



Anchorage School District

Educating All Students for Success in Life

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

INVITATION TO SUBMIT

THIS IS NOT AN ORDER

Show the following on the outside of all envelopes submitted OR email subject line:
ITS 2025-007 Football Officiating Services - Term Contract

DATE ISSUED:
June 18, 2025

DUE: **Prior to 1:00 pm, Local Time**
DATE: **June 26, 2025**

The Anchorage School District (referred to as the “District”) invites SUBMITTALS from qualified persons/firms to provide **Football Officiating Services - Term Contract** to the District in accordance with the following documents that are a part of this ITS 2025-007:

Section	Title	Pages
Cover Page	Invitation to Submit	Consisting of 1 page
Section I	Instructions to Offerors	Consisting of 4 pages
Section II	Specifications and Scope of Services	Consisting of 2 pages
Attachment A	Signature Page	Consisting of 1 page
Attachment B	Offeror’s Checklist	Consisting of 1 page
Attachment C	Fee Schedule	Consisting of 2 pages
Attachment D	Insurance Coverage	Consisting of 1 page
Exhibit 1	State of Alaska Sex Offender/Child Kidnapper Registry Vendor Certification	Consisting of 1 page

AVAILABILITY OF ITS: This Invitation to Submit (.pdf) is available electronically at the District’s Purchasing Department website: <https://www.asdk12.org/Page/5417>.

ITS SUBMISSION METHOD: Please submit all required documents to the Anchorage School District Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3137 prior to the date and time specified in the header of this cover page. Submissions can be mailed, hand delivered, or emailed. Submissions shall be clearly labeled on the outside of envelopes with the offeror’s name, address, and phone number, and as follows:

INVITATION TO SUBMIT
ITS 2025-007 Football Officiating Services - Term Contract

Emailed submissions can be sent to purchasing@asdk12.org. – Attn: Lisa Young, Purchasing Agent, Purchasing/Warehouse. Reference: ITS 2025-007 Football Officiating Services - Term Contract

AWARD: Award of any contract as a result of this Invitation to Submit will be at the sole discretion of the District and is contingent upon the availability of funds. The District reserves the right to reject any and all submissions and to act in the best interest of the District.

SECTION I
INSTRUCTIONS TO OFFERORS

A. GENERAL REQUIREMENTS

This solicitation is an INVITATION TO SUBMIT (referred to as “ITS”) governed by applicable Anchorage School Board Policies, Administrative Regulation 3311.1(b) of said Policies. School Board Policies are available at <https://www.boardpolicyonline.com/?b=anchorage>. Offerors should read this ITS carefully and review all instructions contained herein. Incomplete or incorrect submissions may be rejected as not conforming to the essential requirements of this ITS.

B. EXAMINATION OF DOCUMENTS

Offerors should read this ITS and review all instructions contained herein. A submission shall constitute acknowledgement that the offeror has thoroughly examined and is familiar with the solicitation documents.

C. INTENT OF THE SOLICITATION

This ITS is to allow for multiple vendors, who agree to the District’s Contract Terms and Conditions, to provide Football Officiating Services within the District. Services to be provided include all labor, uniforms, supervision, transportation, and administrative costs to provide Football Officiating Services.

D. DEBARMENT AND SUSPENSION

Offerors 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 §3485.12. Offerors 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. Offerors may access the Excluded Parties List System at <https://www.sam.gov/SAM/>.

E. CONFLICT OF INTEREST

1. The Vendor 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, www.asdk12.org/purchasing/conflictinterest/.

F. ALASKA BUSINESS LICENSE

If applicable, the approved vendor must provide the District with the offeror’s Alaska business license number prior to award. Offerors 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 www.commerce.alaska.gov/web/cbpl/BusinessLicensing.aspx.

