

REQUEST FOR QUOTATION	TROY SCHOOL DISTRICT 1140 RANKIN, TROY, MICHIGAN 48083 248-823-4052 FAX: 248-823-4077	REQUISITION
No. 9653		
DUE DATE 2-8-10 NO LATER THAN 3 p.m.		DATE 1-22-10

REQUEST FOR QUOTE - NOT AN ORDER

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST
 BID ENVELOPE ENCLOSED

THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with ARCHITECTURAL SERVICES relating to exterior door and frame replacement.</p> <p style="text-align: center;">Copies of the bid are available at:</p> <p style="text-align: center;">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm (left column)</p> <p style="text-align: center;">Bid recaps will be available at:</p> <p style="text-align: center;">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm (right column)</p> <p style="text-align: center;"><u>FACSIMILE BID IS NOT ACCEPTABLE</u></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed. However, if any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

THIS AREA MUST BE FILLED IN

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE

Note: All bidders are specifically reminded that a completed Affidavit of Bidder (Familial Disclosure) MUST be completed and submitted with the bid response. Failure to include a completed copy will be grounds for disqualification of bid. The Affidavit of Bidder is required to be notarized for construction bids only. All others only require completion and signature.

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of _____ (the "Bidder), pursuant to the familial disclosure requirement provided in the _____ (the "School District") advertisement for construction bids, hereby represent and warrant except as provided below, that no familial relationships exist between the over(s) or any employee of _____ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

BIDDER:

By: _____

Its: _____

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 2010, by _____.

,Notary Public

_____County, Michigan

My Commission Expires: _____

Acting in the County of: _____

Troy School District Bid # 9653 Architectural Services

The Troy School District is seeking qualified architectural services to design and manage an exterior door replacement project at several Troy School District facilities. The selected firm will be responsible for the following services:

Working with the District's Director of Maintenance and Supervisor of Purchasing, develop a detailed inventory of exterior doors and/or frames that will require replacement.

The District has developed a preliminary list encompassing eleven (11) individual sites requiring door and/or frame replacement.

Develop detailed specifications sufficient to permit the District to bid out all related demolition and subsequent replacement work on the identified doors and/or frames

Resulting bid documents will incorporate specific details to maintain the Troy School District parts standardization program (regards manufacturers of panic bars, door closures, lock and keying systems)

Assist the District with bid response review including, but not limited to, reviewing bid responses, interviewing respondents, recommendation of award

Actively manage the project through final completion. This will include review of shop drawings, physical inspection of all work within the scope of the bid specifications, contractor pay application review and final site inspection and approval

The selected firm must be licensed to practice within the State of Michigan, have demonstrated experience in designing and managing a project of this nature and experience in working with Michigan public school districts.

All respondents must provide minimum of three (3) Michigan public school references.

The Board of Education of the Troy School District reserves the right to accept or reject any or all bids, or to accept a bid which will best serve the Board of Education.

**Troy School District
Bid # 9653
Architectural Services**

Cost proposal for bid development,
review, construction management and
final inspection of work.

\$ _____

Reimbursable Expenses

Not to Exceed \$ _____

Any other fees or expenses (MUST
Itemize)

\$ _____

Company: _____

By: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Address: _____

**Troy School District
Bid # 9653
Architectural Services**

Reference 1 School District _____
Contact Name _____
Title _____
Address _____

Phone # _____
Email _____

Reference 2 School District _____
Contact Name _____
Title _____
Address _____

Phone # _____
Email _____

Reference 3 School District _____
Contact Name _____
Title _____
Address _____

Phone # _____
Email _____

**Troy School District
Architectural Services
Bid 9653**

ADDENDUM #1

The following additional clarifications are hereby made to the above referenced project:

- Troy School District will accept references from private schools as well as the specified public school
- The Construction Budget for this project is \$ 250,000.
- The initial project scope will consist of approximately 170 doors and/or frames located at 11 different sites within the District. Should additional budget savings be achieved, additional fees MAY be allocated to expand the initial scope of work.

