



Anchorage School District

Educating All Students for Success in Life

Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3137

INVITATION TO BID

THIS IS NOT AN ORDER

Show the following on the outside of the sealed bid envelope:

ITB 2026-507 Kitchen Hood and Fire Extinguisher Services - Term Contract

DATE ISSUED:
October 10, 2025

DUE: **Prior to 10:00 a.m., Local Time**
DATE: **October 30, 2025**

The Anchorage School District (referred to as the “District”) invites sealed bids from qualified vendors to provide Kitchen Hood and Fire Extinguisher Services - Term Contract, in accordance with the following documents that are a part of this ITB 2026-507:

Section	Title	Pages
Cover Page	Invitation to Bid	Consisting of 1 page
Section I	Instructions to Bidders	Consisting of 6 pages
Section II	Additional Provisions	Consisting of 4 pages
Section III	General Conditions, Provisions, and Statement of Work	Consisting of 4 pages
Attachment A	Signature Page	Consisting of 1 page
Attachment B	Bidder’s Checklist	Consisting of 1 page
Attachment C	Bid Form	Consisting of 3 pages
Exhibit 1	State of Alaska Sex Offender/Child Kidnapper Registry Contractor Certification	Consisting of 1 page

AVAILABILITY OF ITB:

This Invitation to Bid (.pdf) is available electronically at the District’s Purchasing website: www.asdk12.org/purchasing/.

BRAND:

This is a brand specific purchase – no substitutes.

AWARD:

Award(s) will be made to the lowest responsive, responsible bidder(s) in accordance with Board Policy 3311, Administrative Regulation 3311.1(a).1, with preference to local bidders applied. Evaluation for determining the lowest bid(s) shall be made by schedule. **TO BE CONSIDERED FOR AWARD ON ANY PARTICULAR SCHEDULE, ALL ITEMS WITHIN THAT SCHEDULE MUST BE BID.**

PLAN HOLDER’S LIST:

A copy of the current plan holder’s list can be viewed at:

http://apps.asdk12.org/depts/purchasing/meeting/Plan_Holders/2026/2026-507.xlsx

SECTION I
INSTRUCTIONS TO BIDDERS

A. GENERAL REQUIREMENTS

This solicitation is an INVITATION TO BID (referred to as “ITB”) governed by applicable Anchorage School Board Policies, including Section 3311 of said Policies. School Board Policies are available at <https://www.asdk12.org/school-board/policies>. Bidders should read this ITB and review all instructions contained herein. Incomplete or incorrect bids may be rejected as not conforming to the essential requirements of this ITB. Bids submitted on other than the prescribed forms contained in this ITB will be rejected. Bidders may copy the forms contained in the ITB for use in their bids; however, substitute forms or formats are unacceptable.

B. EXAMINATION OF CONTRACT DOCUMENTS

Bidders should read this ITB and review all instructions contained herein. The submission of a bid shall constitute acknowledgement that the bidder has thoroughly examined and is familiar with the solicitation documents.

C. DEBARMENT AND SUSPENSION

Bidders must fully comply with the requirements regarding debarment and suspension in Subpart C of 2 CFR Part 180, as adopted by the Department of Education at 2 CFR Part 3485.12. Bidders are responsible for ensuring lower tier covered transactions include a term or condition requiring compliance with Subpart C of 2 CFR Part 180 and 2 CFR Part 3485, entitled Responsibilities of Participants Regarding Transactions. Contractors, subcontractors, or suppliers that appear on the Excluded Parties List System are not eligible for award of contracts that are a covered transaction under Subpart B of 2 CFR Part 180 and 2 CFR Part 3485. Bidders may access the Excluded Parties List System at www.sam.gov.

D. CONFLICT OF INTEREST

1. The Contractor agrees to certify that District employees, School Board members, or a member of their household are not in conflict of interest with the contract and Board Policy 3311, Administrative Regulation 3311.1(e).1.
2. Board Members, District employees, and their household and/or immediate family members are required to comply with Board Policy 3311, Administrative Regulation 3311.1(e).1 and the Municipal Ethics Code by disclosing conflicts of interest. The responsibility for complete and timely filing rests solely with the Board Member or District employee.

Note: *Notice of Intent to Respond to Public Solicitation* shall be filed with the Municipal Clerk’s office in advance to allow a minimum of seven (7) calendar days to elapse between electronic publication by the clerk and the final date for submitting a response to the solicitation. The form may be obtained from the Municipality of Anchorage website, www.muni.org/.

District *Disclosure* and *Request for Waiver* forms and instructions may be obtained from the District’s Purchasing Department webpages, <https://www.asdk12.org/Page/8014>.

E. FIRM BID

Bids made in response to this ITB must be good and firm for a period of 90 calendar days from the date specified for submittal of bids.

F. WITHDRAWAL OF BIDS

Bids may be withdrawn on written request delivered to the District Purchasing Senior Director (email is acceptable) only prior to the time specified for submittal.