G. FEDERAL EXCISE TAXES

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

H. QUESTIONS; METHOD FOR CLARIFICATION

1. Any offeror in doubt as to the true meaning of any part of this ITS may submit to the District a written request for an interpretation thereof. Questions can be submitted as follows:

Reference: ITS 2025-007 Football Officiating Services – Term Contract
Email: purchasing@asdk12.org
[OR fax: Anchorage School District Purchasing Department, 907-243-6293]
Attn: Lisa Young, Purchasing Agent

2. Two types of questions generally arise. One may be answered by directing the offeror to a specific section of the ITS. These questions may be answered by direct communication to the offeror 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 ITS or may be prejudicial to other prospective offerors, will be answered by issuing an addendum prior to the submission due date.

I. SUBMISSION OF OFFER

1. The Signature Page (Attachment A) must be completed and manually signed by an authorized representative of the firm submitting the offer and returned with all other required documents.
2. Any documentation not submitted in the manner required by the District, incomplete submissions, and submissions lacking required signatures, will not be returned; however, the District may request additional information and/or materials.
3. Offerors should be aware that addenda may be issued for this ITS. It is the offeror’s responsibility to ascertain if addenda have been issued by checking the District’s Purchasing Department website: www.asdk12.org/purchasing/.
4. It is the responsibility of the offeror to ensure that their submission and all required documents are received by the Purchasing Department prior to the due date and time.

J. RIGHT OF REJECTION, CLARIFICATION, AND CANCELLATION

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

K. REQUEST FOR ADDITIONAL INFORMATION

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

L. DISTRICT NOT RESPONSIBLE FOR PREPARATION COSTS

The District will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any submission. The District shall not be liable for any cost incurred by an offeror in responding to this submission 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: submission preparation costs and other costs, including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the lowest responsive, responsible offeror and/or award of contract and/or rejection of submissions. By submitting a submission, each offeror agrees to be bound in this respect and waives all claims to such costs and fees.

M. UTILIZATION GUARANTEE

Interested parties are hereby notified that the District makes no expressed guarantee of an award or a minimum estimated value of an award for Football Officiating Services as a result of this ITS. Upon becoming approved as a vendor, the District's programs/schools are not obligated to utilize any of the services offered by any approved vendor. The District programs/schools reserve the right to select any approved vendor for services, based on their own specific program needs/vendor qualifications, as needed. Therefore, there is no implied or expressed guarantee that an approved vendor will be utilized as a result of becoming an approved vendor when responding to this ITS.

N. CONTRACT

Any contract(s), as a result of this solicitation, between the District and the offeror shall consist of (1) this ITS and any addenda thereto, (2) any and all documents submitted by the offeror in response to the ITS inclusive of any additional submission documents requested by the District, and (3) the consummated Contract. In the event of a conflict in language between the documents referenced above, the provisions and requirements set forth and/or referenced in the ITS shall govern; however, the District reserves the right to clarify any contractual relationship in writing with the concurrence of the contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the ITS or the contractor's submission. In all other matters not affected by the written clarification, if any, the ITS shall govern.

In addition to reading all of the information in the ITS, offerors must read and review the standard agreement terms and conditions;

https://drive.google.com/file/d/1Sb6otxICjioYQe6qowZza1_itSOYwI1E/view?usp=sharing

O. CONTRACT FUNDING; NON-APPROPRIATION

The contract is contingent upon funding. No financial obligation beyond a current District fiscal/school year shall exist under the contract unless and until an appropriation of funds to be expended on the contract for the following fiscal/school year is made by the Anchorage School Board. In the event that the School Board does not appropriate or allocate funds, or appropriates or allocates insufficient funds for the following fiscal/school year, the District shall notify the approved vendor and the contract shall terminate on the last day of the preceding fiscal/school year, or on the date when appropriated or allocated funds for the contract are exhausted. Under no event shall the District be financially obligated to the contractor in any way beyond amounts appropriated and allocated by the School Board for the contract. If funding for any fiscal/school year is reduced or terminated by the School Board for purposes of this contract, the District shall have the option to either cancel the contract with no liability occurring to the District or offer to amend the contract with the approved vendor that reflects the reduced amount and reduced scope of work.

