INVITATION TO BID

Project: Elevator Maintenance Agreement- Kirkwood School District
Bids Close: Tuesday October 6, 2026, at 1:00 PM
Bid Place: Bids shall be submitted to the Kirkwood School District, Attn: Director of Facilities, 625 Angenette Avenue, Kirkwood MO 63122. Bids will be opened and read publicly at the above indicated bid closing date and time.
By: Owner's Representative

Outline of Project: This project requires licensed elevator service companies to provide the management, supervision, services, labor, equipment, parts, materials, tools, clerical and administrative support, necessary to perform preventative maintenance and repair services necessary to maintain the school district's elevators and platform lifts in a safe and serviceable operating condition as well as the maintenance necessary to ensure the equipment provides full life cycle service and avoids premature failure due to inadequate or improper service and maintenance. These services are to be performed by properly trained and licensed elevator maintenance personnel in the employ of the company awarded this work. Sub-contracted work is not acceptable. All work to be performed in a high quality and professional manner in accordance with the requirements, specifications and recommendations of this document, those of the manufacturer and that of any authority having jurisdiction.

Types of Bids: Award of the bid will be based on lowest and best qualified bid as determined by the Owner.

Obtaining Documents: Interested Bidders may download and print bid package documents from the KSD website: www.kirkwoodschoools.org/rfp beginning at 2:00 PM on Wednesday, September 16th, 2026. Or call 314-213-6185 to receive an emailed copy.

Other Requirements: Each Bidder who submits a bid must hold any licenses as provided by law. No bids will be read or considered which do not fully comply with the above provisions as to bond and licenses, and any deficient bid submitted will be resealed and returned to the Bidder immediately.

Pre-bid Meeting: A pre-bid meeting will be held on Thursday, September 24th at 7:00 AM at Nipher Middle School,700 South Kirkwood Road, Kirkwood, MO 63122. Meet in the North parking lot to sign in. Immediately afterwards a guided tour and inspection of the schools will be conducted. Bidders are encouraged to make inspections of existing conditions and take measurements at this time. Follow-up visits during normal business hours are allowed, but access to the work area may be limited.

The Owner reserves the right to hold all bids for a period of sixty (60) days after the date fixed for the openings of bids, to reject any and all Bids and waive any formalities or irregularities.

The Owner: Kirkwood School District, 1099 Milwaukee St., Suite 260, Kirkwood, MO 63122

Questions should be directed to Jimmy Hendrickson at 314-213-6185.