



**INVITATION TO BID
BID NO. 9844
WEIGHT ROOM EQUIPMENT
FOR TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for furnishing, delivering and installing new Weight Room Equipment for both Athens and Troy High Schools, for Troy Schools.

Specifications and proposal forms can be obtained online at <http://www.troy.k12.mi.us>. From the main page click the "Business Services" tab listed under "Departments", then click "Purchasing" and scroll down to locate and access the bid documents.

Your proposal and one copy marked "**Bid 9844 Weight Room Equipment**" must be delivered no later than 10:30 a.m., Monday, August 29, 2017, Troy School District Maintenance/Operations and Purchasing Offices, 1140 Rankin, Troy, MI 48083, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Questions must be received no later than noon, Monday, August 21, 2017, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid proposal. The bid proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Troy School Board or the Troy School Districts Superintendent. Also, a sworn and notarized Affidavit of compliance for the Iran Economic Sanctions Act certifying the vendor does and will comply with Public Act 517 of 2012 shall accompany all proposals. Both forms will be enclosed in the specification's booklet that shall be used for this purpose. The District will not accept a bid proposal that does not include these sworn and notarized disclosure statement.

In accordance with Michigan Compiled Laws Section 129.201, successful bidders whose proposals are \$50,000 or more, for any bid category, will be required to furnish a U.S. Treasury Listed Company Performance and Payment Bond in the amount of 100% of their bid. The cost of the Bond shall be identified within each proposal.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the owner.

Purchasing Department
Troy School District
1140 Rankin
Troy, MI 48083

INSTRUCTIONS TO BIDDERS

PROPOSAL

1. The Troy School District will receive firm, sealed bids for furnishing, delivering and installing new Weight Room Equipment for both Athens and Troy High Schools, in accordance with the attached specifications.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to Troy School District Maintenance/Operations and Purchasing Offices, 1140 Rankin, Troy, MI 48083, no later than 10:30 a.m., Monday, August 29, 2017, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one original and one copy.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All items of furniture and equipment must conform to the specifications.
4. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Questions must be received no later than noon, Monday, August 21, 2017, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.
5. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
6. Bid bond or certified check, for an amount not less than five (5%) percent of the amount of the bid, must accompany each bid. Failure to submit proper bid security shall constitute rejection of bid.
7. A completed Familial Disclosure and an Iran Economic Sanctions form must be included with each proposal submitted or the proposal will not be accepted, please note these forms must be notarized.
8. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general to make awards or cancel this proposal, if deemed to be in the best interests of the owner.

SCOPE

This specification includes furnishing, delivering and installing new Weight Room Equipment for Athens and Troy High Schools, in accordance with the attached specifications. The awarded Vendor must follow the manufacturer recommended installation guidelines, test and provide training for new products, as well as, remove and dispose of the existing old equipment for this project.

WITHDRAWAL OF BIDS

Any bidder may withdraw their bid at any time prior to the scheduled time for receipt of bids. No proposal may be withdrawn until after 45 days after bid opening.

WARRANTY

All material and equipment will be guaranteed to be free from defects in both workmanship and materials for no less than one year from date of receipt/installation. If manufacturer warranty exceeds this minimum requirement, the manufacturer warranty will prevail. Any item(s) found to be defective will be replaced or repaired within seven working days at Vendor(s) expense.

FIRM PRICING

Unit pricing will prevail when computing total quantity on bids. No price allowance or extra consideration on behalf of the bidder will subsequently be allowed by reason of error or oversight on the part of the bidder. The successful bidder(s) will hold bid prices firm for all purchase orders placed for a period of approximately one full year.

TAXES

Troy School District is not automatically exempt from State of Michigan Sales and Use Taxes. The District must pay these taxes when materials are to be incorporated into reality. Materials that are permanently attached, built-in, incorporated or otherwise made part of the structure all applicable taxes shall be paid by the vendor. Troy School District shall not be responsible for any taxes that are imposed on the vendor. Furthermore, the vendor understands that it cannot claim exemption from taxes by virtue of any exemption that is provided to Troy School District.