P. TECHNICAL OR CONTRACT RESOLUTION MEETINGS

The approved vendor will be required to meet with the District's contract administrator, or their designated representative(s), to resolve technical and/or contractual issues that may occur during the term of the contract, at no additional cost to the District. Meetings will occur as issues arise and will be coordinated by the District. Failure to participate in resolution meetings or failure to make a good faith effort to resolve issues may result in termination of the contract.

Q. PUBLIC RECORDS CLAUSE

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

R. SEX OFFENDER/CHILD KIDNAPPER CERTIFICATION

Anchorage School Board Policy 3515.5 prohibits an approved vendor 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 approved vendors to certify in writing the approved vendor's knowledge of and compliance with Board Policy 3515.5. Prior to executing a contract for this ITS, the approved vendor 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 approved vendor 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 submittal documents.

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

Approved vendor certifies approved vendor is familiar with and is in compliance with Anchorage School Board Policy 3515.5, that no employee or agent of approved vendor 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 approved vendor's knowledge, no employee or agent is a convicted sex offender or child kidnapper.

END OF SECTION I

SECTION II
SPECIFICATIONS AND SCOPE OF SERVICES

A. SCOPE OF SERVICES

1. All offerors must meet the inherent needs of the Anchorage School District.
2. All on-field officials for tackle football will be certified through Alaska School Activities Association (ASAA) under current rules of the National Federation of State High School Association (NFHS).
3. The contractor shall have officials at the designated game sites in adequate time to perform their duties before the scheduled start of the game. The District will schedule no more than two (2) fields prior to 6:00 p.m., Monday through Friday. Contractor will work with the District to ensure sufficient officials are available for games that must be completed before sundown during Rosh Hashanah and Yom Kippur in the month of September.
4. The District shall not be held responsible for any accident or injury sustained by the contracted officials.
5. A District representative, along with a Contractor representative, shall have the right to evaluate and refuse the service of any official provided by the association who fails to meet the standards set forth by the District Administration with due reason. The results of the evaluations will be shared with the association.
6. Notification for additional games will be given to the Contractor 72-hours in advance of the scheduled start of the game. The Contractor is responsible to provide officials for added games only if they have them available.
7. Contracting official shall officiate at jamboree (exhibition) games if there are adequate numbers of individuals available to participate.
8. Contractor shall present (at no charge-once per year) a rules interpretation and new rules changes to Schools' coaches during a coaches clinic or meeting on an "as required" basis; however, such presentations must be requested by School at least seven (7) calendar days in advance of the clinic/meeting.
9. Compensation: The Contractor shall reimburse the District for any and all overpayments.
 - a. The District shall pay the regular game fee for any games cancelled without at least three (3) days advance notice to the Contractor, excluding winter storms emergency closure of schools.
 - b. The District shall pay the total game fee for each forfeited game without notice. The District shall provide notice of rescheduled and/or cancelled games, but in no case shall the Contractor be responsible for providing officiating services should the District fail to provide twenty-four (24) hour advance notice.
10. Prices quoted shall be firm for the initial contract term. Thereafter, any extensions which may be approved by the District shall be subject to the following. Any requested adjustment costs for any extension terms shall be subject to an adjustment only if increases or decreases occur in the state if justified by both parties. Any requested adjustment shall be fully documented and submitted to the District at least 120-days prior to the contract anniversary date. Any approved cost adjustments shall become effective on the beginning date of the approved contract extension. The District may, after the time of review, refuse to accept the adjusted costs if they are not properly documented, or considered to be excessive, or if decreases are considered to be insufficient. In the event the District does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the District, the Contract will be considered cancelled on the scheduled expiration date.
11. Contractor must give the contract administrator 48-hours' notice, before the start of a game, if they are unable to supply officiating services.
12. If Contractor is unable to provide on-field officials and must use certified officials from other state associations, the home school will be charged additional fees. The on-field officials from out of area will only be used when Contractor and ASD Administration concur beforehand and determine out of area officials are required for a game due to scheduling conflicts.

