

Coeur d'Alene Public Schools



Request for Proposals

Security Fencing, Privacy Screens and Gate Installation

RFP Release Date: January 23, 2024

Bidder Questions Due: February 13, 2024, 5:00 p.m. PST

Proposals Due: February 20, 2024, 2:00 p.m. PST

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REQUEST FOR PROPOSALS

Fencing, Privacy Screens & Gate Installation

Proposal Deadline: February 20, 2024, 2:00 p.m. PST

1. INTRODUCTION AND GENERAL CONDITIONS

Coeur d'Alene School District 271 (the "District") is seeking proposals from qualified service providers for Fencing, Privacy Screens and Gate Installation, specified in the following sections. The District will accept proposals at the District Administrative Center, 1400 North Northwood Center Court, Coeur d'Alene, Idaho, 83814, on or before 2:00 p.m. Pacific Standard Time (PST) on February 20, 2024. Proposals will be opened at the District Administrative Center at 2 p.m. PST on February 20, 2024. All interested individuals are invited to attend.

PARTICIPATION IN THE BIDDING PROCESS BY QUALIFIED PARTIES SHALL BE DEEMED ACKNOWLEDGEMENT OF RECEIPT OF THE PROCESS AND BIDDING REQUIREMENTS DETAILED HEREIN. THE CONDITIONS AND REQUIREMENTS SET FORTH HEREIN CONTAIN THE ENTIRE TERMS OF THE REQUEST FOR PROPOSAL (RFP). ANY AND ALL CHANGES OR ADDITIONS TO THESE SPECIFICATIONS ARE VALID ONLY IF THEY ARE INSERTED INTO THE RFP BY A WRITTEN AMENDMENT AND POSTED TO THE DISTRICT WEBSITE CDASCHOOLS.ORG UNDER [PUBLIC NOTICES - BIDS AND PROPOSALS](#).

2. PROCESS INSTRUCTIONS

2.1 INTENTION

It is the intent of the District to contract with a qualified Bidder to install security fencing and privacy screens at specified campuses with optional vehicle and pedestrian gates at the District's discretion. To be responsive, Bidders must comply with all District bidding procedures and proposal specifications and requirements as set forth herein. If two (2) qualified responsive Bidders provide the same lowest Total Proposal Cost, the District may select the Successful Bidder at its sole and absolute discretion.

2.2 BIDDER QUALIFICATIONS

Only proposals that comply with all District bidding procedures and specification requirements as set forth herein will be considered. The Successful Bidder must meet or exceed all minimum RFP qualification requirements.

Bidders should be appropriately licensed and bonded to perform the work they are bidding.

2.3 BIDDER SECURITY

As required by [Idaho Code 67-2806 \(2\)\(d\)](#), all proposals shall contain one of the following forms of Bidder Security in an amount equal to 5% of the Bidder's Total Proposal Amount:

Request For Proposals—Fencing & Privacy Screens

- A. Cashier's check made payable to Coeur d'Alene School District 271;
- B. Certified check made payable to Coeur d'Alene School District 271; or
- C. Bidder's bond executed by a qualified surety company, made payable to Coeur d'Alene School District 271.

Proposals that do not contain the Bidder's security shall be considered non-responsive. If the selected Contractor fails to execute the Contract, its Bidder Security amount shall be forfeited to the District. The selected Contractor's Bidder Security will be returned to the Contractor upon successful completion of the Contract or at an earlier time determined solely by the District. Bidder Security checks provided to the District by any Bidder who is not awarded the Contract will be returned to the Bidder. Said checks will be sent to Bidders via certified U.S. mail with return receipt no later than five (5) business days after the Notice of Award is issued to the successful Contractor.

2.4 PROPOSAL QUOTATION

Proposals must be submitted on the Proposal and Contract Form contained herein. Proposal price estimates shall include new (not used) materials, licensing, permits (if applicable), and all handling, preparation, delivery, installation costs (FOB: destination), and any other associated costs required to complete the Contract according to proposal specifications. Prices quoted by Bidders shall reflect the District's tax-exempt status.

All proposals submitted must provide, at a minimum, all requested information in this RFP.

Incomplete proposals shall be cause for rejection or elimination from the selection process.

Each Bidder's response will be reviewed prior to formal evaluation to determine whether the RFP is complete. All information in a Bidder's RFP should be organized as indicated in the proposal specifications. The District reserves the right to eliminate from further consideration any proposal deemed to be substantially or materially unresponsive to the request for information contained in this section.

2.5 EXCEPTIONS/VARIANCES

All exceptions or variances to the proposal specifications must be clearly noted in writing by the Bidder on the Proposal Response Exception Form (see Page 12). Failure to do so is cause to reject a proposal. Specific brand names may be given as examples of quality. Bidders should be authorized users or resellers of any equipment proposed.

