBSD reserves the right to accept or reject any or all bids and waive any minor technicalities, informalities, and/or irregularities as it deems appropriate.

4/22/24	Requested By:	A. Carney	Approved By:	B. Munson
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ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

BID #B24-09





**ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS**

**BID #B24-09**

**INVITATION TO BID**

THIS IS NOT A PURCHASE ORDER

The Matanuska-Susitna Borough School District (MSBSD) is requesting bids from qualified bidders to provide

**ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS**

as specific herein.

Bids will be accepted until

June 12, 2024

at

2:00 P.M.

Questions will be accepted until

May 30, 2024

at

4:00 P.M.

**BIDDER USE ONLY**

THIS PAGE MUST BE COMPLETELY FILLED IN, SIGNED, AND RETURNED WITH YOUR PACKET.

Company Name

Address

City

State

Zip

Telephone Number

Fax Number

State of Alaska Business License Number

Matanuska-Susitna Borough Business License Number

Authorized Signature

Printed Name

Date

ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

BID #B24-09



# **INSTRUCTIONS TO BIDDERS**

## **1. GENERAL INFORMATION:**

The Matanuska-Susitna Borough School District (MSBSD) is soliciting bids from qualified bidders to provide the scope of services as specified in Attachment A, Scope of Services. Copies of the bid documents can be viewed in the Purchasing section of the MSBSD website at [www.matsuk12.us/bids](http://www.matsuk12.us/bids) and can be obtained in the Purchasing Department at 690 Cope Industrial Way, Palmer, Alaska 99645 or by calling (907) 861-5120. Office hours are 7:00am - 4:30pm, Monday through Friday.

Bids must be fully executed, signed by each bidder, and enclosed in a sealed envelope with the bidder's name, address, and phone number clearly indicated on the outside, as per Section 8 of this Instructions to Bidders. Bids must be submitted to the MSBSD Purchasing Department at 690 Cope Industrial Way, Palmer, Alaska 99645. Signed bids must be in the office of the MSBSD Purchasing Department on or before the date and time designated for receipt of bids. **The MSBSD will not accept or consider bids that are oral, telephonic, telegraphic, faxed, e-mailed, or otherwise electronically transmitted.**

## **2. GENERAL STATEMENT:**

In rendering the services hereunder, the selected bidder shall adhere to the following general terms and conditions. The term "selected bidder" refers to the bidder awarded a contract to provide services and/or products as required herein. The term "agreement" hereafter refers to this Invitation to Bid, any and all attachments and appendices, any and all addenda, and the bidder's response and acceptance by the MSBSD. A contract may be issued upon award of this bid.

## **3. PRE-BID CONFERENCE:**

A pre-bid conference will be held on May 23, 2024. Attendance is not mandatory, but it is highly recommended that bidders attend. For more information, please refer to Appendix 6 of the bid documents. MSBSD personnel will be available. All questions will be answered in writing and issued as an addendum to the bid documents.

## **4. EXAMINATION OF BID DOCUMENTS:**

A. Bidders shall carefully examine the bid documents before submitting a bid. The submission of a bid shall be an admission that the bidder has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements and accuracy of the bid documents.

B. The MSBSD assumes no responsibility for any understanding or representations concerning conditions made by any of its officers, agents, or employees prior to the execution of the bid, unless such understanding or representations are expressly stated in the bid documents or addenda.

C. Bidders shall include in their bid sums sufficient to cover all items and services required by the bid documents, and shall rely entirely upon their own examination in making their bid. The submission of a bid shall be taken as prima facie evidence of compliance with this paragraph.

## **5. INTERPRETATION OR CORRECTION OF BID DOCUMENTS:**

Bidders shall notify the Purchasing Department promptly of any error, omission, or inconsistency that may be discovered during examination of the bid documents. Requests from bidders for interpretation or clarification of the bid documents shall be made in writing to the Purchasing Department by

May 30, 2024 at 4:00 P.M. Palmer, Alaska time.

Any questions received after this date and time will not be answered. Questions should reference the applicable bid number and title and can be submitted by mail, fax, or e-mail to the following:

Mail: MSBSD Purchasing Department; 690 Cope Industrial Way; Palmer, AK 99645  
Fax: MSBSD Purchasing Department; (907) 861-5184  
E-mail: [bids@matsuk12.us](mailto:bids@matsuk12.us)

ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

BID #B24-09



**5. INTERPRETATION OR CORRECTION OF BID DOCUMENTS (CONT.):**

Interpretations, corrections, responses to questions, and changes of the Bid Documents will be made by addenda. Interpretations, corrections, responses to questions, and changes of the Bid Documents made in any other manner will not be binding on the MSBSD and bidders shall not rely on them. All addenda issued shall become part of the agreement documents. It is the bidder's sole responsibility to ascertain that they have received all addenda issued by the Purchasing Department. Each addendum will be issued by both fax machine and U.S. mail. All addenda will also be posted in the Purchasing section of the MSBSD website at [www.matsuk12.us/bids](http://www.matsuk12.us/bids). **All addenda must be acknowledged in the space provided on Appendix 1 or the bid may be deemed non-responsive.**

**6. PREPARATION AND SUBMISSION OF BIDS:**

A. Each bid must be signed in longhand by the bidder with their usual signature. Bids submitted by partnerships must be signed with the partnership name by one of the partners, followed by the signature and designation of the partner signing. Bids submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation, and the signature of the president, secretary, or other person authorized to bind in the matter. The full name and address of each person signing shall be typed or printed below the signature.

B. Bids shall be submitted on the forms furnished and must be manually signed. Bids must be submitted in a sealed envelope and addressed as indicated in Section 8 of this Instructions to Bidders.

C. Bids shall specify a price, typed or written in ink, for each bid item called for. Bids may be rejected if they show an omissions, alteration of the forms, additions not called for, conditional or alternate bids not called for, qualified bids, or irregularities of any kind.

D. Bidders shall bear all costs directly or indirectly related to preparing a bid, preparing presentations or supplements, and/or clarifying a bid as may be required by the MSBSD in response to this solicitation.

**7. SUBMITTAL REQUIREMENTS:**

All of the following must be included with the bid or the bid may be considered non-responsive and be rejected:

A. Invitation to Bid signature page, signed by responsible party.

B. Bid Form, fully executed and signed.

C. Appendix 1, Addendum Acknowledgement, fully executed and signed.

D. Appendix 2, Non-Collusion Certificate, fully executed and signed.

E. Evidence of Insurance, as required in the Invitation to Bid and Appendix 3, will be required prior to an award to the successful bidder.

