



**INVITATION TO BID
BID NO. 9767
VIDEO AND SOUND SYSTEM PROJECT
LARSON MIDDLE SCHOOL
FOR TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for all labor, materials, equipment and all other services to complete a Video and Sound System Project at Larson Middle School, 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 go into the "Current Bids" tab, scroll down to locate and access the bid document.

Your proposal marked "**Video and Sound System Project**" must be delivered no later than 2 p.m., Wednesday, December 4, 2013, Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 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. Any questions must be received no later than noon, Monday, November 25, 2013, 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.

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

PROPOSALS

1. The Troy School District will receive firm, sealed bids for all labor, materials, equipment and all other services to complete a Video and Sound System Project at Larson Middle School, 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 the Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, no later than 2 p.m., Wednesday, December 4, 2013, 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. Any questions must be received no later than noon, Monday, November 25, 2013, 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. 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.
7. A completed Familial Disclosure form must be included with each proposal submitted of the proposal will not be accepted, please note this form must be notarized.

TAXES

State and local sales and use taxes are not applicable and will not be included in the proposal.

CONTRACT AWARD

The contract will be awarded in the form of PURCHASE ORDERS mailed to the Vendor(s) selected. It is the intent to award the bid on January 14, 2014, at the regular monthly meeting of the Board of Education.

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 \$2,000,000.00 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.

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.

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.

DELIVERY

All shipments will be F.O.B. delivered, Troy School District, Facility Operations & Purchasing, 1140 Rankin, Troy, MI 48083.

FIRM PRICING

The successful bidder(s) will hold bid prices firm for all purchase orders placed through November, 2014 or for a period of approximately one full year.

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.

PAYMENTS

Payment in full will be due and payable within thirty days after delivery, providing all goods are approved and accepted by the Board of Education and the contract having been fully performed.

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: 2:00 p.m., Wednesday December 4, 2013
PROPOSAL: BID 9767 Video and Sound System Project

PROPOSAL FORM

We propose to furnish and all labor, materials, equipment and all other services to complete a Video and Sound System Project at Larson Middle School, in accordance with the attached specifications;

Larson Middle School
 2222 East Long Lake Rd.
 Troy, MI 48085

Larson Cafeteria Video System

Quantity	Description	Unit Cost	Extended Total
1	EIKI LC-WUL100AL WUXGA FULL HD-1080P 5000 LUMEN VIDEOPROJECTOR OR EQUIVALENT		
1	EIKI AH24741 f: 1.74~2.37 STANDARD PWR ZOOM LENS (19.88'~33.56' THROW 12FT WIDE 16:10 SCREEN) OR EQUIVALENT		
1	EIKI 0173-4343 CEILING MOUNT OR EQUIVALENT		
1	EIKI 0173-4149 ADJUSTABLE POST & PLATE ASSEMBLY OR EQUIVALENT		
1	CMA-372 OFFSET UNISTRUT ADAPTER OR EQUIVALENT		
1	6 BUTTON ROOM CONTROLLER FOR MULTIMEDIA ROOM OR EQUIVALENT		
1	KRAMER WP-H2M HDMI PASSIVE WALL PLATE OR EQUIVALENT		
1	KRAMER WAV-5C HD15/COMPOSITE VIDEO/STEREO AUDIO PASSIVE WALL PLATE OR EQUIVALENT		
1	KRAMER C-HM/HM-50 50FT. HDMI CABLE OR EQUIVALENT		
1	KRAMER C-5BM/5BM-35 35FT. 5BNC TO 5BNC CABLE OR EQUIVALENT		
1	KRAMER C-MH1/MH1-35 35FT. HD15 + 3.5MM + 3/RCA CABLE OR EQUIVALENT		
1	DALITE P/N 34738C MODEL C W/CSR 164" DIAG. 87" HX139' W16:10 MANUAL SCREEN OR EQUIVALENT		

