

**PARK HILL SCHOOL DISTRICT
NUTRITION SERVICES DEPARTMENT**

8500 NW Riverpark Drive
Pillar 116
Parkville, MO 64152
Phone/Fax 816-359-4090/ 4099

BID

Bids to be marked:

“Automatic Espresso Coffee Machine”

Page 1 of 4

Bid due at 10 am, Tuesday, February 20, 2018

ARTICLES AND DESCRIPTION

Park Hill School District is receiving bid proposals for one (1) automatic espresso coffee machine per the attached specifications to be invoiced to Park Hill High School, 7701 NW Barry, Kansas City, Missouri 64153.

Bids will be accepted at the Nutrition Services Department office, 8500 NW Riverpark Drive, Pillar 116, Parkville, Missouri 64152, until 10 am, Tuesday, February 20th, 2018, at which time the bid is publicly opened and is made part of public record of the Park Hill School District. It is not the policy of Park Hill School District to purchase on the basis of low bids alone, quality and suitability to purpose being the controlling factors. That being understood, the purchaser reserves the right to arrive at such by whatever means determined to be in the best interest of the district.

This bid form must be used and all bids are to be signed below. Bids need to be submitted on the bid sheet form provided in a sealed envelope marked “Serving Equipment”. Failure to follow any of these instructions will disqualify the offer. Faxed or e-mailed submissions will not be accepted. It is the bidder’s responsibility to ensure delivery of bid by the deadline specified.

This Bid is a firm offer which shall be irrevocable and open for acceptance for 45 calendar days from the day set for submission of bids. Park Hill School District reserves the right to accept or reject any or all bids and reserves the right to waive all irregularities and informalities. When no response to bid is made, the vendor is removed from our listing.

Questions regarding this bid should be directed to Susan Weaver at Park Hill School District at (816) 359-4090 or weavers@parkhill.k12.mo.us

SPECIAL REQUIREMENTS

1. Bidders are required to read entire bid document. Please pay close attention to the bid that is being submitted.
2. Bids must be submitted only on the form provided in this bid document. All information must be legible. Any and all corrections and/or erasures must be initialed. All required information must be provided.
3. The following terms and conditions shall prevail unless otherwise modified by the Park Hill School District within this bid document. Park Hill School District reserves the right to reject any bid that may take exception to these terms and conditions.
4. Bidder must be geographically located within 225 miles of the Park Hill School District and must take delivery of the product at their facility prior to delivery to the district to verify that the equipment is as specified and operational.
5. Once awarded by the District, this bid’s pricing and terms are to remain in place for five months from the initial bid opening date and additional equipment purchases of the same item(s) may be made utilizing this bid solicitation.

TERMS AND CONDITIONS

CHANGES - Any changes to the requirements specified herein will be communicated to all bidders by the issuance of an addendum. All bidders shall comply with the requirements specified in any addendum issued by Park Hill School District.

DAMAGES – The successful bidder will be held responsible and required to make good (at their expense), all damages to persons or property caused by the bidder’s employees and/or agents.

PAYMENTS – Terms are net forty-five (45) days.

TAXES – Park Hill School District is tax exempt, so bid should reflect this status.

SCOPE - The intention of this bid is to solicit bids for Park Hill School District equipment.

For information regarding the bid process, contact Park Hill School District at (816) 359-4090.

FELONY CONVICTION NOTIFICATION

“The person or business entity that enters into an agreement with this school district must give advance notice to the District if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony”.

The District may terminate this agreement with a person or business entity if the District determines that the person or business entity failed to give notice by the next preceding subsection, or misrepresented the conduct resulting in the conviction. The District will compensate the person or business entity for services performed before the termination of the agreement”.

By submitting this offer and signing this certificate, this bidder:

- Certifies that the owner/operator has not been convicted of a felony, except as indicated on a separate attachment to this offer, and
- Certifies that no employee who will enter school buildings or potentially have contact with school children has been convicted of any felony or a misdemeanor involving violence or sexual contact or sexual abuse. It shall be the duty of the vendor to conduct the appropriate background checks on its employees and vendor agrees to share this information with the District upon request.

Bidder must be of lawful age to enter into this agreement. This bid is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud. No member of the Board of Education of the Park Hill School District, City of Kansas City, Missouri, County of Platte, nor any officer or employee or person whose salary is payable in whole or part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the services to which it is related, or in any portion of the profits hereof.

All employees and /or any subcontractor’s employees of said bidder must be lawfully present in the United States as required by MO Immigration Law HB1549.

PRODUCT SPECIFICATIONS

Equipment: Franke's A600 MS Automatic Espresso Coffee Machine – (1)

- Bid price is to include invoicing only as the equipment is already installed at the school site.
- Invoice machine to Park Hill High School, 7701 NW Barry Rd, Kansas City, Missouri 64153

<h3>Bid Specification Sheet</h3>	
Franke's Automatic Espresso Coffee Machine	\$

Company Name: _____

Company Address: _____

City, State, Zip: _____

Company E-mail Address: _____

Company Telephone: _____ Fax Number: _____

Authorized Company Official's Name: _____

(Printed)

Signature of Company Official: _____

Date: _____

NO RESPONSE FORM

Park Hill School District – Automatic Espresso Coffee Machine

Whereas on the _____ day of _____, 2018

(print name of company)

has reviewed PHSD solicitation and elects not to submit a proposal:

Street Address

City, State, Zip Code

Telephone/Fax Number

Name of Authorized Individual

Signature of Authorized Individual