G. MODIFICATION OF BIDS

Bid modifications requested in person, via fax, or via email for bids already submitted will be considered if received prior to the due date and time as indicated on the Notice/Cover Page of this ITB. Hand delivered, faxed, or emailed bid modifications shall not reveal the amount of the original or revised bid unit price(s) and/or total price(s), but rather should indicate only the dollar amount of increase or decrease of the unit price(s) and or total prices(s). Bid modifications must be signed by an authorized representative of the bidder. It is the responsibility of the bidder to ensure delivery of any bid modifications prior to the due date and time for bid submission. Bid modifications received after the due date and time for submissions will NOT be considered. Bidders are encouraged to ensure that the District has received any bid modifications prior to the bid opening.

H. AVAILABILITY OF FUNDS

Awards are contingent upon the availability of funds.

I. FEDERAL EXCISE TAXES

The District is exempt from Federal Excise Taxes. An Exemption Certificate will be furnished when required.

J. QUESTIONS; METHOD FOR CLARIFICATION

Any bidder in doubt as to the true meaning of any part of this ITB may submit to the District a written request for an interpretation thereof. Questions must be received by the District's Purchasing Department no later than five (5) calendar days prior to the date set for the submission of bids. Oral questions cannot be answered and are not binding for this ITB. Questions can be submitted as follows:

Reference: ITB 2026-507 Kitchen Hood and Fire Extinguisher Services - Term Contract
Email: purchasing@asdk12.org
[OR Fax: Anchorage School District Purchasing Department, 907-243-6293]
Attn: Julie McLean, Contract Administrator

Two types of questions generally arise. One may be answered by directing the bidder to a specific section of the ITB. These questions may be answered by direct communication to the bidder submitting the question. Questions which, in the opinion of the Purchasing Senior Director, require a more detailed or complex reply, or require an answer that may affect responses to this ITB or may be prejudicial to other prospective bidders, will be answered by issuing an addendum prior to the bid opening.

K. SUBMISSION OF BIDS

1. Complete sealed bids MUST be in the office of the Purchasing Department, Anchorage School District, 4919 Van Buren Street, Anchorage, Alaska prior to the time and date stated on the Cover Page of this ITB. At the submittal deadline, the bids may be opened and publicly read in the conference room of the District's Purchasing Department. It is the responsibility of the bidder to ensure that their complete bid and acknowledgement of subsequent addenda, if any, are in the office of the Purchasing Department prior to the time of the scheduled bid opening.
2. Bidders are cautioned that bids which arrive after the time of the scheduled bid opening will not be considered and will be returned unopened.
3. Bidders should be aware addenda could be issued after the pre-bid conference is held. It is the bidder's responsibility to ascertain if addenda have been issued by checking the District's Purchasing website: www.asdk12.org/depts/purchasing/.
4. No oral change or interpretation of the provisions contained in this ITB is valid. Written addenda may be issued when changes, clarifications, or amendments to bid document are deemed necessary by the District.
5. If mailed, bids shall be addressed as follows:

Anchorage School District
Purchasing Department
4919 Van Buren Street
Anchorage, AK 99517-3137

6. Bids **MUST** be in **SEALED** envelopes with the outside of the envelope clearly marked with bidder's name, address, and phone number and as follows:

BID: **ITB 2026-507 Kitchen Hood and Fire Extinguisher Services - Term Contract**
DUE: **Prior to 10:00 a.m., Local Time, October 30, 2025**
7. **The District will not accept bid responses via fax or email.** Email and faxes are available for informational inquiries only. ITB responses received via fax or email will be considered non-responsive; however, modifications to original bids and addenda, (including signature) may be emailed, faxed, or delivered in person.
8. The District reserves the right to make awards within 90 calendar days from the date bids are due.
9. All bids shall be submitted on the attached Signature Page (Attachment A) and Bid Form(s) (Attachment C) in the spaces indicated and must comply with these instructions.
10. The Signature Page (Attachment A) and Bid Form(s) (Attachment C) must be completed and signed by an authorized representative of the firm submitting the bid. Additional information requested in this ITB shall be submitted as indicated on the Bidder's Checklist.
11. The District reserves the right to accept or reject any and all bids and to waive irregularities.

L. BID CONSIDERATION

Factors that may be considered in evaluating bids in addition to price will include:

1. The ability, capacity and skill of the bidder to perform the contract;
2. Whether the bidder can perform the contract within the time specified without delay or interference;
3. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
4. The quality of performance by the bidder on previous contracts;
5. Previous compliance by the bidder with laws and regulations relating to the contract.

M. RIGHT OF REJECTION, CLARIFICATION, AND CANCELLATION

The District reserves the right to reject any and all bids, to request clarification of information from any bidder and to waive irregularities in the bid procedures. The District is not obligated to enter into a contract on the basis of any bid submitted in response to this ITB. The District reserves the right, at its sole discretion, to cancel this ITB or any part thereof, at any time, prior to the award of contract under this ITB.

