

# *REQUEST FOR PROPOSAL*

DECORAH COMMUNITY SCHOOL DISTRICT

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2026

Viking Stadium Track Surface Refurbishment

## BID PROPOSALS MUST BE SUBMITTED BY

**Tuesday, April 7<sup>th</sup>, 2026, 3:00 P.M. CT**

### A. PURPOSE/OBJECTIVE

Decorah Community School District (DCSD) is issuing this request for proposal (RFP) for the resurfacing/refurbishment of the track oval, long jump runway, and high jump pads at Viking Stadium on Goose Island Drive per the information detailed in this RFP from qualified Track Resurfacing Construction Companies. This would include any base repair issues that may arise in addition to painting line and event markings in accordance with NFHS and IHSAA/IGHSAU rules. The listing of needs for this project are below. DCSD seeks to have this project completed in the summer of 2026 so that facility is fully available for use in the spring of 2027. The scope of the project will involve adding new surface spray and relining of the existing track.

### B. INQUIRIES

All questions related to this RFP must be submitted by email to [adam.riley@decorah.school](mailto:adam.riley@decorah.school) by Tuesday, March 31<sup>st</sup> at 3:00 p.m. CT. (Cell Number: 563-380-2738)

### C. METHOD OF SOURCE

Awards, if made, will be made to the responsible contractor whose proposal is most advantageous to DCSD, taking into consideration price and the other factors set forth in this RFP. DCSD may use other factors or criteria in the evaluation of proposals as it deems necessary.

DCSD may, if it deems necessary, conduct discussions with responsible vendors determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. DCSD may request additional assurances, in writing, if necessary, during this discussion period. Failure to abide by the conditions outlined in this RFP will result in termination of business with the vendor. If this situation does occur, DCSD will re-open negotiations with the second-place vendor.

### D. MINIMUM (GENERAL) CRITERIA ACSD WILL USE TO DETERMINE THE RESPONSIBILITY OF EACH VENDOR

- 1) Does the Vendor possess the ability, capacity, skill, and financial resources to provide the service?
- 2) Can the Vendor take upon itself the responsibilities set forth in the RFP (and resultant contract) and produce the required outcomes timely?
- 3) Does the Vendor have the character, integrity, reputation, judgment, experience, and efficiency required by the contract?
- 4) Has the Vendor performed satisfactorily in previous contracts of similar size and scope?

## II. CONSTRAINTS-CONTRACTOR

The Contractor shall be responsible for all licenses, fees, and permits required for the performance of the contract resulting from this RFP. All work to be performed under this contract shall be provided at times convenient to DCSD. Maintenance and installations may only be performed at times which do not interfere with normal daily operations of DCSD School System. All parts must be new, never used, including replacement and warranty parts.

## III. INSTRUCTIONS FOR PROPOSAL

### A. COMPLIANCE WITH THE RFP

Proposals must be in strict compliance with this RFP.

### B. PROPOSAL SUBMISSION

Vendors must submit the following by Tuesday, April 7<sup>th</sup>, 2026, 3:00 P.M. CT:

- 1) Cleaning and Preparation of existing track surface for application of polyurethane binder and mixture of graded rubber granules.
  - a. Price will include current track oval, long jump runways, and 2 high jump pads.
  - b. This would include purchasing of and installation of all materials and supporting materials for the application including shipping charges.
- 2) Application of rubber structural spray all weather, resilient, cast-in-place RED polyurethane running surface that matches and adheres to existing POLY MAT STRUCTURAL SPRAY 10-K surface.
  - a. Price will include current track oval, long jump runways, and 2 high jump pads.
  - b. Structural spray-wearing course should be provided at an application rate of 3.6 points per square yard in two applications, one from each direction, to ensure uniform application.
  - c. This would include purchasing of and installation of all materials and supporting materials for the application including shipping charges.
- 3) Layout and painting of lane lines and event markings as per applicable NFHS and IHSA/IGHSAU standards and request of the Decorah Community School District
  - a. Provide "Common Finish Line" for all events, to coordinate with location of Owner's existing timing equipment.
  - b. All lane lines shall have a width of 2".

