

Telephone (517) 755-3030

February 8, 2010

Request for Proposals
Lansing School District
Purchasing Office
519 West Kalamazoo, Room 203
Lansing MI 48933

This is not an order

Sealed proposals for the furnishing of items and services listed on the sheets attached to the bid proposal documents that are available on our web-site will be received in the Lansing School District Purchasing Office, 519 W. Kalamazoo St., Room 200, Lansing, Michigan 48933 until

February 25, 2010, 2:00PM local time.

Three copies of your bid using the enclosed proposal form shall be submitted in a sealed envelope and clearly marked: **SO-1535 Beekman Active Learning.**

To obtain a copy of this request for bid please visit our web site at:
https://www.edline.net/pages/Lansing_SD/Departments/Purchasing or call our office at 517-755-3030 if you require a copy be e-mailed to you.

No faxed bids or e-mailed bids will be accepted.

All bids shall be submitted in accordance with the attached instructions and shall remain firm for a period of ninety (90) days after the opening of bids.

The Lansing School District reserves the right to reject any or all bids, in whole or in part, and to accept the bid or portion of the bid that, in their opinion, best serves the interests of the Lansing School District.

Lansing School District

Celestine Hart
Director of Purchasing

Request for Proposal for Active Learning System

Beekman Center wishes to access the Curtis Funds to provide the Active Learning Project for severely multiply and cognitively impaired students. Active Learning allows students to learn while they are physically active. They can move from station to station to practice concepts. By adding the tracking system, students who are physically disabled will be allowed to stand while learning and move from station to station. This tracking system is considered a piece of adapted technology.

Active Learning includes the use of a variety of tools such as Essef boards, resonance boards and activity boards. The boards are placed on the walls. Each board would be comprised of common items with a theme to teach a concept. Some examples of the learning concepts would include size comparison, texture comparison, and daily living objects. These boards would be accessible to all students whether they are able to independently stand at the wall to learn or if they are physically involved and require being positioned in available adapted equipment. The boards will also be able to be removed from the wall so they can be used in other environments. Active Learning tubs will be created with materials that are organized into categories by concepts. The tubs will also be available for classrooms.

Number of students impacted by this project are 120.

SIT GOAL

We have identified Human Growth and Development as one of our school improvement goals. One portion of the goal is body awareness. Allowing our students to be independent upright and move freely improves body awareness. Items placed on the wall encourage independent reaching and hand movements to foster improvement in this academic area. The items of the wall also serve to encourage basic academic skills such as shapes, colors, numbers, size, etc.

Assistive Technology

Assistive technology products enable people with disabilities to accomplish daily living tasks and help them achieve greater independence and enhance their daily lives. Active Learning is a tool designed to assist students achieving these goals. This system offers independent mobility to move within their environment which will assist in meeting their IEP goals on body awareness and movement.

This highly advanced assistive technology tracking system, placed in the ceiling, allows a Hopsa dress support system to be attached to it. A severely impaired child is placed in the Hopsa dress system allowing them to move freely. The device provides trunk support to allow the student to increase weight bearing and balance skills to better access their curriculum.

Instructional Supplies:

Active Learning boards will be placed where the students, in the Hopsa dress support system, can access them. There will be four themed boards comprised of items to increase skills in math, science, social studies, and language arts.

System Description/Specifications

Tracking System

Hoist and traverse rail

Parallel and moving rail

Locking system, trolleys and

Mounting hardware

Ceiling modification and support

Structure

Additional Equipment:

Hopsa Dress (3 sizes) and suspension
equipment

Boards and instructional material

Containers, Shelving, Storage

Instructional Supplies:

Active Learning boards will be placed where the students, in the Hopsa dress support system, can access them. There will be four themed boards comprised of items to increase skills in math, science, social studies, and language arts.

In-service Training

Requirements:

1. A bid bond of 5% is required with the bid.
2. A performance, labor and materials bond is required by the successful bidder.
3. Service provider is required to have insurance as follows
 - Commercial General Liability \$ 1,000,000 each occurrence
 - Personal & ADV Injury \$ 1,000,000
 - Umbrella \$ 1,000,000 each occurrence
 - Workers Compensation Statutory Limits
 - Employer's Liability \$ 1,000,000
4. Payment of State of Michigan DLEG prevailing wages are required for all work on Lansing School District premises awarded under this bid. Certified payrolls must be submitted with all invoices/pay applications.
5. Suppliers, their employees and subcontractors who will be working in school buildings will have verifiable Michigan department of state police criminal history checks.