F. Appendix 4, Vendor Paperwork, fully executed.

G. Appendix 5, Proposed Subcontractors and Suppliers List, fully executed (if applicable)

H. Copies of Alaska Business License and all other licenses, certificates, or permits required by city, borough, state, and federal law as applicable.

I. Any additional submittal requirements per Attachment A: Scope of Services.

**8. BIDS:**

A. Signed bids **MUST** be in the MSBSD Purchasing Department office on or before

June 12, 2024

at

2:00 P.M.

Palmer, Alaska time.

B. It is the responsibility of all bidders to ensure that their bids and associated documents are in the office of the Purchasing Department prior to the date and time designated for receipt of bids. Bids **MUST** be in **SEALED** envelopes clearly marked as follows:

Bid Number: BID #B24-09

Bid Title: ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

Due: June 12, 2024 at 2:00 P.M.

ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

BID #B24-09



## **8. BIDS (CONT.):**

C. Bidders are cautioned that mailed bids which arrive after the date time designated for receipt of bids will not be opened or considered. Bidders are further cautioned not to rely on the U.S. Postal System or any other second party for timely delivery of their bid. It is the bidder's sole responsibility to ensure that their bid and associated documents are in the physical possession of the Purchasing Department prior to the date and time scheduled for receipt of bids.

D. All bids shall be submitted on the attached bid forms in the spaces indicated and must comply with these instructions. The bid must be completed and signed by an authorized representative of the firm submitting the bid.

E. Scheduled bid openings are open to the public and are located in the Purchasing Department.

## **9. WITHDRAWAL FROM CONSIDERATION:**

Bids may be withdrawn upon written request delivered to the MSBSD Purchasing Department on or before the date and time designated for receipt of bids. However, no bidder shall withdraw or cancel their bid for a period of ninety (90) calendar days prior to the date and time designated for receipt of bids, nor shall the selected bidder withdraw, cancel or modify their bid after having been notified by the Purchasing Department that said bid has been accepted by the MSBSD.

## **10. MODIFICATION OF BIDS:**

Prior to the date and time designated for receipt of bids, a bid may be modified or withdrawn by notice to the MSBSD at the place designated for receipt of bids. Such notice shall be in writing over the signature of the bidder. That notice shall be date and time stamped by the MSBSD on or before the date and time designated for receipt of bids. A modification must not reveal the amount of the original bid. A bid bond, if required, shall be in an amount sufficient for the bid as modified.

## **11. AWARD OF CONTRACT:**

A. The MSBSD will award a contract to the lowest responsive and responsible bidder. This bid will be awarded on the basis defined in Attachment A, Scope of Services.

B. The MSBSD, as it deems appropriate, shall have the right to reject any and all bids. Bids may be rejected if they do not include a required bid bond or other data required by the bid documents. All responsive bids may be rejected if the MSBSD, in its sole judgment, considers them too costly.

C. The MSBSD has the right to accept Alternatives in any order or combination unless otherwise specifically provided in the Bid Documents, and to determine the low bidder on the basis of the sum of the Base Bid and Alternatives accepted.

D. In determining the lowest responsive and responsible bidder, the MSBSD may consider, in addition to price, at any point in the selection process, any of the following factors:

- I. The ability, capacity, and skill of the bidder to perform the contract.
- II. Whether the bidder can perform the contract within the time specified without delay or interference.
- III. The character, integrity, judgment, experience, and efficiency of the bidder.
- IV. The quality of performance by the bidder on previous contracts of a similar nature.
- V. Whether the bidder is in arrears on any existing contract with the MSBSD or is in litigation, arbitration, or other legal dispute with the MSBSD.
- VI. Previous compliance by the bidder with laws and regulations relating to the contract.
- VII. The number and scope of conditions attached to the bid.
- VIII. The number and scope of minor variations contained in the bid.
- IX. If the contract is one which will require future maintenance or repairs, the availability of replacements, replacement parts, and maintenance service for any machinery, equipment, or other material proposed to be installed or supplied by the bidder.
- X. The quality, availability, and adaptability of the supplier, equipment, or contractual services to the particular use required.
- XI. Whether the bidder is prepared to furnish supplies, equipment, or contractual services which meet the specifications of the MSBSD.

E. The MSBSD reserves the right to make award within a ninety (90) calendar day award period from the date the bids are opened. Bids submitted must be firm for the award period and the contracted service period.

## **12. AVAILABILITY OF FUNDS:**

A. The MSBSD reserves the right, at its sole discretion, to cancel this Invitation to Bid or any part thereof, at any time, prior to an award of contract issued under this Invitation to Bid.



**12. AVAILABILITY OF FUNDS (CONT.):**

B. Awards are contingent upon the appropriation of MSBSD budget funds.

**13. REQUEST FOR ADDITIONAL INFORMATION:**

A. The MSBSD reserves the right to request current audited financial statements; qualifications of management personnel, including project manager or field supervisors performance references; or other information deemed relevant at any time prior to bid award. Bidder agrees to provide such requested information within three (3) business days of the request.

B. Prior to the final selection, bidders may be required to submit additional information, which the MSBSD may deem necessary to further evaluate the bids.

C. The MSBSD reserves the right to make investigations of the qualifications of the bidder as it deems appropriate, including but not limited to a background investigation conducted by proper authorities.

**14. PUBLIC RECORDS CLAUSE:**

This Invitation to Bid and the resulting bids received, together with copies of all documents pertaining to the award of a contract, will be kept by the Purchasing Department and made a part of the record which will be open to public inspection, unless restricted by the bidder and School Board Policy, once the Notice of Intent to Award has been issued. If a bid contains any information which is proprietary or confidential, each page of the confidential information must be clearly marked with a diagonal watermark that reads "CONFIDENTIAL"; such information will be kept confidential if appropriate and will not be released to the public. The MSBSD is not responsible for the release of any documents not marked in this manner. A confidential watermark is required. The bid tabulation sheet shall be open to public inspection as soon as practicable after the Notice of Intent to Award has been issued.

**15. PROTEST OF AWARD:**

The MSBSD has a process in place for an unsuccessful bidder to submit a written protest, requesting a review of the bid award.

A. An unsuccessful bidder must submit its protest within 

three (3)
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 days of the date of the Notice of Intent to Award issued by the MSBSD's Purchasing Department.

B. The protest must be made in writing, delivered to the same location as the original bid, and must set forth in detail the reason(s) for the protest, with specific reference to the relevant provision of the Bid Documents.

