



# Midland Public Schools

## *Inspiring Excellence*

600 E. Carpenter Street, Midland, MI 48640 • [www.midlandps.org](http://www.midlandps.org) • 989.923.5001

### Midland Public Schools RFP Specifications for:

#### **"2023-2024 High School Chromebook Bid"**

Bids Due: 2:00 PM November 17, 2023

#### SCOPE:

1. The Successful Bidder shall provide:
  - a. 2,600 HP Chromebook 11 G9 EE (11.6")
    - i. Celeron N5100 processor or better
    - ii. 8GB RAM
    - iii. 64GB storage
    - iv. Touchscreen
  - b. 2600 Google Chrome OS Management Console License EDU
  - c. 2600 White-glove service, including:
    - i. Enrolling each device into the district's Google domain
    - ii. Asset tagging each device
    - iii. Recording asset tag, serial number, and MAC Addresses in one spreadsheet provided to the district at the end of the project
2. The Successful Bidder shall also provide an alternate option price that the district may, or may not, purchase for the following:
  - a. 2600 protective cases for the above HP Chromebook 11 G9 units
3. The Successful Bidder shall provide all labor, materials, equipment and supervisory oversight necessary for the white-glove service and delivery of the 2600 devices.

#### Bidders Qualifications:

All work under the bid shall be performed by skilled workers in accordance with applicable Federal, State and local governing codes. The Successful Bidder shall be responsible at all times for the work and actions of its employees.

#### Safety:

The Contractor shall be responsible for compliance with all applicable federal and state laws, codes, and regulations, including but not limited to MIOSHA and the Right-to-Know.

**Bid Information:**

Sealed bids will be accepted until **2:00 P.M. local time on November 17, 2023** at which time bids will be opened and read aloud for presentation to the Board of Education at the regularly scheduled meeting in December. No oral, telephonic, or facsimile proposals will be considered. No proposals will be considered after time of closing of bids other than an act of God, determined by the district.

**Owners' Rights:**

The Board of Education reserves the right to accept or reject any or all item(s) in the bid; to accept or reject any or all bid(s); to waive any informalities therein; or for any reason, to award the contract to other than the low bidder. If a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded. All bids shall be firm for one hundred eighty days (180) from the date of the bid opening. All bids must include a signed "Iran Economic Sanctions Act Certification" and a "Familial Relationship Disclosure" form (*enclosed with documents*).

All bids must be submitted on the attached bid form and signed by the bidder.  
Two (2) copies of the bid form should be addressed to the attention of:

David Dziejczak  
Director of Technology  
Midland Public Schools  
600 East Carpenter Street  
Midland, Michigan 48640  
"2023-2024 High School Chromebook Bid"

One (1) copy of the bid form should be retained for your files. Questions should be referred to David Dziejczak, Director of Technology in writing only at [dziejczacda@midlandps.org](mailto:dziejczacda@midlandps.org).

Instruction to Bidders

1. It shall be the bidder's responsibility to read this entire document, review all enclosures and attachment, and comply with all requirements specified within.
2. Bids received after the scheduled opening time will not be accepted.
3. The only bids accepted will be hard copy paper bids.
4. No bid may be withdrawn, changed or modified in any way for a period of one hundred eighty (180) calendar days from date of bid opening.
5. Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it has been opened.

6. Bids received prior to the time of opening will be kept securely unopened. No responsibility will be attached to school district employee who prematurely opens an incorrectly addressed bid proposal.
7. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
8. Midland Public Schools is exempt from state and federal taxes.
9. All bids are subject to acceptance by Midland Public Schools Board of Education which reserves the right to accept or reject any or all bids, to split awards by items, to waive irregularities or defects, and accept other than the low bid when deemed to be in the best interest of Midland Public Schools.
10. The laws of the State of Michigan shall govern rights, obligations, and remedies of the Parties under this bid and any agreement reached through this process.
11. All information included in a bid response is subject to the Freedom of Information Act and may be disclosed in its entirety after the formal, public bid opening has been completed.
12. By submission of the proposal, the bidder certifies that the pricing structure offered has been arrived at independently without consultation, communication, or agreement of such prices for the purpose of restricting competition with any other bidder or competitor.
13. The bidder agrees to hold and save Midland Public Schools, its officers, agents and employees harmless from liability of any kind, including costs and expenses, with respect to any claim, action, cost or judgment for patent, copyright or trademark infringement arising out of the purchase or use of equipment, materials, supplies, or services covered by this bid document.



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### Midland Public Schools Bid Form

#### **"2023-2024 High School Chromebook Bid"**

Total Pricing to Include Labor and Materials: \_\_\_\_\_

Per Unit Pricing:

- HP Chromebook 11 G9 EE (11.6"):
- Google Chrome OS Management Console License EDU:
- White-glove service:

Alternate

- Protective case for HP Chromebook 11 G9 EE:

Lead-time for delivery to vendor for white-glove service if ordered by December 20, 2023:

Please Describe Scope of Work to Include Time Frame of Work for White-Glove Service:

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**Company:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_

My signature certifies that the proposal as submitted complies with all Terms and Conditions as set forth in this RFP:

**Signature:** \_\_\_\_\_



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### Iran Economic Sanctions Act Certification

I am the \_\_\_\_\_ (insert title) of \_\_\_\_\_ (insert bidder company name), or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the provision of custodial services to Midland Public Schools. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of \$250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

Signature: \_\_\_\_\_



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### Affidavit of Bidder

#### Compliance with School Safety Initiative Legislation

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the “Bidder”), certifies to Midland Public Schools (the “School District”), that any and all persons who will work directly or indirectly for the Bidder, including, but not limited to, Bidder’s employees, agents, vendors, subcontractors or consultants, and who will work at or on any School District property, shall at all times be in compliance with MCL 380.1230, 380.1230a, 380.1230c, 380.1230d, and 380.1230g and have not been convicted of any “listed offenses”.<sup>1</sup> The Bidder further warrants and represents that all persons who will work directly or indirectly for the Bidder, including, but not limited to, Bidder’s employees, agents, vendors, subcontractors or consultants, and who will work at or on any School District property, shall at all times be in compliance with MCL 380.1230, 380.1230a, 380.1230c, 380.1230d, and 380.1230g. In this regard, Bidder agrees, without limitation, to report within 3 business days to the School District when any such person is charged with a crime listed in Section 1535a(1) of the Revised School Code<sup>2</sup> or a substantially similar law, and to immediately report to the School District if that person is subsequently convicted, plead guilty or plead no contest to that crime.

**BIDDER:** \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_



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### Affidavit of Bidder

#### Familial Relationships Form

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 bidder(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 \_\_\_\_\_, 2023, by \_\_\_\_\_.

\_\_\_\_\_, Notary Public

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_