2.6 PROPOSAL CHANGES OR WITHDRAWAL

All changes and/or erasures shall be made before the designated proposal opening date and time and initialed by the Bidder's authorized representative. Proposals may not be withdrawn after the time set in the notice for opening proposals.

2.7 PROPOSAL DELIVERY

Each Bidder must provide two (2) versions of their proposal - one (1) original hard copy and one (1) electronic copy on a USB flash drive. **Proposals will not be accepted via email or fax.**

Envelopes containing proposals shall be clearly labeled "SEALED PROPOSAL - Fencing and Privacy Screens" and delivered to the District by mail or in-person to the contact below. All proposals are deemed final upon receipt by the District.

Request For Proposals—Fencing & Privacy Screens

Marianne Southwick, Clerk of the Board
Coeur d'Alene School District 271
1400 N. Northwood Center Court
Coeur d'Alene, Idaho 83814

2.8 ANTICIPATED TIMELINE

RFP Issued	January 23, 2024
Deadline for Questions	February 13, 2024, 5:00 p.m., P.S.T.
Deadline to Submit Proposals	February 20, 2024, 2:00 p.m., P.S.T.
Evaluation of Proposals	February 21-28, 2024
Board Review of Proposal	March 11, 2024, Board of Trustees Meeting
Proposal Results Notification/ Tentative Notice of Proposal Award	March 12, 2024
7-Day Waiting Period Per ID Code	March 13-20, 2024
Notice of Award	March 21, 2024
Work May Begin	March 22, 2024
Project Completion	August 15, 2024

2.9 QUESTIONS

Bidder questions must be submitted by email to the contact below by February 13, 2024 at 5:00 p.m. PST:

Thomas Gandy, Safety & Security Coordinator
Coeur d'Alene School District 271
Email: thomas.gandy@cdaschools.org

It is the District's practice to provide questions and answers to all interested Bidders via the district's website, [cdaschools.org](https://www.cdaschools.org), under About Us > Public Notice > Bids and Proposals, <https://www.cdaschools.org/domain/1113> after the deadline for questions has passed. Any and all changes or additions to these specifications are valid only if they are posted with the RFP by written amendment to the district website [cdaschools.org](https://www.cdaschools.org) under Bids and Proposals.

Following the official opening of proposals, written requests for further explanation or clarification of submitted proposal items may be sent to any Bidder by the District's Safety and Security Coordinator. Individual questions will be sent only to the Bidder expected to answer. Bidder responses/answers shall be submitted in writing, signed by the Bidder's contact officer, and returned to the Safety & Security Coordinator within three (3) business days of receipt of the questions. Bidder's written answers will become part of the Bidder's Proposal.

3. SPECIFICATIONS/SCOPE OF WORK

All materials must meet or exceed the following specifications.

3.1 SECURITY FENCING

- Posts: Sch40 2 7/8" O.D. Terminal/End/Corner; Sch40 2 3/8" O.D. Line
- Chainlink: 6' high 9GA x 2" Mesh
- Top rail: 40w 1 5/8" O.D.
- Middle Rail: 20w 1 5/8" O.D.

- Bottom Rail: 20w 1 5/8" O.D.
- Post Caps: Dome Style
- Ties: 9GA Aluminum

3.2 PRIVACY SCREENS

- Sight Obscuring Mesh, Green In Color, Added To New And Existing Fence Line
- Material: High Density Knitted Polyethylene
- Density/Opacity: 98%
- Height: 6'
- Weight: 8.5 oz/sq-yd
- Hems: 3-ply reinforced with a polypropylene binding
- Grommets: #2 brass grommets every 12", triple grommets corners

3.3 OPTIONAL PEDESTRIAN GATE(S)

- (1) 4' Wide Access Gate Added Into Existing Fence Line
- Sch40 2 7/8" Posts – Galvanized
- Gate To Match Existing Gates

3.4 OPTIONAL VEHICLE GATE(S)

- Sch40 4" OD x 4mm Heavy Duty Galvanized Steel Round Tubular Gate & Posts (80 x 4mm)
- 180° Swing

4. SELECTION CRITERIA/SCORING METHODOLOGY

The District will award the proposal in accordance with Idaho Code to the qualified Bidder deemed most responsive to the District's bidding procedures and specifications. To be considered responsive, Bidders must comply with the District's bidding procedures and requirements as set forth herein. The District reserves the right to reject all proposals submitted at its sole and absolute discretion.

4.1 SELECTION PROCESS

- A selection committee will review and evaluate all proposals by location.
- Final selection will be based on evaluation criteria and the best fit with the District's requirements.
- RFP award may be by location, depending on scoring results.