C. Upon receipt of the protest, the Purchasing Department shall schedule an informal hearing to include the successful bidder, the protesting bidder, the Assistant Superintendent of Business and Operations, and a representative of the Purchasing Department. At such time, the bidder making protest can express his/her concerns with said award.

D. Following the informal hearing, the Assistant Superintendent of Business and Operations will send the MSBSD's decision on the protest to all involved parties.

E. If the contract award for the proposed project is required to be approved by the MSBSD School Board, the involved parties will be notified of the date and time of the applicable School Board meeting.

**16. CONTRACT:**

The contract between the MSBSD and the bidder shall consist of (1) the Invitation to Bid and any attachments and/or amendments and/or addenda thereto; (2) the bid submitted by the bidder in response to the Invitation to Bid; and (3) the actual written agreement or contract. In the event of a conflict in language between the documents referenced above, the provisions and requirements set forth and/or referenced in the bid documents shall govern.

**17. INSURANCE:**

It is specifically agreed between the parties executing this agreement that it is not intended by any of the provisions of this agreement to create in the public or any member thereof a third-party benefit hereunder, or to authorize anyone not a party to this agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this agreement. The successful bidder shall procure and maintain minimum insurance requirements and shall provide all required documentation as per attached Appendix 3 to the MSBSD upon award of this agreement. Failure to furnish proper evidence of insurance, or the lapse of insurance required under the provisions of this agreement, may be grounds for termination. The duties required under this subsection shall survive the termination expiration of this agreement. **It is highly recommended that the**





**17. INSURANCE (CONT.):**

**bidders confer with their respective insurance companies or brokers to determine if their insurance program complies with the MSBSD's insurance requirements, as per attached Appendix 3.**

**18. LICENSES:**

All individuals or businesses conducting business within the State of Alaska and within the Matanuska-Susitna Borough are hereby advised that they must obtain both a State of Alaska and a Matanuska-Susitna Borough business license. For information on how to obtain the appropriate business license or see if any exemptions may apply, please visit the following websites.

State of Alaska:

<https://www.commerce.alaska.gov/web/cpbl/BusinessLicensing/BusinessLicensingFormsFees.aspx>

Matanuska-Susitna Borough

<http://www.matsugov.us/business-licenses>

**19. INVOICES AND METHOD OF PAYMENT:**

Billings for services must be verified by a responsible representative of the MSBSD before payment can be made. Payments shall be made to the bidder within thirty (30) calendar days after the MSBSD receives and approves a written request for payment or invoice. The request for payment or invoice may be submitted to the MSBSD, Attn: Accounting Department, 501 N. Gulkana St., Palmer, AK 99645, or invoices can be e-mailed to [accounting@matsuk12.us](mailto:accounting@matsuk12.us).

**20. FEDERAL EXCISE TAXES:**

The MSBSD is exempt from Federal Excise Taxes. An Exemption Certificate will be furnished upon request.

**21. MODIFICATIONS:**

The MSBSD may, from time to time, require modifications in the scope of services to be performed under this agreement. However, it is expressly understood that this agreement shall not under any circumstances be modified without written authorization from the MSBSD. All modifications in the terms of this agreement, to include adding additional schools or sites, shall be incorporated by written amendments to this agreement executed by both parties.

**22. INDEMNIFICATION:**

A. The Contractor shall indemnify, defend, and hold harmless the MSBSD from and against any claim of, or liability for, independent or sole negligent acts, errors, omissions, or willful misconduct of the Contractor under this Agreement. The Contractor is not required to indemnify, defend, or hold harmless the MSBSD for any claim of, or liability for, the independent or sole negligent acts, errors, omissions, or willful misconduct of the MSBSD. If there is a claim of, or liability for, a joint negligent act, error, omission, or willful misconduct of the Contractor and the MSBSD, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Contractor" and "MSBSD" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent or sole negligent acts, errors, and omissions" means negligence other than in the MSBSD's selection, administration, monitoring, or controlling of the Contractor, or in approving or accepting the Contractor's work.

B. Any and all claims that might arise under the Worker's Compensation Act on behalf of the Contractor or other persons while engaged in the performance of the duties or services contemplated, and any and all claims that might be made by any third party as a result of any act or failure to act, shall be the Contractor's sole obligation and the Contractor shall indemnify and defend the MSBSD and hold it harmless from any liability for any act or failure to act on the part of the Contractor.

**23. PROTECTION OF EQUIPMENT AND PROPERTY:**

The bidder assumes full responsibility for and shall indemnify the MSBSD for any loss or damage to any MSBSD property resulting in whole or in part from the acts or omissions of the bidders, or any employee, agent or representative of the bidder.

**24. BIDDER'S PERSONNEL REQUIREMENTS:**

The MSBSD may, by serving written notice, require the bidder to promptly remove from the site of work any employee or worker the MSBSD deems incompetent, careless, or otherwise objectionable including, but not limited to, violation of MSBSD policies relating to alcohol, illegal drugs or firearms on MSBSD property.



**25. EQUAL EMPLOYMENT OPPORTUNITY:**

Bidders, in submitting bids, certify that if awarded a contract under this Invitation to Bid, they will not discriminate against any employee or applicant for employment because of race, color, religion, gender, age, national or ethnic origin, disability, marital status, change in marital status, pregnancy, parenthood, or any other basis prohibited by Alaska state or federal laws. The bidder will take affirmative action to ensure non-discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The bidder agrees to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause.

**26. DRUG, TOBACCO, AND ALCOHOL-FREE WORKPLACE:**

The selected bidder agrees to comply with MSBSD School Board Policy (BP) 4020, Drug, Tobacco and Alcohol-Free Workplace. This policy states, in part: "In the interest of the health and safety of students and employees, it is a violation of this policy for students, staff, parents, visitors, contractors and all others to use, distribute or sell tobacco, any non-FDA-approved tobacco or nicotine delivery products or devices including but not limited to, cigarettes, cigars, dip, hookah pens, e-cigarettes, and dissolvable nicotine products on District premises, at school-sponsored activities on or off District premises and in District-owned, rented or leased vehicles."

**27. CODE OF ETHICS:**

A. The selected bidder shall comply with MSBSD School Board Policy BP 4119.21, Code of Ethics.

B. The selected bidder shall also comply with BP 3515.7, Restrictions on Sex Offenders on Campus. This policy states, in part: "To protect the morals, health, and safety of students, it is the policy of the district to deny entrance onto the premises of any district school or any building used for school activities to registered sex offenders or persons required to register under the sex offender registration act of whom the district has knowledge."

