Hamtramck Public Schools

3201 Roosevelt Street
Hamtramck, MI 48212

Request for Proposals

Wireless Network Electronics Project

April 28, 2010

School District Contact:
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URL: triple-r.us/ARRA/HamtramckRFP-WNEP.pdf

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REQUEST FOR PROPOSALS – WIRELESS NETWORK ELECTRONICS PROJECT

1.0.0 INVITATION TO BID

1.1.0 BID ACCEPTANCE

Hamtramck Public Schools, hereby known as "District", will accept sealed responses ("Bids") to this Request for Proposals (RFP) for a Wireless Network Electronics Project which comply with the Invitation to Bid, Bidder Instructions, General Conditions, Scope of Work, Timeline Requirements, Awarded Contract Requirements, and Products and Services Specifications set forth below and submitted to the District at the following address:

Robert D. Rice, Consultant c/o Hamtramck Public Schools
Administration Building (RFP - Wireless Network Electronics Project)
3201 Roosevelt Street
Hamtramck, MI 48212

1.2.0 INTENT TO BID FORM

All Bidders must complete and submit the Intent to Bid Form, Appendix A, no later than **May 5, 2010**. The Bidder shall be responsible for the timely delivery of the Intent to Bid Form. The Bidder shall make no additional stipulations on the Intent to Bid Form or qualify their Bid in any other manner.

1.3.0 FACILITIES/BUILDING WALKTHROUGH

All Bidders are encouraged to attend a walkthrough meeting at the facilities and buildings where the Wireless Network Electronics will be installed. The walkthrough meeting will begin promptly at the time specified whereby any/or all questions regarding the Wireless Network Electronics project will be answered by the District. The walkthrough meeting is scheduled for **1:00 P.M. May 5, 2010 at Dickenson West Elementary School, 2650 Caniff Street, Hamtramck, MI 48212**.

2.0.0 BIDDER INSTRUCTIONS

2.1.0 BID OPENING

All Bid responses to this RFP must be **in triplicate** in a sealed opaque envelope labeled as follows: ***RFP - Wireless Network Electronics Project - May 12, 2010***

2.1.1 No oral, telephonic, telegraphic, e-mail or facsimile Bids will be considered.

2.1.2 No Bids will be considered after **2:00 P.M. May 12, 2010**.

2.1.3 The Bidder shall be responsible for the timely delivery of the Bid.

2.1.4 All timely submitted Bids received by the District will be publicly opened and read aloud at **7:00 P.M. May 12, 2010** at the **Administration Building 3201 Roosevelt Street, Hamtramck, MI 48212**.

2.2.0 BID BONDS

The Bidder shall submit a five percent (5 %) Bid Bond, of the total base Bid price, made payable to ***Hamtramck Public Schools***, with the sealed Bid. Any Bids received without a Bid Bond will be rejected by the District.

2.3.0 CLARIFICATIONS AND CORRECTIONS

Direct any and all questions regarding this RFP by email to: Robert D Rice, Triple R Consultants, at: bob@triple-r.us. The resulting answers, along with the questions shall, be forwarded to all Bidders who have properly submitted the Intent to Bid Form, and posted on the Triple R Consultants website at: URL: triple-r.us/ARRA/HamtramckRFP-WNEP.pdf

2.4.0 GENERAL REQUIREMENTS

2.4.1 The District or its representatives shall not be held responsible for expenses incurred in the preparation or subsequent presentation of the Bid response.

2.4.2 This RFP for Wireless Network Electronics is not an offer to enter into a contract, but rather a solicitation for Bids.

2.4.3 The Bidder shall supply, upon request, samples and/or brochures of the proposed materials and equipment with the Bid.

2.4.4 Blueprints and/or drawings associated with this project are included in this RFP.

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2.4.5 The District reserves the right to reject Bids submitted without a five percent (5%) Bid Bond, signed Bid Signature Page, Bill of Materials, Familial Disclosure Affidavit and/or list of four (4) references.

2.5.0 BID IDENTIFICATION REQUIREMENTS

The Bid shall include the full legal name of the Bidder, its business address, telephone number, and a statement identifying the Bidder as a sole proprietorship, partnership, corporation, or other legal entity. A proprietorship shall state the full name of the proprietor, a partnership shall state the full names of the general partners, and a corporation shall identify the state in which it is incorporated. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract.

2.5.1 The Bidder shall complete and submit, along with the Bid, a Bid Signature Page, Appendix B, in long hand, in ink, by an authorized representative.

2.5.2 The Bidder shall complete and submit, along with the Bid, a Bill of Materials, Appendix C, summarizing the details of the Bid.

2.5.3 The submitted Bid shall include a Familial Disclosure Affidavit form, Appendix D, which is properly completed, signed by an authorized representative of the Bidder and notarized with an affixed, raised notary seal.

2.5.4 The submitted Bid shall include a list of at least four (4) references, one (1) of which must be a school or school district, for similar work performed within the past three (3) years.

2.6.0 DEFINITIONS

The foregoing definitions are made available for the purpose of this Request for Proposals (RFP) only.

2.6.1 **District –** Hamtramck Public Schools

2.6.2 **Bidder(s) –** Business Entities and/or Person(s) submitting the Bid.

2.6.3 **Bid(s)** – A complete and properly executed proposal to perform the Scope of Work, or designated portion thereof, for the sums stated within the Bid.

2.6.4 **Base Bid** – The sum stated in the Bid for which the Bidder offers to perform the Scope of Work wherein work may be added or subtracted for sums stated in the Alternate Bid, if any.

2.6.5 **Alternate Bid** – An amount stated in the Bid to be added or subtracted from the amount of the Base Bid, if said change in the Scope of Work, method of construction and/or materials is accepted by the District.

2.6.6 **Selected Vendor/Contractor** – The Bidder(s) receiving formal notice of acceptance of his/her Bid(s) and has been duly served by an officer *or* agent of the District duly authorized to give such notice.

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3.0.0 GENERAL CONDITIONS

3.1.0 RIGHTS OF ACCEPTANCE OR REJECTION

The District's Board of Education reserves the right to reject any and all Bids in whole, or in part, and accept any Bid or portion of the Bid that, in their opinion, best serves the interests of the District.

3.2.0 QUALIFICATION OF BIDDERS

For the purpose of assuring the District of the quality of workmanship, materials, products and/or services, the Board of Education will retain the right and has complete discretion to qualify or disqualify any Bidders on the basis of available information concerning the Bidder's ability to perform as needed and the suitability of the products and/or services included in the Bid as described in sections 3.4.0 and 3.5.0. **Each Bidder, by submitting a Bid, represents that:**

3.2.1 The Bidder has read and understands all the Bid requirements, conditions and specifications contained herein.

3.2.2 The Bidder has the option to visit the District work site and familiarized themselves with the local conditions under which the work is to be performed.

3.2.3 The Bid is based upon the materials, systems and equipment described, without exception, in all Bid documents supplied by the District.

3.3.0 VARIANCE AND PRICE

Any variance from the specifications in section 7.0.0 of this RFP must be fully explained in writing by the Bidder. All prices quoted in the Bid must be on a unit price basis and include the total price. The price of an item or unit of a given product as promised in a Bid cannot be changed by the service provider regardless of whether the District changes the quantity of the item or unit needed.

3.4.0 MANUFACTURER(S) BRANDS/MODEL NUMBERS

The naming of a manufacturer(s), brand or model number will not be considered as excluding other brands or model numbers for purposes of later providing the products as promised in the Bid. Specifically, similar products with comparable construction, material and workmanship will be considered as equal. Notwithstanding, the Board of Education of the District has complete discretion to evaluate the merits of all Bids submitted and can take into consideration the brand and/or model numbers set forth in the Bids.

3.5.0 MANUFACTURER(S) SUBSTITUTIONS

Any substitution from the specified products and/or services by the manufacturer(s) is acceptable if at no additional cost to the District and approved by an authorized district representative prior to placing the order for said products and/or services. The District reserves the right to refuse any and all manufacturer(s) substituted products and/or services.

3.6.0 MANUFACTURER(S) DISCOUNTS

The District reserves the right to receive any and all manufacturer(s) price reductions, discounts or rebates that are received by the selected vendor/contractor for the specified products and/or services. The selected vendor/contractor agrees to pass any and all cost savings from the manufacturer(s) for the specified products and/or services to the District by way of a setoff of monies owed or refund of monies paid by the District.

3.7.0 CLEAN-UP

The selected vendor/contractor must, at all times, keep the premises free from accumulations of waste materials, caused by the work; and upon completing the work, must remove all work related rubbish from and about the building(s) and must leave the work area broom clean, or its equivalent. In the case of a dispute, the District may remove the rubbish and charge the cost to the selected vendor/contractor.

3.8.0 ROYALTIES AND PATENTS

The selected vendor/contractor must pay for all royalties, copyright, trademark and patents and must defend all suits for claims or infringements on copyrights, trademarks and/or patent rights and shall indemnify and hold the District harmless from any and all claims and/or loss related to claims and/or infringements on copyrights, trademarks and/or patent rights, including reasonable attorney fees and costs incurred by the District.

