Memo

TO: Haysville Board of Education

FR: Clint Schutte, Assistant Superintendent of Business/Finance

DA: November 17, 2014

RE: Request for Bids for Grand Lane Electrical Upgrade

On October 21st we sent a request for sealed bids to five area electrical contractors. On November 6th at 1:30PM we conducted the sealed bid opening. We received one bid to do this project.

The bid was from:

Silvers Electric Company in the amount of $60,100

Other companies that we sent the bids to are listed below. I have also included a brief statement from each company about why they did not bid the project:

Decker Electric-too busy

Kilian Electric –unable to get to it

Shelley Electric-unable to schedule

Tracey Electric-have been very busy

We are asking for a resolution authorizing Haysville USD 261 to accept the low bid for the Grand Lane Electrical Upgrade Project of $60,100 from Silvers Electric Company.

Thank you for your consideration.

cls

USD 261
HAYSVILLE SCHOOLS

1745 W. Grand Ave.
Haysville, Kansas 67060
Office: (316) 554-2200
Fax: (316) 554-2230

TO: Haysville Board of Education

FR: Clint Schutte, Assistant Superintendent of Business/Finance

DA: October 20, 2014

RE: Request for Bids for Grand Lane Electrical Upgrade

History / Relevance: During recent renovations of the Grand Lane Center old meters for electrical service were identified. A new pad mounted transformer was installed with the capacity to handle all electrical service for the Grand Lane Complex. Power service was not completely moved to the new transformer due to the additional electrical upgrades needed to move this service. Westar Energy has advised that the current meters supplying the southern end of the complex can no longer be supported. This means in an event of power loss, due to a faulty meter, they cannot ensure a speedy recovery of power. The old meters are no longer supported by Westar and the service now needs to be moved to the transformer.

What: We are asking for approval to seek bids for an electrical service upgrade from the existing 800 amp panel.

Why: Estimates put this project between $50,000 and $60,000.

Where: Grand Lane Center located at 106-148 Stewart, Haysville, KS 67060.

When: Bids will be brought back to the November BOE meeting for consideration.

How: The Executive Director of Operations will develop the bid specs and conduct the bid process for this project.

Who: The development of this project included the Director of Operations, the Director of Facilities and the District Energy Manager.

How Much: The cost for this project is estimated to be between $50,000 and $60,000.

If you have any questions, please contact me.

Thank you for your consideration.

cls

October 21, 2014

To Whom It May Concern:

The Haysville Public School District, USD 261 is requesting sealed bids that meet or exceed the specifications listed in this document to upgrade electrical services in the designated areas of Haysville USD 261 Grand Lane Center located at 106-148 Stewart in Haysville, Ks. Bids must be submitted no later than 1:30PM on November 6, 2014 for bid opening at the Haysville USD 261 Service Center at 1745 W. Grand.

Questions regarding this bid request may be directed to USD 261 Director of Facilities Freddy Robinson at 554-2210 or 761-8483.

Please list your bid specifications on a separate sheet and send to:

Galen Davis

Director of Operations

Haysville USD 261

Service Center

1745 Grand

Haysville, Ks. 67060

316-554-2210 (Phone)

316-554-2212 (Fax)

Thank you for your interest.

Bid Specifications:

*Install new electrical services from the existing 800 amp panel which is at the Haysville USD 261 Grand Lane Center located at 106-148 Stewart, Haysville, Ks.:

1. Furnish all labor, materials and equipment required to do the following work;

2. Remove existing 12 meter cans and 5 breaker panels from the designated areas. All excess material shall be hauled off site.

3. Install electrical services as specified below at the following Grand Lane Center, Stewart Street locations:

a. 100 amp service, 3 phase, 208 volt feeders to the following Stewart Street addresses: 134 (4 Kw),136 (4Kw),138 (4Kw), 144 (4Kw) and 148 (4Kw)

b. 100 amp service, 3 phase, 208 volt feeders to the following Stewart Street addresses: 114 (10Kw); 130 (4Kw); 132 (7Kw)

c. 100 amp service, 3 phase, 208 volt feeders to the following Stewart Street addresses: 108 (8Kw); 126 (4Kw)

d. 200 amp service, 3 phase, 208 volt feeders to the following Stewart Street addresses: 106 (14Kw); 110 (15 Kw)

4. Install 5 new 100 amp Square D breaker panels at the existing locations. All new breaker panels must have new breakers and must have lockable in the on position disconnects.

5. Must use copper stranded wiring sufficient for the loads served as listed in item 3.

6. Must use EMT conduit.

7. Must use approved connectors for copper wiring.

8. All transfers to new services must be done when school is not in session.

9. Bidders must provide a drawing of their proposed project.

10. **Interested bidders must visit the site and meet with Haysville USD 261 Director of Facilities, Freddy Robinson before submitting a bid. The purpose of the meeting is for bidders to familiarize themselves with the project and to verify the work in this project. Please call Mr. Robinson at 316-761-8483 to schedule a meeting.**

*Bidders shall include with the bid: the company name; address; telephone number; name of contact person; and the bid itself.

*K.S.A. 60-1111 requires that all construction projects that exceed $100,000 ensure contractors provide a payment bond to the State of Kansas in an amount equal to the cost of the project. If applicable, the

Contractor will file a payment bond with the Sedgwick County Clerk of District Court and furnish USD 261 with copies of the bond bearing written approval of the Clerk of the Court.

*Contractors will maintain insurance coverage throughout the project and provide USD 261 with evidence of insurance coverage, including Worker's comp and employer's liability; general liability; commercial general liability including umbrella coverage; and auto liability; as required by law.

*Contractor is required to comply with all local, state and federal laws, ordinances and regulations.

*Contractor is required to be bonded and to have a license as required by local ordinance.

*Contractor will obtain all required construction permits and arrange for inspections as required by law.

*Warranty of not less than one year will be stated in the vendor bid.

*Contractor will schedule the project with Mr. Freddy Robinson. This includes start date, project completion date and working hours.

*There will be absolutely no firearms, tobacco use, violence or threat of violence on any USD 261 property.

*Contractor and employees shall exercise discretion in language and behavior when working on USD 261 property.

*Contractor is responsible for locating all underground utilities and conditions by notifying Ks One-Call prior to all digs per Ks One Call procedure.

*Excavation and site construction will be kept free from standing water.

*Contractor will maintain site areas in a clean and orderly condition free of waste materials, debris and rubbish. Upon completion of the work, the construction area shall be thoroughly cleaned in a neat and presentable manner. Areas not a part of the construction, but areas provided by the owner for construction use shall be left neat and presentable following the contractors use.

*USD 261 will provide the winning bidder with a project exemption number and certificate upon request.

*The contractor will present to USD 261 a State of Kansas project completion certificate upon completion of the job.

*Pending USD 261 Board of Education approval, the successful bidder will begin after November 18, 2014 with a completion date of January 2, 2015 or before.

*USD 261 reserves the right to reject any or all bids based on availability of funding or other needs to delay the project.

*Successful bidder will coordinate this project with Mr. Freddy Robinson, the Haysville USD 261 Director of Facilities.