



## OFFICIAL DOCUMENT

**BIRMINGHAM PUBLIC SCHOOLS**  
550 West Merrill  
Birmingham, MI 48009  
(248) 203-3000

### ADVERTISEMENT FOR REQUEST FOR PROPOSAL

**Project: Project Management Consulting Services**

**Bid Package #: 11.0708**

Notice is hereby given that sealed proposals for **Project Management Consulting Services** will be received by Birmingham Public Schools, 550 West Merrill Street, Birmingham, Michigan 48009, Attention: Purchasing Department, Mr. Norman H. McGarry, CPPB, Manager, Auxiliary Business Services. Delivery on or before **Thursday, April 10, 2008, at 2:00 p.m.**, local time. No allowance will be made for late delivery for any reason.

Proposals shall be prepared in accordance with specifications outlined in Request for Proposal.

Proposals will be publicly opened on **Thursday, April 10, 2008, at 2:00 p.m.** local time, by Birmingham Public Schools at 550 West Merrill Street, Birmingham, Michigan 48009, evaluated, with awards subsequently to be made by Birmingham Public Schools.

Register as a Vendor at the following website: <http://www.bpsauxiliarybus.net/vendorform.asp> in order to automatically receive notification of all future bids related to the products or services that your firm can provide Birmingham Public Schools.

This Request for Proposal document may be downloaded by proponent, on or after **March 20, 2008**, at the following website: [www.bpsauxiliarybus.net/bids/currentbids.asp](http://www.bpsauxiliarybus.net/bids/currentbids.asp) Request for Proposal documents may be contained in more than one electronic file. It is proponent's responsibility to access and download all pertinent documents related to a particular bid. The email address you input into this website becomes your Login ID for this bid. Request for Proposal change notifications, such as addendums, will be electronically sent to this email address. If you do not register a valid email address, which you verify on a regular basis, you will not be notified of changes to Request for Proposal documents. No other request for Request for Proposal change notifications (addendums) will be honored. All Request for Bids or Request for Proposals requires separate registration.

All questions shall be directed to the office of Norman H. McGarry, CPPB, Manager, Auxiliary Business Services at (248) 203-3050.

A proponent will be permitted to withdraw their bid, unopened, after it has been submitted if so requested prior to the time specified above for opening of proposals. The successful proponent shall be required to enter into a contract with Birmingham Public Schools. The successful proponent shall pay all taxes required by law.

All proponents 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 proponent or any employee of the proponent, and any member of the Board of Education of the school district, or the Superintendent of the school district. The District will not consider a bid proposal that does not include this sworn and notarized disclosure statement.

The right to reject any or all proposals, either in whole or in part, or to waive any informalities or irregularities therein, is reserved by Birmingham Public Schools. The Board of Education will not consider or accept a proposal received by the Board after the date and time specified for receipt of proposal.

**Date:**

3/17/2008

**Authorized Signature:**

**Norman H. McGarry, Manager, Auxiliary Business Services**