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3.9.0 ADDENDA

Any clarifications or modifications to the specifications for the RFP will be issued by the District in the form of an addendum. Any addendum issued during the bidding time will become part of the specifications and a copy will be sent to all Bidders as set forth in section 2.3.0.

3.9.1 No verbal statements by the District will be considered as binding or enforceable against the District.

3.9.2 No requests for clarifications or modifications will be processed within four (4) days immediately prior to the Bid opening date.

3.10.0 FEDERAL, STATE AND LOCAL TAXES

All products and/or services furnished by the selected vendor/contractor must comply with all applicable federal, state and local codes, and regulations. All Bids must include, and the selected vendor/contractor must pay, all taxes levied by the Federal, State, and Local Governments, on both labor and materials. The District reserves the right to require evidence of such tax payments prior to final payment of the contract. The District is exempt from Federal Excise and State Sales Taxes. To comply with these regulations, sales tax is not to be included in the Bid.

3.11.0 PROJECT IMPLEMENTATION

The selected vendor/contractor shall have sufficient resources in order to complete the project within the allotted timeframe and shall, upon request, demonstrate that they have the resources necessary to fulfill the Timeline Requirements, section 5.0.0.

3.12.0 NO DISCRIMINATION

The selected vendor/contractor and their subcontractors are required not to discriminate against any employee or applicant for employment, to be employed in the performance of the Bid, with respect to hire, tenure, terms, conditions or privileges of employment, because of race, color, religion, national origin, or ancestry or also because of age or sex, except based on a legitimate occupational qualification. Violation of this requirement may be regarded as a material breach of the Michigan Fair Employment Practices Act and may be subject to prosecution.

3.13.0 NO SMOKING POLICY

The District adheres to a mandatory no smoking policy on school premises and/or at school functions. All Bidders shall comply with this no smoking policy.

3.14.0 PRODUCTS AND SERVICES SPECIFICATIONS

It is the intent of the specifications in section 7.0.0 of this RFP to define the minimum acceptable quality of products and/or services. The product line must be of known quality from a nationally recognized manufacturer(s) who regularly advertises, promotes and distributes products and services to the school market.

3.15.0 VARIATIONS FROM SPECIFICATIONS

All variations from the specified products and/or services, section 7.0.0, must be fully explained and included with the Bid. Manufacturer(s) Brands must be used in all cases.

3.15.1 The District reserves the right to increase or decrease quantities, or modify the specifications.

3.15.2 The selected vendor/contractor shall agree to a written modification of the terms of its original Bid within five (5) business days of receiving written notification of the increase or decrease in quantities, or modification of the specifications.

3.16.0 PARTIAL BIDS

Partial Bids will be considered, where appropriate.

3.17.0 CANCELLATIONS

The District reserves the right of cancellation for non-performance of the terms specified in the awarded contract.

3.18.0 WITHDRAWAL OF BIDS

Upon presentation of proper identification, any Bidder may withdraw his/her Bid at any time prior to the scheduled Bid Opening date and time, section 2.1.0. No Bid shall be withdrawn for a period of ninety (90) days after the Bid Opening date and time.

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3.19.0 BID EVALUATIONS

Considerations for awarding contracts will include price, product quality, service, delivery, and maintenance of products and/or services, adherence to specifications, past performance to the District, vendor/contractor reliability, warranties and familiarity with the projects and the facilities of the District.

3.19.1 It is the intent of the District to award the contract to the Bidder submitting the "best" cost effective Bid for the project; provided the Bid has been properly submitted and delivered, including all required documentation herewith, and considered reasonable in price.

3.19.2 Price being the primary factor, consideration, other than price alone, shall be used in determining the most successful Bid; technical experience, local service and support, and experience in educational environments are used to perform the District's Bid evaluations.

3.19.3 The Board of Education of the District will evaluate the merits of all Bids submitted and reserves the right to accept or reject any or all Bids.

3.20.0 NOTICE OF AWARD

The Bidder will be deemed as having been awarded when the formal notice of acceptance of his/her Bid has been duly served upon the intended awardees by an officer, or agent, of the District duly authorized to give such notice.

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4.0.0 SCOPE OF WORK

4.1.0 GENERAL DESCRIPTION

The general description of the Scope of Work (SOW) for this project is to provide the District with Wireless Network Electronics at four (4) school buildings. In addition to the forgoing SOW, all Bids must comply with all sections of this RFP and the Products and Services Specifications set forth in section 7.0.0.

4.2.0 FACILITIES/LOCATIONS

4.2.1 Dickinson East Elementary School, 3385 Norwalk Street, Hamtramck, MI 48212

4.2.2 Dickinson West Elementary School, 2650 Caniff Street, Hamtramck, MI 48212

4.2.3 Holbrook School, 2361 Alice Avenue, Hamtramck, MI 48212

4.2.4 Kosciuszko School, 2333 Burger Street, Hamtramck, MI 48212

4.3.0 VENDOR/CONTRACTOR RESPONSIBILITY

It shall be the responsibility of the selected vendor/contractor to provide the configuration and system quantities to all locations stated herein. The intentional or accidental omission of necessary component(s) or system(s) shall require the selected vendor/contractor to supply said missing component(s) or system(s) at no cost to the District. The District and any Consultants associated with this RFP are not responsible for any omission, failure to detect any requirement, or any other condition required to complete the Scope of Work. **The awarded Bidder shall:**

4.3.1 Meet jointly with representatives of the District to exchange information and agree on details of equipment arrangements and installation interfaces for a Wireless Network Electronics project.

4.3.2 Have sufficient resources in order to complete the SOW within the allotted timeframe and shall, upon request, demonstrate that they have the resources necessary to complete the SOW within the specified timeframe.

4.3.3 Furnish all labor, supervision, tooling, and miscellaneous mounting hardware and consumables for the Wireless Network Electronics system installed at the District.

4.3.4 Test (100%) all hardware for defects in installation and to verify performance under installed conditions.

4.3.5 Provide installation, administration, testing, and "As-Built" documentation required from and/or maintained by the selected vendor/contractor during the course of the entire network electronic installation project.

4.3.6 Provide a written guarantee/warranty covering the installed Wireless Network Electronics against defects in workmanship, components, and performance, and follow-on support after project completion for a period of three (3) years.

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5.0.0 TIMELINE REQUIREMENTS

5.1.0 PROJECT TIMELINE

The selected vendor/contractor shall have sufficient resources in order to complete the SOW, section 4.0.0, within the allotted timeframe and shall, upon request, demonstrate that they have the resources necessary to fulfill the timeline requirements for completing the entire project. The District is expecting the project to be completed in accordance with the following Project Timeline:

RFP available on-line *or* for pickup 04/28/2010
Walk Thru ..... [1:00 p.m.]. 05/05/2010
Sealed Bids Due ..... [2:00 p.m.]. 05/12/2010
Sealed Bids Opened ..... [7:00 p.m.]. 05/12/2010
Board Approval 05/12/2010
Sign Contracts/approve Implementation Schedule 05/28/2010
Installation Begins 07/01/2010
Installation Complete 08/15/2010

5.2.0 SCOPE OF WORK SCHEDULES

If and when the school buildings specified in the SOW are occupied with students and school is in session, the selected vendor/contractor is expected to perform the project after school hours and without any additional costs to the District. Areas of the school buildings that are otherwise unoccupied with students and whereby instruction is not disturbed, the selected vendor/contractor may perform the SOW with prior written authorization from the District.

5.3.0 PROJECT IMPLEMENTATION SCHEDULES

All Bidders shall provide the District with a project implementation schedule that adheres to the Project Timeline stated above, section 5.1.0. Further, the project implementation schedule must demonstrate that the selected vendor/contractor has the means and capability to complete the SOW without disruption to school building instruction, activities and meetings. This said project implementation schedule must be agreed upon by both the vendor/contractor and the District and shall be incorporated as part of the awarded contract.

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6.0.0 AWARDED CONTRACT REQUIREMENTS

6.1.0 CONTRACT EXECUTION

The Bidder shall render, deliver and execute the awarded contract within ten (10) days of being notified that the Bid is accepted and that the selected vendor/contractor is awarded a contract to perform the SOW in accordance with all terms and conditions contained herein. The awarded contract must be SIGNED and DATED by both the District and the awarded vendor/contractor prior to start of any work.

6.2.0 SEPARATE CONTRACTS

The District reserves the unrestricted right to award different portions of the project, as broken out in the Bill of Materials, Appendix C, to separate vendors/contractors as separate contracts. Said separate contracts shall be based on the District's evaluation and interpretation of the "most cost effective" means for the District to complete the SOW for this project.

6.3.0 CHANGES TO SCOPE OF WORK

The District, without invalidating the Contract, may order changes within the SOW consisting of additions, deletions, and/or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All said changes in the SOW shall be authorized by written "Change Order(s)", signed by the District, and will be executed under applicable condition of contract documents.