Additional fees apply to the game fee stated in Attachment C. These additional fees are called Out of Area Official Additional Fees and are outlined in Attachment C Fee Schedule, Items 9a.-9c..

13. A secure locker room will be provided to the officials for their personal use from up to one (1) hour before the start of the game to up to one (1) hour after the end of the game, which shall be provided within a reasonable/close enough distance/access to the field. A restroom facility will be provided that will be separated/away from the general public for officials. Designated parking for officials shall be separated/away from the general public parking area. Contact information for gaining access to these areas will be provided.

B. INVOICING

The contractor shall invoice for tackle football and flag football to the Home Schools' Activities Office Contact information. The Coordinator AP is responsible for sending a current list of Activity Principals and Activity Assistants to the contractor at the beginning of the season.

Undisputed Invoices shall be processed for payment using Net 30 terms.

Once a disputed invoice is clarified and agreed upon it will be processed using Net 30 terms from the date the invoice corrections are resolved.

C. CONTRACT TERM

The term of any contract resulting from this solicitation shall be for an initial three (3) year period, beginning on July 1, 2025. At the conclusion of this initial three-year period, the District may offer to extend the contract for two (2) additional one-year option periods. The District reserves the sole right to offer an extension of the contract pursuant to the continued availability of funding, satisfactory contractor performance, and the District has continued need of the services provided under contract.

D. CONTRACT TYPE

The contract awarded as a result of this solicitation shall be a fixed unit price contract for which the offered unit prices shall furnish all labor, uniforms, supervision, transportation, and administrative costs to provide Football Sports Officiating and Scorekeeping services listed herein and offered by the Offeror.

E. CONTRACT FUNDING; NON-APPROPRIATION

The contract is contingent upon funding. No financial obligation beyond a current District fiscal year shall exist under the contract unless and until an appropriation of funds to be expended on the contract for the following fiscal year is made by the Anchorage School Board. In the event that the School Board does not appropriate funds, or appropriates insufficient funds for the following fiscal year, the District shall notify the contractor and the contract shall terminate on the last day of the preceding fiscal year, or on the date when appropriated funds for the contract are exhausted. Under no event shall the District be financially obligated to the contractor in any way beyond amounts appropriated by the School Board.

F. CONTRACTOR PERSONNEL

The Association will provide a Statement of Qualifications which outlines that only qualified officials will be provided that can perform the services required under the scope of these services.

END OF SECTION II

ATTACHMENT A
SIGNATURE PAGE

This form must be completed, signed, and returned with the offeror's submission.

We the undersigned, in accordance with ITS 2025-007 Football Officiating Services - Term Contract, hereby submit our offer.

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

FOR OFFERORS USE ONLY
PLEASE COMPLETE ALL APPROPRIATE INFORMATION

Date: _____

Offeror: _____

Mailing Address: _____

City/State/Zip: _____

Physical Business Address: _____

City/State/Zip: _____

Contact Person for This Solicitation: _____

Telephone No: _____ Fax No: _____

Email Address: _____

Federal Tax Id No: _____ Alaska Business License No: _____

CERTIFICATION

I certify that I am a duly authorized representative of the firm listed above and that the information and materials submitted accurately represent the capabilities of the firm to provide the services indicated in compliance with all requirements of the ITS. I certify that no member of the School Board or District employee, or spouse, or other member of their household, has or shall have any undisclosed interest in the firm or this submittal, as provided in the Instructions to Offerors – Conflict of Interest. The District is hereby authorized to request from any individual any pertinent information deemed necessary to verify information regarding the capacity of the firm or for purposes of determining responsiveness of the submission or responsibility of the firm as a prospective vendor

In compliance with the solicitation, if this submission is accepted, the offeror agrees to furnish the required services at the times and locations specified in the executed Term Contract.

