BAKERSFIELD CITY SCHOOL DISTRICT

David West, Director
Department of Stores and Purchasing
westd@bcsd.com

EDUCATION CENTER, 1300 BAKER STREET
BAKERSFIELD, CALIFORNIA 93305-4326
(661) 631-4712
FAX: (661) 861-9907

January 8, 2026

Dear Prospective Bidder:

The Bakersfield City School District is soliciting bids for Summer Steam Academy Supplies. Quotes will be received until ***Thursday, February 5, 2026, 11:00 a.m.*** Faxed or electronic mail responses will not be accepted. Sealed bids must be labeled as shown below:

BCSD BID #26-01-01
2026 SUMMER STEAM ACADEMY SUPPLIES
ATTENTION PURCHASING DIRECTOR
1300 BAKER STREET
BAKERSFIELD, CA, 93305
Bid opening: 2/05/26 at 11:00am

As you prepare your response, please know that it is the district's intent to award this Bid in its entirety to the lowest responsive and responsible bidder. By submitting your response, you are agreeing to provide those line items to the district at the prices quoted. Failure to provide any awarded items on or before June 1, 2026, at the prices quoted, will disqualify your company from participating in future bids with the Bakersfield City School District.

All items must be quoted, *kitted* in individually labeled boxes by grade level, inside delivered to 8 school sites, and set in place. Purchase orders are estimated to be released on or before March 14, 2026, with delivery and set in place on *June 1, 2026,* firm.

Please review the General Information and Proposal Specifications carefully before preparing your response. Pricing must be fixed through June 30, 2026.

All prospective responders must notify the Purchasing Department via email to westd@bcsd.com with intent to bid in order to receive changes and addenda. If you have any questions regarding this bid package, please email all questions to David West, westd@bcsd.com on or before 10:00 a.m., January 22, 2026. An addendum, if needed, will be issued on or before January 28, 2026. We look forward to receiving your bid.

Sincerely,

David West

Director, Stores and Purchasing

BAKERSFIELD CITY SCHOOL DISTRICT

Education Center – 1300 Baker Street, Bakersfield, CA 93305-4326

GENERAL CONDITIONS AND INSTRUCTIONS FOR BIDDING EQUIPMENT AND/OR SUPPLIES

Summer STEAM Academy Supplies Bid #26-01-01

1. All responses, in order to be considered for acceptance, including the attached bid sheet and bid forms must be sealed and delivered to the Department of Stores and Purchasing Services, 1300 Baker Street, Bakersfield, California, on or before ***Thursday, February 5, 2026 at 11:00 am*** and will be opened and read publicly by the Director of Stores and Purchasing soon thereafter. Date and time of opening must appear on bid envelope. It is the bidder's responsibility to ensure your bid has arrived in the Purchasing office before the deadline. District will not accept any bids or bid modifications submitted by facsimile or electronic mail transmission.

2. All bids must be signed in longhand with the company name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled. Bid pricing to be good through June 30, 2026. A successful bidder shall not be relieved of the bid submitted without the District's consent or bidder's recourse to Public Contract Code Section 5100 et seq. No bidder may withdraw a bid for a period of sixty (60) days after the date set for the opening of bids

3. All prices or notations must be typed or written in ink on the B.C.S.D. bid sheets. Bids written with pencil will not be accepted. Verify all quotations before submission, as they cannot be corrected after the bids are opened. Bids not presented on the BCSD bid form shall be disregarded (PCC 20111.5) Bidders are limited to one price per line item. Multiple bids by a single vendor will not be accepted. Taxes shall NOT be included in the unit prices of the materials. The District will pay only the State sales and use taxes. Federal excise taxes are not applicable to school districts.

4. ALL OR NOTHING BIDS WILL NOT BE ACCEPTED.

5. The use of the name of a manufacturer, or any special brand, make, or model number, in describing any items in the bid documents does not restrict bidders to that manufacturer or specific article. An equal of the named product will be given due consideration. Specifications or model numbers from manufacturers are included in this bid for clarification purposes. A substitution request form is provided and sample products must be physically provided to District Staff prior to 10:00 a.m., January 22, 2026. The Board of Education, or designee, reserves the right to be sole judge of the merit and suitability of such supplies, equipment, or services

6. All items are to be bid, delivered, *kitted*, and set in place, F.O.B. Bakersfield City School District, as designated on the purchase order(s). No charge for containers, packing, draying, handling or any other purpose will be allowed over and above the prices quoted. California sales tax will be included on purchase orders. Return of products for warranty purposes shall be free of all cost to the District.

7. The successful bidder shall not be held responsible for delays in performance of the contract caused by strikes, lockouts, labor disturbances, lack of or failure by transportation, acts of the government or other causes similar to the foregoing which are beyond the control of and are not the fault of the bidder; provided however, that whenever the bidder shall claim that delays are due to any or all of the above-named causes he shall within five days after the occurrence of existing cause or causes of delay request extension of time from the Governing Board of the District; such request shall be in writing and shall state in detail the reason or reasons why the said cause or causes of delay will prevent timely delivery. If the Governing Board finds that extension of time equal to the delay resulting from such cause or causes creates a hardship for the district, the Governing Board may, at its option, rescind the contract. Delays due to supply issues are not acceptable.