- c. Provide 2 color block style lane designation lettering to match existing lane markings.
  - d. Provide painted Viking head logo and block lettering stating “DECORAH VIKINGS” similar to those shown on the existing track surface. Coordinate Viking Head Template with Owner. (Owner has the template for use.).
  - e. Contractor shall verify with the owner’s representative for exact locations, size, shape, and color of the lines and markings before proceeding with markings and striping.
  - f. This would include purchasing of and installation of all materials and supporting materials for the application including shipping charges.
- 4) Upon completion of all or work, remove all containers, surplus materials and installation debris. Leave area of work in clean orderly condition.
- 5) Provide a 5 year warranty for associated materials and craftsmanship of installation.
- a. Current layout of the system is with supporting materials.
- 6) Provide unit price for labor and 2-component polyurethane leveling materials in the event that any leveling repair is needed.
- a. Addition to the contract price shall be added upon written approval of the owner.
- 7) Provide unit price for labor and materials per linear foot for crack filling and/or repair.
- a. Addition to the contract price shall be added upon written approval of the owner.
- 8) Maintenance Plan
- a. Provide recommendations and cost estimates for any additional equipment needed to maintain track surface.

**NON-COLLUSION AFFIDAVIT -**

The bidder hereby certifies that this proposal is not affected by, contingent on, or dependent on any other agreements, conditions or requests with the DCSD. Also, that this proposal is genuine and not collusive or sham; that the bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person to submit a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought, by agreement or collusion, or communication or conference, with any person to fix the bid price of the bidder or of any other bidder; and that all statements in this proposal are true and that the individual(s) executing this Proposal has the authority to execute this proposal on behalf of the bidder.

Bid Proposals must be submitted digitally to:

**Adam Riley - Associate Principal/Activities Director – Decorah High School**  
[adam.riley@decorah.school](mailto:adam.riley@decorah.school)

It is the sole responsibility of the respondents to ensure their responses arrive in a timely manner. Late arrivals will be rejected.

C. REJECTION OF PROPOSALS

The Board of Education reserves the right to reject any and all bids, to waive irregularities, to select units which it deems in the best interest of the DCSD and to purchase additional units at the prices quoted by your company. The Board of Education also has the right to accept or reject any options quoted on the bid specifications. Vendors are hereby notified that partial proposals will not be considered. All proposals must include the entire scope of the RFP.

D. ACCEPTANCE OF PROPOSALS

DCSD shall accept all proposals that are submitted properly. However, DCSD reserves the right to request clarifications or corrections to proposals. DCSD reserves the right to provide preference to vendors located within the state of Iowa.

E. PROPOSAL EVALUATION

Price is only one factor in the decision process; service, past experience with the vendor, and references will also be determining factors.

Tax-exempt Status of Decorah Community School District

Federal and/or State taxes should not be included in vendor proposals, as DCSD is a tax-exempt organization. Tax ID 37-1918607. [See Sec. 422.45, part 5, Code of Iowa.]

#### IV. VENDOR REQUIREMENTS

1. Device manufacture authorized education reseller.
2. Manufacturer Certified Partner.
3. Must have been in business and in the industry for at least 10 years.
4. Must be authorized by the manufacturer for repair service after the sale while devices are under warranty.
5. The successful proposer shall provide training to DCSD staff in the use of all purchased devices. Primary training will be provided upon installation and setup with follow up training provided to both operators and users.

#### V. HARDWARE, INSTALLATION, & SERVICE REQUIREMENTS

1. Prices must include delivery to specified location.
2. The project must be completed no later than October 25th, 2026 or a mutually agreed upon date.
3. Vendors must provide exact supplier information and model numbers for all equipment components.
4. All prices should remain in effect until October 25th, 2026.
5. All warranties must be valid.

#### VI. TIMELINE

The anticipated RFP schedule is as follows:

Process	Date
RFP Issued	March 10, 2026
Questions Due	March 31, 2026
Submission of Bids Due	April 7, 2026
Board Approval of Bids	April 13, 2026
Completion of Project	October 25, 2026

# Viking Stadium Track Refurbishment Bid Cover Sheet

Bid Proposal Submitted By: \_\_\_\_\_

Company Name: \_\_\_\_\_

Authorized Name/Title (printed): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contact Person for the Bid/Quote/Proposal Process:

\_\_\_\_\_

Direct Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_