Proposal Form – SO-1535 Beekman Active Learning

Company name: _____

Contact Information:

Name: _____ Phone: _____

Address: _____

Email Address: _____

PRICING SUMMARY (Attach additional information, as needed)

What is the cost per unit for the following products and services? If you charge by some other parameter, please indicate below.

Description	Total Cost	Notes
Active learning system (inclusive of design, equipment, delivery, labor, installation, training and configuration)		List the manufacturer and model. Include product marketing materials in the proposal. Also, list any included value added products or services.

Give detail to all other associated charges below:

Proper bid bond (5% of bid) is provided with bid. Yes _____ No _____

Suppliers, their employees and subcontractors who will be working in school buildings will have verifiable Michigan department of state police criminal history checks. Yes _____ No _____

Service provider is required to have insurance as follows

Commercial General Liability \$ 1,000,000 each occurrence
Personal & ADV Injury \$ 1,000,000

Umbrella \$ 1,000,000 each occurrence
Workers Compensation Statutory Limits
Employer's Liability \$ 1,000,000

Proof of insurance is provided with the bid. Yes _____ No _____

Payment of State of Michigan DLEG prevailing wages are required for all work on Lansing School District premises awarded under this bid. Certified payrolls must be submitted with all invoices/pay applications. Yes _____ No _____

You may offer an alternative solution. Please give complete details including cost/unit.

Delivery and installation shall be completed _____ days after receipt of order.

Company _____

Address: _____

FOB: Delivered

Fax: _____ Phone: _____

Date: _____

Signature: _____

Printed Name: _____ Title: _____

Email: _____

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 owner(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: _____

]ts: _____

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 20__, by
_____.

), Notary Public

) County, Michigan
My Commission Expires: _____
Acting in the County of: _____



LANSING
SCHOOL
DISTRICT

Committed to Quality

STATEMENT OF NO BID

NOTE: IF YOU DO NOT INTEND TO BID, PLEASE RETURN THIS FORM ONLY TO:

Lansing School District
519 W KALAMAZOO ST
LANSING, MI 48933

BID NO: # _____

PHONE: 517-755-3030
FAX: 517-755-3039

We, the undersigned, have declined to bid on the above noted bid for the following reasons:

- _____ Insufficient time to respond to the invitation to Bid.
- _____ Request for Proposal I unclear.
- _____ Do not offer this product or service.
- _____ Our schedule will not permit us to perform.
- _____ Unable to meet the specifications
- _____ Specifications are unclear (Please explain below)
- _____ Remove us from your Bidder Mailing List
- _____ Other (Please specify below)

REMARKS:

Company Name: _____

Signature: _____

Date: _____ Telephone: _____ Fax: _____

Section 3000 – Fiscal Management

3610 Purchasing Goods and Services

3610

The Superintendent, and or his/her designee, shall be the sole purchasing agent for the District.

The purchase of goods and services required for the operation of the Lansing School District shall be conducted in accordance with all applicable laws. The purchasing process shall be open and competitive. Purchasing award decisions may include price; product quality; service; delivery; maintenance of product; adherence to specifications; past performance to the District; supplier reliability; warranties; supplier environmental responsibility; supplier school-to-work programs (including apprentices and cooperative training programs), supplier community responsibility; responsible contracting compliance, increasing the diversity of the supplier pool (as permitted by law) and increasing the percentage of contracts with local companies.

The Lansing School District places a high value on the richness of our diverse schools and community. The District will play a leadership role in promoting inclusiveness and the elimination of discrimination. All suppliers doing business with the school district must comply with state and federal laws on equal employment opportunity. In addition, companies responding to requests for formal bids for goods or services shall be required upon request to submit to the school district verification of compliance with laws. Suppliers shall state they do not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, height, weight, marital status, or disability. Failure to present such and/or to not comply with state and federal laws on equal employment opportunity shall result in the supplier being removed from the District's supplier list and the rejection of the supplier's bids.