INSURANCE

Satisfactory Workers' Compensation coverage of at least \$1,000,000.00 and General Liability and Property Damage Insurance of at least \$1,000,000.00 per occurrence and \$1,000,000.00 in Aggregate must be carried and paid for by the contractor(s) who undertakes the work on this contract. Insurance coverage must also include automobile insurance of at least \$1,000,000.00. Bid number and Troy School District as additional insured must be noted on the insurance certificate. Certificate holder will be Troy Schools.

PERMITS

All necessary permits, tests, inspections and approvals will be procured by the contractor(s) and will be included in the proposal.

DELIVERY/ LOCATIONS/INSTALLATION/OBSOLETE REMOVAL

Time of delivery is part of the consideration. It is understood that the bidder agrees to deliver prepaid to the schools, specified from the resulting contract, all items. All cost of delivery, drayage, freight, packing, unpacking, and setup are to be included in the prices bid, as well as, removal of District identified unrepairable obsolete training equipment.

All shipments will be F.O.B. delivered to, Athens High School, 4333 John R, Troy, MI 48085, Troy High School, 4777 Northfield Pkwy, Troy, MI 48098.

The vendor is responsible for removing from the project all waste materials and rubbish resulting from his operations and installation including all packing cartons and debris. Removal is to occur on a daily basis. Failure to do so will result in the Owner doing so and the cost thereof shall be charged to the vendor as a deduction in his contract price.

The vendor shall provide an adequate number of qualified, experienced installers, in harmony with other works at the site.

TIMELINE

The District anticipates the following timeline and is prepared to exercise flexibility for the purpose of finding the right fit with a qualified vendor or for other purposes deemed to result in added value to the Weight Room Equipment.

Bid Release	Monday, August 14, 2017
Questions Due	Monday, August 21, 2017 @ Noon
Final Addendum	Tuesday, August 22, 2017 @ Noon
Bid Due Date/Public Opening	Monday, August 28, 2017 @ 10:30 AM
Board Award	Tuesday, September 19, 2017

BID BOND

Bid Bond or certified check, for an amount not less than five (5%) percent of the amount of the bid, must accompany each bid. The check or bond of each unsuccessful bidder will be returned within ten (10) days after the bid is awarded. Failure of any accepted bidder to enter into a contract to complete the specified work may forfeiture of his bid security. Failure to submit proper bid security shall constitute rejection of bid.

GUARANTEE BONDS

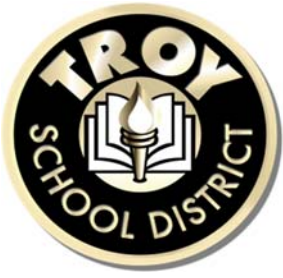
Prior to the issuance of a purchase order authorizing commencement of this project, and in all cases before beginning work under the contract, the Vendor/Contractor(s) selected will qualify for, sign and deliver to the Purchasing Office, an executed performance bond and executed labor and materials payment bond secured by the surety company. Each bond will be in the amount of 100 percent of the contract. Troy Schools requires that the bonding companies be limited to those listed on the U.S. Department of Treasury Circular 570, and must be licensed in the State of Michigan. The U.S. Department of Treasury Circular 570 can be viewed at the following web site: <http://www.fms.treas.gov/c570/c570.html>. Certificates of such insurance and bonds will be filed with the Purchasing Office within five working days of notification of bid award and before any work begins.

MSDS

COPIES OF MATERIAL SAFETY DATA SHEETS FOR ALL HAZARDOUS MATERIALS MUST BE INCLUDED WITH YOUR INVOICE.

MATERIAL SAFETY DATA SHEETS

Troy Schools expects MATERIAL SAFETY DATA SHEETS for all appropriate materials ATTACHED TO THE INVOICE and to appropriately label all products delivered according to Section 14 of Act 154, of the Public Acts of 1974 as amended. Any appropriate products not labeled will be refused and the vendor will be responsible for additional freight charges. Payment may be withheld until MSDSs are received by the school district.



