

Request for Proposal

Weight Room Equipment and Furnishings
Skyview High School Campus
Denver, CO

Mapleton Public Schools

June 1, 2012

1.1 BACKGROUND

In 2010, Mapleton Public Schools was awarded a grant from the State of Colorado Department of Education under the Building Excellent Schools Today program. Part of this grant is a major renovation of the existing Skyview High School, which includes renovating an existing weight room located in the basement of the building.

1.2 LOCATION

The project is located at 8990 York Street, Thornton, CO 80229. The main cross-roads for the project are 88th Avenue and York Street.

1.3 PROJECT DESCRIPTION

The completed renovation area will contain a weight room that is approximately 2199 square feet and a cardio room that is approximately 1116 square feet directly adjacent to each other. For a full list of desired equipment, please see the attached bidder's form.

1.4 ELIGIBILITY

Any qualified, professional exercise equipment supplier and installer is encouraged to submit.

1.5 ESTIMATED BUDGET

The estimated budget for the project is \$50,000. This amount includes all aspects of the exercise equipment: design, fabrication, delivery, installation and warranty.

1.6 APPLICATION REQUIREMENTS

The School District is attempting to be sustainable when the opportunity permits and are requesting that all proposals be submitted via email to reduce on printing and delivery impacts.

- Submit one PDF file of your proposal via email to sready@wemberinc.com by the submittal date/time aforementioned. It is solely the submitting firm's responsibility to have the submission RECEIVED by the deadline; it is advised to request a read receipt when submitting or a follow up phone call.
- Your response, not including the proposal form and Fee Matrix Spreadsheet, should be less than 10 pages total, brevity is valued. Total PDF file size shall not exceed 5 MB.
- Submit one Excel® file of the completed Fee Matrix Spreadsheet via email as an attachment. Detailed instructions are included in the Excel® file.

Information contained within your response should contain, but is not limited to the following:

- Completed Bidder's Form
- Qualifications including
 - o Payment Terms including any discounts for early repayment.
 - o Customer service process

- Warranty information
- Proposed delivery date
- Set-up and installation timeframe in business days
- Layout plan showing proposed location of equipment
- Include price for Alternate 1 rubber flooring (see bidder's form)
- List of at least five completed projects in Colorado area within the last 5 years.
- Submit questions to Wember, Inc. the Owner's Representative:

Scott Ready
sready@wemberinc.com
 970-581-4075

1.7 SELECTION METHOD

Selections will be based on previous experience, equipment selection, delivery and installation timeframe, price, and warranty inclusions.

Owner reserves the right to reject any or all responses to this RFQ/P. Final selection of short-listed firms will be on the basis of the firm's apparent ability to best meet the overall expectations of the Owner, as determined solely by the Owner.

Mapleton School District reserves the absolute right to conduct investigations as it deems necessary for the evaluation of any proposal and to establish the experience, responsibility, reliability, references, reputation, business ethics, history, qualifications and financial ability of the firm responding. The purpose of such investigation is to determine that the firm has the ability, experience, resources and reputation necessary to perform the work and to support all warranties in accordance with the contract documents.

Note- Although the project cost will be a major component of the selection process, other factors will also be considered. Award of contract for firm may not be awarded to the lowest bidder.

1.8 SCHEDULE OF EVENTS

The schedule below indicates the critical dates that must be satisfied by the BIDDER. The BIDDER must staff its work crews appropriately to meet the required dates of completion.

DATE	EVENT
June 1, 2012	Release of RFP
June 11, 2012	Bidders Please Confirm Intent to Submit
June 15, 2012	Last day for questions
June 22, 2012	Proposals Due, 2pm
September 15, 2012	Anticipated date of delivery and set-up start
September 21, 2012	Anticipated date of completion.

1.9 COPIES OF ARCHITECTURAL DOCUMENTS

OWNER and ARCHITECT in making, copies of Bidding Documents available on the above terms do so only for the purpose of obtaining Bids for the Work and do not confer a license or grant for any other use.

1.10 INDEMNIFICATION

- 1.10.1 The BIDDER agrees to indemnify and hold harmless Mapleton Public Schools, and its officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with work, if such injury, loss, or damage, or any portion thereof, is caused by, or claimed to be caused by, the act, omission, or other fault of the BIDDER or any subcontractor of the BIDDER, or any officer, employee, or agent of the BIDDER or any subcontractor, or any other person for whom BIDDER is responsible. The BIDDER shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands, and to bear all other costs and expenses related thereto, including court costs and attorneys' fees. The BIDDER's indemnification obligation shall not be construed to extend to any injury, loss, or damage, which is caused, by the act, omission, or other fault of Mapleton Public Schools.

1.11 PAYMENT TERMS

- 1.11.1 Please specify payment terms in proposal.

2.0

PROPOSAL – MAPLETON PUBLIC SCHOOLS

Return Proposal to: Mapleton Public Schools
 c/o Wember, Inc.
 Scott Ready
 sready@wemberinc.com

This proposal is submitted by:

Supplier: _____

Installer: _____

BY: (Signature) _____ (Title) _____

ADDRESS: _____

EMAIL ADDRESS: _____

Exhibit A: Floor plan of Weight Room and Cardio Room:

