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### Bid/Quote/RFP#

RFP6801

Des Moines Public Schools  
Division of Purchasing  
1915 Prospect Rd., Suite 1200  
Des Moines, IA 50310  
Phone (515)242-7751  
Fax (515)242-7550

The Des Moines Public Schools is seeking to exercise its renewal option for the above mentioned bid. This is for the contract period beginning July 1, 2017 and ending on June 30, 2018. The District reserves the option to renew the original contract with the successful bidder(s) for up to four additional years. The amount of the contract for the second through fifth years shall be negotiated at the close of each preceding year. The renewal option may not be exercised if not in the District's best interests. The contract may be cancelled by either party on 90 days written notice during the contract period.

Enclosed is a 2017-2018 Renewal Spreadsheet of your pricing detailing the items which were on this bid. We ask all suppliers to review their pricing structures prior to submitting renewal proposals on the spreadsheet. The District will again consider any program that may reduce its costs through process improvement, ordering methodology, patterns, etc. Conversely, any planned increase may require the District to employ its option to place the product category out for bid solicitation.

**\*New:** In order to streamline the process all suppliers must submit their renewals electronically via this link. A hard copy or faxed copy will be rejected by the District. Should you need a computer the District will have one available Monday-Friday from 8:00 a.m. - 4:30 p.m. please contact us at the above number to make arrangements. Please submit the renewal within 10 calendar days and upload the 2017-2018 Renewal Spreadsheet and Certificate of Insurance if applicable.

The District appreciates your past service. We look forward to continuing our business relationship with you in the months and years to come.

### Do you wish to renew for fiscal year 2017-2018? \*

☒ Yes

☐ No

### Please confirm the Bid, Quote or RFP# you are renewing. \* ?

RFP6801

Please confirm the Bid, Quote or RFP# you are terminating. \* ?

To terminate the renewal click NEXT and complete your company information.

▲ 1 (Rules) / 2 ▼

## Acknowledgement & Certification

Respondent is providing services to the Des Moines Independent Community School District ("District") as a contractor, vendor, supplier, provider or sub-provider and/or is operating or managing the operations of a contractor, vendor, supplier or provider. The services provided by the Respondent may involve the presence of the Respondent's employees upon the real property of the District.

The Respondent acknowledges that Iowa law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the District. The Respondent further acknowledges that, pursuant to Iowa law, a sex offender who has been convicted of a sex offense against a minor shall not operate, manage, be employed by, or act as a contractor or volunteer at the District.

The Respondent hereby certifies that no one who is an owner, operator or manager of the Respondent has been convicted of a sex offense against a minor. The Respondent further certifies and agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to the District in accordance with the prohibitions set forth above.

The Respondent further certifies that the Respondent has completed a satisfactory background check on the Respondent's employees. The Respondent hereby agrees to provide the District with the Respondent's background screening procedures including specific context and infractions that are reviewed by the Respondent. The District reserves the right to, but does not have the obligation to, conduct a District background check on Respondent employees as determined by the District in its sole discretion. The District reserves the right to restrict access of any Respondent employee upon the real property of the District if such employee does not clear the District's background check.

The District reserves the right, but does not have the obligation to, to audit the Respondent's background screening program at any time, whether announced or unannounced. The Respondent hereby agrees that the Respondent shall, upon request, permit an authorized District representative to review background screening records, including those of individual Respondent employees, in order to conduct a compliance review, audit or investigation, to the fullest extent permitted by law.

The Respondent shall ensure that the provisions of this Acknowledgement and Certification are extended to any and all subcontractors, consultants, or others the Respondent may engage if such engagement involves their presence upon the real property of the District.

The Respondent understands and agrees that violation of any of the provisions of this Acknowledgement and Certification shall constitute sufficient grounds for termination of any contract or subcontract without damages or penalty to the District.

This Acknowledgment and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.

Have you reviewed Acknowledgement and Certification Form? \*

☒ Yes

## Form of Proposal

BIDS/QUOTES SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, THE DATE AND TIME ABOVE STATED AND THEN PUBLICLY OPENED FOR FURNISHING THE FOLLOWING SUPPLIES, EQUIPMENT AND/OR SERVICE F.O.B. DESTINATION.

**Mark Mattiussi, Purchasing Agent**

The undersigned bidder certifies, by responding to this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State or Local department or agency. Further, it is the policy of the Des Moines Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you believe you have been discriminated against or treated unjustly, please contact the Equity Coordinator, Isaiah McGee at 2323 Grand Avenue, Des Moines, IA 50312, 515-242-7662 [Isaiah.mcgee@dmschools.org](mailto:Isaiah.mcgee@dmschools.org) Section 504 34 CFR 104.8, Title IX 34 CFR 106.9, OCR Guidelines IV.O and V.C. Also the District plans to pay Seller using a procurement or virtual credit card, or may make payments by electronic funds transfer and recommends that Seller accept one of these forms of payment. Finally by signing this document the Seller and their agent(s) have read, understand and will comply with the District's Acknowledgement & Certification requirements as detailed herein. Delivery shall be made between the hours of 7:30 a.m. and 3:00 p.m. at DMPS 1915 Prospect Road, Des Moines IA 50310.

