BUSINESS SERVICES
7703 NW BARRY ROAD
KANSAS CITY, MO 64153
Phone: 816-359-6104
Email: schanzk@parkhill.k12.mo.us

REQUEST FOR BID NUMBER: BS2601

The Park Hill School District Business Services will accept bids from qualified persons or firms for the following:

HEALTH SUPPLIES

IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS

BIDS MUST BE RECEIVED AND WILL BE OPENED AT

1:00 PM CST ON April 10, 2026

PLEASE MARK YOUR RESPONSE "BID No. BS2601" IN THE SUBJECT LINE AND

EMAIL RESPONSES TO:

schanzk@parkhill.k12.mo.us

It is the responsibility of interested firms to check the District's website at:
http://www.parkhill.k12.mo.us/requests-for-proposals
for any addendums prior to the opening date and time of this Bid.

I. SCOPE

The Park Hill School District is soliciting bids from qualified persons or firms to provide Health Supplies for the 2026-2027 school year.

II. BACKGROUND

The Park Hill School District (District) is in the southern third of Platte County, Missouri located just north of downtown Kansas City, Missouri. Park Hill is a public school district, serving students in pre-kindergarten through grade 12. The district includes 12 elementary schools, four middle schools, three high schools (including two traditional high schools and an innovative, personalized high school program), a day school, and an early childhood education center. Park Hill School District has approximately 12,500 students enrolled in grades PK-12. The district employs more than 2,000 staff members.

III. INSTRUCTIONS TO BIDDERS

A. It is the responsibility of each bidder, before submitting a bid, to examine the documents thoroughly, and request written interpretation or clarifications soon after discovering any conflicts, ambiguities, errors, omissions in the bidding documents.

B. Requests for clarification must be sent to: schanzk@parkhill.k12.mo.us and received no later than March 20, 2026 at 10:00 AM CST. The email must contain this bid number, name, date, and numbered questions. Park Hill School District will not answer questions transmitted through facsimile or methods other than set forth in this paragraph. All questions will be answered in an addendum which shall be posted on the District Website within 5 business days after the question deadline. Park Hill School District is not responsible for questions not received on or before the due date, including emails lost due to spam filters or technical issues. **All addendums must be signed and included with the submitted bid.**

C. Acceptance of this bid or any part thereof, in writing, within thirty (30) days after the closing date by Business Services shall constitute a binding agreement; wherein, the supplier shall furnish the supplies or material in accordance with the specifications and bid offer on the written order of the Superintendent.

D. Prices quoted must be F.O.B. specified destination and will include all delivery, handling, and any other charges related to delivery, including surcharges. Bidders are requested to comply in all respects with the bidding documents and the Instructions to Bidders. Failure to complete bid forms to the satisfaction of the Business Department may result in the rejection of your bid.

E. Bidders are reminded that the District is exempt from manufacturers excise taxes, floor, or sales taxes. Tax exemption certificates will be issued upon request.

VI. TERMS & CONDITIONS

In submitting a response to this Request for Bid, vendors hereby understand the following:

A. The District reserves the right to reject any and all bids, to waive technical defects in bids, and to select the bid(s) deemed most advantageous to the District.

B. The District reserves the right to award this contract in its entirety or to split the contract between bidders, whichever is in the best interest of the District. The District may accept any item or group of items of the bid unless qualified by specific limitation of the bidder.

C. Park Hill School District interprets the term "Lowest Responsible and Best Bidder" as requiring Park Hill School District to: (a)choose between the kinds of materials, goods, wares, or services subject to the bid, and (b) determine which bid is most suitable for its intended use or purpose. Park Hill School District can consider, among other factors, such things as references, past performance, the availability of service(s), part(s) material(s) and/or supply(s), warranty, maintenance, freight costs, performance of product and labor cost of items upon which bids are received. Bid responses may be rejected if all bid specifications are not met.

D. That Bidder, if an individual, is of lawful age and competent to enter into and perform the Work contemplated and, if a corporation, is duly incorporated and authorized to do business in this state.

E. That this Bid is made without any understanding or agreement 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.

F. That no member of the Board of Education of this District, nor any officer, employee or person whose salary is paid by said District, in whole or in part, is directly or indirectly interested in this Bid or any labor or material to be supplied under any Contract or any portion of the profits.

G. That the prices stated herein are net, exclusive of all federal, state, and municipal sales and excise taxes.

H. For “No Substitute” items the manufacturer number will be listed. Items where alternates are accepted must equal in quality to the trade item listed. It will be the bidder’s responsibility to establish equality prior to submitting the bid. This equality may be established by the presentation of samples or written specifications.

I. All deliveries shall conform in all respects to samples and/or specifications submitted and accepted as a basis for award. Failure to comply will result in the material being returned at the bidder’s expense.

J. By submission of a response, the bidder agrees that at the time of submittal, he or she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of bidder's services, or (2) benefit from an award resulting in a "Conflict of Interest". A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, or committee sanctioned by and/or governed by the Park Hill School District Board of Education. Bidders will identify any interests, and the individuals involved, on separate paper with the response and will understand that Park Hill School District may reject their bid/quotation.

K. Purchase orders will provide for direct delivery to all schools and all items must be placed at a point within the building as directed at the place of delivery.

L. Any dispute arising out of the contract documents or their interpretation will be litigated only within the courts of the State of Missouri.

M. No prepayment of any kind will be made prior to shipment. Payment will be made upon verification of delivery, compliance with specifications, assurance that the product/service performs as specified and warranted, and receipt of correct invoicing.

VII. COST SHEET

- All costs shall be completed on the “Cost Worksheet” which is Attachment A. The Park Hill School District is requesting bids for the manufacturer number as listed. If no manufacturer number is listed, equivalent may be accepted.
- The Attachment A - Cost Worksheet will need to be submitted with your bid or it will be considered non-responsive.

BID NUMBER:	BS2601
RFB RELEASE DATE:	March 13, 2026
QUESTIONS DUE:	March 20, 2026 @ 10:00AM CST
RESPONSES DUE:	April 10, 2026 @ 1:00 PM CST
AWARD DATE:	May 1, 2026

SIGNATURE PAGE

The undersigned, on behalf of the Bidder, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation making a bid on the same project; (2) it is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the bid is entered; (4) they have read the complete Request for Bid and understand all provisions; (5) if accepted by Park Hill School District, this Bid is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted Bid will be bidder responsibility. (See also Section VI, Terms & Conditions, for additional certifications.)

Name of Bidder: _____

Primary Contact: _____

Email Address: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone Number: _____ **Fax:** _____

Signature: _____