OFFEROR SIGNATURE: _____

PRINTED NAME: _____

PRINTED TITLE: _____

ATTACHMENT B
OFFEROR'S CHECKLIST

A. GENERAL

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

B. REQUIRED DOCUMENTS FOR OFFER SUBMISSION

1. Attachment A, Signature Page (consisting of 1 page), must be manually signed.
2. Attachment C, Fee Schedule (consisting of 2 pages).
3. Erasures and/or other corrections made to the Fee Schedule must be initialed by the person signing the submission.
4. Exhibit 1, State of Alaska Sex Offender/Child Kidnapper Registry Vendor Certification (consisting of 1 page).
5. Conflict of Interest documentation, if applicable, per Section I, Instructions to Offerors, Paragraph E. Conflict of Interest. This documentation is required to be submitted annually.
6. All addenda issued shall be acknowledged by manually signing each addendum and submitting prior to the offer opening, or by indicating acknowledgement in the space provided on the Signature Page - Attachment A.

C. REQUIRED DOCUMENTS FROM OFFEROR 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
FEE SCHEDULE

TACKLE VARSITY FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
1	45	Each	Varsity Tackle, Individual Game Rate , inclusive of five (5) Field Officials, Three (3) Chain Crew, and one (1) Clock Operator	\$	\$
1a.	1	Each	Varsity Tackle , Additional Official per game	\$	\$
1b.	1	Each	Varsity Tackle, Individual Game Deduct Rate if timer or scorer is not provided	\$	\$
1c.	1	Each	Varsity Tackle, Individual Game Deduct Rate if chain crew is not provided	\$	\$

TACKLE JUNIOR VARSITY FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
2	45	Each	JV Tackle, Individual Game Rate , inclusive of five (5) Field Officials, and one (1) Clock Operator	\$	\$
2a.	1	Each	JV Tackle , Additional Official per game	\$	\$
2b.	1	Each	JV Tackle, Individual Game Deduct Rate if clock operator is not provided.	\$	\$

TACKLE C TEAM FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
3	45	Each	C Team Tackle, Individual Game Rate , inclusive of five (5) Field Officials	\$	\$
3a.	1	Each	C Team Tackle , Additional Official per game	\$	\$
3b.	1	Each	C Team Tackle, Individual Game Deduct Rate , if clock operator is not provided	\$	\$

POST SEASON (PLAYOFF) ASD SCHOOL HOSTED TACKLE VARSITY FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
4	2	Each	Varsity Tackle, Individual Game Rate , inclusive of five (5) Field Officials, Three (3) Chain Crew, and one (1) Clock Operator.	\$	\$
4a.	1	Each	Varsity Tackle , Additional Official per game	\$	\$
4b.	1	Each	Varsity Tackle, Individual Game Deduct Rate if clock operator is not provided	\$	\$
4c.	1	Each	Varsity Tackle, Individual Game Deduct Rate if chain crew is not provided	\$	\$

GIRLS VARSITY FLAG FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
5	168	Each	Girls Varsity Flag, Individual Game Rate , inclusive of four (4) Field Officials and one (1) Clock Operator	\$	\$
5a.	1	Each	Girls Varsity Flag , Additional Official per game	\$	\$
5b.	1	Each	Girls Varsity Flag, Individual Game Deduct Rate if timer or scorer is not provided	\$	\$

GIRLS JUNIOR VARSITY FLAG FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
6	168	Each	Girls JV Flag, Individual Game Rate , inclusive of four (4) Field Officials, and one (1) Clock Operator	\$	\$
6a.	1	Each	Girls JV Flag , Additional Official per game	\$	\$
6b.	1	Each	Girls JV Flag, Individual Game Deduct Rate if timer or scorer is not provided	\$	\$

GIRLS C TEAM FLAG FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
7	168	Each	Girls C Team Flag, Individual Game Rate , inclusive of four (4) Field Officials, with one (1) Clock Operator	\$	\$
7a.	1	Each	Girls C Team Flag , Additional Official per game	\$	\$
7b.	1	Each	scorer is not provided	\$	\$

