



# ***Request for Proposal: Safety and Security-Bullet Resistant-Shatter proof Window Film***

Published: March 4, 2024

Responses Due: by noon, Wednesday, April 3, 2024

Submit bid to: Marshall Public Schools  
Denise Reno  
1126 Hwy WW  
Marshall, MO 65340  
dreno@marshallows.com

## **Purpose**

The purpose of this Request for Proposals (RFP) is to seek bid for Bullet Resistant/Shatter proof Window film to be installed in specific buildings listed below for the Marshall Public School District.

## **Services to be provided**

Vendors responding should be prepared to provide a proposal that satisfies these minimum requirements. Any bids will need to include any services necessary to complete this projects, which may not have been listed. All of the forgoing is considered the work.

The Work is herein sometimes referred to the "Project" and consists without limitation of any and all labor, materials, goods, supplies, equipment, tools, utilities, temporary facilities, transportation, delivery services, and other services and things of any nature whatsoever as are expressly and impliedly necessary to timely and satisfactorily complete the Project:

## **The Scope of work is as follows:**

1. Installation of bullet resistant/shatter proof film in all exterior-ground level doors and windows in the following district buildings:
  - a. Tom Butterfield Early Childhood Wing located at 1126 Hwy WW, Marshall MO 65340
  - b. Tom Butterfield Central Office Wing located at 1126 Hwy WW, Marshall MO 65340
  - c. Spainhower Primary School located at 700 East Slater Street, Marshall MO 65340
  - d. Bueker Middle School located at 565 South Odell, Marshall MO 65340
  - e. Saline County Career Center located at 900 West Vest Street, Marshall MO 65340
  - f. MPS Industrial Arts Building located at 900 West Vest Street, Marshall MO 65340
  - g. Marshall High School located at 805 South Miami Street, Marshall MO 65340

- h. MPS Alternative Education Building located at 860 West Vest Street, Marshall MO 65340
- i. MPS Adult Education Center located at 2295 S. Hwy 65, Marshall MO 65340

### **General Bidding Instructions and Conditions**

- Please provide breakdown of Windows and doors in the scope of each building.
- Please specify the films specifications.
- Bidders must furnish an IRS W-9 form indicating the bidder's taxpayer identification number, if not already on file with the District. The W-9 must be dated within the current calendar year.
- Based on tax exempt prices. A Project Exemption Certificate must be furnished before the start of work.
- Bidders must include all products and services to be purchased in the bid. Identify items by manufacturer and catalog numbers.
- Bidders must include specifications and descriptive literature/media for all products proposed.
- Bidders are solely responsible for all costs incurred in the preparation of responses to this RFP.
- To be considered for this project, vendors must submit bid to Marshall School District, 1126 Hwy WW, Marshall, MO 65340 **prior to Noon CST on April 3, 2024** or via email to: [dreno@marshallows.com](mailto:dreno@marshallows.com). The District will reserve the right to reject any bids received after the deadline.
- The District reserves the right to accept or reject any or all bids or parts of bids, to waive irregularities, informalities, and technicalities, and to request rebids on the requested materials. The District also reserves the right to award the contract on such material the District deems will best serve its interests. It further reserves the right to award the contract on a split order basis, lump sum, or individual item basis, or such combination as shall best serve the interests of the District unless otherwise stated. The District also reserves the right to waive minor variations to specifications.
- All bidders must furnish unit prices with extended totals and total sum of bid. In the event of conflict between unit price and total, the unit prices will be used to determine the successful bidder.
- All invoices shall be submitted to the Marshall Public Schools, Jennifer Smith,

1126 Hwy WW, Marshall, MO 65340

- If any bidder is in doubt as to the true meaning of any part of the information provided in this Request for Proposals, he/she may submit a written request for interpretation to David Reinke via email: [dreinke@marshallows.com](mailto:dreinke@marshallows.com)

### **Evaluation Criteria**

Responses to this RFP will be evaluated based on, but not limited to, the following factors:

- Cost
- Functionality to meet needs
- System growth and expansion
- Industry reputation
- Service and support resources
- Vendor Proposal Content, including without limitation experience, customer service/litigation history and references

