

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County, Idaho**

**Administration Offices  
3115 Pole Line Road  
Pocatello, Idaho**

**SPECIFICATIONS  
FOR**

**Fifteen (15)  
STANDARD WALL-MOUNTED TABLE AND BENCH SYSTEM**

**Franklin Middle School**

**BIDS WITH CONDITIONS WILL NOT BE ACCEPTED**

**BID OPENING**

**March 1, 2018  
11:00 A.M.**

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County, Idaho**

**INVITATION TO BID**

**Fifteen (15)**

**STANDARD WALL-MOUNTED TABLE AND BENCH SYSTEM**

Sealed bids will be received by a Representative of the Board of Trustees of School District No.25, Bannock County, Idaho at 3115 Poleline Road, Pocatello, Idaho, 83201, until 11:00 AM Thursday, March 1, 2018 for fifteen (15) Standard Wall Mounted Table and Bench System Lunch Tables.

Specifications or additional details, (including bid forms), may be secured at 3115 Poleline Road, Pocatello, Idaho, 83201. All bids must be on the forms furnished, all blank spaces filled in, and signed with the name and address of the Bidder. No unqualified bids will be read.

Each bid shall be accompanied by a certified check, cashier's check, or a bidder's bond, (executed by a qualified surety company with the power to do business in the State of Idaho) in the sum of not less than five percent, (5%) of the total bid, made payable to School District No. 25, Bannock County, Pocatello, Idaho. This surety shall be forfeited by the bidder in the event of failure to enter into a contract. Personal or company checks will not be accepted. Compliance with Idaho Public Works Law is required.

The Board of Trustees reserves the right to reject any/or all bids or to waive any informalities, or to accept the bid or bids deemed best for School District No. 25, Bannock County, Pocatello, Idaho.

Jacob Gertsch, Clerk  
School District No. 25

To be published on the dates of:

February 15, 2018

February 20, 2018

IDAHO STATE JOURNAL

## **INSTRUCTIONS TO BIDDERS**

### **CONDITIONS OF CONTRACT:**

Notice, conditions, and specifications issued incident to the proposal to purchase lunch tables described herein, together with the purchase policies of School District No. 25, on file for examination in the office of the Director of Business Operations shall form a part of the contract conditions.

### **NATURE OF CONTRACT:**

Explicit Specifications are for the purposes of matching established equipment. All vendors are open to bid specified lunch tables from the specified manufacturer. No substitutions permitted.

Contracts for purchase will be put into effect by means of a purchase order executed by the Director of Business Operations after tabulations are compiled.

### **BIDS:**

All bids shall be in a sealed envelope addressed to the Board of Trustees of School District No. 25, 3115 Pole Line Road, Pocatello, Idaho. The following shall be written on the exterior of the envelope:

"BIDS FOR LUNCH TABLES  
TO BE OPENED ON MARCH 1, 2018 AT 11:00 AM"

Bids not delivered by contractors at time of bid opening must be received in mail or no later than 4:00PM on February 28, 2018, the day before the bid opening.

### **DISTRICT REPRESENTATIVE:**

Refer all questions to Tom Wilson, Food Service Coordinator/Purchaser at (208) 235-3256. Contact with other district staff, Board of Trustees, or Administration will be by written permission only.

### **INTERPRETATIONS:**

Should a bidder find discrepancies in, or omissions from the specifications, or be in doubt as to their meaning, he should at once notify the Owner, who will send written instructions or addenda to all bidders. The owner will not be responsible for oral interpretations. Questions received less than 48 hours before time for bid opening cannot be answered. All addenda issued during the time of bidding will be incorporated in the contract.

### **BID GUARANTEE:**

Vendor shall be responsible for the delivery of materials of such quality and in specified quantity. As a guarantee, each bid will be accompanied by a Certified Check, Cashier's Check, or Bid Bond for not less than five percent (5%) of the base bid payable to Owner. **NO PERSONAL OR COMPANY CHECKS WILL BE ACCEPTED.** Failure to adhere to accepted proposal will be deemed sufficient reason for forfeiting the five percent (5%) bid bond.