Proposals shall be evaluated on the following criteria:

EVALUATION CRITERIA	WEIGHT PERCENTAGE
Cost All-inclusive cost including materials, labor and any fees.	35%
Fencing Do the proposed materials meet all District requirements?	25%

Privacy Screens Do the proposed materials meet all District requirements?	10%
Pedestrian/Vehicle Gate(s) Do the proposed materials meet all District requirements?	10%
Installation Timeline Does the timeline meet all District requirements?	5%
References Did the Bidder provide three to five client references for projects completed in the last five years?	5%
Local or in State Bidder Is the Bidder Local or in State?	5%
Prior Experience with Bidder Has the District worked with the Bidder before, and was the experience positive or negative?	5%

Figure 1

Proposals will be scored by the selection committee using the rubric below (Figure 2). If deemed necessary by the selection committee, up to two (2) of the highest-scoring Bidders may be selected to provide a virtual or in-person product demonstration. The selection committee will use each Bidder's RFP response to evaluate and rate the Bidder's ability to meet each requirement using the numerical range detailed as follows:

"Fully Meets" = 5 points > "Partially Meets" = 3 points > "Does Not Meet" = 1 point

"Best Fit for District" = 5 points > "Partial Fit for District" = 3 points > "Worst Fit for District" = 1 point

Proposal costs will be reviewed and compared against one another. Points will be awarded based on a pricing comparison from lowest cost (full points) to median cost (partial points) to highest cost (1 point).

	1 Point-----2 Points-----3 Points-----4 Points-----5 Points		
Total Cost	Highest	Median	Lowest
Fencing	Does not meet specifications	Meets some specifications	Meets all specifications
Privacy Screens	Does not meet specifications	Meets some specifications	Meets all specifications
Pedestrian/Vehicle Gate(s)	Does not meet specifications	Meets some specifications	Meets all specifications
Installation Timeline	Unable to complete by deadline	Somewhat/Likely able to complete by deadline	Able to complete on-time or early
References	Less than 3-5 references; poor feedback	3 references; average feedback	5 references; great feedback
Prior experience with Bidder	Negative Experience	No Experience	Positive Experience
Local or in-state Bidder*	Outside the U.S. or further than 1500 miles	In the U.S., and within 1500 miles	Local or in state

Figure 2 *Local is defined as an office or location in the greater Spokane-Coeur d'Alene area, or in the state of Idaho.

Prior to awarding the selected proposal(s) to the Successful Bidder, it must be reviewed and approved by the District's Board of Trustees. Following the Board's decision to approve, all Bidders who submitted proposals will be notified of the award results. After the tentative award notification to Bidders, there is a 7-day waiting period required by the state. If the District does not receive an objection(s) to the proposal award during the waiting period, the Successful Bidder will receive a confirmed Notice of Award from the District.

The Contract between the District and the Successful Bidder (the "Contractor"), shall consist of the District's Notice of Award, a District purchase order, the Contractor's Contract (if applicable), and this RFP (cumulatively referred to herein as the "Contract").

5. DELIVERY OF SERVICES

Delivery of services can begin March 22, 2024 and be completed by August 15, 2024. Adjusted deadlines may be requested by the Contractor after the proposal is awarded to accommodate unforeseeable setbacks related to coordination with other ongoing projects. Approval of such requests is left to the sole and absolute discretion of the District. In the event the August 15, 2024 deadline cannot be met, an alternate delivery date must be specified on the Proposal and Contract Form (see Page 9) and may be a basis for the District to reject the proposal. All goods and services received are subject to inspection and acceptance by the authorized representative of the Safety & Security Department. The point of contact is Thomas Gandy, Safety & Security Coordinator.

6. RESERVATION OF RIGHT TO REJECT PROPOSALS

The District reserves the right to reject all proposals, to waive informalities, to accept proposal(s) deemed best overall for the District, to reissue the Request for Proposals, or to take no further action.

7. PROPOSAL AND CONTRACT FORM

Security Fencing and Privacy Screen + Optional Gate(s)

Proposal Deadline: February 20, 2024 at 2:00 p.m., P.S.T.

WHEREAS, the District has duly asked for proposals for the supply of goods and/or services in accordance with the aforementioned specifications;

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the terms and specifications which are hereby incorporated by reference in exchange for the proposal price below;

This offer shall remain open and irrevocable until the District transforms the proposal into a contract;

Proposal prices shall include new – not used materials, licensing, permits (if applicable), and all handling, preparation, delivery, and installation costs (FOB: destination) and any other associated costs required to complete the project according to proposal specifications. Proposal prices shall reflect the District's tax-exempt status. When applicable, in the case of errors in the extension of a unit price, the unit price will prevail.

