

Excelsior Springs School District
REQUEST FOR PROPOSAL
2023 FITNESS & WEIGHT ROOM EQUIPMENT

Excelsior Springs School District (hereafter referred to as “ESSD”) requests proposals for commercial grade fitness and weight room equipment in the Excelsior Springs High School weight room.

PROPOSAL SUBMISSION

ESSD will not, in any event, be liable for any pre-contractual expense incurred by proposers in the preparation of this proposal. Proposers will not include any such expenses as part of their proposals.

1. Pre-contractual expenses are defined as expenses incurred by the proposer in:
 - Preparing its proposal in response to this RFP
 - Submitting that proposal to ESSD
 - Negotiating with ESSD on any matter related to this proposal
 - Any other expenses incurred by the proposer prior to the date of execution of the proposed agreement

2. ESSD may investigate the qualifications of any proposer under consideration, require confirmation of information furnished by the proposer, and require additional evidence of qualifications to perform the work described in this RFP.

3. ESSD reserves the right to:
 - Reject any or all proposals if such action is in the public’s interest
 - Cancel the entire Request for Proposal
 - Issue a subsequent Request for Proposal
 - Remedy technical errors in the Request for Proposal process
 - Negotiate with any, all, or none of the RFP respondents

4. This RFP does not commit ESSD to enter into a contract, nor does it obligate ESSD to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract.

5. Proposals should not exceed \$400,000. Proposals should include all related parts, labor, material, supplies, inside delivery, professional assembly, and installation of the equipment by a competent, experienced, and qualified commercial weight room equipment dealer. Any related literature, brochures, or written material may be included in the proposal envelope.

6. Proposals must be submitted no later than May 10th at 3:00 PM in a sealed envelope, express mailed or hand delivered, to Dr. Jaret Tomlinson, Superintendent of Schools at 300 W Broadway, Excelsior Springs, MO 64024.
7. Sealed proposal packets will be opened at 3:00 PM on May 10th at the ESSD District office and reviewed for completeness.
8. All proposals must be signed by the person authorized to act on behalf of the firm. The submission must be concise and clear.
9. Proposals received after the deadline will not be considered and will be returned unopened to the person who submitted the information.

PROPOSALS MUST INCLUDE THE FOLLOWING

1. COMPANY QUALIFICATIONS

Identify three (3) representative projects completed by your company. For each project provide:

- A description of your company's special strengths and areas in which you believe your company to be exceptionally competent
- Reference and experience of similar projects
 - Owner and Name of Contact Person
 - Date of Completion
 - Weight Room Project Cost Amount

2. FIRM CAPACITY/EXPERIENCE

Describe your company's capacity for project delivery, overall experience/reputation, and list the number of years your company has been in business.

3. EQUIPMENT SPECIFICATIONS

Weight Room Equipment

- 4 Powerlift Double Combo Racks with plate, bar, band storage
- 4 Powerlift Single Racks with plate, bar, band storage
- 12 multi angle Powerlift DB Bench
- Custom embossed head covers
- 9 Brace chin up handles
- Attachments at each station for dip, reverse dip, and high rotation
- 4 full set of plyo boxes
- 3 full sets of Intek DB racks
- Each Intek DB set should be urethane 5lb-100lbs
- 3 posterior chain developers
- Logo inclusion in design
- Intek Urethane bumper plates with logo for all 12 stations
- Intek 56+ Olympic power bars to complete all stations
- 9 TRX pro suspension gear
- TRX Wall Ball sets of 8lb-20lb with racks
- 216 DC blocks
- Regupol Aktiv rubber flooring in the weight room and connected room

- For any selected items that require ESSD athletic director or coach to confirm order details such as colors, graphic designs, sizes, quantities, for specific items, these confirmations must be accompanied by authentic verification or proof of such (i.e. printed email or printed fax transmission report). Although this proposal is specifically for strength equipment and accessories, supplemental items may be negotiated by ESSD and purchased.
- The reference to the equipment make and models or the use of detailed descriptive specifications is used to indicate the character, or quality of item desired. All items proposed should be of equal or better than the specifications of current model being referenced. Proposer may suggest more than one make and model.

4. EQUIPMENT WARRANTY

Proposer should include equipment warranty information on a separate sheet.