6.3.1 The Contract Sum and The Contract Time may be changed only in writing.

6.3.2 The cost or credit to the District from all "Change Order(s)" shall be determined by mutual, written, agreement.

6.3.3 The District will not pay invoices for work performed by verbal authorization.

6.4.0 PERFORMANCE BOND REQUIREMENTS

The Bidder shall furnish a Performance Bond covering the faithful performance of the awarded contract and a labor and material payment Bond in the TOTAL amount of the Bid in such form and with such sureties as the District shall approve, which such approval will not be unreasonably withheld. If the selected vendor/contractor defaults, neglects or fails to perform any provisions of the awarded contract, the District may, at its discretion, and after seven (7) days written notice to the selected vendor/contractor, notify the bonding company that the selected vendor/contractor is in default.

6.4.1 The selected vendor/contractor shall provide, and present with the sealed Bid, a bid bond or cashier's check in the amount equaling five percent (5%) of the Bid total.

6.4.2 The selected vendor/contractor shall provide, and maintain in force, a bond with surety, and on forms approved by the District in the amount of one-hundred percent (100%) of the contract amount that the selected vendor/contractor shall promptly and faithfully perform all obligations under the awarded contract.

6.4.3 The selected vendor/contractor shall provide and maintain, in force, a bond with Surety and on forms approved by the District that selected vendor/contractor shall make payment to all claimants for all labor and material used or reasonably required for use in the performance of the awarded contract.

6.4.4 All selected vendor/contractor's bid bonds shall include such provisions as will guarantee the faithful performance of the prevailing State of Michigan hourly wage if required by the district.

6.4.5 Final Bid price may not exclude costs to secure or hold performance or bid bonds.

6.5.0 TERMINATION OF AWARDED CONTRACTS

If the selected vendor/contractor defaults or neglects to carry out the SOW and sections referenced therein, in accordance with the awarded contract and/or fails to perform any provision of the awarded contract, the District may, after seven (7) days' written notice to the selected vendor/contractor and without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the selected vendor/contractor or, at its option, may terminate the awarded contract and take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the selected vendor/contractor and may finish the project by whatever method it may deem expedient. If such expense exceeds such awarded contract price, the selected vendor/contractor shall pay the difference to the District.

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6.6.0 EMPLOYMENT PRACTICES

The selected vendor/contractor, by signing a contract, agrees to comply with the provision of the State of Michigan policy regarding "Non-Discrimination of Employment", section 3.12.0. **The selected vendor/contractor shall also:**

6.6.1 Pay prevailing wage to all employees on this project if required by the district.

6.6.2 Provide all selected vendor/contractor employees with picture ID.

6.6.3 Upon arrival and departure, have all employees sign in and out at the main office for each school building location.

6.6.4 Supply the District, by email, weekly work schedules no later than the Wednesday of the preceding week. Failure to do so may result in the schedule being rejected by the District.

6.7.0 SELECTED VENDOR/CONTRACTOR PERFORMANCE

The selected vendor/contractor will be responsible for construction means, methods, techniques, sequences or procedures, and safety precautions and programs in connection with the SOW, section 4.0.0, and the Timeline Requirements, section 5.0.0. **The selected vendor/contractor shall also:**

6.7.1 Provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, transportation, and other facilities and services necessary for proper execution and completion of the SOW.

6.7.2 At all times enforce strict discipline and good order among its employees and shall not employ any unfit person or anyone not skilled in the tasks assigned to them.

6.7.3 Give all notices and comply with all laws, ordinances, rules, regulations, and orders of any public authority bearing on the performance of the work performed.

6.7.4 Be responsible for the acts and omissions of all his employees and all Subcontractors, if any, their agents and employees and all other persons performing any of the work under a contract with the selected vendor/contractor.

6.8.0 SUBCONTRACTOR PERFORMANCE

A Subcontractor is a person, firm, company or corporation who has a contract with the Bidder to perform any work for completing the project. The awarded Bidder shall be responsible for the actions, inactions, and work performed by the subcontractor. Contracts between the Bidder and the subcontractor shall be in accordance with the terms of the awarded contract by the District to complete the SOW, section 4.0.0. The selected Bidder shall furnish to the District, in writing, a list of any/all subcontractors proposed to perform any part or portion of the SOW to complete the project. The selected Bidder shall not employ any subcontractor to whom the District objects and may withdraw their Bid or submit an acceptable substitute.

6.9.0 SUPPLEMENTAL INFORMATION REQUESTS

The Bidder shall be prepared to provide the District, within ten (10) days of being notified of the awarded contract, the names of the suppliers for the equipment and materials used to complete the work. **The District may request any and all Bidders to also submit, within ten (10) days of being notified, the following:**

6.9.1 The Bidder's performance record(s).

6.9.2 An itemized list of the Bidder's equipment, plant and personnel.

6.9.3 The Bidder's financial statement(s).

6.9.4 A description of any project, which the Bidder has completed in a satisfactory manner.

6.9.5 Any additional information that will satisfy the District that the Bidder is adequately situated and able to fulfill the terms of the proposed contract.

6.9.6 A description of any other project(s) that will be performed simultaneously with the District's project(s).

6.9.7 A statement regarding any past, present or pending litigation for contracted products and services.

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6.10.0 INSPECTIONS

The District and its agents have the right to inspect the selected vendor/contractor's work periodically to determine that proper materials were used and that the progress and quality of work completed is in accordance with the contract.

6.10.1 Prior to the start of the projects, the selected vendor/contractor will have materials on site and available for inspection by the District's designated authorized representative.

6.10.2 All equipment used for the project must be in compliance with the specified part numbers contained in the successful Bid.

6.11.0 INVOICE/PAYMENT REQUIREMENTS

Invoicing for payment(s) will be made 100% upon completion of the SOW and acceptance by the District. **Payments will be paid NET 30 days AFTER*:***

6.11.1 Acceptance by the District of "AS-BUILT" diagram(s) in **both** paper and electronic copy, preferably Microsoft Visio.

6.11.2 The selected vendor/contractor will submit proof of performance by submitting to the District, in both paper and electronic copy, cable certification and access point testing results.

6.11.3 When applying for payments, the selected vendor/contractor shall submit to the District an itemized invoice based upon the installation schedule and supporting documentation required herein.

6.11.4 The project shall be considered complete when the SOW has been completed, accepted by the District and the following items are furnished; a) required guarantees, b) waivers of lien submitted showing all payrolls, material bills and other indebtedness connected with the project have been paid. The selected vendor/contractor must submit both a) and b) before the final payment is requested.

6.11.5 Payment may be withheld by the District for; a) defective work not remedied, b) claims filed and unresolved, c) failure of the selected vendor/contractor to properly pay for labor, materials or equipment, or proper payment to Subcontractors, and/or d) damages to the District or another Contractor.

6.12.0 GUARANTEES

The selected vendor(s)/contractor(s) must furnish the District a written guarantee of the services and/or products provided to the district for, at least, three (3) years after the final payment covering all workmanship and materials specified in the contract. Any defects in workmanship or materials for which a claim is submitted by the District within the three (3) year period must be corrected or replaced within thirty (30) days.

6.13.0 WARRANTIES

The selected vendor/contractor(s) must furnish the District written warranty documentation. This warranty documentation shall include cable and connectivity components and have one (1) point of contact person for all Wireless Network system issues, where applicable.

6.13.1 The selected vendor/contractor must warrant that all materials and supplies incorporated within the Bid, is new, unless otherwise specified, and that all work performed will be of good quality, free from faults and defects, and in adherence to the Product and Services Specifications in this RFP.

6.13.2 The warranty shall provide a complete system warranty to guarantee an end-to-end high performance network system that meets the system application requirements. The Wireless Network Electronics shall be warranted under this provision for three (3) years.

6.13.3 If the manufacturer repairs any product under the warranty, they may use new or reconditioned replacement parts. If the manufacturer replaces the product under the warranty, they may replace it with a new or reconditioned product of similar or same design.

6.13.4 Any such repairs or replacement by the manufacturer will be warranted for either a) ninety (90) days or b) the remainder of the original three (3) year warranty period, whichever is longer.

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6.14.0 CORRECTION OF WORK

The selected vendor/contractor shall correct any work that fails to conform to the requirements of the awarded contract where such failures or any defects is due to faulty materials, equipment or workmanship which appear within a period of three (3) years from the date of completion of the contract *or* within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract. These provisions apply to all work performed by employees of the selected vendor/contractor and any Subcontractors.

6.15.0 RIGHT TO REJECT OR STOP THE WORK

The District may reject work which does not conform to the Bid or awarded contract specifications. If the selected vendor/contractor fails to correct any defective work or fails to supply labor, materials, or equipment in accordance with the specifications of the awarded contract, the District may order the selected vendor/contractor to stop all work, or any portion thereof, until the cause for such order has been eliminated.