7.1 BIDDER INFORMATION

Bidder's Company Name	Address
Bidder's Authorized Agent Name (Please print)	
Signature of Authorized Agent	
Date	Phone
Email (Required)	Fax

Please initial as appropriate:

- ☐ ____ Yes, Bidder hereby certifies that services will be delivered by the date specified in the proposal documents.
- ☐ ____ No, Bidder cannot deliver the services by the date specified in the proposal documents.
Alternate delivery date: _____.
- ☐ ____ The proposal is complete to the best of my knowledge.
- ☐ ____ Bidder's security of 5% of the proposal amount is included.

7.2 PRICING FORM

Location	Item	Quantity (Linear Feet)	Total Cost
Atlas	Fencing-Materials	1200	
	Fencing-Labor	1200	
	Privacy-Materials	1900	
	Privacy-Labor	1900	
	Subtotal		
Borah	Fencing-Materials	1435	
	Fencing-Labor	1435	
	Privacy-Materials	1435	
	Privacy-Labor	1435	
	Subtotal		
Bryan	Fencing-Materials	1134	
	Fencing-Labor	1134	
	Privacy-Materials	1134	
	Privacy-Labor	1134	
	Ped Gate-Materials	2	
	Ped Gate-Labor	2	
	Subtotal		
Fernan	Privacy-Materials	1355	
	Privacy-Labor	1355	
	Subtotal		
Hayden Meadows	Fencing-Materials	1085	
	Fencing-Labor	1085	
	Privacy-Materials	2255	
	Privacy-Labor	2255	
	Subtotal		
Ramsey	Fencing-Materials	1130	
	Fencing-Labor	1130	
	Privacy-Materials	1130	
	Privacy-Labor	1130	

	Subtotal		
Skyway	Privacy-Materials	1795	
	Privacy-Labor	1795	
	Subtotal		
Sorensen	Fencing-Materials	520	
	Fencing-Labor	520	
	Privacy-Materials	520	
	Privacy-Labor	520	
	Subtotal		
Canfield	Fencing-Materials	2240	
	Fencing-Labor	2240	
	Privacy-Materials	2240	
	Privacy-Labor	2240	
	Subtotal		
Lakes	Fencing-Materials	870	
	Fencing-Labor	870	
	Privacy-Materials	1055	
	Privacy-Labor	1055	
	Subtotal		
Woodland	Privacy-Materials	2062	
	Privacy-Labor	2062	
		Subtotal	
Coeur d'Alene	Ped Gate-Materials	1	
	Ped Gate-Labor	1	
	Subtotal		
Lake City	Vehicle Gate-Materials	1	
	Vehicle Gate-Labor	1	
	Subtotal		
Fencing Total LF			9,614
Privacy Total LF			16,881
Grand Total			

8. PROPOSAL RESPONSE EXCEPTION FORM

Security Fencing and Privacy Screen + Optional Gate(s)

for Coeur d'Alene School District 271

Proposal Deadline: February 20, 2024, 2:00 p.m., P.S.T.

ITEM _____

ITEM _____

ITEM _____

ITEM _____

ITEM _____

(You may make extra copies of this form if necessary.)

APPENDIX A: CONTRACT TERMS

A.1 PROPOSALS

1. All proposals must be submitted in writing and in accordance with instructions provided by the District.
2. Proposals received after the time stated in the notice to Bidders will not be considered. Such proposals will be returned unopened to the Bidder. The Bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the District. Whether sent by mail or personal delivery, the Bidder assumes responsibility to ensure their proposal is received by the deadline and at the place specified.
3. General and special instructions, in connection with each item against which a proposal is submitted, must be given to constitute a proposal.
4. The submission of a proposal will be construed to mean that the Bidder is fully informed as to the extent and character of the supplies, materials, equipment, and services in complete compliance with the specifications.
5. No charge will be allowed for federal, state, or municipal sales and excise taxes since the District is exempt from such taxes. The proposal price shall be net and shall not include the amount of any such tax.
6. In all specifications, the words "or equal" are INCORPORATED BY REFERENCE WITH each item description. The decision of the District as to whether an alternate or substitution is in fact "equal" shall be final.
7. Prices shall be net.

A.2 INDEMNIFICATION AND HOLD HARMLESS

The Contractor shall indemnify and hold harmless the District and its Board of Trustees, officers, employees, agents, representatives, and volunteers from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including but not limited to, all expenses of litigation, court costs, penalties, and attorneys' fees whatsoever of any kind or nature, arising directly or indirectly from the negligence of the Contractor, its agents, servants, employees, persons or entities engaged as independent contractors by the Contractor and suppliers, provided, however, that the Contractor shall not be required to indemnify for the following:

1. Acts or conduct by third parties, other than the District and its Board of Trustees, officers, employees, agents, representatives and volunteers, not under the control of the Contractor, except for persons or entities engaged as independent Contractors by the Contractor; or
2. Acts of intentional misconduct or negligence by the party to be indemnified.