### **Proposal Content**

Proposals should include the following items:

- Vendor Overview (Include whether there has been any litigation, termination for default or early contract terminations with customers in the last five years)
- Vendor W-9 Form (dated within current calendar year)
- Vendor Qualifications
- Vendor Experience implementing proposed system
- Vendor References
- Proposed Solution
- Literature/Media

### **Vendor Qualifications**

- The importance of maintaining any and all Marshall Public Schools property in a safe and satisfactory operating condition requires that the services be performed by a vendor who is regularly engaged with his/her own personnel in the services outlined in the Scope for this project.
- The Vendor shall maintain 24 hours a day, 7 days a week emergency availability to coordinate any necessary problem resolutions.
- The Vendor shall respond within 24 hours to all emergency service calls

### **Other Requirements**

Vendor must also comply with the following public works/public school district requirements:

(a) If the Vendor's bid for the cost of the Work exceeds or is estimated to exceed \$50,000, the Vendor shall furnish a payment bond which meets all statutory requirements for public works projects (RSMo. 107.170) and a performance bond in the full amount of the cost of the Work. Vendor's bonds shall include such provisions as will guarantee faithful performance of the prevailing hourly wage clauses hereunder.

(b) Before employment of any employee or retention of any individual for the Project, the Vendor and Subcontractors shall conduct background checks through all appropriate state agencies and any other background checks as may be standard for entities providing services to public schools, including without limitation, a thorough review of the list of registered sex offenders as provided by the County Sheriff's Department, and any such individual who does not pass such background check as determined by the District its sole discretion shall not be permitted to enter the Project or any other school district property or to work on the Project.

(c) Per RSMo. 285.530, Vendor shall affirm that it is enrolled in a federal work authorization program and shall provide a sworn affidavit to that effect, which affidavit shall also state that Vendor does not knowingly employ any person who is an unauthorized alien in connection with the services to be provided to the District. Vendor shall also provide such other documentation as is requested by the District to confirm the foregoing.

(d) Per RSMo. 292.675, Vendor shall provide construction training as required by applicable law, including a 10-hour OSHA construction safety program for on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. All employees are required to complete the program within 60 days of beginning work on such project. Vendor shall forfeit as a penalty to Owner, \$2,500 plus \$100 for each employee employed by Vendor or its subcontractors for each calendar day or portion thereof that any such employee is employed without required training.

(e) Vendor shall comply with RSMo. 161.371 and shall establish and implement a random drug and alcohol testing program which shall be administered by a laboratory duly certified by the U.S. Department of Health and Human Services or similar agency approved by the State of Missouri. Such program will require notification to the employer and employee of the results of any positive drug or alcohol test, the Vendor shall immediately take appropriate action with respect to such employee in order to protect the safety of the students, and the Owner shall be notified of the action taken to protect the safety of the students as a result of such positive test result. All costs for the program of screening and testing workers for alcohol and controlled substances, as well as all costs for administration of such drug and alcohol testing program shall be paid by Vendor and not Owner.

(f) Vendor agrees to comply with the Equal Employment Opportunity Act and shall not unlawfully discriminate against or harass any employee or applicant for employment because of race, religion, color, national origin, sex, gender, age or disability, or any other protected status or activity.

(g) Vendor shall provide the Anti- Discrimination against Israel certification if required by Owner.

(h) Vendor and all subcontractors and suppliers shall comply with the provisions of the "Missouri Domestic Products Procurement Act."

(i) Every transient employer as defined in section 285.230 RS Mo. must post in a prominent and easily accessible place at the work site a clearly legible copy of the following: (1) the notice of registration for employer withholding issued to such transient employer by the director of revenue; (2) proof of coverage for workers compensation insurance or self-insurance signed by the transient employer and verified by the department of revenue through the records of the division of workers compensation; and (3) the notice of registration for unemployment insurance issued to such transient employer by the division of

employment security. Any transient employer failing to comply with these requirements shall be liable for a penalty of \$500 per day until the notices required by this section are posted as required by that statute.