

BOUSE ELEMENTARY SCHOOL DISTRICT #26  
REQUEST FOR QUOTATION  
**QUOTATION #QR303301**  
**"Two Bedroom Home"**

Please quote on the following materials and labor needed to complete the attached project.

**If not quoting, please return and write no-quote and sign.**

Return PRICING PAGE/(S), ASBESTOS STATEMENT AND **SUBCONTRACTORS** LIST. Make sure signature is on quotation form.

Offerors must insert the total price (excluding sales tax) on the provided sheet. List tax as a separate line item.

**THIS IS NOT AN "ALL OR NOTHING" QUOTATION. THE DISTRICT RESERVES THE RIGHT TO AWARD ONE OR MORE VENDORS.**

**QUOTE DUE BACK:                      Wednesday, February 9, 2022 at 10:00 A.M. (local time)**

The offeror must provide Statutory Worker's Compensation Insurance or show evidence of comparable insurance by private carrier as well as public liability and property damage coverage with limits no less than \$2,000,000 General Aggregate, \$500,000-\$1,000,000 bodily injury and \$500,000 property damage (or \$1,000,000 combined single limit). These documents must be furnished before work begins.

While performing this project, the offeror guarantees to carry adequate insurance to protect the District in case of accident, fire and theft.

**Workers employed by the Contractor who use their own private vehicles as a service vehicle for their employer, must carry the same insurance requirements listed in this proposal. These documents must be furnished upon request.**

**NOTE: All materials used on this project must be free of lead and asbestos.**

**GUARANTY-WARRANTY**

A one (1) year or greater guaranty on all materials and workmanship from the date of acceptance of each project is required. Any material provided under the contract, which is or becomes defective during the guaranty period shall be replaced by the successful contractor free of charge with the specific understanding that all replacements shall carry the same guaranty as the original material. The successful contractor shall make any such replacement immediately upon receiving notice from the District.

**LICENSES/PERMITS**

The bidder shall comply with all Arizona Statutes, and must hold a current Arizona Commercial Contractor's license.

The bidder shall comply with all codes, (local, state, county, etc.,) and shall secure and pay all costs of all- necessary permits and licenses. However, the District will reimburse the contractor for any permits required by the County of La Paz.

The bidder shall also be responsible for the payment of all sales, excise and other taxes levied on all items concerned with the contract.

**INSTALLATION**

All materials supplied under this contract shall be the best of their respective kinds for the purposes intended and must conform to the latest and best practices of the industry in each case, including all specialized materials and forms of construction required for the purpose intended.

It is mutually understood and agreed, that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or the right, title, or interest therein, or power to execute such contract, to any other person, company or corporation without prior written consent of the District.

The contractor shall protect all furnishings from damage and shall protect the District's property from damage or loss arising in connection with this contract. The contractor shall make good any such damage, injury or loss caused by their operations, or those of their employees, to the satisfaction of the District.

The District shall be the sole judge in determining the award, and its decision shall be final. The District reserves the right to reject or accept any quotes.

**Return all quotes to:**

Cassandra Calderon  
Bouse Elementary School  
P.O. Box "S"  
Bouse, Arizona 85325

**Phone: 928-851-2213, Email: [ccalderon@bouseschool.org](mailto:ccalderon@bouseschool.org)**

**Note: Any additional work must have prior written approval by the District Representative, before the contractor proceeds with work.**

## **GENERAL DESCRIPTION**

It is the intent of the Bouse Elementary School District #26 to request the service, labor and materials of one or more vendors to provide one, two bedrooms home.

**2 Bedrooms/ 1 Bath of approximately 640 square feet. The unit should have at least R22 in floor and R30 in roof. The unit should be full electric.**

**The price should include delivery, A/C, heat, skirting, steps, porch, and permits.**

## **DELIVERY**

Successful vendor shall be able to provide Home deliveries at the times requested by the District. Specific delivery times are selected when student activity on campus is at a minimum. These times are critical in order to insure the safety of the students, staff and general public and to protect the vendor against personal damage claims while their trucks are on a school campus or District site. Times shall be selected according to school start times, recess periods, lunch periods, athletic events, etc. If vendor cannot make the order time within 15 minutes, please contact the person placing order and provide new arrival time.

**Delivery and setup should be completed after July 1<sup>st</sup> but before July 14<sup>th</sup>**

## **MATERIALS**

All material must conform to the latest revisions of HUD Standard specifications.

## GENERAL CONDITIONS

The Contractor shall, at their expense, procure all permits and licenses required of them by law for the execution of this work. The Contractor shall also comply with all state, county or local laws, ordinances, rules or regulations relating to the performance of his work.

