

**PRINCETON JOINT UNIFIED SCHOOL DISTRICT
INVITATION FOR BID (IFB)
EQUIPMENT PROCUREMENT FOR CTE AG PROGRAM SHOP
IFB 2016-17-001**

PRINCETON JOINT UNIFIED SCHOOL DISTRICT (District) requests that distributors, fabricators and/or manufacturers (collectively referred to herein as “Vendors”) of Welding Booths, Filtration Systems and Miscellaneous Welding Equipment submit bids in response to this Invitation for Bid (IFB).

1. Invitation for Bids.

1.1. General.

- 1.1.1. Purpose of IFB. This IFB is for Vendors to propose pricing to furnish and deliver Eight (8) Welding Booths with integrated filtration systems and Miscellaneous Welding Equipment specified in Item 2 below.
- 1.1.2. Obtaining IFB. This IFB may be obtained from the District by contacting Diana Baca, whose contact information is noted herein, or by visiting our website, www.pjUSD.org.
- 1.1.3. District IFB Contact. Questions or other communications relating to this IFB shall be directed to the District at:

Diana Baca
Princeton Joint Unified School District
473 State Street
Princeton, CA 95970
dbaca@glenncoe.org

- 1.2. District Modifications to IFB. The District expressly reserves the right to modify any portion of this IFB prior to the latest date/time for submission of IFB Responses, including without limitation, the cancellation of this IFB. Modifications, if any, made by the District to the IFB will be in writing; Vendors who have obtained this IFB from the District prior to any such modifications will be issued modifications to the IFB by written addenda.
- 1.3. No Oral Clarifications/Modifications. The District will not provide any oral clarifications or modifications to the IFB or the requirements hereof; no employee, officer, agent or representative of the District is authorized to provide oral clarifications or modifications to the IFB. No Vendor shall rely on any oral clarification or modification to the IFB.
- 1.4. Public Records. Except for materials deemed Trade Secrets (as defined in California Civil Code §3426.1) and materials specifically marked “Confidential” or “Proprietary” all materials submitted in response to this IFB are deemed property of the District and public records upon submission to the District. The foregoing notwithstanding, the District may reject for non-responsiveness the IFB Response of a Vendor who indiscriminately notes that its IFB Response or portions thereof are “Trade Secret” “Confidential” or “Proprietary” and exempt from disclosure as a public record. The District is not liable or responsible for the disclosure of IFB Responses, or portions thereof, deemed to be public records, including those exempt from disclosure if disclosure is required by operation of law, or by an order of a court of competent jurisdiction, or which occurs through inadvertence, mistake or negligence on the part of the District or its agents or representatives. If the District is required to defend or otherwise respond to any action or proceeding wherein request is made for the disclosure of the contents of any portion of a IFB Response deemed exempt from disclosure hereunder, by submitting a response to this IFB, each Vendor agrees to defend, indemnify and hold harmless the District in any action or proceeding from and against any liability, including without limitation attorneys’ fees arising therefrom. The party submitting materials sought by any other party shall be solely responsible for the cost and defense of the District in any action or proceeding seeking to compel disclosure of such materials; the District’s sole involvement in any

such action shall be that of a stakeholder, retaining the requested materials until otherwise ordered by a court of competent jurisdiction.

- 1.5. Errors/Discrepancies/Clarifications to IFB. If a Vendor encounters errors or discrepancies in this IFB or portions hereof, the Vendor shall immediately notify the District of such error or discrepancy. Any Vendor seeking clarification of any portion of this IFB shall submit the requested clarification in writing to the District. Responses of the District to any requested clarification will be in writing; if in the sole judgment of the District, any clarification response affects the IFB or other Vendors, the District will issue the clarification response by a written addendum distributed to all potential Vendors who have theretofore obtained this IFB from the District. All requests for clarification of this IFB must be submitted and actually received by the District no later than 3:00 PM seven (7) days prior to the latest date for submission of IFB Responses; the District will not respond to clarification requests submitted thereafter. All communications to the District shall be as set forth in Paragraph 1.1.3 above.
- 1.6. IFB Response Costs. All costs and expenses incurred by a Vendor to prepare and submit a response to this IFB shall be borne solely and exclusively by the Vendor.
- 1.7. IFB Documents. In addition to this IFB, the following form a part of the IFB:

Attachment A	Bid
Attachment B	Non-Collusion Affidavit
Attachment C	Recycled Content Certification
- 1.8. IFB Activities; Timeline. The District anticipates that the following activities relating to the IFB will be completed at the times noted below. The foregoing notwithstanding, the District reserves the right to modify IFB activities and/or the time for completion of a IFB activity.