N. REQUEST FOR ADDITIONAL INFORMATION

Prior to the final selection, bidders may be required to submit additional information, which the District may deem necessary to further evaluate the bidder's submission. Responses are due within three (3) calendar days of request by the District.

O. DISTRICT NOT RESPONSIBLE FOR PREPARATION COSTS

The District will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any bid. The District shall not be liable for any cost incurred by a bidder in responding to this solicitation or incurred for any work done, even in good faith, prior to execution of a contract and issuance of a notice to proceed, including but not limited to: bid preparation costs and other costs, including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the lowest responsive, responsible bidder and/or award of contract and/or rejection of bids. By submitting a bid, each bidder agrees to be bound in this respect and waives all claims to such costs and fees.

P. PROTEST AND APPEAL PROCESS FOR AGGRIEVED BIDDERS/PROPOSERS

1. Protest
 - a. An interested party may protest a solicitation or a proposed award of a contract.
 - i) A protest as to the specifications and/or terms and conditions of a solicitation must be received by the Purchasing Senior Director at least five (5) calendar days prior to the due date of the bid or proposal; failure to protest as provided herein constitutes a waiver of any objection to the solicitation.
 - ii) For construction projects and architectural/engineering design services, the protest of a proposed award of a contract must be received by the Purchasing Senior Director within ten (10) calendar days after issuance of the notice of intent to award, except that for

purchases under one hundred thousand dollars (\$100,000), the protest must be received within three (3) business days.

- iii) For goods or services, the protest of a proposed award of a contract must be received by the Purchasing Senior Director within seven (7) calendar days after issuance of the notice of intent to award, except that for purchases under one hundred thousand dollars (\$100,000), the protest must be received within three (3) business days.
 - iv) The protest must include the name of the person submitting the protest, the name of the bidder/proposer represented by that person, the specific action or bid/request for proposal contract award which is being protested, a detailed explanation of the reasons for the protest, and the relief requested.
 - v) The aggrieved person must serve all other interested parties with its protest.
- b. The Purchasing Senior Director shall stay the intended award of a contract unless the Purchasing Senior Director determines the award of the contract without further delay is necessary to protect the District's best interest. The Purchasing Senior Director may, in his/her sole discretion, hold a hearing.
 - c. The rights and remedies granted by this section are not available for informal small purchases with an actual or potential value of less than twenty-five thousand dollars (\$25,000). Failure to protest as provided herein constitutes a waiver of any objection to the solicitation and contract award.

2. Appeal

- a. A decision by the Purchasing Senior Director may be appealed to the Anchorage School Board. Any appeal shall be filed with the Superintendent within five (5) days after the decision is received by the protester and must include the name of the person submitting the appeal, the name of the bidder/proposer represented by that person, and a detailed explanation of the basis for the appeal. The aggrieved bidder/proposer must serve all other interested parties with its appeal. Emergency Contract Awards are not appealable.
- b. The Superintendent may obtain an independent review of the appeal issues if the Superintendent determines such review will assist consideration of the appeal. The independent review shall be conducted by a not directly involved District employee or an experienced but disinterested third party from outside the District.
- c. Failure to appeal to the Anchorage School Board as provided herein constitutes a waiver of any objections to the solicitation and the contract award.

3. Consideration of Appeal

- a. The decision being appealed and the findings from the independent review, if any, will be reported to the Board. Upon consideration of the appeal and allowing interested parties an opportunity to address the issues on appeal, the Board may:
 - i) Award the contract as recommended, if applicable, indicating its reasons for rejecting the appeal;

- ii) Grant the appeal, indicating its reasons for granting the appeal, and determine an appropriate remedy consistent with Board policy. The Board may award the contract at that meeting to some other bidder/proposer if it finds that a delay in making the award would adversely affect the District;
- iii) Stay any award of the contract to permit further consideration of the appeal, with action to be scheduled as soon as practicable, but in no event more than twenty (20) days after the stay as initiated;
- iv) Reject all bids/proposals in accordance with Board Policy 3311, Administrative Regulation 3311.1(a).13;
- v) Take such other action as appears appropriate and in the best interest of the District under the circumstances, in accordance with Board policy.

4. Frivolous Protests

- a. The signature of an attorney or party on a request for review, protest, motion, or other document constitutes a certificate by the signer that the signer has read the document, to the best of his/her knowledge, information, and belief formed after reasonable inquiry it is well grounded in fact and is warranted by existing law or a good faith argument for the extension, modification, or reversal of existing law, and that it is not interposed for an improper purpose, such as to harass, limit competition, or to cause unnecessary delay or needless increase in the cost of the procurement or of the litigation.
- b. If a request for review, protest, pleading, motion, or other document filed with the Purchasing Senior Director is signed in violation of the paragraph above, the Board, may impose upon the person who signed it, a represented party, or both, an appropriate sanction, that may include an order to pay to the other party or parties the amount of the reasonable expenses incurred because of the filing of the protest, pleading, motion, or other paper, including a reasonable attorney's fee.