Dust control shall be the responsibility of the Contractor. They shall be cognizant of the nuisance and inconvenience excessive blowing dust, dirt, or refuse can cause to adjacent properties and to public area and shall institute measures to control these problems so that they are not objectionable in the opinion of the District. Any complaints by affected residents or fines levied in the operation of equipment shall be satisfied by the contractor and corrected immediately.

The contractor assumes full responsibility for the safekeeping of all materials and equipment and the protection on all unfinished work until final acceptance by the District. If any of the work is damaged or destroyed from any cause, the Contractor shall replace it at their expense. The Contractor must indemnify, save harmless the District against any claims filed for non-payment of their bills for subcontractors, labor, and materials used in connection with the contract work.

The Contractor shall assume all responsibility for that portion of the site involved in the project work and shall provide and maintain all necessary protection, as required by State and Local codes, Ordinances or Laws. Contractor shall be responsible for damage caused to work that is not properly protected. If security is needed to protect the site during construction, it will be the responsibility of the contractor to obtain such security at no additional cost to the District.

Any damage incurred to existing structures, installations, or to adjacent Home Owners Property by the Contractor or Subcontractor will be replaced and repaired to original condition at the Contractor's expense to the approval of the District or their representative.

The Contractor will be required to commence and complete work in the time frame as **STIPULATED BY Bouse Elementary School**. The Contractor will execute the work with faithfulness and energy in order to complete the project.

The project manager shall perform final inspection. The contractor shall seek written approval from an appropriate District Representative for any changes or deviations from specifications or instructions, by way of a revised purchase order.

If any noted deficiencies are not corrected within the time period stipulated by the District, quotes shall be obtained from a separate contractor for repairs or clean-up and the responsible party or school shall be responsible for that expense.

## CONTRACTOR GUIDELINES, REQUIREMENTS AND RESPONSIBILITIES

The following guidelines and contractor responsibilities pertain to Contractors, subcontractors and their employees.

All work performed on school District property shall be in accordance with the Bouse Elementary School District Policies and Procedures.

When violations of Policies and Procedures occur, the contractor and/or subcontractor shall be asked to stop all work until any and all violations are resolved to the District's satisfaction.

The school district reserves the right to require the contractor to provide a list of employee's names for reference and security reasons.

Contractor must be willing to work around transportation schedules, so as not to disrupt school activities.

## SAFETY

The contractor shall take all necessary precautions for the safety of school district employees and the general public.

The Contractor shall comply with all applicable provisions of Federal, State, and Municipal Safety Laws.

## CONTRACTOR RESPONSIBILITIES

Contractor shall be aware of, and abide by the District Dress Policy, and the District Tobacco Free Environment Policy. Any contractor, or employee found to be in violation of these policies will be immediately expelled from the site. Copies of these policies will be provided to the contractor upon request.

Provide a safe, clean work site during construction.

## **CLEAN-UP**

**Clean up, and restoration of the premises shall be the contractor's responsibility.**

The contractor shall clean up and remove all debris and rubbish resulting from their work from time to time as required or directed by any Bouse Elementary Schools representative. Upon completion of the work the premises shall be left in a neat, unobstructed condition.

**NOTE: School dumpsters are not to be used for disposing of any trash, debris or other materials generated by the contractor from demolition or construction. Construction debris is to be removed daily and disposed of properly in compliance with all federal, state, city and county regulations.**

## **RESTROOMS AND CAFETERIA FACILITIES**

The contractor shall be responsible for providing restroom facilities for their employees and subcontractors.

Use of restrooms and cafeteria facilities by the contractor, subcontractor and employees thereof, is prohibited by the School District.

## **ALCOHOL, DRUGS AND TOBACCO**

All Schools and Facilities are alcohol, drug and tobacco-free environments. **Substances of these types are strictly prohibited on any District Campus and/or Facility.**

## **DANGEROUS INSTRUMENTS AND DEADLY WEAPONS**

Dangerous Instruments and Weapons of these types are strictly prohibited on any District Campus and/or Facility:

"Dangerous Instrument" means a knife, CO<sub>2</sub> powered gun, or other instrument, not designated for lethal use but which may be capable of causing physical injury.

"Deadly Weapon" means anything designated for lethal use including a firearm.

"Firearm" means any operable or inoperable, loaded or unloaded (a) weapon, including a starter gun, which will or is designed to, or may be converted to expel a projectile by the action of an explosive.

## **WORKER AGE AND DRESS ATTIRE REQUIREMENTS**

All employees of the Contractor and/or Subcontractor(s) must be at least eighteen (18) years of age.

1. Shirts and Shoes shall be worn at all times.
2. Shorts – Leg length shall be mid-thigh or longer.

## **LANGUAGE REQUIREMENT**

An English speaking supervisor/foreman shall be on site at all times, during working hours.

The use of abusive, offensive sexually oriented or vulgar language is prohibited.