A.3 CONFLICT OF INTEREST

The Contractor hereby represents, covenants and agrees that there is no officer or employee of the District forbidden by law to be interested in the Contract, either directly or indirectly, who will benefit therefrom.

A.4 GOVERNING LAW

The Contract shall be governed by and construed in accordance with the laws of the State of Idaho. Any

litigation or other proceeding arising under the Contract shall be commenced in a court of appropriate subject matter jurisdiction in the State of Idaho with venue in Kootenai County. The Contractor must be incorporated in the U.S., and any data should be hosted in the U.S.

A.5 COMPLIANCE WITH DISTRICT/STATE REGULATIONS

The Contractor shall cause all persons performing work to comply with all instructions pertaining to conduct and building regulations issued by the District.

The Contractor shall cause all such persons to preserve and protect all confidential information of the District to which they may have access during the performance of work. The District may promulgate and modify the rules and regulations relating to the conduct of the Contractor and all persons performing work under the Contract as the District, in its sole discretion, may determine. The Contractor shall cause all persons performing work to comply with such modifications.

Pursuant to Idaho Code 67-2346, Contractor agrees that by executing the Bid Response Form, Contractor is certifying that Contractor is not engaged in, and will not engage for the duration of the contract in, any boycott of goods or services from Israel or territories under its control.

Pursuant to Idaho Code 67-2359, Contractor agrees that by executing the Bid Response Form, Contractor is certifying that Contractor is not now owned and will not be owned for the duration of the contract, by the government of China.

A.6 COSTS AND ATTORNEYS' FEES

Should legal action be necessary to enforce the terms of the Contract, the prevailing party shall be entitled to its reasonable costs and attorneys' fees.

A.7 SANCTIONS FOR BREACH OF PERFORMANCE

In the event of the Contractor's failure to perform any provisions in the Contract, the District may impose sanctions and seek redress for losses incurred, as appropriate, including, but not limited to, serving notice of default and causing cancellation, suspension, termination, or forfeiture of the Contract, in whole or in part, as the interests of the District dictate.

If the Contractor violates any terms of their proposal, the Contract, school board policy, or any law, the District may procure the goods or services from other sources without such procurement constituting an event of default under the Contract and the District reserves all of its rights and remedies thereunder for such breach. Contractor shall not be entitled to any unearned amounts. In addition, the District has the right to disqualify said Contractor from bidding for a period to be determined at the sole discretion of the District. Proposals from disqualified Bidders will not be accepted during the period of disqualification.

A.8 DIRECTION OF PERFORMANCE

The Contractor agrees to use its best efforts and diligence in mutual good faith to promote the best interest of the District. The District will provide general guidance concerning performance of the duties called for herein. The Contractor shall be exclusively responsible for the management of its employees and equipment in performance of the terms of the Contract.

A.9 SEVERABILITY

In the event that any provision of the Contract shall be held unenforceable or invalid by a court of competent jurisdiction, the provisions not affected by said decision shall remain in full force and effect.

A.10 NON-APPROPRIATIONS CLAUSE

Any ongoing, multi year Contract resulting from the award of this proposal must contain a non-appropriations clause according to State of Idaho law.

APPENDIX B: CAMPUS REFERENCE MAPS

Appendix B Legend

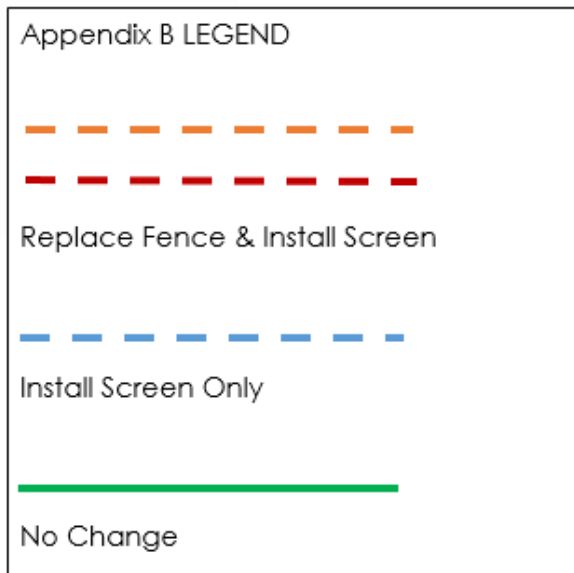


Fig. 1 - ATLAS ELEMENTARY: Replace 1200 feet of fencing and install 1900 feet of privacy screens



