



Request for Proposal (RFP): Restroom Accessibility & Entry Addition

Date: March 9, 2026

Project: Installation of Secondary Entry Doors – Humboldt Elementary Restrooms

Contract Period: May 18, 2026 – August 1, 2026

1. Project Overview

USD 258 is seeking proposals from licensed general contractors to modify two existing restroom facilities (one Boys, one Girls) at Humboldt Elementary. The project involves cutting new structural openings in the rear walls and possibly adding a small corridor to install an additional set of entry/exit doors to improve traffic flow and accessibility from the rear hallway area. We will be hosting a summer food service program in the cafeteria itself. Personnel must be able to conduct themselves in a professional manner in front of children if on-site and appropriate steps must be taken to ensure construction dust and debris remain out of the cafeteria.

2. Scope of Work

The contractor shall provide all labor, materials (excluding paint), and equipment to complete the following:

- **Demolition & Structural:** * Create two (2) new door openings in existing masonry walls.
 - Install necessary lintels or structural headers to maintain wall integrity.
 - Install necessary connections from the hallway wall to the back wall of the restrooms.
- **Door Installation:** * Furnish and install two (2) heavy-duty, commercial-grade hollow metal frames.
 - Install two (2) solid-core wood or metal doors matching existing school interior standards.
 - **Hardware:** Industrial-grade hinges, closers, kick plates, and "Privacy" indicator locks compatible with the District's master key system.
- **Finishing:**
 - Repair and patch any disturbed drywall, tile, or masonry.
 - Install transition thresholds between the restroom floor and the hallway.

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- *Note: The District will provide paint; Contractor is responsible for application to the new door/frames.*
 - **Safety:** Maintain a dust-free environment using floor-to-ceiling plastic barriers during construction.
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3. Project Timeline

This project must be executed during the summer break to ensure student safety and zero disruption to the learning environment.

- **Anticipated Start:** May 18, 2026
 - **Substantial Completion:** July 25, 2026 (To allow for final cleaning)
 - **Final Inspection:** August 5, 2026
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4. Evaluation Criteria

Proposals will be evaluated based on the following:

1. **Experience:** Proven track record with masonry work.
 2. **Timeline:** Ability to meet the strict August 5 deadline.
 3. **Cost:** Total lump-sum bid.
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5. Bid Submission Requirements

Submission Deadline: April 8, 2026 - noon.

SUBMISSION OF PROPOSALS

- Proposals may be submitted (in writing or through email) to:

USD #258

Attention: Amber Wheeler

801 New York Street

Humboldt, KS 66748

620-473-3121

Email: amber.wheeler@usd258.net

- **By deadline date: April 8, 2026**
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Important: If this project requires a permit and inspection by the City Building Department, the contractor is responsible for all permit fees and scheduling inspections.

Questions regarding this RFP may be submitted by email or phone to:

CONTACT PERSON

Terry Piper
801 New York St
Humboldt KS 66748
620-473-3121
terry.piper@usd258.net

Measurements and spaces can be viewed and taken by appointment during business hours by contacting Mr. Piper at the information above.

INSTRUCTION, TERMS AND CONDITIONS

- By signing and submitting a response to this RFP, the dealer acknowledges receipt and acceptance of these Instructions, Terms, and Conditions.
- Proposals will be evaluated by District personnel familiar with the requirements of this RFP and the needs of the District.
- The District reserves the right to reject any and all responses that are incomplete, contain errors, arrive after the due date/time, or are submitted by unqualified organizations
- The District reserves the right not to award a contract if the District, in its sole discretion, deems the responses received pursuant to this RFP lacking in any respect or insufficient to meet the District's requirements and needs.
- The District reserves the right to request any dealer submitting a proposal to clarify its proposal or to supply additional material deemed necessary to assist in the selection process.
- The Contractor agrees that failure on its part to list all cost components related to the purchase will not constitute an acceptable justification to re-quote the proposal.
- The Contractor acknowledges that the original proposal and costs provided stand. However, the dealer has the option of withdrawing a proposal at any time until a final contract is executed.
- The District reserves the right to cancel or renegotiate the purchase any time prior to an order being submitted.
- The District reserves the right to negotiate terms and scope of work with the lowest responsible bidder. If an agreement cannot be negotiated, the District reserves the right to negotiate with another bidder.

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- The District may, at its option, request additional information or ask for clarification from respondents, if necessary
 - A final contract will be awarded to the lowest responsible bidder per KSA 72-5211
- NOTE: Although price is of prime consideration in determining the lowest responsible bidder, it is not the sole determining factor. The determination may involve all or some of the following factors: price, previous experience and performance, conformity to specifications, delivery schedule, compatibility, other costs, other objectives, and accountable factors which are reasonable, and any other considerations that may be deemed relevant by the District.

ASSIGNMENT PROHIBITED

- No contract awarded under this proposal shall be assigned without the express, prior written approval of the District. Any attempted assignment in violation of the provision may be voided at the option of the Board of Education

NO CONTACT WITH SCHOOL BOARD MEMBERS

- Respondents may not contact any member of the USD 258 School Board (or any District employee, except as provided herein) regarding this RFP, unless specifically invited to an interview conducted by the Board

NON-DISCRIMINATION

- Humboldt USD 258 does not discriminate in the selection, acceptance, or treatment of any contractor based on race, color, national origin, religion, sex, sexual orientation, handicap, age, veteran status, or medical condition

HOLD HARMLESS

- The Dealer shall defend, indemnify, and hold the District, its officers, agents, volunteers, and employees harmless from any and all causes of action of damage arising out of or related to the dealer's performance under this contract