



Windham School District

School Administrative Unit 95

*19 Haverhill Road
Windham, NH 03087
Phone (603) 845-1550
Fax (603) 845-1551*

To: All Prospective Proposers

From: Jon Hall, Athletic Director
Windham School District

Date: January 19, 2022

INVITATION TO BID:

The Windham School District is currently inviting bids from qualified individuals or companies, acting singularly or in consortium, for **Football Bleachers for Windham High School. These bleachers will be located on the Windham High School Football Field, 64 London Bridge Road, Windham, NH 03087.**

INSTRUCTIONS TO BIDDERS:

1. Submit bids on the bid form enclosed herein.
2. Specifications can be found in the "Scope of Work" section below.
3. The Vendor shall make all effort to adhere to the timetable **of Jun 20, 2022 to Jul 15, 2022** for the start and completion of the project.
4. If you have any questions or concerns regarding this project, please contact Mr. Jon Hall, Windham High School Athletic Director, at 603-845-1558 ext. 5804 or jhall@windhamsd.org.
5. The District reserves the right in its sole discretion to reject any and all bids, either in whole or in part; to waive any defects, informalities and/or irregularities in bid responses; to accept substitutions or exceptions to these requirements; to accept any bid even though it may not be the lowest bid; to negotiate with any Bidder submitting a bid; and to otherwise act as shall be determined by the School Board in its sole and absolute judgement to be in the best interest of the District.
6. Faxed or emailed bids will not be accepted.



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7. Bids must be submitted in a sealed envelope marked: "Windham School District Bleacher RFP" via mail or in person to:

ATTN: Bleacher Project
Mrs. Dalisa Greenleaf
Executive Director of Finance and Operations
Windham School District
19 Haverhill Rd.
Windham, NH 03087

8. BID CLOSING: Bids must be received no later than **1:00PM on Monday, February 7, 2022.** It is the responsibility of the bidder to ensure that the bids are received by the District before the deadline.

9. All proposals shall be valid for at least 45 days from the due date. No proposal may be withdrawn prior to 30 days from the due date. The Windham School District may request additional information after the proposal opening.

10. All proposals shall include a detailed listing of the Vendor's prior experiences and at least three references.

SCOPE OF WORK:

Multi-Purpose Field Visitor Side Bleacher Description:

10 rows x 56'-0", 2'-6" elevated

8" rise x 24" run

Angle frame structure

Mill aluminum semi-closed decking

Mill aluminum riser plank

2 x 10 anodized aluminum seat plank

Two aisles with handrail and contrasting nosing

One end entrance stair

One wheelchair ramp

Black vinyl chain link fence guardrail system



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PAYMENT TERMS:

1. The successful vendor will be paid by purchase order. A taxpayer identification form (W-9) will be required at the time of the proposal award.
2. Owner will provide payment as follows:
Final Payment- Final Payment will not be used until all components of the Final Inspection have been met to the Owner's Satisfaction.

INSURANCE AND INDEMNIFICATION REQUIREMENTS

- A. **WORKER'S COMPENSATION INSURANCE** - The Bidder shall purchase and maintain such insurance as necessary to protect them from claims under worker's compensation acts, and for any claims for damages for personal injury, including death, which may arise from operations under this contract and in case any such work is sublet, the Bidder shall require any subcontractors similarly to provide like insurance for all of the latter's employees to be engaged in such work. The minimum amount of insurance required to be carried by the Contractor is as follows:

Statutory	\$(as required by law)
Employer's Liability	\$100,000.00

- B. **GENERAL LIABILITY AND PROPERTY DAMAGE INSURANCE** - including Premises-Operations Liability, Independent Contractors Liability, Premises Medical Payment Liability (\$5,000.00 minimum limits), XCU Liability, Contractual Liability, Completed Operations Liability, Broad Form Property Damage Liability, Personal Injury and Advertising Liability, and Incidental Medical Malpractice Liability with Limits other than Premises Medical Payment Liability, as follows;

General Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00

The Bidder shall purchase and maintain such general liability and property damage insurance as shall protect it, any subcontractor performing work covered by this bid, and the District from claims for damage for personal injury, including accidental death, as well as from claims for property damage,



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real or personal, to property owned or in the custody of private individuals, firms, or corporations, or associations and to property owned by, or in the custody of the District, which may arise from operations under this bid whether performed by the Bidder or any subcontractor or by anyone directly or indirectly employed by the Bidder.

C. Comprehensive Automobile Liability (Owner, Non-Owned and Hired):

Bodily Injury	
Each Person	\$1,000,000.00
Each Occurrence	\$1,000,000.00

D. Property Damage

- Each Occurrence \$1,000,000.00

E. Umbrella-Excess Liability over and Above Items A, B, C, and D:

- Each Claim and Aggregate \$1,000,000.00

F. CERTIFICATES - The Bidder shall include preliminary certificates with the bid submission showing that the above insurance has been purchased. The adequacy of protection shall be subject to the approval of the School Board. The successful Bidder must provide Certificates of Insurance and policy endorsements naming the District as an additional insured.

TERMINATION

This District may at any time terminate the service and/or contract with the Bidder for the District's convenience and without cause. In case of such termination, the Bidder shall be intitled to receive payment from the District limited to actual documented expenses as of the termination date as its sole remedy. In no event will the District be responsible for lost profits, compensatory or other consequential damages.

Firm: _____

Signature: _____

Name (PRINT): _____

TITLE: _____

DATE: _____

END OF REQUEST FOR PROPOSAL DESCRIPTION



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Proposal Summary Bleachers

Having carefully reviewed this RFP packet, the undersigned proposes to furnish all services, labor and materials necessary to complete the work described in the attached proposal and as provided these two pages constituting the proposal form.

Price for bleachers \$ _____

Price for installation of Bleachers \$ _____

Total Cost of proposed Bleachers as noted above \$ _____

Anticipated time frame for Install _____ - _____

Anticipated time frame for cleanup _____ - _____

Anticipated completion date _____ - _____

In signing below, I hereby verify that my company can provide the proposed items in accordance with the noted specifications for the cost noted and that my company can have items delivered, assembled, installed and fully operational between Jun 20, 2022 and Jul 15, 2022.

Date: _____

Firm: _____

Duly Signed: _____



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Statement of Vendor's Qualification Bleachers

All questions must be answered and the information given must be clear and comprehensive. If necessary questions can be answered on a separate attached sheet. Attach additional sheets to this statement.

Name of Firm: _____

Address: _____

Years in business: _____

Have you ever failed to complete work awarded to you? If so, where and why?

Have you ever defaulted on a contract? If so, where and why?

Please provide a list of 5 projects similar or larger in scope and size: (Attach a list of these showing owner/company, name of owner or owner representative, contact person, contract amount and period of agreement)