Fig. 2 - BORAH ELEMENTARY: Replace 1435 feet of fencing and install 1435 feet of privacy screens



Fig. 3 - BRYAN ELEMENTARY: Replace 1134 feet of fencing and install 1134 feet of privacy screen and add pedestrian gates on 2 sides of the playground



Fig. 4 - FERNAN STEM ACADEMY: Install 1355 feet of privacy screen



Fig. 5 - HAYDEN MEADOWS ELEMENTARY: Replace 1085 feet of fencing and install 2255 feet of privacy screen

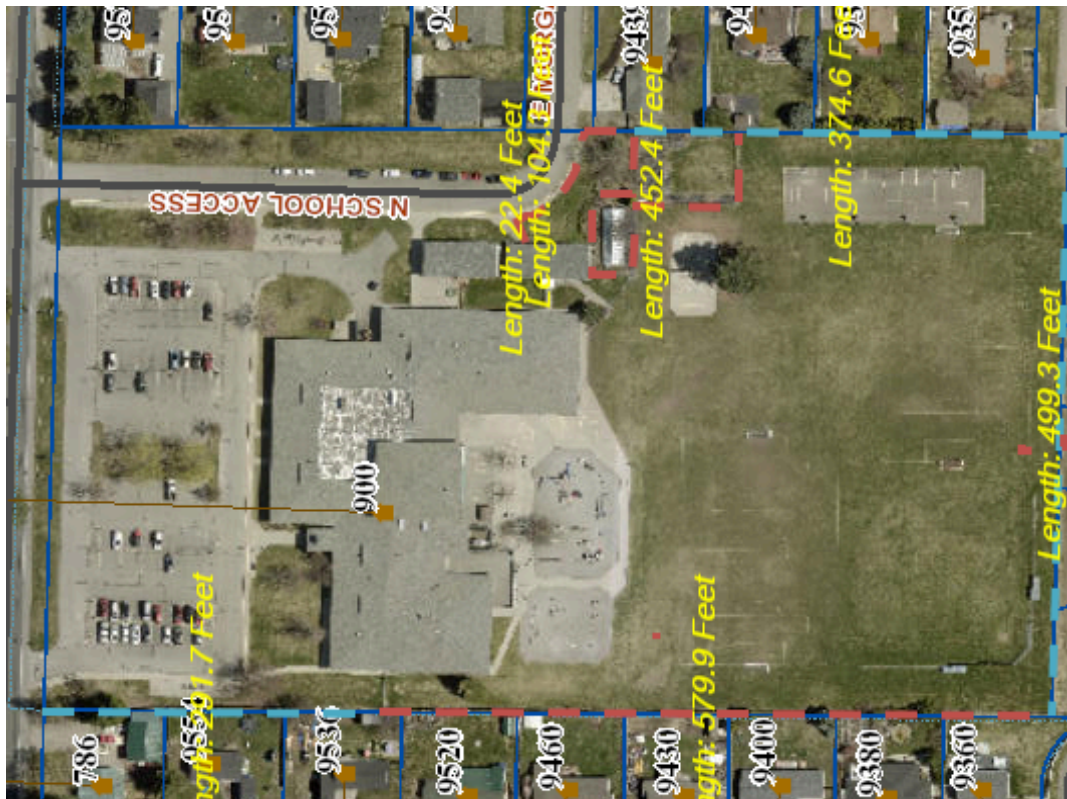


Fig. 6 - RAMSEY ELEMENTARY: Replace 1130 feet of fencing and install 1130 feet of privacy screen