Q. PUBLIC RECORDS CLAUSE

This ITB and the resulting bids received, together with copies of all documents pertaining to the award of a contract, will be kept by the Purchasing Department and made part of the record which will be open to public inspection. If a bid contains any information which is proprietary or confidential, each page of the bid containing such information must be clearly marked. Cost or price information will be open to public inspection.

R. CONTRACT

In addition to reading all of the information in the ITB, bidders must read and review the standard contract terms and conditions. The successful bidder shall be required to enter into an agreement with the District which will be substantially similar to the sample.

A sample copy of the form of contract can be viewed at:

http://apps.asdk12.org/depts/purchasing/meeting/Sample_Contract/FORM_OF_CONTRACT.docx

END OF SECTION I

SECTION II
ADDITIONAL PROVISIONS

A. SEX OFFENDER/CHILD KIDNAPPER CERTIFICATION

Anchorage School Board Policy 3515.5 prohibits a contractor whose employees or agents may have direct or incidental contact with District students from sending any employee or agent to district property who has been convicted of a sex offense under federal law or the law of any state and who is required to register as a sex offender under Alaska law or by court order, or who has been convicted of child kidnapping under federal law or the law of any state and who is required under Alaska law or court order to register on the Alaska Department of Public Safety Sex Offender/Child Kidnapper Central Registry. Board Policy 3515.5 requires contractors to certify in writing the contractor's knowledge of and compliance with Board Policy 3515.5. Prior to executing a contract for this project, the selected Contractor shall verify that no employee or agent who will be on district property is registered as a sex offender or child kidnapper in Alaska [Alaska Department of Public Safety "Sex Offender/Child Kidnapper Registry"] or in any other state. In addition, the contractor shall certify that, to its knowledge, no employee or agent is a convicted sex offender or child kidnapper. The required form of certification is included as Exhibit 1 in the bid documents.

1. State of Alaska Sex Offender/Child Kidnapper Registry Contractor Certification

Contractor certifies contractor is familiar with and is in compliance with Anchorage School Board Policy 3515.5, that no employee or agent of contractor who will be on district property is registered as a sex offender or child kidnapper in Alaska [Alaska Department of Public Safety "Sex Offender/Child Kidnapper Registry"] or in any other state in which the employee or agent previously lived or worked, and that, to contractor's knowledge, no employee or agent is a convicted sex offender or child kidnapper.

2. State of Alaska Sex Offender/Child Kidnapper Registry Subcontractor Certification

Subcontractor certifies subcontractor is familiar with and is in compliance with Anchorage School Board Policy 3515.5, that no employee or agent of subcontractor who will be on district property is registered as a sex offender or child kidnapper in Alaska [Alaska Department of Public Safety "Sex Offender/Child Kidnapper Registry"] or in any other state in which the employee or agent previously lived or worked, and that, to subcontractor's knowledge, no employee or agent is a convicted sex offender or child kidnapper.

3. State of Alaska Sex Offender/Child Kidnapper Registry Sub-Subcontractor Certification

Sub-subcontractor certifies sub-subcontractor is familiar with and is in compliance with Anchorage School Board Policy 3515.5, that no employee or agent of sub-subcontractor who will be on district property is registered as a sex offender or child kidnapper in Alaska [Alaska Department of Public Safety "Sex Offender/Child Kidnapper Registry"] or in any other state in which the employee or agent previously lived or worked, and that, to sub-subcontractor's knowledge, no employee or agent is a convicted sex offender or child kidnapper.

B. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT - NOT APPLICABLE TO SOLICITATION/CONTRACT

C. CERTIFICATION OF RESTRICTIONS ON LOBBYING - NOT APPLICABLE TO SOLICITATION

D. NONDISCRIMINATION

See sample Form of Contract for Nondiscrimination terms and conditions

E. INDEMNIFICATION

See sample Form of Contract for Indemnification terms and conditions

F. HOLD HARMLESS

See sample Form of Contract for Hold Harmless terms and conditions

G. PROTECTION OF PROPERTY

See sample Form of Contract for Protection of Property terms and conditions

H. ALASKA BUSINESS LICENSE

The selected bidder must provide the District with the bidder's Alaska business license number prior to award. Bidders should contact the State of Alaska; Department of Commerce, Community and Economic Development; Division of Corporations, Business & Professional Licensing, for information regarding business licensing. Contact information, information regarding business licensing, and business licenses, is available at <https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing.aspx>.

I. LOCAL PREFERENCE

Contracts shall be awarded by written notice issued by the Purchasing Director to the lowest responsive, responsible bidder; however, some preferences may be given to local bidders using the sliding scale in Board Policy 3311, Administrative Regulation 3311.1(a).1, when funds are available and such preference is not prohibited by the funding source. Local preference may be applied to any District procurement which utilizes cost as an evaluation criteria.

J. BRAND

1. Only the specified items and model/part numbers listed on the Specifications/Bid forms(s) are acceptable. No other products or alternates will be acceptable.
2. All materials supplied from resulting contract(s) must be original, new, and be of the brand, model and stock number originally offered. The materials shall be readily identifiable as the brand and model/product number offered and shall be packaged in standard manufacturer's cartons, containers, and packages whenever possible.