6.16.0 INDEMNIFICATION

The selected vendor/contractor shall indemnify and hold harmless the District and its agents and employees from and against all claims, damages, losses and expenses including attorneys' fee arising out of or resulting from the performance of the project; provided that any such claim, damage, loss or expense is attributable to a) bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including the loss of use resulting from and b) is caused in whole or in part by any act or omission of the selected vendor/contractor, and/or Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. In any and all claims against the District or any of its agents or employees, by any employee of the selected vendor/contractor, and/or Subcontractor, anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitations on the amount or type of damages, compensation or benefits payable by or for the selected vendor/contractor and/or any Subcontractor under workmen's compensation acts, disability benefit acts or other employee benefit acts.

6.17.0 FORCE MAJEURE

Except for the District's obligation to pay the selected vendor/contractor, neither party shall be liable for any failure to perform its obligations under the awarded contract or any SOW if prevented from doing so by a cause or causes beyond its control, including without limitations, acts of God or public enemy, failure of suppliers to perform, fire, floods, storms, earthquakes, riots, strikes, war, and restraints of government.

6.18.0 LIABILITY REQUIREMENTS

The selected vendor/contractor shall be responsible for initiation, maintaining, and supervising all safety precautions and programs in connection with the project. The selected vendor/contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to 1) all employees on the project and other persons who may be affected thereby, 2) all the SOW and all materials and equipment to be incorporated therein, and 3) other property at the site or adjacent thereto.

6.18.1 The selected vendor/contractor shall comply with all applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss.

6.18.2 All damage or loss to any property caused in whole or in part by the selected vendor/contractor, any Subcontractor or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable, shall be remedied by the selected vendor/contractor, except damage or loss attributable to the fault or negligence of the District.

6.19.0 INSURANCE REQUIREMENTS

No work connected with this project may start until the selected vendor/contractor has submitted a Certificate of Insurance executed by the selected vendor/contractor's insurance carrier showing required insurance coverage **and Hamtramck Public Schools is named as additional insured on said policy**. An endorsement or statement waiving the right of cancellation or reduction in coverage, unless thirty (30) days prior written notice is given to the District by registered or certified mail, shall be included. **As a condition of performing work as a vendor/contractor, you must provide the District with satisfactory evidence of insurance coverage's as follows:**

6.19.1 Workers Compensation and Employer's Liability Insurance covering your statutory obligations in the State of Michigan.

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6.19.2 Automobile Liability Insurance with a limit of $1,000,000 per accident covering your owned, non-owned and hired vehicles.

6.19.3 Commercial General Liability Insurance written on an OCCURRENCE policy form includes coverage's for your operations, personal injury, XCU (explosion, collapse and underground), independent Contractors, contractual and products-completed operations with limits of liability as follows:

6.19.3.1 If your policy is written on the 1986 ISO Simplified form, minimum limits are as follows:
$1,000,000 Occurrence
$2,000,000 General Aggregate
$2,000,000 Product-Completed Operations Aggregate

If your policy's general aggregate is per job, then a $1 million limit of liability is acceptable for the general aggregate and the products-completed operations aggregate.

6.19.3.2 If your policy is written on a form other than the 1986 ISO Simplified form, minimum limits are as follows:

$1,000,000 Occurrence (bodily injury & property damage combined)
$1,000,000 Aggregate (applicable to products-completed operations only)

6.19.3.3 Products-completed operations liability must be maintained for not less than one (1) year after acceptance of completion of your work.

6.19.4 Evidence of your insurance coverage's, required herein, is to be provided to the District on Accord Certificate form 25 or 25-S and must indicate the following:

6.19.4.1 That your Commercial General Liability insurance policy includes coverage's for items specified in 6.19.3 above.

6.19.4.2 A "Best" rating for each of your insurance carriers at B+ VII or better.

6.19.4.3 That the words "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" do not apply or have been removed.

6.19.4.4 That Hamtramck Public Schools are additional insured on the General Liability policy certificate.

6.19.4.5 Any deviations in coverage provided by the Standard 1986 ISO Simplified General Liability policy form, and any deductible over $1,000 applicable to any coverage.

6.19.4.6 General Liability and Auto Liability limits may be attained by individual policies or by a combination of underlying polices with umbrella and/or excess policies.

6.19.4.7 The District does not carry theft, glass breakage, or builders risk insurance. The selected vendor/contractor will make arrangements if these coverage's are desired. The selected vendor/contractor must provide an Installation Floater for the value of the contract to protect the District. The selected vendor/contractor must furnish to the District, a binder certifying each insurance policy required.

6.20.0 MISCELLANEOUS CONTRACT PROVISIONS

The awarded contract will be governed by the laws of the State of Michigan. The selected vendor/contractor shall not assign the contract or sublet it or portions thereof without the written consent of the authorized District representative.

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PRODUCTS AND SERVICES SPECIFICATIONS

7.0.0 WIRELESS NETWORK ELECTRONICS SPECIFICATIONS

7.1.0 INTRODUCTION

These Product and Services Specifications provide the Bidder with the Wireless Network Electronics requirements for projects requested by the District in this RFP. The intent of the Wireless Network Electronics specifications is to provide relevant information that allows the Bidder to bid the labor, supervision, tooling, materials, and miscellaneous mounting hardware and consumables to install a complete Wireless Network Electronics system.

7.1.1 The selected vendor/contractor is responsible for proposing any and all items required for a complete Wireless Network Electronics system even though it may not be identified in the specifications incorporated herein, and attach a Bill of Materials with the Bid.

7.1.2 The successful Bidder shall meet or exceed all requirements for the Wireless Network Electronics described in this RFP and any Bid attachment documents provided by the District.

7.1.3 If, for any reason, any Bid attachment document is in conflict with the details in the specifications herein this RFP, the forgoing written specification shall take precedence.

7.2.0 APPLICABLE DOCUMENTS

The Wireless Network Electronics system described within the specifications is derived, in part, from the recommendations in industry standard manuals and documents.

7.2.1 The Bidder is responsible for determining and adhering to the most recent release of applicable standards when developing their proposal for the Wireless Network Electronics installation.

7.2.2 If the specifications incorporated herein and any of the aforementioned applicable standards are in conflict with each other, then the more stringent standard shall apply.

7.3.0 PURPOSE AND BIDDER RESPONSIBILITIES

The intent of these Wireless Network Electronics specifications is to make available to all Bidders a standard specification for cabling, wireless network controller, and access point installation(s) in all K-12 educational facilities identified in the SOW, section 4.2.0.

7.3.1 The Wireless Network Electronics specifications identify the minimum performance criteria for the components and sub-systems encompassing a complete Wireless Network Electronics system that shall accommodate the District's Infrastructure Requirements, section 5.3.0.

7.3.2 The product specifications, general design considerations, and installation guidelines are incorporated herein this RFP.

7.3.3 The successful Bidder is required to furnish all labor, supervision, tooling, and miscellaneous mounting hardware and consumables for the Wireless Network Electronics system installed at the District.

7.4.0 WARRANTY DOCUMENTATION

The selected vendor/contractor(s) must furnish the District written warranty documentation. This warranty documentation shall include connectivity components and have one (1) point of contact person for all Wireless Network Electronics Project issues, where applicable.

7.4.1 The written warranty shall cover the installed Wireless Network Electronics Project equipment against defects in workmanship, components, and performance, and follow-on support after project completion for a period of three (3) years from the date of the installation acceptance by the District.

7.4.2 The written warranty shall cover all labor and materials necessary to correct any/all failed portion(s) of the Wireless Network Electronics Project equipment and demonstrate performance within the original installation specifications after repairs are accomplished.

7.4.3 The selected vendor/contractor shall provide said installed Wireless Network Electronics Project equipment warranty at no additional cost(s) to the District.

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7.5.0 WIRELESS NETWORK ELECTRONICS SPECIFICATIONS

The Wireless Network Electronics Bid must adhere to the foregoing specifications, however, the District will consider alternate proposals provided the equipment meets or exceeds the following:

7.5.1 The Bid shall include the Wireless Network Electronics equipment listed in the table below:

Building Name	Square Feet of Coverage	Description	Qty
Dickinson East Elementary School	79.086	Aruba 3400 Controller	1
		AP-105 Aruba Access Point	20
		AP-105-MNT C Mount	20
Dickinson West Elementary School	49,400	AP-105 Aruba Access Point	12
		AP-105-MNT C Mount	12
Holbrook School	42,975	AP-105 Aruba Access Point	6
		AP-105-MNT C Mount	6
Kosciuszko School	72,063	AP-105 Aruba Access Point	20
		AP-105-MNT C Mount	20

7.5.2 All access points for the installed Wireless Network Electronics equipment must be cabled back to each buildings head end and/or IDF location using **Cat6** cabling.