**BIDDER’S RESPONSIBILITIES:**

1. Bid must be supplied on the attached Bid Form.
2. Deliver materials in manufacturer’s original, unopened, undamaged containers with identification labels intact.

**CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.**

**DELIVERY:**

Delivery may be accepted any time after July 1, 2018 but before August 1, 2018. Payment will not be made until after July 1, 2018.

Bids are to be made F.O.B. Pocatello. All proposals must include the cost of the transportation to the cafeteria room at Franklin Middle School, School District No. 25, 2271 E. Terry, Pocatello, Idaho, 83201

A 24-hour notice to Tom Wilson, Food Service Coordinator/Purchaser at (208) 406-6367 prior to delivery

**PAYMENTS:**

All materials secured under term of contract may be billed for payment on or after July 1, 2018, following delivery. Prices must remain firm as quoted by supplier until quantity awarded is received. Application for payment dated on or before the 25<sup>th</sup> of the month, shall be paid by the 15<sup>th</sup> of the following month. Application for payment dated after the 25<sup>th</sup> of the month, shall be paid within 30 days.

**BIDDER CERTIFICATION FORM:** All bidders must complete and submit the Bidder Certification Form included with this bid request .

**OBJECTIONS:**

Written objections to specifications or bid procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which bids are scheduled to be received, per Idaho Code Section 68-2806(c).

**WARRANTY:**

Manufacturer shall warrant products under normal use and service to be free from defects in materials and workmanship for a period of one year from date of delivery.

Warranty shall cover repair or replacement of such parts determined defective upon inspection.

Warranty does not cover any product or part of a product subject to accident, negligence, alteration, abuse or misuse.

Warranty does not cover any accessories or parts not supplied by the manufacturer.

Warranty shall not cover any labor expended or materials used to repair any equipment without manufacturer’s prior written authorization.

## **NON DISCRIMINATION STATEMENT**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail:                   U.S. Department of Agriculture  
                              Office of the Assistant Secretary for Civil Rights  
                              1400 Independence Avenue, SW  
                              Washington, D.C. 20250-9410;
- (2) fax:                   (202) 690-7442; or
- (3) email:                [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA Child Nutrition Programs recognize the following protected classes: race, color, national origin, sex, age, and disability.

This institution is an equal opportunity provider.

## **SPECIFICATIONS FOR STANDARD WALL-MOUNTED TABLE AND BENCH SYSTEMS**

### **General Description:**

Folding tables and bench seats with integral wall pockets with united understructure not requiring the tops of benches for operation.

Bench undercarriage shall be able to support 200 lb. At any point when top panels are removed.

#### **1. Manufacturer:** Palmer Hamilton

A. 143 S. Jackson St., Suite 1, Elkhorn, WI 53121; Telephone: (800) 788-1028; (262) 723-8200; Fax (262) 723-5180; e-mail: [info@palmerhamilton.com](mailto:info@palmerhamilton.com) website: [www.palmerhamilton.com](http://www.palmerhamilton.com)

