

REQUEST FOR QUOTATION	TROY SCHOOL DISTRICT 1140 RANKIN, TROY, MICHIGAN 48083 248-823-4052 FAX: 248-823-4077	REQUISITION
No. 9567		
DUE DATE NO LATER THAN 9/25/08 3 p.m.		DATE 9/11/08

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 HELMET and SHOLDER PAD RECONDITIONING per attached specifications for the 2008-09, 2009-10 and 2010-11 school years.</p> <p style="text-align: center;">Copies of the bid are available at: 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: 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 nonrepsonive 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 _____, 2008, by _____.

,Notary Public

_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

**Troy School District
Helmet Reconditioning
Bid 9567**

Contract will only be awarded to a firm that can comply with original manufacturer's suggested warranty procedures; this includes servicing all helmets under warranty and restoring them to new standards at no additional charge for this service.

It should be clearly understood that a low price proposal is not the sole criteria upon which Troy School District will predicate its selection to make an award. There are other factors that will be taken into consideration. Therefore, the school board advises all potential bidders to take notice and be aware that it reserves this right for itself. Troy School District reserves the right to reject any and all proposals, which, at the sole discretion of the district, are deemed to be not in the best interest of the district.

INSURANCE

The Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work hereunder by the contractor, his agents, representatives, employees or subcontractors. The Contractor shall provide Troy School District with original Certificates of Insurance and endorsements for all coverage and renewals. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf.

The vendor shall secure, pay the premium for, and keep in force until the expiration of the contract, adequate insurance. Such insurance must specifically include product liability for the work or services performed by contractor under this contract.

The vendor will be required to provide a copy of Product Liability Insurance of not less than \$10,000,000.00 naming Troy School District as additional insured. Vendor shall at all times hold and save harmless Troy School District against any and all suits, claims, costs, charges, and expenses by reason of any damages or claims for damages arising from those actions or negligence of the contractor, his agents, representatives or employees.

Deductibles and Self-Insured Retentions:

Any deductibles or self-insured retentions must be declared to and approved by Troy School District. If a deductible or self-insured retention exists, the contractor must provide the acceptable evidence of financial responsibility. In addition, they must present a list of claims in progress and status of such claims.

Insurance Carriers:

Insurance is to be placed with insurers who are licensed and admitted to do business in our state. All insurers must have a current A.M. Best's rating of no less than "A:VII".

Co-Op Policies:

The vendor shall indicate if his policy is a cooperative policy. If so, vendor must identify all of the companies covered by the policy and any claims pending against any members of the co-op.

All football protective equipment that is sent to the successful bidder will be reconditioned according to the standards set forth by NOCSAI.

The successful bidder agrees to perform the following:

1. Helmets cleaned, buffed, polished or painted.
2. All worn, broken or missing parts will be replaced on helmets
(parts replaced will be manufacturer's original parts)
3. Cages cleaned and replaced as needed
4. New hardware replaced on all helmets
5. Warning labels and size labels will be installed on all helmets
6. An age, model inventory included for all helmets
7. Shoulder pads cleaned and repaired as needed
8. A minimum \$10,000,000 liability insurance coverage
9. Provide an itemized list of all parts replaced.
10. All enclosed chin straps cleaned

Equipment will be picked up within two weeks of being contacted by the district Athletic office. All equipment will be taken out of the buildings by the successful bidder.

All equipment will be returned to each school, within six weeks of pick up, unless otherwise agreed upon mutual agreement of school administration and successful bidder.

All prices, per helmet and shoulder pad, of this agreement will be fixed for **three years**. The number of helmets and shoulder pads to be sent out for reconditioning in 2009 and 2010 will be based on the recommendation of the reconditioner subject to approval of the Troy School District.

Special Note:

Coaches will be responsible for SEPARATE ordering of chin straps, helmet pads and face masks. Do not include costs for these items in your bid.

All bidders are required to inspect the equipment prior to submitting the bid and clearly state their estimates of shoulder pads and helmets to be reconditioned. Inspection appointments are made through the office of Mike Jolly, Troy School District Director of Athletics (248-823-5093)

Estimated Inventory for 2008/2009 Reconditioning Per Building

Athens High School

160 Helmets (painted gold)

80 Shoulder Pads

Troy High School

160 Helmets

86 Shoulder pads

Baker Middle School

66 Helmets

15 Shoulder Pads

Boulan Park Middle School

105 Helmets

28 Shoulder Pads

Larson Middle School

90 Helmets

12 Shoulder Pads

Smith Middle School

78 Helmets

12 Shoulder Pads

Lacrosse helmets will be reconditioned every other year starting with the conclusion of the 2009 season.

70 Helmets

**Troy School District
Helmet Reconditioning
Bid 9567**

Cost Breakdown

	2008-09	2009-10	2010-11
Football Helmets			
Shoulder Pads			
Lacrosse Helmets			

The above pricing must include costs to pick up all items and return shipping to school of origin.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Date: _____

Troy School District Helmet Reconditioning Bid 9567

Football Helmets				Riddell		Schutt Reconditioning		
				Each	Total	HS/each	MS/each	Total
HS	MS	Total	Year					
320	339	659	2008/09	\$ 22.40	\$ 14,761.00	\$ 25.95	\$ 21.95	\$ 15,745.05
320	339	659	2009/10	22.40	14,761.00	25.95	21.95	15,745.05
320	339	659	2010/11	22.40	14,761.00	27.25	23.05	16,533.95
Shoulder Pads								
HS	MS	Total	Year					
166	67	233	2008/09	3.95	920.35	4.95	3.95	1,086.35
166	67	233	2009/10	3.95	920.35	4.95	3.95	1,086.35
166	67	233	2010/11	3.95	920.35	5.20	4.15	1,141.25
Lacrosse Helmets								
	Total	Year						
	70	2008/09		15.00	1,050.00	21.95		1,536.50
	70	2009/10		N/A	N/A	21.95		1,536.50
	70	2010/11		15.00	1,050.00	23.05		1,613.50
					*add \$7/helmet paint if necessary			
		2008/09 Total			16,731.35			18,367.90
		2009/10 Total			15,681.35			18,367.90
		2010/11 Total			16,731.35			19,288.70
		Contract total			\$ 49,144.05			\$ 56,024.50

Mercury Sports: No Bid
 Ace Reconditioners: No Response
 Clean Gear USA: No Response
 Dimmer Warren: No Response
 Circle Systems Group: No Response
 Capitol Varsity Sports: No Response
 Athletic Equip. Repair Corp: No Response