7.6.0 WIRELESS NETWORK ELECTRONICS TECHNICAL SERVICES SPECIFICATIONS

All Bid prices for the Wireless Network Electronics equipment listed in section 7.5.0 must include the following technical services:

7.6.1 Basic design and maintenance

7.6.2 Installation

7.6.3 Initial configuration

7.6.4 Three year Next Business Day replacement warranty

7.6.5 Apply district supplied Fixed Asset Tags to all devices

7.6.6 Scribe serial number on all devices

7.6.7 Provide both a paper and electronic copy of all relevant documentation

7.6.8 Basic training for the Wireless Electronic equipment

7.6.9 Equipment must be compatible with the District’s existing network infrastructure

7.7.0 NETWORK ELECTRONICS SPECIFICATIONS

The Network Electronics Bid must adhere to the foregoing specifications, however, the District will consider alternate proposals provided the equipment is compatible with the District's existing Cisco network and meets or exceeds the following:

7.7.1 The Bid shall include the Network Electronics equipment listed in the table below:

Building Name	Description	Qty
Dickinson East Elementary School	Cisco WS-C3560G-24PS-S	1
Dickinson West Elementary School	Cisco WS-C3560G-24PS-S	1
Holbrook School	Cisco WS-C3560G-24PS-S	1
Kosciuszko School	Cisco WS-C3560G-24PS-S	1

7.8.0 NETWORK ELECTRONICS TECHNICAL SERVICES SPECIFICATIONS

All Bid prices for the Network Electronics equipment listed in section 7.7.0 must include the following technical services:

7.8.1 Basic design and maintenance

7.8.2 Installation

7.8.3 Initial configuration

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7.8.4 Three year Next Business Day replacement warranty

7.8.5 Apply district supplied Fixed Asset Tags to all devices

7.8.6 Scribe serial number on all devices

7.8.7 Provide both a paper and electronic copy of all relevant documentation

7.8.8 Basic training for the Network Electronic equipment

7.8.9 Equipment must be compatible with the District's existing network infrastructure

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APPENDIX A – INTENT TO BID FORM

If the Bidder intends to submit a Bid for the Wireless Network Electronics project at Hamtramck Public Schools, this Intent to Bid Form must be completed and returned via mail, fax or email to the District no later than May 5, 2010.

Please complete and return to:

Robert Rice, Triple R Consultants

c/o Hamtramck Public Schools **Phone: 810.923.9290**

3201 Roosevelt Street **Fax: 248.446.8125**

Hamtramck, Michigan 48212 **Email: bob@triple-r.us**

I will attend the scheduled walkthrough meeting at **1:00 P.M. on May 5, 2010**.

___Yes ___No (Check one)

Name of Company: _____

Address: _____

City, State, Zip _____

Contact Name: _____

Title: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Date: _____

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APPENDIX B – BID SIGNATURE PAGE

I have examined the RFP Bid conditions and specifications herein and agree that if my company is awarded a contract to provide any of the products and/or services sought in this RFP, my company will provide the District with the products and/or services according to the Invitation to Bid, Bidder Instructions, General Conditions, Scope of Work, Timeline Requirements, Awarded Contract Requirements, and Products and Services Specifications of this RFP and the Bid submitted herewith. Any and all deviations from the RFP Bid specifications are in writing and attached.

Submitted By:

Company Name: _____

Company Address: _____

City, State & Zip: _____

Telephone: _____

Fax: _____

Email: _____

Representative Name: _____

Title: _____

Signature: _____

Date: _____

Do not write below this line: For District Use Only

The following items are enclosed and/or included on the Bid:

- ❒ Proposal(s) (in triplicate)
- ❒ Bid Bond/Cashier's Check (5% of Bid)
- ❒ Four (4) references, one (1) of which is a school or school district
- ❒ Bid Signature Page (Appendix B)
- ❒ Bill of Materials (Appendix C)
- ❒ Familial Disclosure Affidavit (Appendix D)

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APPENDIX C – BILL OF MATERIALS

I/we, the Bidder, hereby propose to furnish, deliver and install the below listed items for the unit price indicated in accordance with the terms, conditions and specifications included in the Request For Proposals – Wireless Network Electronics.

NOTE: The Bidder may attach additional pages for Bill of Material as needed.

BASE BID - Wireless Network Electronics
(Must include all components and installation costs)

Quantity	Building Name	Unit Price	Total Price
Grand Total:			

ALTERNATE 1 BID - Wireless Network Electronics
(Must include all components and installation costs)

Quantity	Building Name	Unit Price	Total Price
Grand Total:			

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APPENDIX D - FAMILIAL DISCLOSURE AFFIDAVIT

All Bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the Bidder and any member of the Board of Education of the District and/or the Superintendent of the District.

The undersigned, owner or authorized officer of _____ (the Bidder), pursuant to the familial disclosure requirement provided in the Hamtramck Public Schools Wireless Network Electronics Project Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the Bidder or any employee of the Bidder, and any member of the Hamtramck Public Schools Board of Education and/or the Superintendent.

☐ **The following are the Bidders familial relationship(s) with the Hamtramck Public Schools:**

	Bidder/Employee	Name Related to:	Relationship
1.	_____	_____	_____
2.	_____	_____	_____

(Attach additional pages if necessary to disclose all familial relationships.)

☐ **There is no familial relationship that exists** between the Bidder and/or any employee of the Bidder and any member of the Hamtramck Public Schools Board of Education and/or the Superintendent.

Bidder: _____
(Company Name)

By: _____
(Signature)

_____
(Title)

This instrument was acknowledged before me, a Notary Public, in and for _____

County, _____ on this ___ day of _____, 20__.

_____ **SS:**
(Notary Public Signature)

My Commission expires: _____

Acting in the County of: _____

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Dickinson East Elementary School
3385 Norwalk Street
Hamtramck, MI 48212

East Wing

Title 1 1EB	**Neff** Library	Stair Case		**Crawford** **Resource - 7EB**
Basement				
Nicolaou BiLingual - 2EB				**Maniscalco** Resource - 8EB

Kay 1st grade - 1E	**Nolan** 1st grade - 3E	Stair Case	5E	**Knapp** 2nd grade - 7E
First Floor				
Reedus Science Lab - 2E	Girls Bathroom	Boys Bathroom	Teachers Lounge	**Henneau** 3rd - 6E	**Shipman** 1st grade - 8E

Rogowski 4th grade - 9E	**Bosnjakovski** 2nd grade - 11E	Stair Case	**Kushner** Resource - 13E	**Herschelmann** Language Arts - 15E
Second Floor				
Saal 5th grade - 10 E	**Klikovac** 5th grade - 12E	**Williams** Social worker	**Zink** 4th grade - 14 E	**Lawrason** 5th grade - 16E

West Wing

Dolphin Depot 1WB	Auditorium			**Kanar** Gymnasium		Kitchen
Basement						
Girls Bathroom	**DeNardis** Band---2WB		Stair Case		Custodian Room	Boys Bathroom

Karpinsky Vocal Music---1W						**Pietrzak** 2nd grade---8W
First Floor						
Main **Office**	**Tipp** Art---2W	**Wilinski** 1st grade---3W	Stair Case	**NEW** 2nd grade---5W	**Henneau** 3rd grade---6W	**Bradley** 1st grade---7W

Gacesa 6th grade---9W	**Eifert** 3rd grade---11W	Teachers Lounge	NCA 15WA	**Cassady** Social Worker---15W	**Minanova** BL--17WA	Computer Lab 17WB	**Stecko-Wojtylo** **Hartley** **Guided Rdg---19W**	**Lawrason** 2nd grade---21W
Second Floor								
Cook 3rd grade---10W	**Ruzycki** 4th grade---12W	**Nowakowski** 5th grade---14W		Stair Case	**Dina** 2nd grade---16W		**Doyle** 4th grade---18W	**Sarti** 2nd grade---20W

Dickinson West Elementary School
2650 Caniff Street
Hamtramck, MI 48212

Dickinson West Elementary

1st Floor Layout

Room 110 Resource Solomon	Room 108 Book/Supply	Physical Plant	Girl's Restroom	Boy's Restroom	Room 102 Resource Williamson
Room 109 Comstock 1st	Room 107 Haacke 1st	Stairs	Room 103 Shearill 6th		Room 101 Rakoczy 1st

2nd Floor Layout

Room 210 Andrews 2nd	Room 208 Main Office		Room 206 Lounge	Room 204 Burk 5th	Room 202 Hamilton 5th
Room 209 Arnold 2nd	Room 207 Sweatt 2nd	Stairs	Library		Room 201 Gray 6th