**Troy School District
Architectural Services
Bid 9653**

ADDENDUM #2

The following additional information is provided in response to various questions received from prospective bidders and are hereby incorporated into the above referenced project:

- Will the Troy School District provide AutoCad files for the eleven (1) different buildings noted in the RFQ? IF CAD files are unavailable, are “As Built” documents for the buildings available to the successful Architectural Firm? *The District has some CAD files available, mostly of the elementary schools. Awarded architect will have access to whatever prints the District has for each building.*
- Are the doors being considered for replacement exiting directly from a space that has an assigned number within the subject building? We are trying to identify whether or not building floor plans will need to be drafted to communicate door locations to prospective contractors/bidders for the work scope. *The doors being replaced are all outside doors either from classrooms or hallways and can be identified on sketches of the buildings.*
- Does the District want to receive full proposals from interested firms or is the intent of the District to have interested firms merely submit the completed forms that are included in the original solicitation? *Responding architectural firms should include all information they believe is necessary for the District to evaluate the submitted bid and determine the qualifications of the responder.*

- **What is the anticipated construction schedule? Does the District intend to complete one (1) building at a time, or will all eleven (11) locations be under construction concurrently?** *The District expects to have all doors replaced during the summer student recess, therefore it is most likely that all eleven (11) locations will be under construction concurrently.*
- **Which eleven (11) sites will be included in the scope of door/frame replacements?** *The sites will be Barnard, Bemis, Costello, Hamilton, Martell, Troy Union, Wass and Wattles Elementary Schools, Smith Middle School and Athens and Troy High Schools.*
- **Approximately how many doors/frames will be replaced at each site or in total?** *Refer to Addendum #1.*
- **Is the preliminary list of doors to be replaced available?** *The list will be provided to the awarded Architectural firm.*
- **The RFP indicated that the District has developed a preliminary list of doors/frames that encompasses (11) sites; is this list available to bidders?** *The list will be provided to the awarded Architectural firm.*
- **Will the documentation for all door/frame replacement for all (11) sites be required to be submitted under one application? If not will each site require a separate permit application?** *The replacement of doors/frames for all (11) sites should be submitted under one (1) application.*
- **Will electronic building drawing files (CAD) be made available for each of the 11 sites?** *The District has some CAD files available, mostly of the elementary schools. Awarded architect will have access to whatever prints are available for each building.*
- **Is it safe to assume that all doors/frames scheduled to be replaced, meet current egress width requirements? IF not, shall our proposal include time for egress doors code analysis (where applicable)?** *The District's understanding is that all doors/frames scheduled for replacement meet current egress code requirements.*

Troy School District

Bid # 9653

Architectural Services

	Base Fees	Reimb Cost (Not to Exceed)	Total
Wold Architects & Engineers	\$ 6,925.00	\$ 345.00	\$ 7,270.00
DLZ Michigan Inc.	7,618.00	425.00	8,043.00
Partners in Architecture, PLC	12,240.00	550.00	12,790.00
French Associates	12,400.00	500.00	12,900.00
Ehresman Associates Inc.	13,500.00	500.00	14,000.00
Integrated Design Solutions	15,990.00	250.00	16,240.00
CM Partners Architects LLC	17,960.00	200.00	18,160.00
Wilcox Professional Services	20,000.00	2,000.00	22,000.00
Kingscott Associates	24,500.00	600.00	25,100.00
Anderson, Eckstein & Westrick, Inc	24,500.00	1,900.00	26,400.00
Constantine George Pappas AIA	26,070.00	2,500.00	28,570.00
Arthur Kalajian & Associates	38,250.00	1,000.00	39,250.00
Meilock Associates Inc	53,700.00	1,200.00	54,900.00
Doshi & Associates	Return, no forwarding address		
John Tangle Associates	No Response		
Mandell, Bilovus & Lenderman	No Response		
Robert Tobin & Associates	No Response		
Roth & Associates	No Response		
Serra & Associates	No Response		