



**UNITED INDEPENDENT SCHOOL DISTRICT
PURCHASING DEPARTMENT
JOB ORDER CONTRACT INVITATION**

United Independent School District ("District") invites your firm as an approved contractor under CSP 026-2019 "Job Order Contracting (JOC) for District Wide Construction and General Maintenance Projects" and as per Texas Government Code Section 2269 to submit sealed quotations based on a price not to exceed **RS Means** (most current edition) and adhering to all specifications of the aforementioned CSP for:

Water Bottle Filling Station Installation at Current Water Fountains on UISD Campuses

JOC NUMBER: 005-2021

JOC MUST BE DELIVERED BY: Wednesday, February 16, 2022 at 3:00pm

JOC PRE-BID MEETING: Wednesday, January 19, 2022 at 3:00pm

LAST DAY TO SUBMIT QUESTIONS: February 7, 2022 at 3:00 pm (To: purchasing@uisd.net)

**JOC MUST BE DELIVERED TO: UNITED INDEPENDENT SCHOOL DISTRICT
SERVICE CENTER – PURCHASING DEPARTMENT
3501 E. SAUNDERS
LAREDO, TEXAS 78041
ATTN: KARINA MENDOZA GUERRA, PURCHASING MANAGER**

Sealed envelopes containing quotations must identify the JOC # and title for identification purpose.

ADDITIONAL REQUIREMENTS

Quotations must be submitted in original signed in **BLUE** ink and one photocopy.

PRICING

Submit pricing as required and specified by the **Proposal Form** included in the project specification book (In U.S. Dollars). If more space is needed for responding, you may use company letterhead to complete pricing.

RS Means Breakdown

Contractor must submit with their proposal their RS Means Breakdown for the proposed project.

Submittal of Subcontractor(s)

Please submit a listing of all subcontractors being utilized in this project on your company letterhead. If no subcontractor is being utilized please denote that on your company letterhead as well.

By signing this document, you are attesting that you are an authorized official of the company submitting the quotation.

Company: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Website: _____

Authorized Official's Name: _____

Title: _____

Signature: _____

Date: _____

Terms and Scope of Work
JOC # 005-2021
Water Bottle Filling Station Installation at Current Water Fountains on USD Campuses

TERMS

The United Independent School District is requesting sealed proposals for the supply and installation of bottle fill stations at various USD campuses. The awarded contractor must have a solid record of quality, reliability, stability, and customer satisfaction; all of which can and will be verified. The District expects the awarded contractor to provide an installation based upon the requirements and specifications herein.

The awarded vendor must provide the appropriate bonding required by the district prior to the start of construction.

It is the responsibility of all respondents to contact the District prior to submitting a response to the proposal to ascertain if any addenda have been issued, to obtain and execute all addenda, and to return them along with the response to the proposal. Contractor must acknowledge addenda by signing the addendum section.

All vendors must comply with the specifications noted in order to be considered. The District has the right to disqualify any vendor not meeting the specifications. Please provide any exceptions to this proposal on your company letterhead.

CONSTRUCTION SCHEDULE AND TIMELINE

Construction start date: April 20, 2022

Substantial completion date: July 20, 2022

Final completion: August 20, 2022

Hours of operation: April 20 - May 27, 2022 Monday- Friday 4 pm- 10 pm.
May 30 – July 20, 2022 Monday- Thursday 7 am- 6:30 pm.
Contractor is to directly coordinate working hours with the Districts Project Manager

SCOPE OF WORK:

PART 1 GENERAL

- 1.1.0 The Contractor is to provide and install a total of 242 new wall mounted bottle filling station units and incorporate the units into existing water fountains at various campuses throughout the district. See attached drawings for locations.
- 1.2.0 All equipment, materials, and labor required to supply and install the bottle filling stations are to be included in the scope of work.
- 1.3.0 All plumbing connections for all new bottle fill stations are to be performed by a Master Plumber.
- 1.4.0 Confirm final location of bottle filling stations with the District Project Manager before installing.
- 1.5.0 Contractor is to have a Project Manager on site while work is in progress.
- 1.6.0 Use of school restroom facilities will not be permitted.
- 1.7.0 For storage purposes of Bottle Filling Station Units the Contractor will be responsible for providing a bonded warehouse in order to harbor any units that have not been delivered and installed. Storage of units on District property will not be allowed.