K. QUANTITIES; CONTRACT VOLUME - NOT APPLICABLE TO SOLICITATION/CONTRACT

The items and quantities shown are in no way indicative of the actual items or quantities the District may purchase. The items and quantities listed are for evaluation purposes only. The District expects, but does not guarantee to purchase the quantities listed. The estimated quantities are based on historical data and are subject to change due to several factors, including availability of funding and District priorities.

L. PRICING AND PAYMENT

1. All prices shall be net and FOB Destination. In the case of discrepancy in the extended price calculation(s), the unit price(s) will prevail.
2. Payment will be made within 30 days after acceptance by the District. The District reserves the right to exercise a 10 day inspection period upon receipt, prior to acceptance. The District will provide notification(s), in writing, of any product not meeting the specifications contained herein. Any product determined to not meet the required specifications will be returned to the successful bidder, at no additional cost to the District and/or replaced with a product which meets or exceeds the required specifications. A successful bidder's failure to furnish a product that does not meet or exceed the required specification may be found in default, and their award may be cancelled in part or in whole, as determined by the District. Official acceptance shall be determined after an inspection of the product.
3. All prices shall be stated in U.S. dollars.

M. PROMPT PAYMENT DISCOUNTS - NOT APPLICABLE TO SOLICITATION/CONTRACT

N. PROCUREMENT CARD PAYMENT - NOT APPLICABLE TO SOLICITATION/CONTRACT

O. REBATES - NOT APPLICABLE TO SOLICITATION/CONTRACT

P. DELIVERY REQUIREMENTS - NOT APPLICABLE TO SOLICITATION/CONTRACT

Q. WARRANTY

1. The Seller expressly warrants that all materials used will be of the best quality available and that all workmanship will meet the highest standards of the trade. The Seller guarantees to answer personally for all materials and workmanship supplied to the District and shall undertake to correct workmanship or defect in materials as ascertained by the District.
2. Copies of all applicable Manufacturer Warranties may be requested from the apparent low bidder.
3. The Seller will promptly remove any materials that the District designates as nonconforming or defective.
4. The Seller will promptly replace defective material.

R. COMPLIANCE WITH LAWS

See sample Form of Contract for Compliance with Laws terms and conditions

S. OCCUPATIONAL SAFETY AND HEALTH WARRANTY

See sample Form of Contract for Occupational Safety and Health Warranty terms and conditions

T. ASSIGNMENT

See sample Form of Contract for Assignment terms and conditions

U. CONTRACT TERM

The term of the contract(s) shall be from the date of award through November 30, 2028, with two (2) one-year options, at the same unit prices, upon satisfactory performance of the Contractor(s), and upon mutual consent of the parties.

V. TERMINATION FOR CONVENIENCE

See sample Form of Contract for Termination For Convenience terms and conditions

W. TERMINATION FOR DEFAULT

See sample Form of Contract for Termination For Default terms and conditions

X. DISPUTES

See sample Form of Contract for Disputes terms and conditions.

END OF SECTION II

SECTION III
GENERAL CONDITIONS, PROVISIONS, AND STATEMENT OF WORK

1.01 GENERAL

- A. The Inspection of Commercial Hood Suppression Systems, Clean Agent Fire Protection System and Fire Extinguishers Services on an as needed basis during the term of the contract.
- B. The Contractor will comply with Federal, State, Municipal and other regulatory codes in the course of performing under this contract.
- C. All inspections shall be submitted to LivSave as required by the Municipality of Anchorage. Any fines associated with late submissions will be the vendor’s responsibility.
- D. The Contractor shall be liable for any and all claims, which may or might originate as a result of code deviations, negligence, product failure, or violations of the terms and conditions as specified throughout this document.
- E. The Contractor must be able to perform service on all systems bid and certified to perform all required services. This contract shall not be sub-contracted or sub-let.
- F. Award shall be made by Schedule. Contractor shall bid all items in Schedule.
- G. The Contractor shall be state licensed to perform services.
- H. When manufacturer names and part numbers are provided, they are the required products for this contract. If delivering an equivalent other than the listed manufacturer and part number, the substitute(s) must be an exact equal and complete descriptive literature for the alternate brand must be approved by the contract administrator prior to delivery.

1. SCHEDULE A: Service Group No. 1: Commercial Hood Suppression Systems

- a. These systems, upon initiation of this contract, shall be inspected and services coordinated during the month of January and again in July.
- b. The Contractor shall submit a schedule of inspections for both January and July at the request of the District’s Regulatory Manager 907-348-5184.
- c. Fusible links shall be replaced as required. The District has 360-degrees and 500-degree fusible links. The Contractor shall determine the replacement intervals and act in accordance with their determinations per Code requirements.