Fig. 7 - SKYWAY ELEMENTARY: Instal 1795 feet of privacy screen

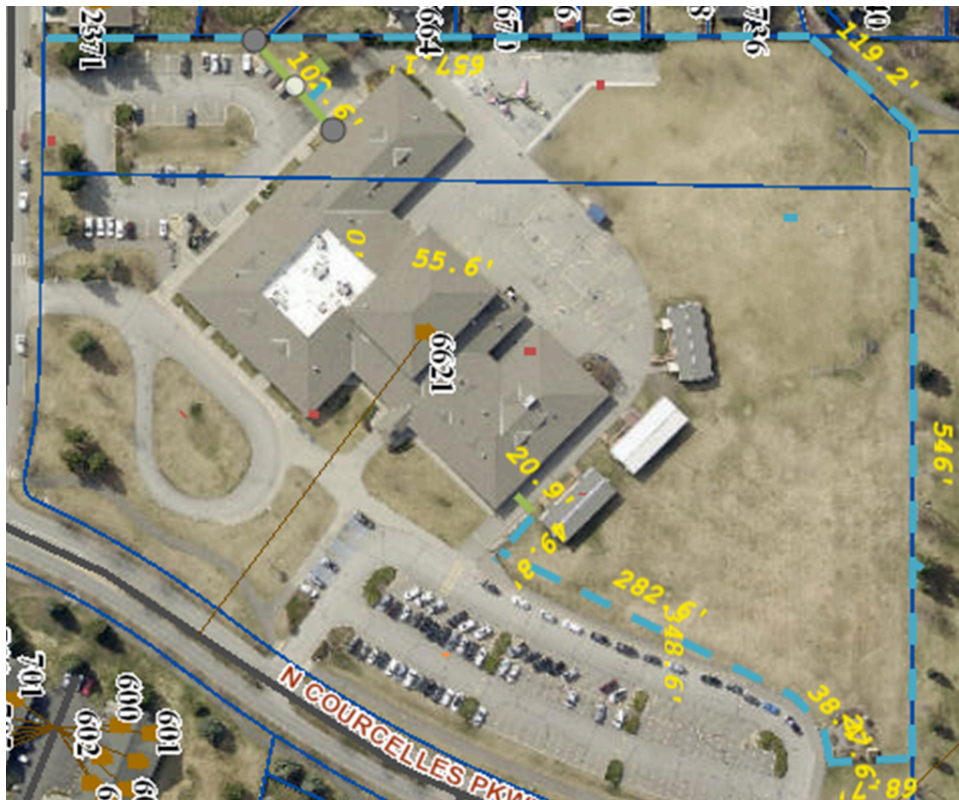


Fig. 8 - SORENSEN MAGNET SCHOOL: Replace 520 feet of fencing and install 520 feet of privacy screen