**Will you extend the same pricing for fiscal year 2017-2018? \*** ?

☐ Yes

☒ No

**Please upload the 2017-2018 Renewal Spreadsheet with your changes. \***

[Copy of RFP6801 Environmental Services 3.00 - Mod by CP Apex.xlsx \(35k\)](#)

**Was a Certificate of Insurance requested in the 2017-2018 Renewal Spreadsheet? \***

☒ Yes

☐ No

**Please upload a Certificate of Insurance. \***

[Apex COI.pdf \(39k\)](#)

**Company Name \***

Apex Companies, LLC

**Representative Name \***

Caley Parrish

**Representative Title \***

Division Manager

**Address 1 \***

10052 Justin Dr., Ste. L

**City \***

Urbandale

**State \***

Iowa

**Zip Code \***

50322

**Phone Number \***

5157278025

**Fax Number \***

5157278028

**Email Address \***

cparrish@apexcoss.com

**Date \***

03-30-2017



In signing the Form of Proposal of the renewal document, the person signing on behalf of the Respondent hereby acknowledges that he/she has read this entire document that he/she understands its terms, and that he/she not only has the authority to sign the document on behalf of the Respondent, but has signed it knowingly and voluntarily. Also, the undersigned bidder agrees to the general terms and conditions, specifications and special terms and conditions associated with this bid.

**Please use the mouse to sign this renewal. \***[clear](#)

SUBJECT TO THE TERMS AND CONDITIONS @

<http://www.dmschools.org/departments/operations/purchasing-central-stores/purchasing/open-proposals/>.

THIS FORM AND EACH ADDITIONAL FORM OF PROPOSAL, IF ANY, MUST BE SIGNED.

**CLOSE**

<b>Personnel Charge Rates</b>							
Labor charges for personnel completing assignments will be at the Hourly Unit Rates set forth below							
		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
<b>Assigned Personnel</b>	<b>Assigned Position</b>	<b>Hourly Unit Rate</b>			<b>Hourly Unit Rate</b>		
Caley Parrish	Division Mgr./DMPS Program Mgr.						
Janet Rullman	Senior Technical Resource						
David Hruby	Senior Project Mgr.						
Tim Draschil	Technical Resource						
Diane Pals	Project Mgr.						
Eric Mueggenberg	Senior Scientist						
Matt Patrick	Assistant Project Mgr.						
Matt Sheeder	Assistant Project Mgr./Field Mgr.						
	Environmental Scientist II						
Scott Olson	Assistant Project Mgr.						
Ethan Van Kooten	Environmental Scientist I						
Rich Sybert	Environmental Scientist I						
	Environmental Scientist I						
Jeff Kline	Senior Environmental/Const Tech						
Omar Sanchez	Drafter						
Sue Boswell	Technical Administrator/Biller						
Mike Fisher	Construction Technician/Laborer						
Connie McPhee	Administrative Assistant						
<b>Reimbursable Expense Rates-</b>							
Usage rates for equipment owned and maintained by Apex will be charged at rates identified below. Equipment rented from vendors will be charged at the rental rate plus 10%.							
		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
<b>Field Equipment/Instruments</b>		<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>
Bailer (each)							
LEL Meter							
4-Gas Meter							
pH, DO, Conductivity Meter							
Photoionization Analyzer (PID)							
Thermal Air Meter/Velocity Meter							
Hand Operated Diaphragm/Centrifugal							
Peristaltic Pump							
Positive Disp. Shallow Well WTD							
Colorimetric Tube Air Monitoring Pump							
Detector Tubes (per unit)							
Sampling pump 3gpm							
Interface Probe							
Respirators (Level C)							
Respirators Cartridges - Chemical (per pair)							
Survey Equipment							

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<b>Asbestos Laboratory Services</b>		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
	Transmission Electron Microscopy	<u>Air Samples</u>	<u>Non-Friable</u>	<u>Settled Dust</u>	<u>Air Samples</u>	<u>Non-Friable</u>	<u>Settled Dust</u>
	5 Day Turn Around						
	3 Day Turn Around						
	2 Day Turn Around						
	1 Day Turn Around						
		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
	Transmission Electron Microscopy	<u>Air Samples</u>	<u>Non-Friable</u>	<u>Settled Dust</u>	<u>Air Samples</u>	<u>Non-Friable</u>	<u>Settled Dust</u>
	Same Day (M-F)						
	Saturday/Sunday						
<b>Lead Laboratory Services</b>		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
	Lead by Atomic Absorption Spectroscopy (AAS)	<u>Paint/Dust-wipe/Soil</u>	<u>Air Samples</u>	<u>TCLP</u>	<u>Paint/Dust-wipe/Soil</u>	<u>Air Samples</u>	<u>TCLP</u>
	5 Day Turn Around						
	3 Day Turn Around						
	2 Day Turn Around						
	1 Day Turn Around						
	Same Day (M-F)						
	Saturday/Sunday						
		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
<b>UST Laboratory Services</b>		<u>Soil</u>	<u>Water</u>		<u>Soil</u>	<u>Water</u>	
	BTEX and MTBE by 8260						
	BTEX by 8021						
	Total Extractable Hydrocarbons						
		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
<b>Mold Laboratory Services</b>		<u>3 Day</u>	<u>Next Day</u>	<u>Same Day</u>	<u>3 Day</u>	<u>Next Day</u>	<u>Same Day</u>
	Air- Spore Trap Analysis w/other						
	Air- Viable Sample Analysis						
	Surface- Direct Exam (Qualitative)						
	Surface- Direct Exam						
<b>Radon Laboratory Services</b>		<b>FY 2016-2017</b>			<b>FY 2017-2018</b>		
	Radon Short- Term Sampler (Each)						
	Radon Long- Term Sampler (Each)						