School	Number of Fusible Link	Temperature
Bowman ES	Sprinkled	
Chugiak High School	14	360°
Dimond High School	13	360°
Eagle River High School	Sprinkled	
Bettye Davis East Anchorage High School	5	360°
King Tech High School	7	360°
King Tech High School	4	500°

Northwood ES	3	360°
South High School	5	360°
Student Nutrition	Sprinkled	
Wendler Middle School	4	360°

- d. Other system components shall be serviced or replaced in accordance with the manufacturer's recommendations or to comply with Paragraph 1.01(A)(1)(c) above. A written estimate shall be submitted to the Project Manager for approval prior to initiating this section.
- e. The estimated quantities for the Commercial Hood Suppression System inspection and repair may change over the course of the contract because of the addition or decommissioning of hoods located at various school sites. The quantities bid is estimated only.
- f. **Service Group No. 1** consists of the following schools:

School	Type	Brand	Physical Location
Bartlett HS	Dry Chemical	Ansul (R-102-msc)	Mainline
Bartlett HS	Sprinkled Hood	Gaylord	Frontline
Bowman ES	Sprinkled Hood	Aquamatel	Kitchen
Chugiak HS	Dry Chemical	Pyro Chem	Pottery Room
Chugiak HS	Wet Chemical	Ansul	Culinary Arts
Chugiak HS	Dry Chemical	Pyro Chem (PCL-15)	Industrial Arts
Chugiak HS	Wet Chemical	Ansul (R-102-msc)	Culinary Arts
Chugiak HS	Dry Chemical	Pyro Chem (PCL-15)	Room 114
Chugiak HS	Wet Chemical	Ansul (R102-3-3)	Kitchen
Dimond HS	Wet Chemical	Ansul (R102-3-3-3-3-3)	Kitchen
Eagle River HS	Sprinkled Hood	Gaylord (QUA.00.15.p.d)	Kitchen
East HS	Wet Chemical	Ansul (R102-3-3)	Kitchen
King Tech HS	Wet Chemical	Pyro Chem (PCL 460)	Frontline
King Tech HS	Wet Chemical	Pyro Chem (PCL 460, 460)	Mainline
Northwood ES	Wet Chemical	Ansul (R102.3)	Kitchen
South HS	Wet Chemical/Water	Ansul (piranha)	Mainline
South HS	Wet Chemical/Water	Ansul (piranha)	Small Hood
Student Nutrition	Sprinkled Hood	Gaylord 1.5 inch	Mainline
Wendler MS	Wet Chemical	Ansul (R102-3)	Kitchen

2. SCHEDULE A: Service Group No. 2: Kitchen Hood Fire Extinguishers and Recharging Clean Agent Fire Protection Systems

- a. These systems, upon initiation of this contract, shall be inspected semi-annually in September and March.

School	Type	Brand	Fusible Link Temperature	Physical Location
Scenic Park ES	Clean Agent	Kidde FM-200	1 @ 360°	Generator
Willow Crest ES	Clean Agent	Kidde FM-200	1 @ 360°	Generator

3. SCHEDULE B: Fire Extinguishers

- a. All extinguishers requiring recharging will be picked up from and returned to the Anchorage School District Maintenance Department, 1301 Labar Street, Anchorage, Alaska. The Contractor will pay for pick-up and delivery services.
- b. Costs for parts and minor repairs to extinguishers accomplished in conjunction with inspection, testing or recharging, shall be included in recharging or maintenance testing costs bid for each type of extinguishers. Such parts include: pull pins, nozzles, hoses, hose bands, hose clips, nameplates and “O” rings. Costs for replacement gauges, if necessary, will be recognized and paid by the Anchorage School District.

2.01 PURCHASE ORDERS

- A. The Anchorage School District will issue a purchase order for each contract task order (CTO).
- B. The purchase order shall be considered the Contractor’s notice to proceed.

3.01 WARRANTY

Standard manufacturer’s warranty on Vendor supplied products of materials will be included at time of delivery for any deliverables and covered under this contract.

4.01 DELIVERY REQUIREMENTS

- A. F.O.B. Final Destination

The Vendor agrees all unit prices listed will be FOB Anchorage School District, Maintenance/Operations Department, 1301 Labar Street, Anchorage, AK 99515, and Attention: Material Control Room. (Deliveries will be accepted between the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday not including holidays.)

Certain supplies may require expediting, and any freight charges must have prior approval of the authorized representative or designee.

- B. Delivery Schedule

Delivery of all other items described herein must be within ten (10) business days after receipt of order. Exceptions to the delivery schedule must be made to the authorized representative or designee within 48 hours after receipt of order.

5.01 CONTRACT TERM

The terms of the contract(s) shall be from the date of award through November 30, 2028, with two (2) one-year options, at the same unit prices, upon satisfactory performance of the Contractor(s), and upon mutual consent of the parties.

6.01 MANAGEMENT MEETINGS

The District may conduct periodic management meetings. The Contractor, when requested, will meet with the District's Regulatory Manager to discuss scheduling, contract requirements, and specific items related to the project.