8. This request does not commit the District to pay for any costs incurred in the submission of the bid or in making necessary studies or designs for the preparation thereof, nor to procure or contract for the services or material.

9. Should any bidder question or protest the award of contract to the apparent low bidder(s), such question or protest must be furnished in writing to the Director of Purchasing no later than three (3) working days following the date of bid opening. Such submittal must fully explain the basis of objection supported by all relevant information, facts, and details. Letter must be signed by an authorized representative stating specific reason(s) for the protest including all relevant facts (law, rule, regulation, and criteria). Bid protests will be reviewed by the Director of Purchasing and the Assistant Superintendent of Business Services. The affected proposer will be given an opportunity to rebut the evidence and present evidence that the proposer should be allowed to perform the work. The District will issue a written final decision within fifteen (15) days of receipt of the protest, unless factors beyond the District's reasonable control prevent such resolution.

10. The Bakersfield City School District reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding process. Per Public Contract Code Section 20117, if two or more bids are identical in all respects, the district may determine by lot which bidder will be awarded the contract, or to the vendor who has offered the most consistent service and reliability in the past. This requirement applies to competitive bidding for the purchase, sale or lease of real property, supplies, material, equipment service, bonds, or the awarding of any contract.

11. Questions regarding this request for quote may be submitted in writing via email: to: David West, Purchasing Director, westd@bcsd.com on or before 10:00 a.m. January 22, 2026. An addendum will be issued, if necessary, on or before January 28, 2026. Oral communications by District employees concerning this bid shall not be binding on the District and shall in no way excuse the vendor of his/her obligations as set forth in the Bid.

12. Each bidder must return a fully executed Non-Collusion affidavit, as required by Public Contract Code section 7106, and a Conflict of Interest Disclosure Statement with the completed bid proposal. Both forms are included in this bid package.

13. If an awarded bidder defaults, the District may procure the materials or services from other sources, typically the 2nd place bidder, and may recover the loss occasioned thereby from any unpaid balance due the bidder or invoicing the successful bidder, by deducting amount from future invoices, or by suit against the bidder. The prices paid by the District shall be considered the prevailing market prices at the time such purchase is made.

14. In the event of litigation, the bid documents, specifications, and related matter shall be governed by and construed in the accordance with the laws of the State of California. Venue shall be with the appropriate state or federal court located in Kern County.

15. The vendor shall hold the DISTRICT, its officers, agents, servants, and employees harmless from liability of any nature or kind whatsoever, on account of use by the publisher or author, manufacturer, or agent, of any copyrighted composition, secret process, patented or unpatented invention, article of appliance furnished or used under this bid.

16. The Board of Education reserves the right to reject any or all bids and to waive any informality in the bidding.

BAKERSFIELD CITY SCHOOL DISTRICT
SUBSTITUTION REQUEST FORM
Summer STEAM Academy Supplies
Bid No. 26-01-01

Vendor Name: _____

Address: _____

Phone/Fax: _____

Line item on Bid: _____

Proposed Product: _____

Proposed Product#: _____

Provide a point-by-point comparative data AND SAMPLE before *10:00 a.m., January 22, 2026*. Be sure to include product description, performance, and test data adequate for the evaluation of the request. Notification of acceptability of the proposed substitution will be made on or before *January 28, 2026*.

The Undersigned certifies

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to the specified product's performance.
- Same warranty (if applicable) will be furnished for the proposed substitution as for the specified product.
- Proposed substitution does not affect Functional Performance Values.

Submitted by: _____

Signed by: _____

REVIEW AND ACTION (Office Use Only):

☐ Substitution approved - Substitution approved as noted

☐ Substitution rejected - Use specified materials.

☐ Substitution Request received too late - Use specified materials

*Signed by:*_____ *Date:* _____

BAKERSFIELD CITY SCHOOL DISTRICT
SUMMER STEAM ACADEMY SUPPLIES
Bid No. 26-01-01

Non-Collusion Declaration

STATE OF CALIFORNIA, COUNTY OF _____

Being first duly sworn, deposes and declares that he/she is _____
(Title)

Of_____
(Company Name)

the party making the foregoing bid; that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or a sham. The bidder has not directly, or indirectly colluded, conspired, solicited, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represent that he or she has full power to execute, and does execute this declaration on behalf of the bidder.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct,

_____
(Signature)

_____
(Typed Name)

And that this declaration is executed on _____(Date) at_____(City), _____(State)

BAKERSFIELD CITY SCHOOL DISTRICT

Conflict of Interest Disclosure Statement

Pursuant to federal and state procurement standards, vendors must disclose any actual, potential, or perceived conflicts of interest. A conflict of interest may include relationships with District employees, Board members, or any financial interest that may impair objectivity in carrying out a contract.

By signing below, the undersigned certifies that:

1. They have no current or prior employment, familial, or financial relationships with BCSD staff, Board members, or their immediate family members that could be perceived as a conflict of interest;
2. If such a relationship exists or arises, they will disclose it immediately in writing to the Director of Purchasing;
3. They will comply with all applicable conflict of interest statutes and regulations.

Vendor Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____