3rd Floor Layout

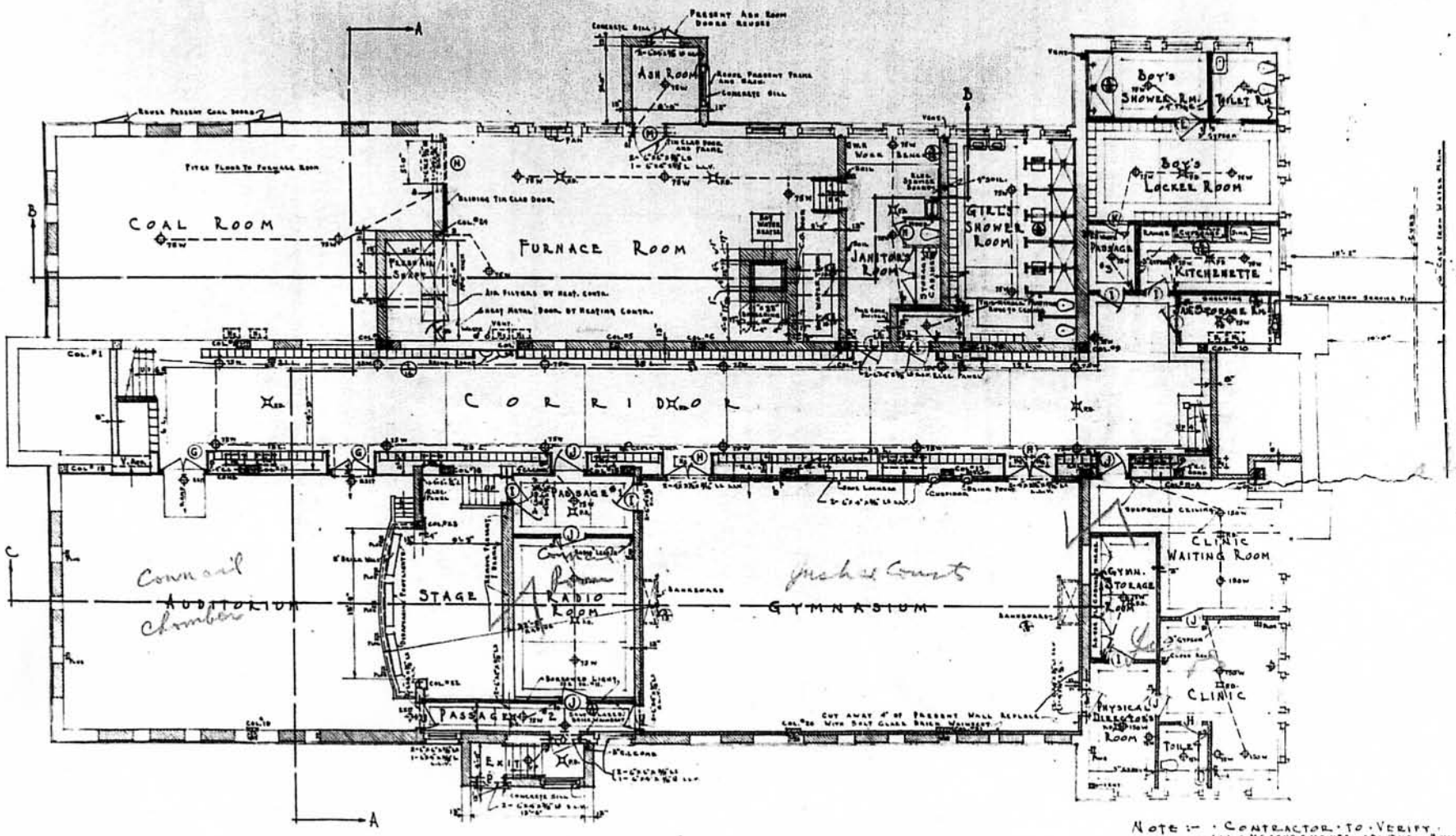
Room 310 DeSmet 5th	Room 308 Anderson 4th		Room 306 Slack Social Worker	Room 304 Waite 3rd	Room 302 Sliwinski 3rd
Room 309 Stoddard 4th	Room 307 Maslowski 4th	Stairs	Level Library		Room 301 Wrobel 3rd

2nd Floor West Building

Room 120 Lechner 6th	Room 121 Vlatkoski ELL	Room 122 Nicolaou Lang Art/Music	Room 123 Bohnenstiehl Wojtylo Title I	Room124 Scott Art
Gym – Konaszewski				

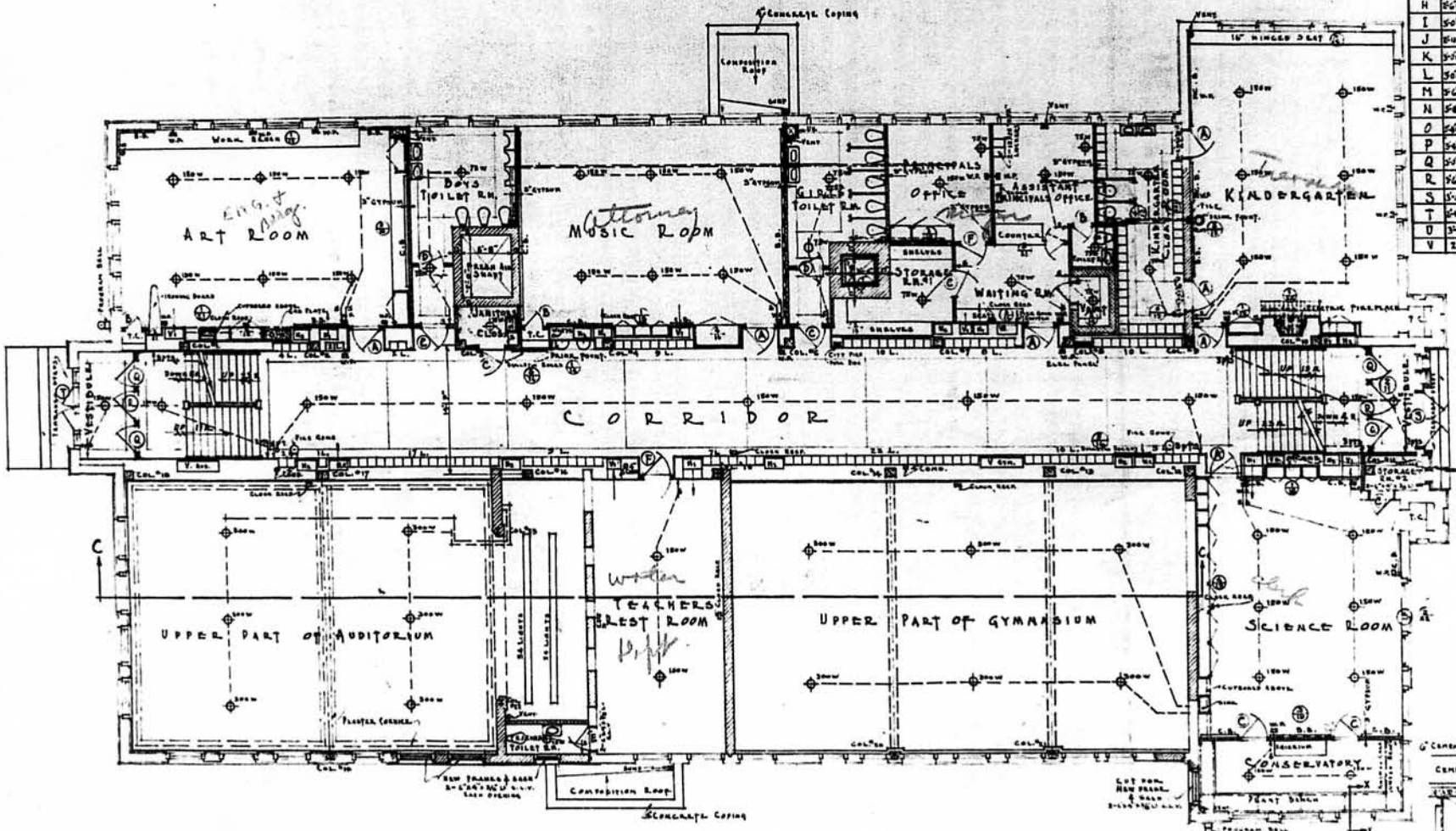
Revised 9-12-07

Holbrook Elementary School
2361 Alice Avenue
Hamtramck, MI 48212



Note:- Contractor to verify all measurements at the building.