7.01 CONTRACTOR'S USE OF SITE

1. Contractor is responsible for all safety considerations and precautions required and must ensure that all laws pertaining to workplace safety are followed.
2. Contractor may not use areas specifically designated for use by the Owner without prior approval from the District Regulatory Manager.
3. Contractor must coordinate all work in the District Facility with the District Regulatory Manager.
4. The Contractor will be held responsible for all damages and/or claims resulting out of this contract.
5. The Contractor must take all necessary precautions to protect the District Facility occupants from any hazards created by the progress of work.
6. Following the Notice to Proceed, the Contractor is required to obtain Facility Keys and the Security System Access Code from the District Operations Department and obtain the Facility Keys by contacting the District Regulatory Manager.
 - a. A unique Security Code will be assigned to the Contractor. The District Operations Office, 1301 Labar, will assign the Access Code and provide access training.

END OF SECTION III

ATTACHMENT A
SIGNATURE PAGE

This form must be returned with the submission/bid.

We the undersigned, in accordance with ITB 2026-507 Kitchen Hood and Fire Extinguisher Services - Term Contract, hereby submit our bid.

Addendum Number(s) _____ is/are hereby acknowledged.

FOR BIDDERS USE ONLY
PLEASE COMPLETE ALL APPROPRIATE INFORMATION

Date: _____

Bidder: _____

Mailing Address: _____

City/State/Zip: _____

Physical Business Address: _____

City/State/Zip: _____

Telephone No.: _____ Fax No.: _____

Email Address: _____

Federal Tax ID No.: _____ Alaska Business License No.: _____

Bidder Signature: _____

Printed Name: _____

Printed Title: _____

ATTACHMENT B
BIDDER'S CHECKLIST

INSTRUCTIONS

A. GENERAL

Bidders are advised that, notwithstanding any instructions or implications elsewhere in this ITB, only the documents shown and detailed on this Checklist need to be submitted with and made part of their bid. Other documents may be required to be submitted after bid opening, but prior to award. Bidders are hereby advised that failure to submit the documents shown and detailed on this Checklist may be justification for rendering the bid non-responsive.

B. REQUIRED DOCUMENTS FOR BID SUBMISSION

1. Attachment A, Signature Page (consisting of 1 page) must be signed with either manual or electronic signature.
2. Attachment C, Bid Form(s) (consisting of 3 pages).
3. Erasures and/or other corrections made to the Bid Form(s) must be initialed by the person signing the bid.
4. All addenda issued shall be acknowledged by manually or electronically signing each addendum and submitting prior to the bid opening, or by indicating acknowledgement in the space provided on the Signature Page - Attachment A.

C. REQUIRED DOCUMENTS FROM APPARENT LOW BIDDER TO BE SUBMITTED WITHIN THREE (3) CALENDAR DAYS FROM NOTIFICATION BY THE PURCHASING DEPARTMENT

___Any other information deemed necessary by the Purchasing Senior Director or their designee.

ATTACHMENT C
BID FORM

SCHEDULE A: Kitchen Range Hood and Kitchen Hood Clean Agent Fire Protection Systems

Item	Estimated Qty	Unit	Description	Unit Price	Extended Price
A1.	54	Ea.	Cost of fusible link installed, per Attached Specifications	\$ _____	\$ _____
A2.	6	Ea.	Pyro Chem Cartridge	\$ _____	\$ _____
A3.	6	Ea.	Pyro Chem Valve Rebuild Kit	\$ _____	\$ _____
A4.	6	Ea.	Ansul 3.0 Gallon Ansulex Agent	\$ _____	\$ _____
A5.	6	Ea.	Ansul Nitro Cartridge (LT-30-R ox)	\$ _____	\$ _____
A6.	6	Ea.	Ansul Tank Expellant Hose (ox)	\$ _____	\$ _____
A7.	40	Visits	Inspection Cost per Visit, per Attached Specifications	\$ _____	\$ _____
A8.	100	Hours	Hourly Rate , Per Man, for providing supervision, labor, tools, and equipment for maintenance and repair of Kitchen Range Hood and Fire Extinguisher throughout the District, per attached Specifications.	\$ _____	\$ _____
TOTAL SCHEDULE A: \$				_____	

CONTRACT VOLUME: The items and quantities shown are in no way indicative of the actual items or quantities the District may purchase. The items and quantities listed are for evaluation purposes only. The District expects, but does not guarantee to purchase the quantities listed. The estimated quantities are based historical data and are subject to change due to several factors, including availability of funding and maintenance program priorities.