TERMS & CONDITIONS

The terms and conditions of this document shall be part of the contract. ESSD reserves the right to negotiate other terms and conditions it deems appropriate and necessary.

1. Breach of Contract or Default by the awarded vendor may result in the loss of ability or the opportunity to propose or conduct business with ESSD. In the event the awarded vendor fails to perform, ESSD reserves the right to begin negotiations with the “next best proposer” in order to complete the project or services.
2. ESSD reserves the right to accept or reject proposals, upon the evidence (or determined by ESSD Staff) before or after the proposal opening, that a proposer is not necessarily qualified by experience, is not in a position to perform the work specified in the time allotted, or upon evidence of collusion with intent to defraud or other illegal practice.
3. By signing and submitting your proposal in a sealed envelope with ESSD, proposer agrees to all of the specifications, terms, conditions and obligations of the RFP document. If proposer finds any of these terms unacceptable, please do not submit a proposal.
4. Items may be awarded to the lowest proposal(s) or best overall proposal, and ESSD reserves the right to award based on quality, price and availability of product specified, whichever is in the best interest of the ESSD.
5. It is the intent of ESSD to award to one proposer. The proposal will be awarded on an overall bottom line turnkey project basis (which is TOTAL BID COST). The proposal will be awarded based on pricing/cost and service as validated through references and other qualitative consideration as submitted through the RFP process. Award shall be made based on best or most responsive proposal as determined to be in the best interest of the ESSD.
6. Proposals are to be valid for a minimum of 90 days. For all awards, price, terms and conditions of agreement shall remain in effect for 12 months from award date for possible additional future orders.

7. Invoices must be reflective of original proposal; ESSD will not be responsible for any “added” expenses.
8. It is the vendor’s responsibility to comply with all local, state and federal laws, regulations, codes, licensing, and other requirements. The vendor must be prepared to substantiate compliance upon request by the Board’s representative.
9. Proposal price must include 100% of all vendor’s cost of the weight room equipment including shipping, inside delivery, professional assembly, installation and delivery of equipment from the manufacturer/dealer to the school location. ESSD shall not be responsible for any “added” expense that is not accurately/properly disclosed on the proposal form; therefore, shipments must be delivered with freight charges prepaid.
10. The awarded proposer shall indemnify, defend, save, and hold harmless ESSD, its officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to breach of the agreement by the proposer, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of the proposer, its subcontractors, suppliers, agents or employees.
11. All proposals must be in strict compliance with this RFP. Failure to comply with all provisions of the RFP may result in disqualification. By signing the proposal, proposer acknowledges that requirements of the proposal have been read and understood. The response to the RFP may be included as an attachment to the contract to ensure compliance without any additional cost to ESSD.
12. Proposer will maintain sufficient liability insurance in the amount of at least \$1,000,000.00 and will provide a Certificate of Liability with their proposal.

PROJECT COMPLETION

This project requires a competent, qualified and experienced commercial weight/strength equipment dealer to perform 100% turnkey inside delivery, professional assembly, and installation. The project must be completed by September 1st, 2023.

For an incomplete project, liquidated damages of \$100.00 per consecutive calendar day shall commence beginning on September 2nd, 2023 and shall accrue daily until successful completion. Said liquidated damages shall be deducted from final invoice.

EVALUATION, SELECTION AND AWARD

In addition to competitive pricing, preferential consideration will be given to experienced, qualified commercial weight/strength equipment dealers who have the ability to respond quickly to service the needs of ESSD and providing warranty and training on the equipment.

The selection and award process of an RFP are by nature more subjective than that of a hard bid. Although competitive pricing is essential, it should be noted that ESSD will determine and judge the most compelling and desirable proposal that serves the district's best interest. Said compelling and qualitative benefits are more subjective by nature.

The District's local vendor preference policy and disabled veteran business policy are applicable to the RFP.

Excelsior Springs Schools is an equal opportunity employer, and invites the submission of proposals from minority and women-owned firms.

The Excelsior Springs School District Board of Education reserves the right to accept or reject any and all proposals.

For more information, please contact Dr. Jaret Tomlinson, at jtomlinson@ga.essd40.com or 816-630-9929.