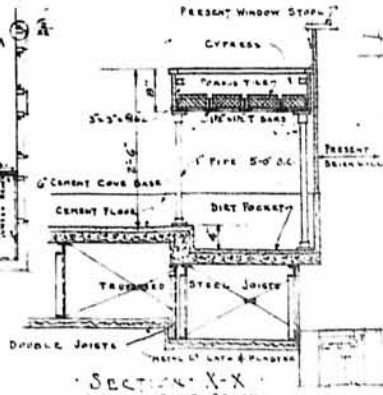
· BASEMENT · PLAN ·



NOTE:- CONTRACTOR TO VERIFY ALL MEASUREMENTS AT BUILDING

DOOR SCHEDULE

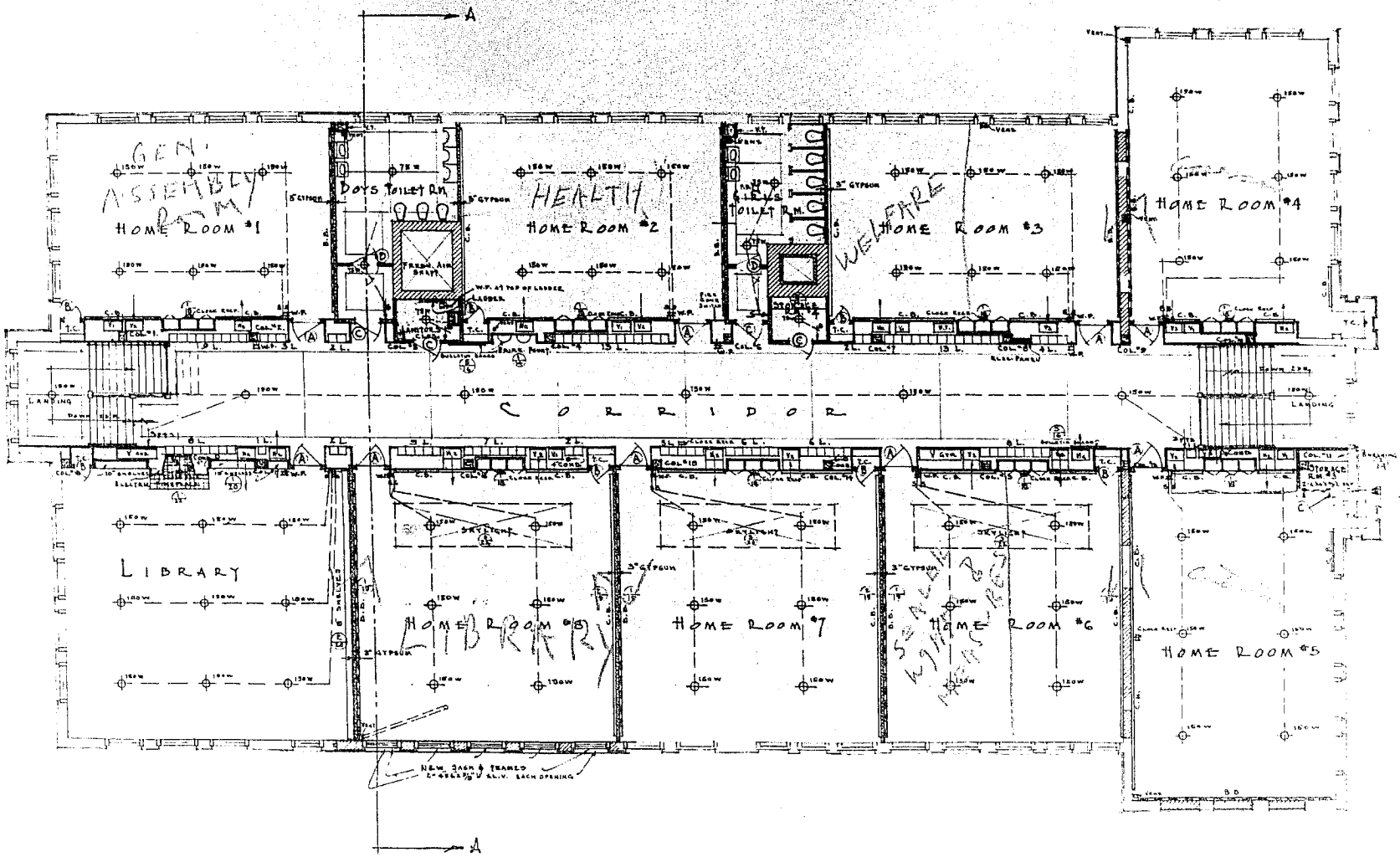
MARK	SIZE	DESCRIPTION	REMARKS
A	3'-0"x7'-0"x1¾"	D.S.A. GLASS PANEL WOOD MUNTIN 3 WOOD PANELS YELLOW PINE	SEE SHEET #17
B	3'-0"x7'-0"x1¾"	5 WOOD PANELS YELLOW PINE	" " #17
C	3'-0"x7'-0"x1¾"	4 WOOD PANELS YELLOW PINE	" " #17
D	3'-0"x7'-0"x1¾"	4 WOOD PANELS Y.P.	
E	3'-0"x7'-0"x1¾"	4 WOOD PANELS Y.P.	
F	3'-0"x7'-0"x1¾"	HAMMERED GL. PANEL WOOD MUNTIN 3 WOOD PANELS Y.P.	SEE C-C.
G	3'-0"x7'-0"x1¾"	D.S.A. GLASS PANEL WOOD MUNTIN 3 WOOD PANELS Y.P.	SEE C-C. SH. #1
H	3'-0"x7'-0"x1¾"	5 WOOD PANELS Y.P.	SA.
I	3'-0"x7'-0"x1¾"	5 WOOD PANELS Y.P.	
J	3'-0"x7'-0"x1¾"	D.S.A. GLASS PANEL WOOD MUNTIN 3 WOOD PANELS Y.P.	SEE C-C. SH.
K	3'-0"x7'-0"x1¾"	HAMMERED GLASS PANEL WOOD MUNTIN 3 WOOD PANELS Y.P.	
L	3'-0"x7'-0"x1¾"	D.S.A. GLASS PANEL WOOD MUNTIN 3 WOOD PANELS WHITE PINE	
M	3'-6"x7'-0"x2¼"	TIN CLAD DOOR AND FRAME	
N	3'-6"x7'-6"x2¼"	SLIDING TIN CLAD DOOR	
O	3'-0"x7'-0"x1¾"	D.S.A. GL. PANEL WOOD MUNTIN 3 WOOD PANELS Y.P.	
P	3'-0"x7'-0"x1¾"	3 WOOD PANELS WHITE PINE	
Q	3'-0"x7'-0"x1¾"	DOUBLE GL. PANEL WOOD MUNTIN AND BASE 1 WOOD PANEL Y.P.	MATCH PRESENT D.S. VESTIBULE DOOR
R	3'-0"x7'-0"x1¾"	SIMILAR TO Q DOOR	
S	3'-0"x7'-0"x1¾"	D.S.A. GL. PANEL WOOD MUNTIN AND BASE 1 WOOD PANEL WHITE PINE	
T	3'-0"x7'-0"x1¾"	D.S.A. GL. PANEL WOOD MUNTIN AND BASE 1 WOOD PANEL WHITE PINE	
U	3'-6"x7'-6"x1¾"	9 PANEL Y.P.	
V	2'-8"x7'-0"x1¾"	5 WL. PANELS WHITE PINE	TRACK AIR SH. DOOR OR BASE



SECTION X-X
THRU PLANT BENCH
SCALE ¼"=1'-0"

FIRST FLOOR PLAN

SCALE 1/8"=1'-0"

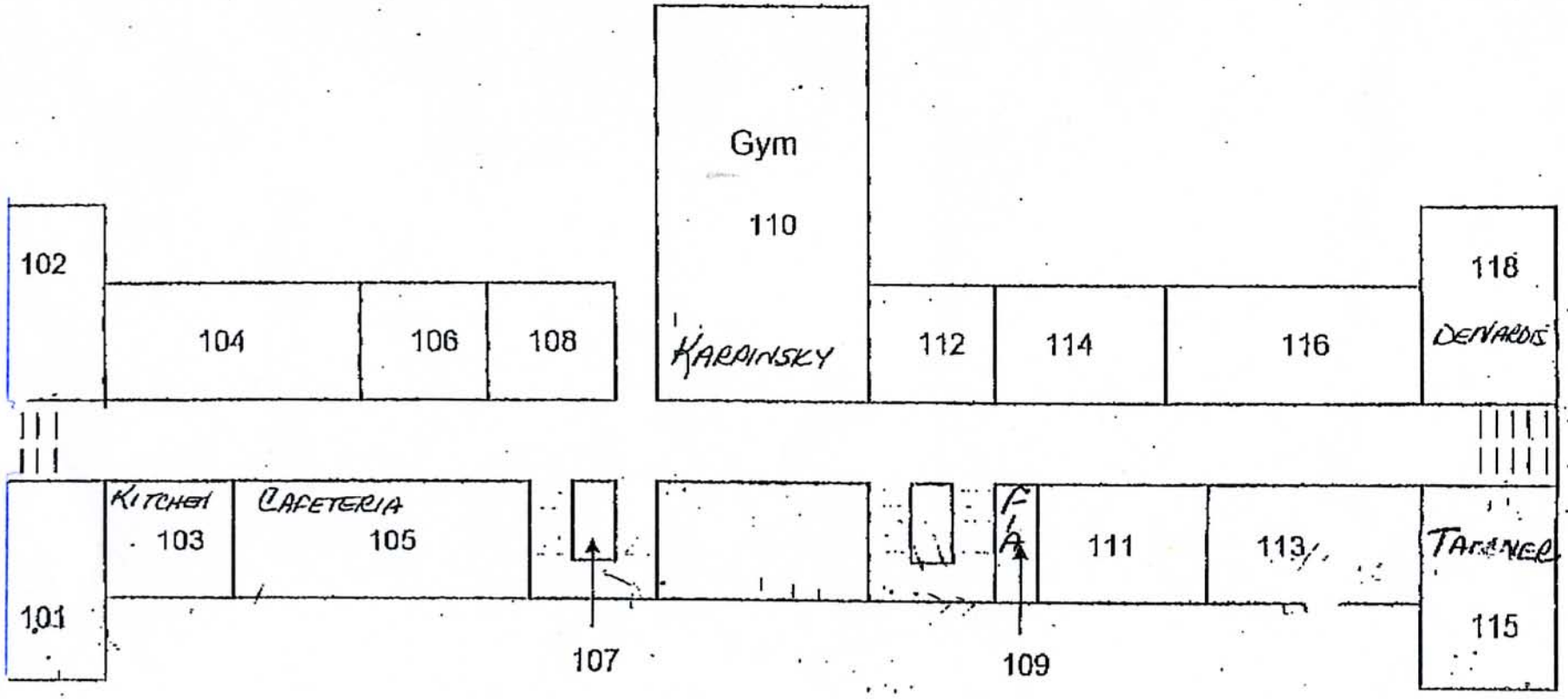


SECOND FLOOR PLAN

SCALE 1/8" = 1'-0"