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QUOTE FORM

DEADLINE FOR RETURNED QUOTES: Wednesday, February 9, 2022 at 10:00 A.M. (local time)

The following prices will represent all orders of one (1) Home:

2 Bedroom Home	\$ _____ unit price
DELIVERY FEE for HOME	\$ _____ delivery fee
SALES TAX for Home	\$ _____ sales tax
SETUP FEE for Home	\$ _____ setup fee
A/C for HOME	\$ _____ a/c fee
HEAT for Home	\$ _____ heat fee
SKIRTING Home	\$ _____ skirting fee
STEPS for HOME	\$ _____ steps fee
PERMITS for Home	\$ _____ permit fee

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**ACKNOWLEDGEMENT OF ADDENDUM (if any, list addendum number and initial)**

\_\_\_\_\_

Purchase orders issued to successful vendor will be made out to the company indicated on the "COMPANY QUOTING" line on this page. Be sure to fill in your company name as it will appear on your invoices in order to avoid delays in processing payment.

The signature on the following page signifies that the Request for Quote contained herein has been read thoroughly and is understood in its entirety and the response submitted is accurate, reliable and in compliance with all requirements of the solicitation.

**Please indicate:**

If unforeseen, or extra work, authorized by the District, is performed on this project, list hourly rate to be charged. \_\_\_\_\_ Per hour

**Note:** Any additional work must have prior written approval by the District Representative, before the contractor proceeds with work.

Period of warranty/guarantee. \_\_\_\_\_ Years

Length of time quote prices will be in effect. \_\_\_\_\_ Days

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The persons, corporation, or company who makes the accompanying quote, by the signature below, certifies that such quote is genuine and not sham or collusive, nor made in the interest or behalf of any person not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to submit a sham quote, or any other person, corporation, or company to refrain from quoting, and that the bidder has not in any manner sought by collusion to secure for itself an advantage over any other bidder.

\_\_\_\_\_  
Company Quoting

\_\_\_\_\_  
Authorized Signature/Local Representative

\_\_\_\_\_  
Typed Name/Position Held with Company

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City                      State                      Zip

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
FAX Number

\_\_\_\_\_  
Arizona Commercial Contractor License #

\_\_\_\_\_  
Federal Tax Identification Number

\_\_\_\_\_  
E-mail

COMPANY IS: (Please check those that apply):

Corporation       Partnership       Limited Partnership       Sole Proprietorship

Incorporated:       Yes       No      Other: Please Explain Below

\_\_\_\_\_  
\_\_\_\_\_



LIST OF SUBCONTRACTORS

This attachment to the Quote Form shall be submitted along with the Quote Form.

The Contractor must list below the names, license and classification numbers of all qualified subcontractors and/or suppliers they will employ for the various portions of the work indicated. Failure on the part of the Contractor to complete this list properly will constitute sufficient grounds to reject their quote.

<u>TRADE</u>	<u>FIRM</u>	<u>LIC#</u>	<u>CLASS#</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

Signed \_\_\_\_\_

Phone \_\_\_\_\_

GENERAL NOTIFICATION  
ASBESTOS AND HAZARDOUS MATERIAL STATEMENT

PLEASE RETURN THIS SIGNED FORM ALONG WITH YOUR REQUEST FOR QUOTE.

ATTENTION: Architects, Engineers, Consultants, Contractors, Sub-contractors, Craftsmen and Vendors. The following information is extremely important and must be adhered to without exception:

Asbestos Contained Building Materials (ACBM) will not be used on any project within the Bouse Elementary School District #26. ACBM is defined as any building material having an asbestos content of 1% or more. Typical examples of materials that may contain asbestos and therefore would be considered ACBM are: vinyl asbestos tile, certain forms of adhesive used to hold vinyl tile, certain forms of adhesive used to hold cove base molding, some thermal insulation, and transitApri paneling. The above list is not complete but merely represents some of the material more commonly found on job sites that are ACBM. As per EPA guidelines, some roofing material used on the exterior of the buildings may be considered ACBM. Address any questions concerning asbestos to Ron Fletcher at 928-851-2213.

Solder and paint with any amount of lead is no longer authorized, and will not be used in any District projects.

**HOLD HARMLESS:**

Interface of work under this contract with work containing asbestos shall be executed by the contractor at risk and discretion with full knowledge of the currently accepted standards, hazards, risks and liabilities associated with asbestos work and asbestos containing products. By execution of this contract, the contractor acknowledges the above and agrees to hold harmless the owner, employees and agents and assigns for all asbestos liability which may be associated with respect to the above-mentioned standards, hazards, risks and liabilities.

I have read the above information and will comply.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature/Local Representative

\_\_\_\_\_  
Typed Name/Position Held with Company

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone Number/FAX Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
FEDERAL TAX I.D. NUMBER