

Request for Proposals (RFP): School Door Replacement Project

Issued By:

Southeast Island School District (SISD)

RFP Number:

SISD-DOOR-2025

RFP Title:

School Door Replacement for Southeast Island School District

Issue Date:

01/23/25

Proposal Due Date:

02/14/25

Contact Information:

Maintenance Director - Scott Randall

Southeast Island School District

P.O. Box 19569

Phone: 907-828-8254 ext 803

Email: SRandall@SISD.org

I. Project Overview

Southeast Island School District (SISD) invites qualified contractors to submit proposals for the replacement of school doors at the Thorne Bay Gym, Thorne Bay School, Barry Craig Stewart Kasaan School, and Whale Pass School. The project includes final measurements, removal of old doors and frames, supply and installation of new doors and frames, and shipping materials to Thorne Bay, Alaska.

II. Project Requirements

Thorne Bay Gym and Thorne Bay School (Total 7 Doors)

1. **Pairs of Hollow Metal Doors with Frames:** Vision kit with insulated clear glass (top and bottom).
2. **VonDuprin Rim Panic Devices.**
3. **Stainless Steel Kick Plates installed at 8”:** Inside and outside.
4. **EL Strikes.**
5. **FULL Length Hinges.**

6. **Seal Kits:** Threshold, sweeps, smoke seals.
7. **Hard Seals.**
8. **LCN Closers.**
9. **VonDuprin Pull Trims:** With BEST ACCESS IC cores and keys.
10. **Removable Mullions:** With BEST ACCESS IC cores and keys.

**Barry Craig Stewart Kasaan School (Total 2 Doors) and
Whale Pass School (Total 4 Doors)**

1. **Single Hollow Metal Door with Frame:** Vision kit with insulated clear glass (top and bottom).
2. **VonDuprin Rim Panic Devices.**
3. **Stainless Steel Kick Plates:** Inside and outside.
4. **EL Strikes.**
5. **FULL Length Hinges.**
6. **Seal Kits:** Threshold, sweeps, smoke seals.
7. **Hard Seals.**
8. **LCN Closers.**
9. **VonDuprin Pull Trims:** With BEST ACCESS IC cores and keys.

Additional Parts for Future Repairs

1. Four (4) extra pieces of glass.
2. Two (2) extra panic devices.
3. Two (2) extra closers.
4. Two (2) extra doors.

III. Scope of Work

1. **Final Measurements:** Contractor to take final measurements to ensure fitment accuracy.
2. **Removal of Old Doors and Frames.**
3. **Supply and Installation:** New doors and frames per requirements listed above.
4. **Shipping:** Delivery of all materials to Thorne Bay, Alaska.

IV. Specifications

- **Material Finish:** Brushed Chrome, Stainless, or Aluminum.
- **Product Life Expectancy:** Minimum of 30 years in a marine environment.
- **Equivalent Products:** Equivalent products may be used if they meet or exceed the specifications.
- Please refer to the Appendix A for further details and specifications.

V. Contractor Support

SISD will provide the following:

1. A vehicle to facilitate site scoping and transportation.
2. Assistance in moving materials between locations.

VI. Proposal Submission Requirements

Proposals must include the following:

1. Vendor information including:
 - Company name, address, and point of contact.
 - Relevant experience and qualifications.
2. A detailed description of how the contractor will meet the project requirements and scope of work.
3. Technical specifications, including detailed product descriptions meeting or exceeding the outlined specifications.
4. A breakdown of costs, including:
 - Final measurement costs.
 - Removal, supply, and installation costs.
 - Shipping costs.
5. Proposed project timeline.
6. A list of equivalent products, if applicable.
7. Proof of previous experience with similar projects.
8. References from at least three (3) past clients.
9. Warranty information for all products and installation.
10. Non-collusion Affidavit
 - Proposals must include a notarized non-collusion affidavit (see Appendix B) to be considered responsive
11. Conflict of Interest Statement
 - Proposals must include a signed conflict of interest statement (see Appendix C) to be considered responsive

VII. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Compliance with RFP requirements.
2. Proposed timeline and ability to meet deadlines.

3. Cost-effectiveness.
 4. Experience and qualifications.
 5. Quality and warranty of proposed products.
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VIII. Submission Deadline and Instructions

All proposals must be submitted no later than 5:00 pm on February 14, 2025. Late submissions will not be accepted.

Proposals may be submitted via email to srandall@sisd.org, Subject: Sealed Door Replacement Proposal, or in hard copy format to:

Southeast Island School District
ATTN: Door Replacement RFP/Scott Randall
1010 Sandy Beach Road
PO Box 19569
Thorne Bay, Alaska 99919

IX. Terms and Conditions

- SISD reserves the right to:
 - Reject any or all offers, to waive any informalities or irregularities, and discontinue this RFP process without obligation or liability to any potential Vendor.
 - Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
 - Award more than one contract.
 - Terminate any awarded contract for reasons such as late delivery, non-delivery, or delivery of materials that do not meet specified requirements (e.g., incorrect size).
 - All work must comply with applicable building codes and regulations.
 - The selected contractor will be required to sign a formal contract.
 - The contract resulting from this RFP will be awarded based on the proposal deemed most advantageous to the SISD. Evaluation factors include the criteria specified within this RFP
 - All costs associated with proposal preparation are the responsibility of the contractor.
 - This RFP does not obligate SISD to award a contract. SISD may, at their discretion and without explanation to the prospective Vendors, at any time choose to discontinue this RFP without obligation to such prospective vendors.
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We look forward to receiving your proposal.