PART 2 PRODUCTS

- 2.1.0 Contractor to provide and install Elkay ezH2O Bottle Filling Station Surface Mount Non-Filtered Non-Refrigerated Stainless Model EZWSSM or equivalent. Vendor must submit technical cut sheets/data specifications of proposed equivalent models for review and approval before **February 7, 2022**.
- 2.2.0 Bottle Filling Station Unit requirements are as follows:
 - Antimicrobial protection on components to prevent mold and mildew
 - Drain system incorporated to avoid standing water
 - Hands free electronic sensor required to fill water bottle

- Wall Mounted
- Stainless Steel Finish
- Power requirement of 115V/60Hz
- Full Load amps 1
- Rated Watts 15
- 12 month warranty of electrical components and water system from date of installation

PART 3 EXECUTION

3.1.0 Installation of Bottle Filling station is required. Failure to meet this specification may disqualify submitted bid. Installation is to include the following:

- Unpacking Bottle Filling Station Unit
- Assembling Bottle Filling Station units as per manufactures recommendations.
- Install and incorporate each unit to assigned existing school water fountain refer to attached plans for locations. Include and provide all electrical and plumbing connections at required. (*All plumbing connections are to be performed by a licensed Master Plumber)
- Ensure Bottle Filling Station Units are operating as intended once installed.
- Properly dispose of all packaging materials off school campuses. (Use of school campus trash dumpsters will not be allowed)

3.2.0 Remove left over material and debris from Work area. Use necessary means to protect surrounding area before, during, and after installation.

3.3.0 Vendor to haul all waste generated by installation off site and legally disposed of once unit installation has concluded.

General Notes

Work shall begin with the awarding of the notice to proceed. Prior to beginning any work, the contractor shall submit/advise the installation schedule to the UISD Facilities Maintenance and Operations Department and/or the UISD Construction Department to allow coordination with District Personnel. Contractor shall provide equipment submittals detailing all equipment technical data and cut sheets if applicable.

The contractor shall be responsible for making arrangements with Districts project manager for access to building and project areas.

All required permits and inspections will be the responsibility of the contractor and copies must be provided to the District. The contractor shall assume full responsibility for the protection of school property relating to specific job duties. It will also be the responsibility of the contractor to advise the District of the need to move any appurtenances necessary to deliver a complete job (i.e. furniture, building structural items, etc.) at least 48 hours in advance.

Any discrepancies shall be submitted in writing to the Purchasing Department for clarification.

Quality Assurance of Vendor's Personnel

The use of only skilled, fully trained, licensed, and experienced repair personnel will be allowed. Any helpers and/or apprentices shall be under the full and constant supervision of a Master Mechanic and or Technician. The manufactures recommended methods or repair and industry standards shall be basis for the acceptance or rejection of the work as well as the compliance with all Local, State, and Federal Codes.

Product Handling and Protection

All District property must be protected from harm during the replacement process. Installed work and materials of other trades must be protected as well. In the event of damage, to the above aforementioned, repairs and replacements will be directed by the UISD Maintenance & Operations Director or his designee.

MSDS/ Hazardous Material Information

The contractor will provide the District with a Material Safety Data Sheet for any material installed on any campus or building that is potentially hazardous. Do not bid, provide, or install any hazardous material as defined by Local, State and Federal Regulations, including but not limited to, Asbestos, Polychlorinated Biphenyl (PCB), Lead, ect. The Director of the District's Energy/ Environmental Management Department has reviewed all properties and found them to be asbestos free, where tested.

Additional Terms and Conditions

The contractor shall also abide by the criteria published by the national bodies and standards of OSHA and ANSI during the planning and execution of all project(s).

All District property is tobacco free; therefore, the use of tobacco products is completely prohibited.

Appropriate clothing must be worn at all times; bare backs, obscene graphic shirts or other offensive dress are not permitted.

Offensive language or profanity is prohibited on school property.

Vendor's Responsibility

Awarded contractor is to meet with the UISD Maintenance Department and/or the UISD Construction Department to establish communication and project process protocol.

All work must be completed as set forth in the specifications in a timely manner. Any and all problems and/or concerns must be addressed to the UISD Maintenance Department and/or the UISD Construction Department.

Work shall not commence without a properly approved purchase order.

Contractor shall keep a current certificate of insurance in the Office of Purchasing at all times and shall immediately report any changes to the Purchasing Office Administration.

Contractors who visit/work at United ISD Facilities During COVID-19:

Contracted individuals who conduct business at any United ISD facility are considered visitors.