VENDOR NAME: _____

ATTACHMENT C
BID FORM

SCHEDULE B: Fire Extinguisher Testing, Inspection, and Repair

Item	Estimated Qty	Unit	Description	Unit Price	Extended Price
B1.	100	Ea.	Five (5) Lb. Dry Chemical Recharge, With Powder	\$ _____	\$ _____
B2.	200	Ea.	Ten (10) Lb. Dry Chemical Recharge, With Powder	\$ _____	\$ _____
B3.	5	Ea.	Twenty (20) Lb. Dry Chemical Recharge, With Powder	\$ _____	\$ _____
B4.	15	Ea.	Six (6) Liter K Class Extinguisher Recharge	\$ _____	\$ _____
B5.	100	Ea.	Six Year Maintenance Test 2# to 6# Dry Chemical	\$ _____	\$ _____
B6.	450	Ea.	Six Year Maintenance Test 7# to 20# Dry Chemical	\$ _____	\$ _____
B7.	300	Ea.	Hydro-Testing/Each Test	\$ _____	\$ _____
B9.	50	Ea.	New Five (5) Lb. Extinguisher Dry Chemical (ABC)	\$ _____	\$ _____
B10.	150	Ea.	New Ten (10) Lb. Extinguisher Dry Chemical (ABC)	\$ _____	\$ _____
B11.	10	Ea.	New Twenty (20) Lb. Extinguisher Dry Chemical (ABC)	\$ _____	\$ _____
B12.	5	Ea.	New (5) Lb. BC Extinguisher	\$ _____	\$ _____
B13.	5	Ea.	New Ten (10) Lb. BC Extinguisher	\$ _____	\$ _____
B15.	10	Ea.	New Six (6) Liter K Class Extinguisher	\$ _____	\$ _____
B16.	10	Ea.	Fire Extinguisher Bubble, JL-1500 Series, 8 1/2 x 22 1/4	\$ _____	\$ _____
B17.	10	Ea.	Fire Extinguisher Bubble, JL-2500 Series, 12 x 28 1/2	\$ _____	\$ _____
B18.	10	Ea.	Fire Extinguisher Bubble, Larsen Cameo Series Model C2409, 6 3/4 x 21 9/16	\$ _____	\$ _____
B19.	5	Ea.	Refurbish, 10# Dry Chemical (ABC) Extinguisher	\$ _____	\$ _____

VENDOR NAME: _____

ATTACHMENT C
BID FORM

SCHEUDLE B: Fire Extinguisher Testing, Inspection, and Repair (Continued)

Item	Estimated Qty	Unit	Description	Unit Price	Extended Price
B20.	12	Ea.	Replacement Gauges	\$ _____	\$ _____
B21.	200	Ea.	Tamper Seals	\$ _____	\$ _____
B22.	50	Ea.	Fork Type Fire Extinguisher Hangers (5# 1521A)	\$ _____	\$ _____
B23.	50	Ea.	Fork Type Fire Extinguisher Hangers (10# 5525A)	\$ _____	\$ _____
B24.	10	Ea.	Stopper 2 Fire Alarm Covers	\$ _____	\$ _____
B25.	10	Ea.	2 Inch Conduit Spacers for Stopper 2 Fire Alarm Covers	\$ _____	\$ _____
B26.	50	Ea.	Plastic 3-Dimensional Extinguisher Signs (PWM108)	\$ _____	\$ _____
B27.	1	Pkg.	12" Wire Tags	\$ _____	\$ _____
B28.	75	Ea.	Disposal of Various & Types of Dry Chemical Fire Extinguishers	\$ _____	\$ _____
TOTAL SCHEDULE B: \$					

CONTRACT VOLUME: The items and quantities shown are in no way indicative of the actual items or quantities the District may purchase. The items and quantities listed are for evaluation purposes only. The District expects, but does not guarantee to purchase the quantities listed. The estimated quantities are based historical data and are subject to change due to several factors, including availability of funding and maintenance program priorities.

VENDOR NAME: _____

EXHIBIT 1
STATE OF ALASKA SEX OFFENDER/CHILD KIDNAPPER REGISTRY
CONTRACTOR CERTIFICATION

Pursuant to Section II – Additional Provisions, Paragraph A, I _____ the undersigned Principal for _____ on Solicitation ITB 2026-507 Kitchen Hood and Fire Extinguisher Services - Term Contract, certify:

1. That I, either personally or through a person designated by me, have researched the State of Alaska Sex Offender/Child Kidnapper Registry to confirm that no employee or agent who may enter Anchorage School District property in connection with the contract is listed in the Registry.
2. That I have required all subcontractors and any of their sub-subcontractors to certify, or they will require all subcontractors and any of their sub-subcontractors to certify, that they researched the State of Alaska Sex Offender/Child Kidnapper Registry to confirm that no employee or agent who may enter District property in connection with the contract is listed in the Registry. I will provide all such certification to the District upon request.
3. To my knowledge, no employee or agent of bidder, or any subcontractor or sub-subcontractor of bidder, who may enter District property in connection with the contract is: (a) listed in the sex offender/child kidnapper registry of any other state; or, (b) is a convicted sex offender or child kidnapper.
4. I have read Anchorage School Board Policy 3515.5 and certify that the bidder will comply with Board Policy 3515.5. Bidder will not send any employee or agent who is a sex offender or child kidnapper to District property, as that term is defined in Board Policy 3515.5.

Bidder Name: _____

Dated: _____

By: _____

Signature

Printed Name

Title: _____