Larson Cafeteria Sound System

Quantity	Description	Unit Cost	Extended Total
1	ALESIS MUTIMIX 12R 12CH RACK MOUNT MIXER OR EQUIVALENT		
1	TASCAM CD-200 SINGLE DECK CD/MP3 PLAYER OR EQUIVALENT		
1	MP3 PLAYER INTERFACE OR EQUIVALENT		
2	SHURE ULXS24/58 UHF HANDHELD WIRELESS SYSTEM (FREQ. BAND) OR EQUIVALENT		
1	SHURE UA221 – PASSIVE ANTENNA SPLITTER OR EQUIVALENT		
1	SHURE UA507 RACK KIT F/DUAL ULX S RECEIVERS OR EQUIVALENT		

Larson Gymnasium Sound System

Quantity	Description	Unit Cost	Extended Total
1	SHURE ULXP 24/SM 58 UHF HANDHELD WIRELESS SYSTEM OR EQUIVALENT		
1	SHURE UA221 – PASSIVE ANTENNA SPLITTER (F/2 WIRELESS SYSTEM) OR EQUIVALENT		
1	ALESIS MULTIMIX 12R 12CH RACKMOUNT MIXER OR EQUIVALENT		
1	MP3 PLAYER INTERFACE (IPOD / PORTABLE PLAYBACK DEVICES) OR EQUIVALENT		
1	SHURE DFR22 AUDIO PROCESSOR (REPLACE EXISTING EV EQUALIZER) OR EQUIVALENT		
1	CROWN CDi 1000 8 OHMS = 275 WATTS 4 OHMS = 500 WATTS 70 VOLTS = 500 WATTS OR EQUIVALENT		
1	MIDDLE ATLANTIC UD3 3 SPACE UTILITY DRAWER OR EQUIVALENT		
4	COMMUNITY 2-WAY HORN LOADED WEATHER RESISTANT FULL-RANGE SPEAKER W/71V TRANSFORMER 90 DEG H X 40 DEG V OR EQUIVALENT		
1	TASCAM CD-200 SINGLE DECK CD/MP3 PLAYER OR EQUIVALENT		

BIDDER'S FIRM NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX # _____

SIGNED BY _____ TITLE _____

TYPED NAME _____ DATE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendor/Contractor(s) submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the vendor submitting a proposal and any member of the Troy School Board or the Troy School Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of Troy School Board are: Nancy Philippart, Todd Miletti, Paula Fleming, Ida Edmunds, Wendy Underwood, Gary Hauff and Karl Schmidt. The Troy Schools Superintendent is Dr. Barbara Fowler.

The following are the familial relationship(s):

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

There is no familial relationship that exists between the owner or key employee of the Vendor/Contractor(s) submitting a proposal and any member of the Troy School Board, or the Troy Schools Superintendent.

INDIVIDUAL/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20____, a Notary Public

in and for _____ County, _____

 (Signature)
 NOTARY PUBLIC

My Commission expires _____

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 _____



Purchasing Department
Facility Operations

BID 9767

RE: Video and Sound System Project

ADDENDUM #1 – November 25, 2013

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

Is there a monetary “threshold” that the district applies to PERFORMANCE BONDS on this particular project? It is the practice of others that a bid over a certain monetary figure, such as \$25,000.00 and above require a PERFORMANCE BOND. Does this apply here? Or, whatever the bid amount comes to, a PERFORMANCE BOND is needed.

Answer #1

The Troy School District requires a Performance Bond on all Bids for items requiring installation. In this case, a Performance Bond will be a percentage of the Total Bid Amount, usually in a range of 5 - 10% of total materials bid.

Question #2

Regarding Bid #9767 for Larson Middle School, will all lines be awarded to one vendor or will the Bid be awarded by line item?

Answer #2

Bid #9767 for Larson Middle School will not be awarded by line item.

Question #3

Bid #9767 for Larson Middle School, should I include a separate line item for the installation cost?

Answer #3

Installation costs for Bid #9767 - Larson Middle School, should be a separate line item on your proposal.

Bid Tabulation
BID 9767 - Video and Sound System Project

Vendor	Total
Advanced Lighting and Sound, Inc.	\$ 19,312.25
I. Comm Corporation	\$ 22,077.61
Sound Engineering, Inc.	\$ 19,441.00 *
Note: *) All cable being provided is 'plenum' rated per code.	