Appendix A: Door Specifications

Figure 1: Door Specification Schematic

Use this figure with the door specification measurements listed in Tables 1-4

JOB NAME: _____ WO#: _____ LOCATION NAME: _____

Cylindrical

Mortise

Comp
 Wood

Welded Un-Equal
Welded Single Rabbet

A _____ Net Width F _____ K _____ Type _____ Thickness _____ P _____ U _____
 B _____ Net Height G _____ L _____ Q _____ V _____
 C _____ H _____ M _____ R _____
 D _____ I _____ Backset N _____ S _____ Face
 E _____ J _____ Thickness O _____ T _____ Jamb Depth (wall thickness + 1")

Handing _____ Hinge Corners/Backset _____ Cylindrical Lock Deadbolt
 LH RH Inside 1/4" radius 5/8" radius Square Faceplate _____ Faceplate _____
 LH/R RH/R Outside Hinge Thickness _____ Hinge Size _____ Corner _____ Corner _____
 Door Type: HM Wood (Wood Type _____ Stain _____) Fire Rating _____ (Temp Rise _____)
 Hardware: Hinges Lock (Type/Function _____)
 Closer Dark Bronze Finish Other Finish _____
 Seal Pack Brushed Chrome Finish
 Additional Hardware: _____

NOTES:	DRAWING	QUANTITY

Table 1: Thorne Bay Gym Door Specifications

Measurement location for each letter can be found on Figure 1

EXT to Street		EXT Left Main	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	7.75"
EXT to Playground		Ball Room	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	1' .25"
EXT Right Main		Bow Room	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	7.75"

Table 2: Thorne Bay School Door Specifications

Measurement location for each letter can be found on Figure 1

Main Front	
J	1.75"
Q	6'
R	7'
S	2.5"
T	7.75"

Table 3: Whale Pass School Door Specifications

Measurement location for each letter can be found on Figure 1

Left Front Classroom Door		Right Front Classroom Door	
J	1.78125"	J	1.75"
Q	3'	Q	3'
R	6' 8"	R	6' 8"
S	Not listed	S	Not listed
T	5.875"	T	5.125"
Front Main Entry Door		Back Door	
J	1.78125"	J	1.75"
Q	3'	Q	3'
R	6' 8"	R	6' 8"
S	Not listed	S	Not listed
T	5"	T	5"

Table 4: Barry Craig Stewart Kasaan School Door Specifications

Measurement location for each letter can be found on Figure 1

Rear Entry Door	
J	1.75"
Q	3'
R	6'8"
S	Not listed
T	6"
Front Entry Door	
J	1.75"
Q	3'
R	6'8"
S	Not listed
T	6.75"

Appendix B: Non-collusion Affidavit

I, _____ of _____
(Name) (Business Name)

being duly sworn, do depose and state; that I, or the firm, association, or corporation, of which I am a representative, is a Bidder, on the contract to be awarded by the Southeast Island School District for:

_____ SISD School Door Replacement _____ Project

and have not, either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free and open competition in connection with such contract.

Bidder Signature

STATE OF ALASKA)
 : ss.
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____ day of _____, 20__, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared _____, to me known and known to me to be the person named in and who executed the within and foregoing document, and he acknowledged that he executed the same freely and voluntarily, for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in this certificate first above written.

Notary Public, State of Alaska
My commission expires:_____

Appendix C: SISD Conflict of Interest Statement

The purpose of this Conflict of Interest Statement is to ensure that vendors submitting proposals to the District maintain the highest standards of integrity and transparency. By signing this statement, vendors affirm that their proposal is free from any conflicts of interest that could influence the fair evaluation and award process.

1. Definitions:

For the purposes of this statement:

- A "conflict of interest" exists when a vendor, its employees, officers, or agents have relationships, financial interests, or activities that could impair their ability to provide objective, impartial, and fair services to the District.
 - "Vendor" refers to the entity submitting the proposal, including all affiliates, subcontractors, and partners involved in the proposal.
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2. Affirmation of No Conflict:

The undersigned vendor certifies the following:

1. Neither the vendor nor its principals, employees, or agents have any relationships or financial interests with current or former District employees, Board members, or their immediate family members that could create a conflict of interest.
 2. The vendor has disclosed any potential or perceived conflicts of interest in writing as part of this proposal.
 3. The vendor is not currently engaged in any litigation or dispute with the District that may impact the performance of the services proposed.
 4. The vendor has not offered or provided any gifts, gratuities, or favors to any District employee, Board member, or representative in connection with this proposal.
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3. Disclosure of Potential Conflicts:

If a potential or perceived conflict of interest exists, please provide details below:

- Name(s) of involved parties: _____
 - Nature of the relationship or conflict: _____
 - Steps taken to mitigate the conflict: _____
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(Attach additional pages if necessary.)

4. Certification and Signature:

By signing below, I certify that I have reviewed this Conflict of Interest Statement and, to the best of my knowledge, the information provided is true, complete, and accurate. I understand that failure to disclose conflicts of interest or submission of false information may result in disqualification of the proposal or termination of any resulting contract.

Vendor Name: _____

Authorized Representative Name and Title: _____

Signature: _____

Date: _____

Instructions to Vendors:

1. Complete and sign this statement.
2. Include this statement with your proposal submission.
3. Retain a copy for your records.