POST SEASON (PLAYOFF) ASD SCHOOL HOSTED FLAG VARSITY FOOTBALL

Item	Est. Qty	Unit	Description	Unit Price	Extended Price
8	7	Each	Girls Varsity Flag, Individual Game Rate , inclusive of four (4) Field Officials and one (1) Clock Operator	\$	\$
8a.	1	Each	Girls Varsity Flag , Additional Official per game	\$	\$
8b.	1	Each	Girls Varsity Flag, Individual Game Deduct Rate if timer or scorer is not provided	\$	\$

OUT OF AREA OFFICIALS ADDITIONAL FEES

Item	Est. Qty	Unit	Description
9a.	1	Each	Kenai Peninsula, \$40 per diem + \$224 travel + \$250 max lodging
9b.	1	Each	Fairbanks, \$40 per diem + \$504 travel + \$250 max lodging
9c.	1	Each	Southeast Alaska, \$40 per diem + cost of round trip airline ticket + \$250 max lodging

ESTIMATED ANNUAL AMOUNT IS NOT TO EXCEED:

\$

Contract Volume: The items and quantities listed above are estimated annual quantities and may be increased or decreased to meet the requirements of the District. The District expects, but does not guarantee to purchase the quantities listed. The estimated annual quantities are based on historical data and are subject to change due to several factors, including availability of funding and program priorities. No warranty is given or implied as to the exact quantities that will be used during the term of this contract.

Period of Performance: The contract period will be for a three (3) year period from date of award through June 30, 2028, with two (2) additional one-year option periods, at the same unit prices, upon satisfactory performance of the contractor, and upon mutual consent of both parties.

The District reserves the right to remove or add facilities at any time during the term of the contract, by contract amendment.

DATE: _____

COMPANY NAME: _____

BIDDER SIGNATURE: _____

PRINTED NAME: _____ PRINTED TITLE: _____

ATTACHMENT D
INSURANCE COVERAGE

1. INSURANCE REQUIREMENTS

- 1.1 General Requirements.** Without limiting the contractor's indemnification, it is agreed that the contractor shall maintain for the duration of the contract, at its cost and expense, the insurance required under this Section. Where specific limits are shown, they are minimum acceptable limits and if the Contractor's policy contains higher limits, the District will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the District and must provide for a 30-day prior notice of cancellation, nonrenewal or material change of conditions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of Contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21 and shall be with insurers having a Best's rating of no less the A-. The failure to supply satisfactory proof of insurance within the time required will cause the District to terminate this contract and/or to declare the contractor non-responsible and to reject the contractor's bid/offer. Proof of insurance is required for the following:
- 1.1.1 Commercial General Liability Insurance.** Covering all business premises and operations used by the contractor in the performance of services under the contract with minimum coverage limits of \$1,000,000 combined single limit per occurrence.
- 1.2 Certificates of Insurance.** Certificates of Insurance shall be in the name of the ANCHORAGE SCHOOL DISTRICT.
- 1.3 Waiver of Subrogation.** Waivers of subrogation shall be required on the General Liability.
- 1.4 Additional Insured Status.** The policies of the insurance required under this Section, with the exception of workers' compensation insurance policies, shall name the District as an additional insured.
- 1.5 Additional Requirements.** The Contractor shall notify the District immediately of any material changes in its insurance policies, such as changes in limits, coverages, and change in status of any policy. The contractor shall furnish the District with a copy of each notice of renewal of the insurance policies required so long as this contract is in effect.

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

Pursuant to Board Policy 3515.5, Sex Offenders and Child Kidnappers, I
_____ the undersigned Principal for _____
on Solicitation _____, 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 sub-vendors and any of their sub-sub-sub-vendors to certify, or they will require all sub-vendors and any of their sub-sub-vendor 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 any employee or agent of offeror, or any sub-vendors or sub-sub-vendors of submittal, 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 Board Policy 3515.5 and certify that the offeror will comply with Board Policy 3515.5. Offeror 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.

Contractor Name: _____

Dated: _____

By: _____
Signature

Printed Name

Title: _____