



REQUEST FOR PROPOSAL

SHOP PAINTING AND FLOOR COATING PROJECT RUSSELL JUNIOR-SENIOR HIGH SCHOOL

Russell County USD 407 is seeking proposals from qualified contractors for painting and floor coating work in a shop facility at Russell Junior-Senior High School.

PROJECT DESCRIPTION:

The project includes a primary shop area of approximately 2,500 square feet, along with two additional side rooms associated with the shop facility.

The scope of work will include:

- Preparation and painting of the interior walls throughout the 2,500 square-foot main shop and two additional side rooms.
- Repair and preparation of wall surfaces as needed prior to painting.
- Preparation and application of an appropriate, durable urethane coating system to the concrete floor in the main shop area and the two additional side rooms.
- Necessary surface preparation, cleaning, masking, and protection of existing surfaces, equipment, fixtures, and other items.
- Proper cleanup and disposal of materials upon completion of the project.

Contractors should inspect all areas included in the project prior to submitting a proposal to ensure that the proposal accurately reflects the full scope of work.

The contractor shall provide all labor, materials, equipment, supplies, and related services necessary to complete the project in a professional and workmanlike manner.

SITE VISIT:

Contractors are required or strongly encouraged to view the project area prior to submitting a proposal in order to evaluate existing conditions, measurements, surfaces, access, and the overall scope of work. The site visit will include the approximately 2,500 square-foot main shop and both additional side rooms.

To schedule a site visit or obtain additional project information, please contact:

Kevin Flegler, Project Manager

kflegler@usd407.org

PROPOSAL REQUIREMENTS:

1. Total project cost, including labor, materials, equipment, and applicable fees.
2. A general description of the proposed wall paint and floor urethane coating system.
3. Anticipated project timeline and estimated duration.
4. Warranty information for the work and materials.



RUSSELL COUNTY USD 407

400 N. Elm Street, P.O. Box 393, Russell, Kansas 67665 · P: (785) 483-2173 · F: (785) 483-2175 · www.usd407.org

5. Any exclusions or additional costs that may apply.
6. Contractor's contact information and relevant experience with similar projects.

CONTRACTOR RESPONSIBILITIES:

- The selected contractor will be responsible for coordinating the project with the school district and ensuring that work is completed in a manner that minimizes disruption to school operations.
- All work shall comply with applicable building codes, safety requirements, manufacturer specifications, and industry standards.
- The contractor shall be responsible for appropriate preparation of all surfaces prior to painting or floor coating, including cleaning, patching, repairs, and other preparation necessary to ensure proper application and adhesion.

PROPOSAL EVALUATION:

Russell County USD 407 reserves the right to consider the following when evaluating proposals:

- Overall project cost
- Quality and suitability of proposed materials
- Contractor experience and qualifications
- Proposed timeline
- References and prior work
- Warranty and workmanship
- Ability to coordinate with the school district

The district reserves the right to reject any or all proposals, to request clarification or additional information, and to select the proposal that best meets the needs of the district.

BID SCHEDULE AND SUBMISSION DETAILS:

- Bids are due and will be opened on **November 4, 2026 @ 1:00 PM** at the District Administration Office located at 400 N. Elm Street in Russell, KS.
- Bids received after the deadline will be returned to the bidder unopened.
- Electronic bid submissions will not be accepted.
- All bids must be submitted in a sealed envelope with “**RJSHS SHOP PAINTING PROJECT**” clearly indicated on the outside of the envelope.
- Submit the sealed bids to:
Russell County USD 407
ATTN: Jane Cline, Board Clerk
400 N. Elm St.
P.O. Box 393
Russell, KS 67665
- The Board of Education will accept or reject bids at the November 9, 2026, regular board meeting.
- Job completion as soon as possible.
- A waiver of lien from subcontractors and equipment suppliers will be required prior to any contract payments.



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- Completion and submission of the enclosed bid sheet by deadline.

MISCELLANEOUS:

- Contractor must be licensed, bonded, and insured.
- Russell County USD 407 is tax exempt, and it shall be the responsibility of the contractor to obtain project tax exemptions or coordinate with the school to insure this tax exemption.
- Progress or partial payments will not be considered on this project.
- Russell County USD 407 reserves the right to reject any or all bids or to waive any informalities in the bidding process.

Russell County USD 407 appreciates your interest in providing services to our school district.

Simpson Elementary School

(Grades PreK - 1)
1323 N. Main St.
Russell, KS 67665
P: (785) 483-6180
F: (785) 483-5459

Bickerdyke Elementary School

(Grades 2 – 6)
348 N. Maple St.
Russell, KS 67665
P: (785) 483-6066
F: (785) 483-5982

Russell Junior-Senior High School

(Grades 7– 12)
565 State St.
Russell, KS 67665
P: (785) 483-5631
F: (785) 483-5636



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BID SHEET

CONTRACTOR:

ADDRESS:

CITY, ST ZIP:

PHONE:

EMAIL:

Total project cost, including labor, materials, equipment, and applicable fees.

PROJECT COST:

Please provide additional information for these items:

1. A general description of the proposed wall paint and floor urethane coating system.
2. Anticipated project timeline and estimated duration.
3. Warranty information for the work and materials.
4. Any exclusions or additional costs that may apply.
5. Contractor's relevant experience with similar projects.

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