C. The selected bidder shall take affirmative action to ensure that no contractor, employee, or subcontractor who will be working on MSBSD property has a criminal record of any conviction for child abuse or assault, be on the State of Alaska or any State Sexual Offender Registry, or has been convicted of a crime of moral turpitude. Any waiver of this section must be in writing, signed by the District's Superintendent. The MSBSD has the right to verify such records at any time during the life of the contract.

**28. OCCUPATIONAL SAFETY AND HEALTH WARRANTY:**

If awarded the agreement, the bidder warrants that the products sold or services rendered shall conform to the standards and/or regulations promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970 (29 U.S.C. 651, OL 91-596) and all amendments thereto. In the event the product sold does not conform to the OSHA standards and/or regulations, the MSBSD may return the product for correction or replacement at bidder's option and at bidder's expense. Services performed by the bidder which do not conform to OSHA standards and/or regulations must be corrected by bidder at bidder's expense or by the MSBSD at bidder's expense in the event bidder fails to make the appropriate correction within a reasonable time.

**29. COMPLIANCE:**

The selected bidder shall comply with all state, federal and local laws, regulations or orders applicable to the purchase, manufacture, processing and delivery of the service.

General Conditions:

- I. General Statement: The following conditions shall be followed by the selected bidder. These conditions shall be adhered to, relative to any project for which the selected bidder provides services. The MSBSD reserves the right to delete or alter the following terms and conditions or to add additional terms and conditions at its discretion. The selected bidder shall perform services and otherwise comply with all conditions as set forth in this Invitation to Bid including all attachments and appendices hereto and all additional requirements identified in the bid documents.
- II. Governing Laws: The agreement shall be governed as to performance and interpretation in accordance with the laws of the State of Alaska.
- III. Compliance with All Laws: The bidder shall comply with all applicable laws, ordinances, executive orders and regulations of the federal, state, and local government, which may in any manner affect the performance of the agreement and all applicable MSBSD policies, rules and procedures.
- IV. Relationship of All Parties: It is expressly understood and agreed by the bidder and the MSBSD that the bidder's relationship to the MSBSD is that of an independent contractor.



**30. CONFLICT OF INTEREST:**

A. The contracting party expressly represents that the contract is not contrary to MSBSD School Board Policy BP 2300, Conflict of Interest and that the contracting party has read and understands BP 2300. If this representation is false, the Superintendent may terminate the contract without regard to partial performance and in the event of such a termination, the MSBSD will have no further liability or obligation to the contracting party.

B. Any employee and/or employee with immediate family members that may have a financial interest in the contract must file an annual BP 2300, Conflict of Interest Affidavit with MSBSD. The following definitions apply to this policy: Immediate family member means an employee's grandparent, parent, child, grandchild, brother, sister, spouse, child of a spouse, or regular member of the employee's household.

**31. ASSIGNMENTS AND SUBCONTRACTORS:**

A. The bidder shall not sell, assign, transfer, or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the MSBSD.

B. The bidder shall ensure that subcontractors are appropriately licensed, insured and bonded, and qualified to meet all of the requirements of this Invitation to Bid. If a bid with subcontractors is selected, the bidder must provide the following information concerning each prospective subcontractor within five (5) working days of the written request by the MSBSD:

- I. The complete name and address of the subcontractor;
- II. The type and percentage of work the subcontractor will perform;
- III. Certificate of Insurance
- IV. Other requested information relevant to the qualifications of the subcontractor.

C. contractors must comply with all licensing, indemnity, insurance limits, and insurance requirements imposed on the bidder.

**32. TERMINATION FOR CAUSE:**

A. If, through any cause, the bidder shall fail to fulfill in a timely and proper manner their obligation under this agreement, or if the bidder shall violate any of the covenants, agreements, or stipulations of any awarded contract, the MSBSD shall thereupon have the right to terminate this agreement by serving written notice to the bidder of such termination and specifying the effective date thereof, at least 30 (thirty) days before the effective date of such termination. However, if the MSBSD determines that the continuation of this agreement constitutes an imminent threat to the health and safety of its students and staff, this agreement may be terminated by the MSBSD effective immediately.

B. In the event it becomes necessary to terminate this agreement awarded as a result of this bid, regardless of the circumstances or time remaining on the contract, the bidder will be responsible for any and all expenses incurred by the MSBSD. These expenses can include, but are not limited to, cost of locating interim services, cost of re-issuing a bid, and any additional cost to the MSBSD by the new bidder greater than the current contract.

C. The bidder shall be entitled to receive just and equitable compensation for any satisfactory work completed in accordance with the payment provision as set forth under Section 18 of this bid document. Equitable compensation shall not exceed the amount reasonably billed for work actually done and expenses reasonably incurred. The MSBSD's contract administrator shall determine whether work completed is satisfactory.

**33. TERMINATION FOR CONVENIENCE OF THE MSBSD:**

A. The MSBSD may terminate any awarded contract or agreement at any time by serving written notice to the bidder of such termination and specifying the effective date of such termination at least 30 (thirty) days prior to the effective date of termination.

B. Upon termination of any awarded contract or agreement, the MSBSD shall pay the bidder any payments due at that time.

**34. FAILURE OF FUNDING:**

A. The MSBSD shall be excused from performance under the contract if funding is not appropriated.

B. The MSBSD may reduce the scope and amount of services provided under the contract to counteract a funding shortfall.



## **ATTACHMENT A:** **SCOPE OF SERVICES**

### **1. SCOPE**

The Matanuska Susitna Borough School District (MSBSD) is seeking bids from qualified contractors to conduct an Electrical Engineering Assessment of Generators.

### **2. GENERAL INFORMATION**

- A. All work will be completed in a workmanlike manner according to standard practices.
- B. Any alteration or deviation from written specifications involving extra costs shall only be executed upon a written change order signed by both the contractor and the MSBSD. Each written notice of changed conditions shall be clearly identified as such and shall include an estimate of the cost and the contract time impact of the alleged changed condition.