As referenced in the United ISD Return to School Protocols all visitors must abide by the set health protocols for entry into a facility. The Return to School Protocols can be viewed by visiting www.uisd.net/rtsp.

Visitors must be screened daily upon arrival at a campus/facility. (Visitors may also be prompted to use the district wide screening software known as [Dr. Owl](#).)

Daily Screening Guide:

- In the last 14 days, have you been diagnosed with COVID-19?
- In the last 14 days, have you been in close contact with someone who has COVID-19?
- In the last 24 hours, have you had any of the following symptoms? Feeling feverish or a measured temperature greater than or equal to 100.0°F, loss of taste or smell, cough, difficulty breathing, shortness of breath, fatigue,

headache chills, sore throat, congestion or runny nose, shaking or exaggerated shivering, significant muscle pain or ache, diarrhea, nausea or vomiting?

A “yes” to any of the following screening questions will result in denial of entry or further health protocol investigations.

In addition all visitors must:

- Wear a face mask/covering;
- Receive a temperature reading;
- Obey designated areas where people may wait taking into consideration social distancing guidelines;
- Practice best hygiene.

Guidelines are subject to change depending on developing information by the Center for Disease Control and Prevention and the Texas Education Agency.

PROPOSAL FORM

DATE: 1/14/2022

Project Name: Water Bottle Filling Station Installation at Current Water Fountains on USD Campuses

Proposal of _____

Corporation organized and existing under the laws of the State of _____

Or a partnership consisting of an individual trading as _____

To: THE BOARD OF TRUSTEES OF THE UNITED INDEPENDENT SCHOOL DISTRICT

The undersigned hereby proposes to furnish all labor and materials, tools and necessary equipment for the work described as Water Bottle Filling Station Installation at Current Water Fountains on USD Campuses as set out by the specifications, and in strict accordance with the scope of work in submitting this PROPOSAL, the undersigned agrees

1. That the Owner has the right to reject the proposal.
2. To hold my proposal open for a period of ninety (90) calendar days from the date of receipt.
3. To enter into and execute a contract, if awarded, on the basis of this proposal.
4. To accomplish the work in accordance with Contract Documents. The undersigned further agrees to execute and deliver a contract in the form set forth in these documents within (10) days from date of notification of acceptance of the proposal, and in case the undersigned fails, refuses or neglects to execute and deliver the contract within the time specified, the undersigned will be considered as having defaulted in the offer to do the work and furnish labor and materials as specified in said proposal. **Payment Bond will be requested from awarded vendor for projects over \$25,000.00 and performance bond for projects over \$100,000.00**

The undersigned certifies that this proposal is made in strict conformity with all the conditions, contingencies and requirements set forth, state in every part of the drawings, Advertisement for Proposals, Instructions to Proposers, General Conditions, Special Conditions, and all other pans setting forth the specifications for the performance of the heretofore described work and without collusion or connection with any other person, Partnership, company, firm associations or corporation offering bids on this work, for the following sums or prices to-wit:

TOTAL PROPOSAL AMOUNT:

Base Bid Proposal Amount	\$ _____
Contingency Amount	\$ _____ 50,000.00
Total Proposal Amount (Including Contingency Allowances)	\$ _____

TOTAL PROPOSAL WRITTEN IN WORDS: _____

Please provide a list of the subcontractor(s) that you will be using. Also, please attach the RS Means Breakdown.

All bid items will be paid for when complete in place, and accepted by the owner, and when all construction debris and construction materials cleared from site. All bid items shall include any misc. Additional work as may be required for the installation of the items identified as represented on the plans.

Construction Start Date:	April 20, 2022
Construction Substantial Completion Date:	July 20, 2022
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Hours of Operation:	April 20 - May 27, 2022 Monday- Friday 4 pm- 10 pm. May 30 – July 20, 2022 Monday- Thursday 7 am- 6:30 pm. Contractor is to directly coordinate working hours with the Districts Project Manager

Liquidated Damages:	<u>\$1,500.00 / Calendar Day beyond contract time.</u>
Contingency Allowances:	
General Contingency Allowance Amount (to be used with District approval only):	<u>\$50,000.00</u>

ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM (if applicable)

Addendum no.: _____ Date: _____

Addendum no.: _____ Date: _____

Addendum no.: _____ Date: _____

Addendum no.: _____ Date: _____

Addendum no.: _____ Date: _____

Addendum no.: _____ Date: _____