IFB Activity	Date
1 st Advertisement	May 31, 2017
2 nd Advertisement	June 7, 2017
Latest date/time for submittal of questions, clarification requests	3:00 PM, June 14, 2017
Latest date/time for submittal of IFB Responses	3:00 PM, June 21, 2017
Bid opening	3:00 PM, June 21, 2017

2. Description of Equipment Requested.

- 2.1. The equipment bid must include the items listed below.
 - Eight (8) 4' x 4' welding booths with a Filtair (or equal) filtration system for each booth
 - Filtair (or equal) system must include a spark arrestor and water connect for suppression and ducting connecting the eight (8) booths
 - Accessories for each booth include a position arm; welder shelves for MM211 and Maxstar 161/Dynasty 210; 47" LED lighting; curtains; curtain bracket; 2 X 2 bottle simplex manifold plumbed for Argon/CO2 and straight Argon with 16 Victor (or equal) regulators; powder coated green; one (1) main panel with breakers for each booth and cutting machine
 - Six (6) Miller 907711001 Maxstar 161 welders with contractor kit (or equal)
 - Two (2) Miller 907685 Dynasty 210 welders (or equal)
 - Two (2) Contractor kits for the Dynasty 210 welders (or equal)
 - One (1) Kioke Monograph Extreme 5' X 10' table with Hypertherm Powermax 85, with Hypertherm Edge Pro TI and Educational Hypertherm Pronest Software (or equal)
 - Two (2) Jet dust collectors and ducting (or equal)
- 2.2. Delivery Schedule. Delivery of equipment will be directly to the Princeton Jr / Sr High School, 473 State Street, Princeton CA. It will be the responsibility of the vendor to off-load the equipment from the delivery truck and position the equipment to the required area.

2.3. Delivery Requirements. Unless otherwise indicated in this IFB, pricing incorporated into the Bid shall include all packaging, crating, transportation, and other related charges for delivery of the equipment (FOB destination) specified in Item 2.1 above to the Princeton Jr / Sr High School, 473 State Street, Princeton, CA.

3. **IFB Response.**

3.1. Submission of IFB Response.

3.1.1. Latest Date/Time for Submission of IFB Response. The latest date/time for submission of IFB Responses is 3:00 PM, Wednesday, June 21, 2017.

3.1.2. Location for Submission of IFB Response. IFB Responses shall be submitted to the District Office:

Princeton Joint Unified School District
473 State Street
Princeton, CA 95970
Attention: Diana Baca

IFB Responses which are not actually received at the above-stated location at or prior to the latest date/time for submission of IFB Responses will be rejected by the District for non-responsiveness. Vendors are solely responsible for the timely submission of IFB Responses. Vendors are encouraged to personally deliver IFB Responses directly to the District Office or to retain a private courier service to personally deliver IFB Responses to the District Office.

3.2. IFB Response Contents/Format.

3.2.1. IFB Response. All materials submitted in response to this IFB shall be on 8 ½" x 11" paper, in portrait orientation.

3.2.2. Copies of IFB Response. Each Vendor shall submit an original and one copy of its IFB Response.

3.3. IFB Response Format and Organization. Each IFB Response must conform to the following described organizational format and must include the contents described below. Failure of a Vendor to submit its IFB Response in a format and with contents conforming to the following requirements will be a basis for the District's rejection of such IFB Response for non-responsiveness.

3.3.1. Cover Sheet. Identify the submittal as the IFB Response to this IFB and an identification of the firm submitting the IFB Response along with the firm's address, telephone/fax numbers and email addresses of the firm's principal contacts in connection with this IFB or the IFB Response.

3.3.2. Bid. Provide a price bid to furnish and deliver the equipment specified in Item 2.1 on the form of Bid included with this IFB as Attachment A.

3.3.3. Non-Collusion Affidavit. Completed and executed form of Non-Collusion Affidavit, attached to this IFB as Attachment B.

3.3.4. Recycled Content Certification. In accordance with Public Contract Code section 22152, completed and executed Recycled Content Certification, attached to this IFB as Attachment C.

3.4. Selection Criteria.

3.4.1. General. Each timely submitted IFB Response will be independently reviewed by the District. An IFB Response which does not comply with the requirements of this IFB will be subject to rejection for non-responsiveness.

3.4.2. Evaluation Criteria. The following set forth the criteria by which each IFB Response will be evaluated. The District and the selection committee reserve the right to exercise discretion in the weight and priority of the evaluation criteria.