### **3. GENERAL REQUIREMENTS**

- A. The Contractor is responsible for conducting a generator assessment of all elementary schools, middle schools, high schools, and administrative buildings. Buildings that currently have generators are listed in Appendix 7, Generator Specifications.
- B. For each assessment, the successful contractor must:
  - 1. Review as built documents to analyze current generator system and the components being supplied with generator power.
  - 2. Conduct an on-site investigation to verify as-built documentation is correct.
  - 3. Inspect the system for general code compliance and feasibility of upgrades.
  - 4. If a load bank is present, test and verify proper operation according to code requirements.
  - 5. On partially powered sites, determine the difference in capacity (in KW) needed to power the entire building.
  - 6. For fully powered sites, determine the capacity (in KW) that can be added to the existing system.
  - 7. Recommend potential upgrades to each system.
  - 8. Determine what corrections and repairs are needed to bring the generator up to code.
  - 9. Provide an assessment report detailing the findings from the above work.
    - a. Report must include the manufacturer, type, size, age, transfer switch information, panel schedule, run times/hours, and information listed above.
    - b. Submit one (1) electronic copy and four (4) printed copies of the assessment report.
- C. Additive Alternates: Please provide pricing for the following additive alternates:
  - 1. Perform an assessment and make recommendations to convert each building to a critical operations power system (COPS) as defined by NEC Article 708, including upgrades to each of the following systems: HVAC, fire alarm, security, communications, and signaling.
  - 2. Perform an assessment and make recommendations to convert each high school building to a critical operations power system (COPS) as defined by NEC Article 708, including upgrades to each of the following systems: HVAC, fire alarm, security, communications, and signaling.



**4. CONTRACT AWARD**

The MSBSD will recommend award of a contract to the lowest responsive and responsible bidder based on total base bid. Additive alternates may or may not be awarded at this time. Pricing must be included for all line items or the bid may be considered non-responsive.

**5. CONTRACT TERM**

The term of any contract resulting from this solicitation shall run from July 1, 2024 through August 9, 2025.

**6. CONTRACT MANAGEMENT**

At the commencement of any resulting contract, the MSBSD and the successful bidder shall each designate a contract administrator. Such persons shall be the respective party's single point of contact for purposes of management of the contract. The bidder's contract administrator shall assume responsibility for the coordination of all contract issues under the contract.



**ATTACHMENT B:**  
**SPECIAL CONDITIONS FOR GENERAL BIDS**

**1. GENERAL INFORMATION:**

No special conditions apply to this bid. See Attachment A, Scope of Services for work specifications.



**ATTACHMENT C:**  
**BID FORM**

The undersigned hereby further proposes to furnish all services, including labor, supplies, and supervision necessary to conduct an electrical engineering assessment of generators in full accordance with the bid documents.

ITEM NO.	BASE BID	UNIT COST
1.	Provide an electrical engineering assessment of generators.	\$ _____
<b>TOTAL PRICE FOR BASE BID</b>		\$ _____
<b>ADDATIVE ALTERNATE</b>		
2.	Perform an assessment to convert each building to a critical operations power system.	\$ _____
3.	Perform an assessment to convert each high school building to a critical operations power system.	\$ _____

Company: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed

Contractor: \_\_\_\_\_  
Signature

Contractor: \_\_\_\_\_  
Printed Name



## **APPENDIX 1:** **ADDENDUM ACKNOWLEDGEMENT**

Please sign below to acknowledge receipt of all addenda. Return this form with your bid packet. Failure to acknowledge receipt of addenda may result in a determination of your proposal as non-responsive.

If no addenda have been issued, please indicate "NONE" below.

[illegible]



**APPENDIX 2:**  
**NON-COLLUSION CERTIFICATE**

The bidder certifies that:

1. The prices in this offer have been arrived at independently and neither the bidder nor any representatives of the bidder has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other bidder, firm, or person relating to:
  - Those prices;
  - The intention to submit an offer; or
  - The methods or factors used to calculate the prices offered.
2. The prices in this offer have not and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before contract award unless otherwise required by law.
3. No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Date



### **APPENDIX 3:**

## **INSURANCE REQUIREMENT FOR CONTRACTORS**

**It is highly recommended that contractors and subcontractors confer with their respective insurance companies or brokers to determine if their insurance program complies with the Matanuska-Susitna Borough School District's (MSBSD) insurance requirements.**

The contractor and subcontractors shall procure and maintain in force at all times during the term of this agreement, and at its own cost, the following insurance policies required hereunder. Failure to furnish proper evidence of insurance, or the lapse of insurance required under the provisions of the contract, may be grounds for termination.

The insurance companies shall be rated no less than A-7 by AM Best rating service. MSBSD reserves the right to review and revise any of the following insurance requirements, based on insurance market conditions, availability or affordability of coverage, or changes within the scope of work that applies to this contract. In addition, the MSBSD reserves the right to reject any insurance policies that fail to meet the criteria listed within this section, or insurance carriers that are in poor financial condition or become in poor financial condition during the term of this contract.

The Policies of insurance required shall include the following:

**1. WORKERS' COMPENSATION INSURANCE:**

Workers' Compensation insurance in compliance with the laws of the State of Alaska, with Statutory Limits, and Employers' Liability insurance with a limit no less than \$500,000 Bodily Injury by Accident-Each Accident, \$500,000 Bodily Injury by Disease-Each Employee, \$500,000, Bodily Injury by Disease Policy Limit, and any other coverage that may apply to work performed by employees in this agreement and any project hereunder.

**2. COMMERCIAL GENERAL LIABILITY INSURANCE:**

Commercial General Liability insurance on an occurrence form with limits of liability not less than \$1,000,000 per occurrence bodily injury and property damage, \$1,000,000 personal and advertising injury, and \$2,000,000 aggregate. Coverage shall include the following extensions: A) Contractual Liability; B) Premises/Operations; and C) Products/Completed Operations.

**3. EXCESS LIABILITY INSURANCE:**

Contractors and subcontractors shall procure and maintain during the life of this agreement, Excess Liability insurance with a limit of liability not less than \$1,000,000 per occurrence or claim, and \$1,000,000 policy aggregate.

**4. BUSINESS AUTOMOBILE / MOTOR VEHICLE LIABILITY:**

The contractors and subcontractors shall procure and maintain during the life of this agreement, Motor Vehicle Liability Insurance with limits of liability of not less than \$1,000,000 per occurrence combined single limit bodily injury and property damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

**5. ADDITIONAL INSURED:**

The following shall be listed as an Additional Insured on each policy listed except Workers' Compensation, Professional Liability, and Errors & Omissions: the Matanuska-Susitna Borough School District including all agents, assigns, subsidiaries, subcontractors, employees, and volunteers of the MSBSD.

**6. INDEMNIFICATION AND HOLD HARMLESS:**

A. The Contractor shall indemnify, defend, and hold harmless the MSBSD from and against any claim of, or liability for, independent or sole negligent acts, errors, omissions, or willful misconduct of the Contractor under this Agreement. The Contractor is not required to indemnify, defend, or hold harmless the MSBSD for any claim of, or liability for, the independent or sole negligent acts, errors, omissions, or willful misconduct of the MSBSD. If there is a claim of, or liability for, a joint negligent act, error, omission, or willful misconduct of the Contractor and the MSBSD, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Contractor" and "MSBSD" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent or sole negligent acts, errors, and omissions" means negligence other than in the MSBSD's selection, administration, monitoring, or controlling of the Contractor, or in approving or accepting the Contractor's work.