Kosciuszko Middle School
2333 Burger Street
Hamtramck, MI 48212

FIRST FLOOR


Gym
110
KARPINSKY
102
104
106
108
112
114
116
118
DENARDIS
KITCHEN
103
CAFETERIA
105
F/A
111
113
TARANER
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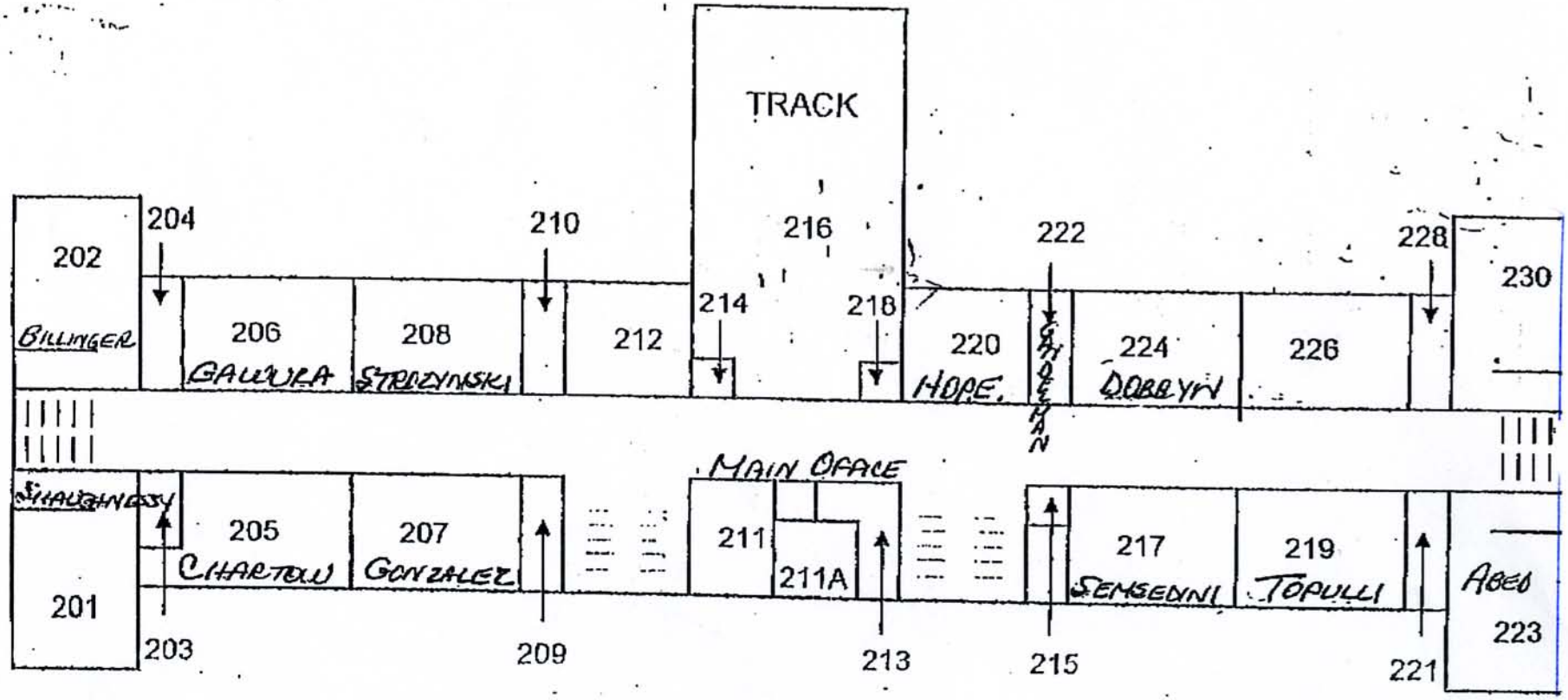
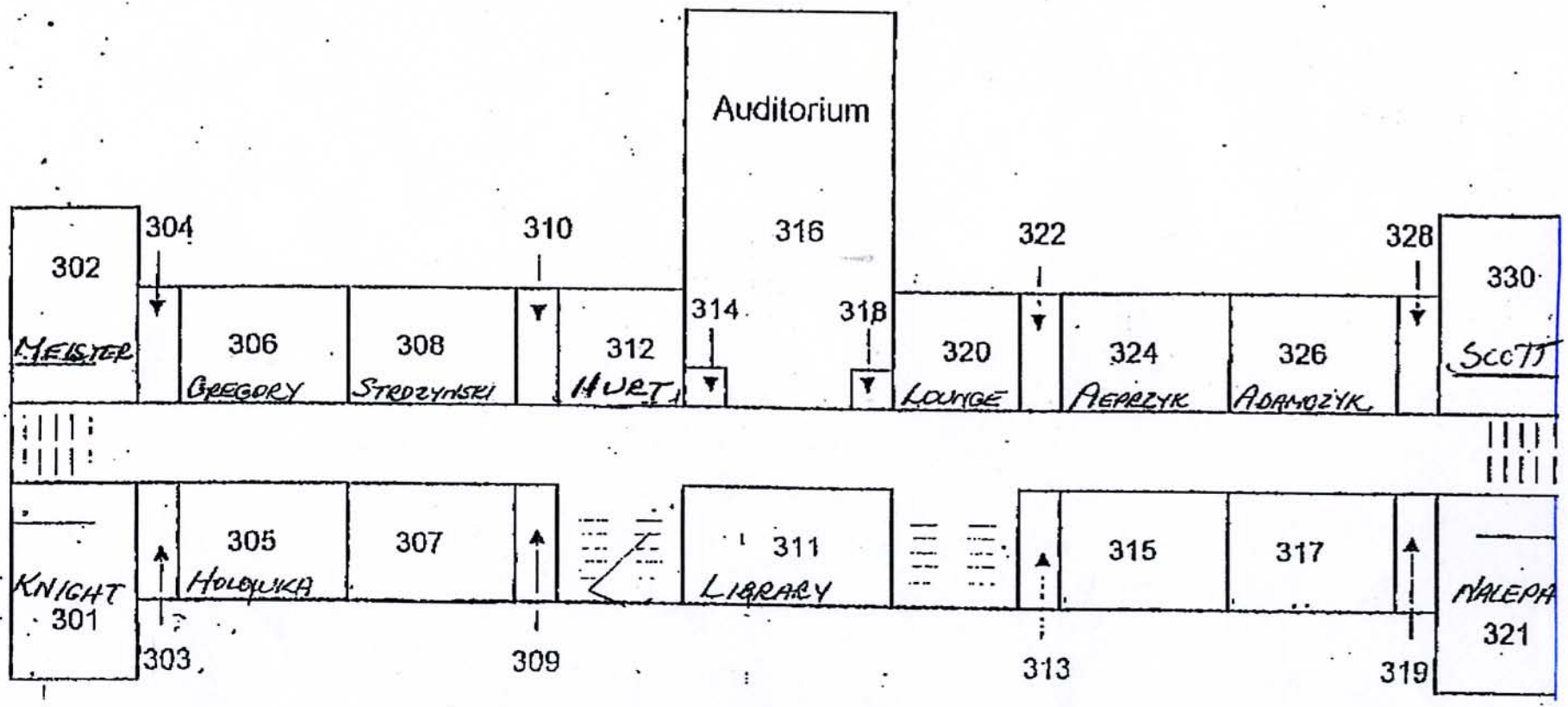
101
107
109

SECOND FLOOR



THIRD FLOOR


Auditorium
316
302
MEISTER
304
306
GREGORY
308
STRDZYNSKI
310
312
HURT
314
318
320
LOUNGE
322
324
AEPRZYK
326
ADAMOZYK
328
330
SCOTT
KNIGHT
301
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305
HOLOQUKA
307
309
311
LIBRARY
313
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319
NALEPA
321