- Responsiveness to IFB and Project Requirements. The District will evaluate Vendor's responsiveness to the requirements of this IFB as outlined in the IFB.
 - Availability. The District will evaluate the Vendor's Bid for completing delivery and installation of the welding booths, filtration system and miscellaneous equipment.
 - Proposed Pricing. The District will evaluate the pricing proposed to furnish, deliver and install the welding booths, filtration system and miscellaneous equipment.
- 3.5. Rejection of IFB Responses; Waiver of Irregularities. The District reserves the right to reject all IFB Responses or to waive any immaterial irregularities or informalities in any IFB Response.
- 3.6. Notice of Intent to Award Contract. After the opening and review of Bids, the District will issue to Vendors timely submitting a IFB Response, a Notice of Intent to Award the Equipment Contract, identifying the Vendor to whom the District intends to award the Equipment Contract and the date, time and place of the Board of Trustees meeting to consider award of the Equipment Contract.
- 3.7. Bid Protest. A Vendor submitting a Bid to the District may file a protest of the District's intent to award the Contract provided that each and all of the following are complied with: (i) the bid protest is in writing; (ii) the bid protest is filed and received by the District's Superintendent/Principal, not more than five (5) calendar days following the date of issuance of the District's Notice of Intent to Award the Contract; and (iii) the written bid protest sets forth, in detail, all grounds for the bid protest, including without limitation all facts, supporting documentation, legal authorities and argument in support of the grounds for the bid protest; any matters not set forth in the written bid protest shall be deemed waived. All factual contentions must be supported by competent, admissible and creditable evidence. Any bid protest not conforming to the foregoing will be rejected by the District as invalid. Provided that a bid protest is filed in strict conformity with the foregoing, the District's Superintendent/Principal, or such individual(s) as may be designated by her/him ("Designee"), will review and evaluate the basis of the bid protest. The District's Superintendent/Principal or the Designee will provide the Vendor submitting the bid protest with a written statement concurring with or denying the bid protest ("Bid Protest Disposition"). The Bid Protest Disposition is final and not subject to administrative or Board of Trustees appeal. The bid protest process described herein is an administrative remedy which must be exhausted as a condition to instituting any judicial proceeding relating to the bidding process, a bid protest or the District's rejection of all Bids.

[END OF SECTION]

**IFB FOR Princeton Jr / Sr High School
CTE Ag Program Shop Equipment Bid**

ATTACHMENT A; BID

Bidder Name		
Bidder Representative(s)	_____ Name and Title _____ Name and Title	
Bidder Representative(s) Contact Information	Email: _____	Ph: _____ Fax: _____
Bidder Mailing Address	_____ Address _____ City/State/Zip Code	

The above-identified Vendor proposes the following pricing to furnish, deliver and install the welding booths, filtration system, and miscellaneous equipment as specified in Item 2.1 of the IFB.

1. Proposed Price. The Vendor proposes a fixed price lump sum of Dollars (\$_____). The Vendor confirms that the foregoing Proposed Price is inclusive of all costs to furnish, package, transport, deliver FOB destination to the location indicated in the IFB, and to install welding booths, filtration system and miscellaneous equipment specified in Item 2.1 of the IFB.
2. Acknowledgment of Bid Addenda. The Bidder confirms that this Bid incorporates and is inclusive of all items or other matters contained in Bid Addenda issued by or on behalf of the District. Received, acknowledged and incorporated into this Bid the following Addenda:

_____ (List Addenda)

_____ (Initials of Bidder's Representative)

1. Acknowledgement and Confirmation. The Vendor has a full and complete understanding of the specifications for the welding booths, filtration system and miscellaneous equipment as specified in Item 2.1 of the IFB. The Vendor certifies that if awarded this Contract, Vendor will furnish, deliver and install welding booths, filtration system and miscellaneous equipment as specified in Item 2.1 of the IFB.

By: _____
(Signature of Vendor's Authorized Officer or Representative)

_____ (Typed or Printed Name)

Title: _____

**IFB FOR Princeton Jr / Sr High School
CTE Ag Program Shop Equipment Bid**

ATTACHMENT B; NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA
COUNTY OF _____

IFB NO. 2016-17-001

I, _____, the Vendor, being first duly sworn, depose and say that I am the
(Typed or Printed Name)
_____ of _____, the party submitting
(Title) (Vendor Name)
the foregoing Bid. In connection with the Bid responding to IFB NO. 2016-17-001, the undersigned
declares, states and certifies that:

1. The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Bid is genuine and not collusive or sham.
3. The Vendor has not directly or indirectly induced or solicited any other vendor to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other vendor or anyone else to put in sham bid, or to refrain from submitting a bid.
4. The Vendor has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price, or that of any other vendor, or to fix any overhead, profit or cost element of the bid price or that of any other vendor, or to secure any advantage against the public body awarding the contract or of anyone interested in the proposed contract.
5. All statements contained in the Bid and related documents are true.
6. The Vendor has not, directly or indirectly, submitted the bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed this ____ day of _____, 20__ at _____.
(City, County and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated _____

By: _____
(Signature of Vendor's Authorized Officer or Representative)

(Typed or Printed Name)

Title: _____

**IFB FOR Princeton Jr / Sr High School
CTE Ag Program Shop Equipment Bid**

**ATTACHMENT C; RECYCLED CONTENT
CERTIFICATION**

The undersigned declares that he or she is the person who executed the bid for the _____(hereinafter referred to as the "Project"), and submitted it to the Princeton Joint Unified School District (hereinafter referred to as the "District") on behalf of _____ (hereinafter referred to as the "Contractor").

Pursuant to Public Contract Code section 22152, all businesses are required to certify in writing the minimum (if not exact) percentage of recycled content in materials, goods, or supplies offered or products used in the performance of their contract.

I declare under penalty of perjury under the laws of the State of California that the following percentages of post-consumer material is in the materials, goods, or supplies offered for, or products used in, the performance of the contract for the Project:

_____ % Post Consumer Material

Executed this _____ day of _____, 20____ at _____, California.

Name of Business (Print or Type)

Signature

Print Name

Title