B. Any and all claims that might arise under the Worker's Compensation Act on behalf of the Contractor or other persons while engaged in the performance of the duties or services contemplated, and any and all claims that might be made by any third party as a result of any act or failure to act, shall be the Contractor's sole obligation and the Contractor shall indemnify and defend the MSBSD and hold it harmless from any liability for any act or failure to act on the part of the Contractor.



**7. CANCELLATION NOTICE:**

All insurance policies, as described above, shall include an endorsement stating the following: "thirty (30) days Advance Written Notice of Cancellation or Non-Renewal shall be sent to: MSBSD, Attn: Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645.

**8. WAIVER OF SUBROGATION:**

The insurer(s) shall agree to waive all rights of subrogation against the District, its Administrators, officers, officials, employees and volunteers for losses arising from work performed by the Contractor or any of its subcontractors for the District.

**9. CERTIFICATES OF INSURANCE:**

The contractors and subcontractors shall provide the MSBSD two (2) Certificates of Insurance and/or copies of policies acceptable to the MSBSD for the coverage's listed herein at the time the agreements are returned for execution.

**10. CONTINUATION OF COVERAGE:**

If any of the above coverage expires during the term of this agreement, the contractors and subcontractors shall deliver renewal certificates of insurance and/or policies to the MSBSD at least ten (10) days prior to the expiration date.

The duties required under this appendix shall survive the termination or expiration of this agreement.



## APPENDIX 4: VENDOR PAPERWORK

Please complete this form in its entirety. Any applicable supplemental documents can be attached as needed. A W-9, available at [www.irs.gov/uac/about-form-w9](http://www.irs.gov/uac/about-form-w9), must be submitted with this form or the application will be denied.

Please check one: ☐ New Vendor Application ☐ Vendor Update/Change

Vendor Legal Name  EIN or SSN

Operating Name (DBA)

Vendor Mailing Address

City, State, Zip Code

Vendor Remit-To Address

City, State, Zip Code

Vendor Contact Name

Contact E-mail Address  Phone #

Vendor Website URL  Fax #

Describe the services, materials, and/or equipment to be provided:

How long have you been in business providing these services, materials, and/or equipment? Describe any special instructions for shipping to Alaska:

Do you accept Purchase Orders (POs)? ☐ Yes ☐ No

How to you prefer to receive POs? Mail ☐ Email ☐ Fax

What is your preferred method of payment? ☐ EFT ☐ Check

Do you provide services to the public? ☐ Yes ☐ No

Do you have a current Business License? Do ☐ Yes ☐ No License #  State

you have a State of AK Business License? Do ☐ Yes ☐ No License #

you have a Mat-Su Business License? ☐ Yes ☐ No License #

Are you currently an MSBSD employee? ☐ Yes\* ☐ No \*Stop. Complete a Conflict of Interest Affidavit.

Are you related to an MSBSD employee? ☐ Yes\* ☐ No \*Stop. MSBSD employee must complete a Conflict of Interest Affidavit.

Do you have employees? ☐ Yes\* ☐ No \*Do you carry Worker's Compensation insurance? ☐ Yes ☐ No

Upon request, can you provide three (3) references from individuals/companies you have served? ☐ Yes ☐ No

Authorized Agent Signature (Required)	Date	Printed Name and Title
<b>Purchasing Department Use Only:</b>		
W-9 Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved? Yes <input type="checkbox"/> No* <input type="checkbox"/>	Vendor # <input type="text"/>
Pre-Pay? <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved/Denied By <input type="text"/>	
Sent to Acctg.: <input type="text"/>	*Reason for Denial <input type="text"/>	
	Alt. Vendor # <input type="text"/>	Alt. Vendor Name <input type="text"/>

ELECTRICAL ENGINEERING ASSESSMENT OF GENERATORS

BID #B24-09



**APPENDIX 5:**  
**PROPOSED SUBCONTRACTORS AND SUPPLIERS LIST**

**NOTE:** Please return this with your bid, if applicable. Put an "X" in the right columns indicating if the company is a sub-contractor or a supplier.

#	ITEM	CONTRACTOR NAME, ADDRESS, & E-MAIL	SUB	SUP
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Date



**APPENDIX 6:**  
**PRE-BID CONFERENCE**

**MAY 23, 2024**

We will meet at the front doors at the time indicated below. Purchasing and Facilities Personnel will be available to help field questions. All questions will be answered in writing and sent out as an addendum.

Please call the Purchasing Department at (907) 861-5120 or send an email to [bids@matsuk12.us](mailto:bids@matsuk12.us) with any questions regarding this conference schedule.

**May 23, 2024**

<b>School Location</b>	<b>Time of Visit</b>
Finger Lake Elementary School 5981 Eek Street, Wasilla, AK	9:00 a.m. – 9:30 a.m.
Pioneer Peak Elementary School 1959 N. Springfield Road, Palmer, AK	9:40 a.m. – 10:10 a.m.
Colony High School 9550 E. Bogard Road, Palmer, AK	10:20 a.m. – 10:50 a.m.
Palmer Junior Middle School 1159 S. Chugach Street, Palmer, AK	11:05 a.m. – 11:35 a.m.



**APPENDIX 7:  
GENERATOR SPECIFICATIONS**

Building	Make	Size KW	Main Tank (Gallons)	YR Built	Day Tanks	Condition	Replace Priority
Administration Building	Kohler, JD engine	155	583	2008	No	Great	
Admin Annex West	Onan, Kubota engine	20	135	2014	No	Great	
Big Lake Elementary School	MTU, JD engine	200	375	2016	No	New	
Butte Elementary School	MTU, JD engine	180	375	2016	No	New	
Mat-Su Career & Technical High School	Onan, Cummins engine	200	500	2007	194	Great	
Colony High School	Onan, Cummins engine	350	500	1988	No	Poor	7
Colony High School - Well	Onan, Komatsu Engine	125	500	1988	20	Poor	6
Colony Middle School	Onan, Cummins engine	200	500	1988	100	Poor	8
Cottonwood Creek Elementary School	Kohler, White Engine	100	500	1983	60	Poor	3
Dena'ina Elementary School	Onan, Cummins engine	230	1,310	2015	No	New	
Finger Lake Elementary School	Mega One, Cummins engine	100	500	1985	40	Poor	1
Goose Bay Elementary School	Kohler, Cummins engine	135	Natural Gas	1995	No	Good	
Glacier View School	Emerson, JD engine	95	500	1982	20	Poor	2
Houston High School	Cummins DFEK, QSK15-G9	500	1,700 X 2	2023	No	New	



Building	Make	Size KW	Main Tank (Gallons)	YR Built	Day Tanks	Condition	Replace Priority
Houston Middle School	Generac GTS	200	Natural Gas	2001	No	Good	
Iditarod Elementary School	Onan, Cummins engine	230	1,310	2016	No	New	
Knik Elementary School	Onan, Cummins engine	150	500	2007	366	Great	
Larson Elementary School	Onan, Cummins engine	150	500	2002	No	Great	
Machetan Elementary School	Onan, Cummins engine	125	450	2008	No	Great	
Mat-Su Day School	Onan, Cummins engine	300	600	2013	No	Great	
Facilities Department	MQ Power, Cummings engine	240	300	2016	No	New	
Meadow Lakes Elementary School	Generac GTS	150	Natural Gas	1991	No	Good	
Nutrition Services / Food Services	Kohler, Volvo engine	360	550	2006	50	Great	
Palmer High School	MTU, JD engine	600	1,000	2017	No	New	
Palmer Jr Middle School	Kato, Cat Engine	150	1,000	1984	50	Fair	9
Pioneer Peak Elementary School	Kohler, White engine	100	500	1985	60	Poor	5
Redington Sr. Jr/Sr High School	Onan, Cummins engine	1,000	5,000	2014	2,200	New	
Redington Sr. Jr/Sr High School - Water Tank	Onan, Kubota engine	15	110	2014	No	New	
Shaw Elementary School	Onan, Cummins engine	125	500	2006	No	Great	
Sherrod	Onan, Cummins engine	150	Natural Gas	2002	No	Great	





<b>Building</b>	<b>Make</b>	<b>Size KW</b>	<b>Main Tank (Gallons)</b>	<b>YR Built</b>	<b>Day Tanks</b>	<b>Condition</b>	<b>Replace Priority</b>
Snowshoe Elementary School	MTU, JD engine	200	375	2016	No	New	
Sutton Elementary School	Koler, Cummins engine	80	500	1987	No	Good	
Su-Valley Jr/Sr High School	Onan, Cummins engine	200	366	2009	No	Great	
Swanson Elementary School	Onan, Ford engine	60	Natural Gas	1994	No	Good	
Talkeetna Elementary School	Onan, Cummins engine	125	500	1999	109	Great	
Tanaina Elementary School	Kohler, White engine	100	500	1985	40	Poor	4
Teeland Middle School	Kohler, Detroit engine	200	Natural Gas	2001	No	Great	
Trapper Creek Elementary School	Onan, Cummins engine	60	431	2017	No	New	
Valley Pathways School	Onan, Cummins engine	230	500	2014	No	Great	
Wasilla High School	MTU, JD engine	750	1,450	2017	No	New	
Wasilla Middle School	MTU, JD engine	600	1,000	2016	No	New	
Willow Elementary School	MTU, JD engine	150	375	2016	No	New	



# Matanuska-Susitna Borough School District

## School Calendar

### 2023 - 2024

S	M	T	W	T	F	S
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JULY						
						1
2	3	H	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
		1	2	3	4	5
6	7	8	9	WD	PL	12
13	WD	SO	16	17	18	19
20	21	PK/K	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
					1	2
3	H	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	Q1	PC	PL	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
			PL	PL	PL	4
5	6	7	8	9	V	11
12	13	14	15	16	17	18
19	20	21	22	H	H	25
26	27	28	29	30		

DECEMBER						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	Q2	WD	23
24	H	V	V	V	V	30
31						

#### August

10	Work Day for Teachers (WD)*
11	Professional Learning Day (PL)*
14	Work Day for Teachers (WD)*
15	School Opens for 1-12 (SO)
22	First Day for Preschool/Kindergarten

#### September

4	Labor Day Holiday (H)*
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#### October

18	Quarter 1 Ends (46 Days)
19	Parent Conference Day (PC)*
20	Professional Learning Day (PL)*

#### November

1-3	Professional Learning Day (PL)*
10	Veterans Day (V)*
23-24	Thanksgiving Holiday (H)*

#### December

21	Quarter 2 Ends (38 Days)
22	Work Day for Teachers (WD)*
25	Christmas Holiday (H)*
26-29	Winter Vacation (V)*

#### January

1	New Years Day (H)*
2-5	Winter Vacation (V)*
15	Martin Luther King Jr. Day (H)*

#### February

19	Parent Conference Day (PC)*
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#### March

6	Quarter 3 Ends (41 Days)
7	Work Day for Teachers (WD)*
8-18	Spring Vacation (V)*

#### April

26	Professional Learning Day (PL)*
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#### May

23	School Closes/Quarter 4 Ends (47 Days)
24	Work Day for Teachers (WD)*

\*Indicates no school for students

S	M	T	W	T	F	S
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JANUARY						
	H	V	V	V	V	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	PC	20	21	22	23	24
25	26	27	28	29		

MARCH						
					1	2
3	4	5	Q3	WD	V	9
10	V	V	V	V	V	16
17	V	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	PL	27
28	29	30				

MAY						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	SC	WD	25
26	H	28	29	30	31	

JUNE						
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

# Matanuska-Susitna Borough School District

## Secondary School Calendar - Pending State Approval

### 2024 - 2025

S	M	T	W	T	F	S
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JULY						
	1	2	3	H	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
				1	2	3
4	5	6	7	8	WD	10
11	PL	PL	WD	SO	16	17
18	19	20	21	KG	23	24
25	26	27	28	29	30	31

SEPTEMBER						
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER						
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6	7	8	9	10	11	12
13	14	15	16	17	Q1	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
				1	2	
3	PC	PL	6	7	8	9
10	V	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	H	H	30

DECEMBER						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	Q2	WD	21
22	V	V	H	V	V	28
29	V	V				

#### August

9	Work Day for Teachers (WD)*
12-13	Professional Learning Day (PL)*
14	Work Day for Teachers (WD)*
15	School Opens for 1-12 (SO)
22	First Day for Kindergarten and PK (KG)

#### September

2	Labor Day Holiday (H)*
---	------------------------

#### October

18	Quarter 1 Ends (46 Days)
----	--------------------------

#### November

4	Parent Conference Day (PC)*
5	Professional Learning Day (PL)*
11	Veterans Day (V)*
28-29	Thanksgiving Holiday (H)*

#### December

19	Quarter 2 Ends (38 Days)
20	Work Day for Teachers (WD)*
25	Christmas Holiday (H)*
23-31	Winter Vacation (V)*

#### January

1	New Years Day (H)*
2-3	Winter Vacation (V)*
20	Martin Luther King Jr. Day (H)*

#### February

17	Parent Conference Day (PC)*
----	-----------------------------

#### March

6	Quarter 3 Ends (41 Days)
7	Work Day for Teachers (WD)*
10-14	Spring Vacation (V)*

#### May

21	Snow Day Makeup if needed (SN)
22	School Closes/Quarter 4 Ends (47 Days)
23	Work Day for Teachers (WD)*

\*Indicates no school for students

S	M	T	W	T	F	S
---	---	---	---	---	---	---

JANUARY						
			H	V	V	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

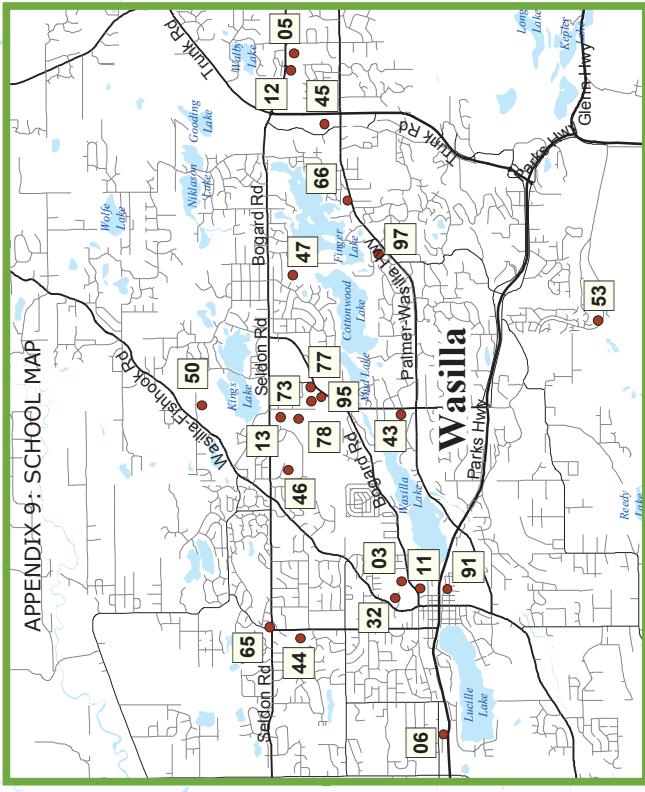
FEBRUARY						
						1
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9	10	11	12	13	14	15
16	PC	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
						1
2	3	4	5	Q3	WD	8
9	V	V	V	V	V	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	SN	SC	WD	24
25	H	27	28	29	30	31

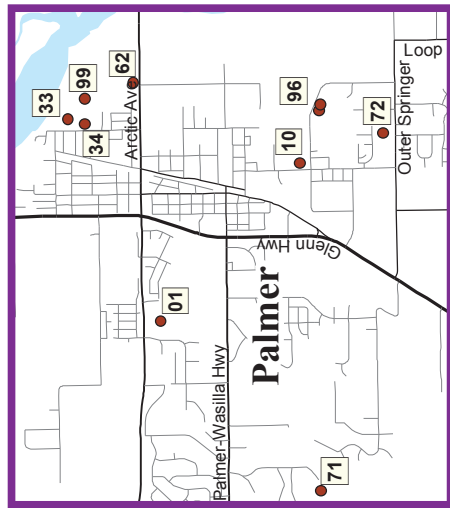
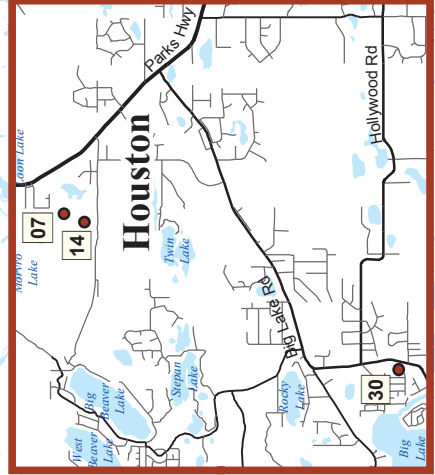
JUNE						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



- Wasilla Area Inset**
- 03. Wasilla High School
  - 05. Colony High School
  - 06. Burchell High School
  - 11. Wasilla Middle School
  - 12. Colony Middle School
  - 13. Teeland Middle School
  - 32. Iditarod Elementary School
  - 43. Cottonwood Elementary School
  - 44. Tanaina Elementary School
  - 45. Pioneer Peak Elementary School
  - 46. Larson Elementary School
  - 47. Finger Lake Elementary School
  - 50. Shaw Elementary School
  - 53. Machetanz Elementary School
  - 65. Twindly Bridge Charter School
  - 66. Birchtree Charter School
  - 73. Mat-Su Career & Tech High School
  - 77. Mat-Su Day School
  - 78. Fronteras Spanish Immersion Charter School
  - 91. Mat-Su Central School
  - 95. MSBSD Operations & Maintenance
  - 97. MSBSD Pupil Transportation Department

- MSB School District Facilities Locations**
- 02. Su-Valley Jr./Sr. High School
  - 31. Glacier View School
  - 35. Talkeetna Elementary School
  - 36. Trapper Creek Elementary School
  - 38. Willow Elementary School
  - 39. Snowshoe Elementary School
  - 41. Butte Elementary School
  - 42. Sutton Elementary School
  - 48. Goose Bay Elementary School
  - 49. Beryozova School
  - 51. Meadow Lakes Elementary School
  - 52. Knik Elementary School
  - 54. Denaina Elementary School
  - 61. Midnight Sun Family Learning Center
  - 67. American Charter Academy
  - 80. Joe Redington Jr/Sr High School

- Houston Inset**
- 07. Houston High School
  - 14. Houston Middle School
  - 30. Big Lake Elementary School



- Palmer Area Inset**
- 01. Palmer High School
  - 10. Palmer Junior Middle School
  - 33. Sherrod Elementary School
  - 34. Swanson Elementary School
  - 62. Academy Charter School
  - 71. Valley Pathways School
  - 72. Mat-Su Secondary School
  - 96. MSBSD Nutrition Services
  - 96. School District Warehouse
  - 99. MSBSD Administration Building