Fig. 11 - WOODLAND MIDDLE SCHOOL: Install 2,062 feet of privacy screen

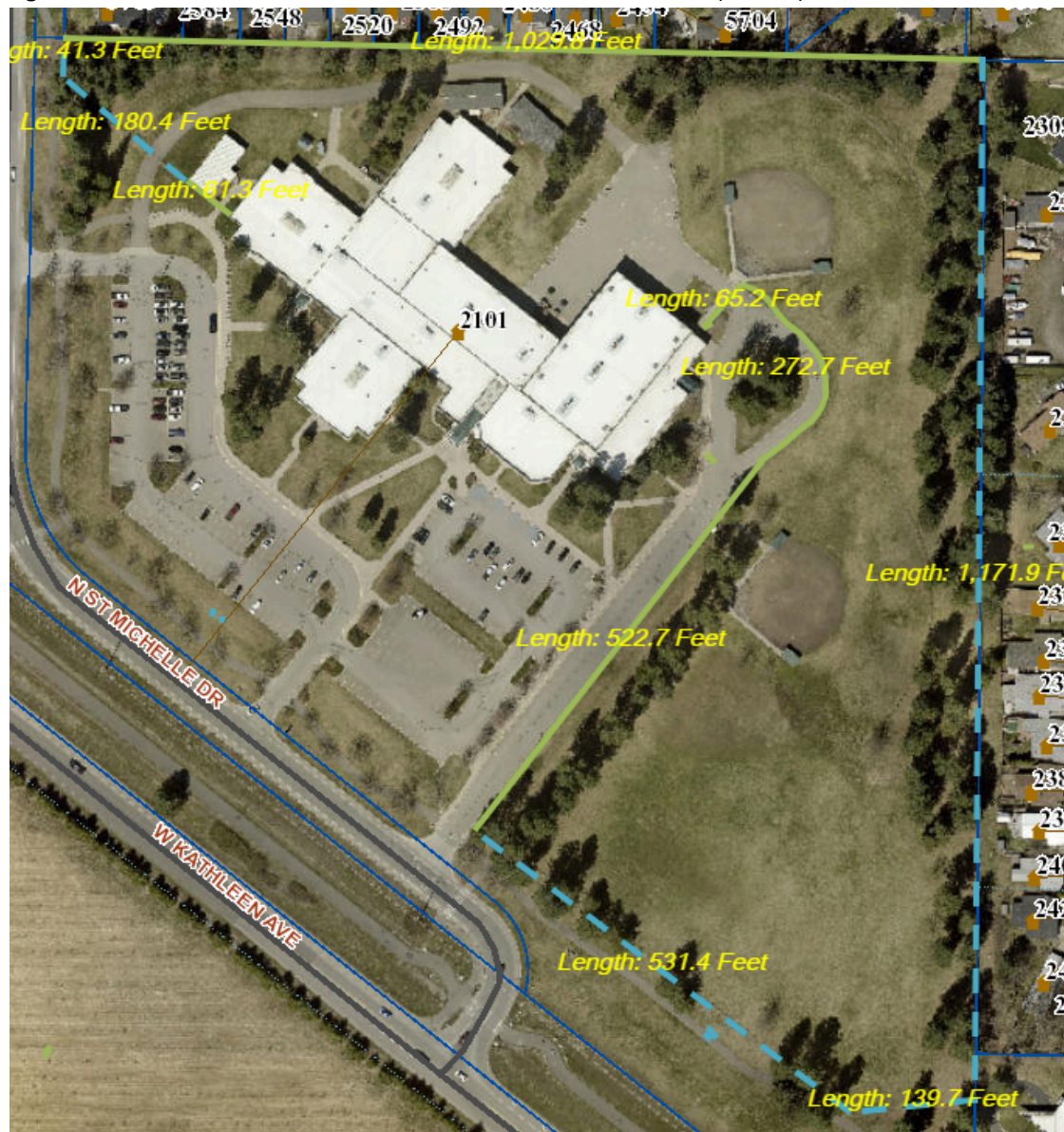
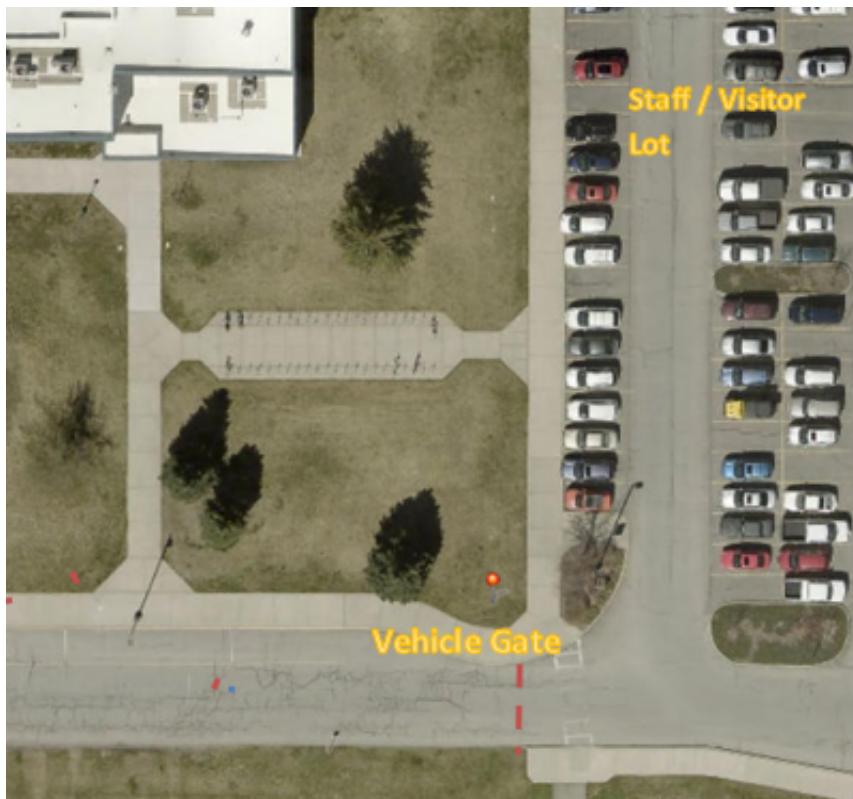


Fig. 12 - COEUR D'ALENE HIGH SCHOOL: Install One-Way Exit Ped Gate with Crash Bar



Fig. 13 - LAKE CITY HIGH SCHOOL: Install Lockable Steel Tube 180 Vehicle Gate at Bus Loop Entrance



APPENDIX C: LOCATIONS

Location	Address	City, State, Zip
Atlas Elementary	3000 W. Honeysuckle Ave	Hayden, ID 83835
Borah Elementary	632 E. Borah Ave	Coeur d'Alene, ID 83814
Bryan Elementary	802 E. Harrison Ave	Coeur d'Alene, ID 83814
Canfield Middle School	1800 E. Dalton Ave	Coeur d'Alene, ID 83815
Coeur d'Alene High School	5530 N. 4th St	Coeur d'Alene, ID 83815
Fernan STEM Academy	520 N. 21st St	Coeur d'Alene, ID 83814
Hayden Meadows Elementary	900 E. Hayden Ave	Hayden, ID 83835
Lake City High School	6101 N. Ramsey Rd	Coeur d'Alene, ID 83815
Lakes Middle School	930 N. 15th St	Coeur d'Alene, ID 83814
Ramsey Magnet School	1351 W. Kathleen Ave	Coeur d'Alene, ID 83815
Skyway Elementary	6621 N. Courcelles Pkwy	Coeur d'Alene, ID 83815
Sorensen Magnet School	310 N. 9th St	Coeur d'Alene, ID 83814
Woodland Middle School	2101 W. Ste. Michelle	Coeur d'Alene, ID 83815