#### **B. Hamilton Series Wall Pocket Cafeteria Tables and Benches**

1. Tabletop frame shall consist of dual 1.25" x 2.125" (32 x 54 mm) 18 gauge steel box channels; bench frame shall consist of dual 1.5" (38mm) 16 gage steel angle with returned edges rolled to 11 gauge.
2. Tubular Members: 16 gauge, 1" (25.4 mm) diameter steel tubing. Center leg assembly outer telescoping tube shall be 16 gauge. 1.375" (35mm) diameter steel tubing; center leg assembly inner telescoping tube shall be 18 gauge, 1.125" (29mm) diameter steel tubing
3. Finish: Epoxy powder coat (Black).
4. Finish Color: Black
5. Table Top and Bench Construction: Top panels .75" (19.1 mm) thick, resin wood with density of 45 pcf (721 kg/m<sup>3</sup>), surfaced with GP-335 vertical grade plastic laminate and BK-25 plastic backing sheet.
6. Table: Length: 165.5" (4204mm), Height 27" (686 mm), Width: 29.5" (749 mm), Model Number 40M03273014
7. Table Edge: Edgeguard™ bonded polyurea.
8. Laminate Surface: Gray Glace
9. Bench: Length: 165.5" (4294mm), Height 15" (381mm), Width: 11.5" (292 mm), Model Number: 42M03151214
10. Wheels: Colson performa non-marking wheels.
11. Design Feature:
  - (a) Tables and benches shall be detachable from and interchangeable in steel pockets.
  - (b) Tables and benches shall be equipped with compression springs to ensure proper counterbalance in any position.
  - (c) Tables and benches shall lock automatically when folded into pocket for storage.

(d) Surfaces of tables and benches shall be free of lock holes.

(e) Tables and benches shall have two sets of .5" diameter, solid steel lock bolts. One set of pins is manually activated by means of a remote handle positions near the center of each table and bench. The second set of pins automatically engage while closing the table and bench.

(f) Tables and benches shall have field adjustable down latches.

#### C. Hamilton Series Wall Storage Pockets:

1. Material: All welded construction of 16 gauge steel with 11 gauge still and top plates, without partial back or open studs.

2. Finish: Phosphate coated for rust prevention.

3. Coating: Sprayed on epoxy paint with hardener.

4. Color: Black

5. On-Wall Table Products – Mounted on Wall Surface: Single Table: (Pocket Size) Height: 89.875" (2283 mm). Width: 61.625" (1565 mm), Depth: 5.9378" (151mm) Model Number: 87A031412

6. Facing: Provide 2" (51 mm) side facing to overlap walls in recessed installation.

7. Head Panel: Provide custom head panel with 2.5" (64 mm) vertical facing to cover masonry opening of 86.5 (2197 mm).

8. Lock and Retainer: Table and bench have self-actuating safety latch which engages automatically when the table/bench is closed. Pockets, tables, and benches are provided with key operated mullion locks to prevent unauthorized use.

9. Strap Anchors: Provide for pockets built into masonry walls.

10. Anchor Holes: Provide at base and back of pocket for fastening unit to floors and walls.

**BID SHEET  
CAFETERIA TABLES  
STANDARD WALL-MOUNTED TABLE AND BENCH SYSTEM**

Board of Trustees  
School District No. 25  
3115 Pole Line Road  
Pocatello, ID 83201-6119

Date: \_\_\_\_\_

**AMOUNT**

Fifteen (15) Standard wall-mounted table and  
Bench system lunch tables for Franklin Middle School      \$ \_\_\_\_\_/each

**TOTAL BID:**      \$ \_\_\_\_\_

**Delivery may be made any time prior to July 1, 2018 and must be completed by August 1, 2018**

A 24-hour notice to Tom Wilson, Food Service Coordinator/Purchaser at (208) 406-6367 prior to delivery.

The School Board of Trustees reserves the right to reject any or all bids, likewise, to reject any item or items in any such bids and the right to waive any technicality.

Respectfully submitted,

- Attached is Bidder Certification Form.

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

\_\_\_\_\_  
Authorized Signature / Date

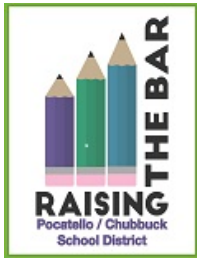
\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Phone / Fax Number





## BIDDER CERTIFICATION FORM

1. **Debarment and Suspension** – In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
2. **Anti-Collusion** – In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
3. **Anti-Lobbying** – In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
4. **National Sexual Offender Registry** – In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <http://www.nsopr.gov/>

Signed: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Date: \_\_\_\_\_