



East Lansing
Public Schools

Finance • 841 Timberlane Ste A, East Lansing, MI 48823 • ph 517 333-7435 • fax 517 333-7441

Date: March 15, 2010

INVITATION TO BID

East Lansing Public Schools is seeking sealed bid proposals for Building Automation System Project in accordance with the attached plans and specifications. Bids are to be submitted with the following conditions:

1. The bid form is to be returned by 2:00 p.m., April 6, 2010 to East Lansing Public Schools, 841 Timberlane Drive Ste A., East Lansing, MI 48823, at which time bids will be opened and read aloud. Bids received after this date and time will not be accepted. Telephone, telegraph, fax, mailgram, or verbal proposals are not acceptable. Bids are to be submitted in a sealed envelope clearly marked on the outside of the envelope:

SEALED BID: BUILDING AUTOMATION SYSTEM PROJECT

2. East Lansing Public Schools reserves the right to waive irregularities in the bid procedures, to accept or reject any or all bids, or portions thereof, or to accept other than low bid, if it deems such action to be in its best interests.
3. Evaluation may be based upon cost, delivery, intended use, compliance with conditions of specifications, and other criteria deemed appropriate by East Lansing Public Schools.
4. In compliance with Act 453, Public Acts of 1975, State of Michigan, vendors shall not discriminate against any employee or applicant for employment, to be employed in the performance of such Contract, with respect to hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, gender, national origin or ancestry, height, weight, or marital status.
5. Include with your bid all manufacturer specifications and information for review.
6. Bidders must sign and have notarized the attached Affidavit of Bidder Familial Disclosure agreement listing any familial relationships that exist, pursuant to State of Michigan bidding requirements for Public School Districts. The Bidder shall submit this agreement at the time of the bid.
7. Bidders must sign and have notarized the attached Affidavit requiring criminal background checks for all persons who will work at or on school district property. The Bidder shall submit this agreement at the time of the bid.

Please direct all questions regarding this invitation to bid to Mr. Chris Costigan, East Lansing Public Schools, 509 Burcham Drive, phone number 517-333-7537.

Richard Pugh, Director of Finance
East Lansing Public Schools, 841 Timberlane Suite A, East Lansing, MI 48823
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