DUE: 10:30 a.m., Monday, August 29, 2017
PROPOSAL: BID 9844 Weight Room Equipment

PROPOSAL FORM

We propose to furnish, deliver, install and remove obsolete Weight Room Equipment for both Athens and Troy High Schools, in accordance with these specifications:

Qty	Description	Unit Price	Total
Athens High School			
9	Heavy Commercial Stair-Climber CLSS Integrity Series or Equivalent		
5	Cybex 525T Commercial Treadmill or Equivalent		
1	Cybex 625T Commercial Treadmill or Equivalent		
8	Cybex 525C Commercial Upright Cycle or Equivalent		
Total Athens High School			_____
Troy High School			
2	Cybex 625T Commercial Treadmill or Equivalent		
2	Octane Pro 3700 Commercial Elliptical Classic with standard console or Equivalent		
3	Cybex 525C Commercial Upright Cycle or Equivalent		
Total Troy High School			_____
Grand Total			_____

BIDDER'S FIRM NAME _____

SIGNED BY _____ TITLE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

FAMILIAR DISCLOSURE AFFIDAVIT

The undersigned, the owner or authorized office of the below-named contractor (the ‘Contractor’), pursuant to the familial disclosure requirement provided to Troy Schools, hereby represents and warrants that, excepts as provided below, no familial relationship exists between the owner or key employee of the Contractor, and any member of the Troy School Board or the Troy School Superintendent. A list of the School District’s Board of Education Members and its Superintendent may be found at <http://www.troy.k12.mi.us>.

List any Familial Relationships:

Contractor:

Print Name of Contractor

By: _____

Its: _____

Subscribed and sworn before me, this _____ Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)
NOTARY PUBLIC

My Commission expires _____

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CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Acceptance of Proposal

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

BY (SIGNATURE) _____

PRINTED NAME _____

TITLE _____

SIGNED THIS _____ DAY OF _____, 20 _____

E-MAIL ADDRESS _____



BID 9844

RE: Bid 9844 Weight Room Equipment

ADDENDUM # 1 – August 18, 2017

The Bidding Documents are modified, supplemented or augmented as follows, and this Addendum is hereby made a part of the proposed Contract Documents.

Question #1

Clarification of bid due date, Monday or Tuesday?

Answer #1

Bid Document states Monday, August 29, 2017 and it should state **Tuesday**, August 29, 2017.

Question #2

Under the Scope in the bid document is states the 'remove and dispose of the existing old equipment for this project', please provide a list of this obsolete equipment.

Answer #2

Athens High School

- 3 Sci Fit Pro II
- 6 Tetrax Bike Max Upright
- 2 Tetrax Bike Max Recumbent
- 1 Trotter 545 Treadmill
- 1 Quinton Club Track Treadmill
- 2 Stair Master 4000PT 1 black 1 white

Troy High School

- 2 Quinton Club Track treadmills

End of Section

Bid Tabulation
BID 9844 Weight Room Equipment
Athens and Troy High Schools

	Athens High School Total	Troy High School Total	Grand Total	
Vendors				
All-Pro Exercise	\$ 60,825.00	\$ 19,313.00	\$ 80,138.00	a)
Direct Fitness Solutions	\$ 70,215.00	\$ 19,675.00	\$ 89,890.00	b)
Forte Fitness	\$ 61,980.00	\$ 18,365.00	\$ 80,345.00	
Exercise Warehouse	\$ 66,100.00	\$ 18,550.00	\$ 84,650.00	
Matrix	\$ 49,454.45	\$ 19,450.01	\$ 68,904.46	c)
Pro Maxima	\$ 60,842.00	\$ 19,794.00	\$ 80,636.00	

a) Alternates - Additional Packages Bid
b) Alternate - Additional Packages Bid
c) NTS - Not to Specification