Cooperative Purchasing

Governmental cooperatives, joint governmental purchasing, and private cooperative purchasing agencies may be used if it is deemed in the best interest of the District and the agency adheres to the requirements of this policy.

Purchases through the District

Board members and employees shall not make any purchase through or in the name of the District for personal use. The name of the District or school or the employee's position, shall not be used in such manner that discounts or cost preferences are given to such person. Purchasing equipment and supplies by the District for resale to employees is prohibited.

Unauthorized Purchases

Unauthorized purchases by staff members are not the responsibility of the Lansing School District. Staff members that commit to unauthorized purchases shall be held individually responsible for payment of such obligations.

Section 3000 – Fiscal Management

3610 Purchasing Goods and Services

3610-2

Emergency Purchases

Emergency purchases of materials or labor for building construction, addition, renovation or repair may be made without using the quotation or bidding process if authorized by the Superintendent. Emergency purchases over the state-imposed bid limit must be authorized by the Superintendent. A report of the emergency purchase shall be presented to the next formal school board meeting for formal approval.

Approved: January 20, 2005

Revised: February 2007

LEGAL REF: MCL 15.321-330

May 9, 2005

Lansing School District
Administrative Regulation

3610-R Purchasing Rules and Procedures

The purchasing of all goods (supplies, materials and equipment) and services required for the operation of the Lansing School District shall be conducted in accordance with all applicable state and federal laws and Lansing School District policies.

A centralized purchasing process shall be utilized. Except as noted below, purchase orders or contracts shall be issued for all purchases. Documentation shall be maintained for all requisitions, bids, and purchases in accordance with the State of Michigan requirements.

The Purchasing Office shall publish the requisition process. The requisition process shall properly identify the items needed, the purpose for which they are intended, the specific account to which the items are to be charged, and the authority of the requesting party to order such items. Specifications shall be developed that adequately describe the District's requirements and encourage competitive bidding.

In accordance with state law, the District shall not purchase an item or group of items in a single transaction exceeding the state-imposed limit per Revised School Code, unless competitive bids are obtained and the purchase is approved by the Board of Education. Purchases cannot be artificially divided to lower the threshold applicable under this regulation or any Lansing School District purchasing policies, regulations or procedures.

All purchases (including supplier selection) are subject to the approval of the Purchasing Director acting as the purchasing agent for the Lansing School District. Purchases of commodities where adequate supply and competition is available within the local district to meet the district need may be redirected to local sources.

Formal Bids:

Formal bid procedures shall include, but not be limited to, a sealed bid process for purchases exceeding the state imposed limit. Bid security and performance bonds may be required per state law or at the discretion of the Superintendent or an appropriate designee. Construction bids shall be advertised and processed in accordance with state law. Construction bidders shall be required to submit names, location, ownership information and pricing of all sub-contractor bids as required in the request for bid or during bid evaluation. Failure to do so will disqualify the bid.

Bid security, performance and payment bonds shall be required in accordance with the State law.

Additional Purchasing Methods:

Purchase transactions of less than \$250 may be made using purchasing cards, verbal purchase orders or other expedited procedures as approved and monitored by the Director of Purchasing. The limit may be increased above \$250 per transaction if otherwise required by job function and approved by the Superintendent or his/her designee. Each purchasing card will have an overall limit as determined by the Superintendent.

Informal quotations (required to be in writing), contract or cooperative purchasing, blanket purchase orders, emergency purchase orders (when authorized per policy) or formal bids may be used.

Change Orders:

Change orders for capital projects can be approved within the scope of the approved project contingency by the Superintendent. Any change orders beyond the scope of the project contingency must be approved by the Board of Education.

Change orders for bond issue projects can be approved as follows:

Changes up to \$100,000 - Approved by the Superintendent with subsequent notice to the Finance Committee of the Board of Education.

Changes over \$100,000 - Approved by the Board of Education prior to commencing work.

Bid Appeal Process:

Purchase award recommendations may be appealed to the Director of Purchasing for review. The Director of Purchasing shall review input from the requisitioning administrator and the party requesting review along with other information per his/her discretion. Additional appeals shall be made to the Chief Financial Officer and to the Superintendent, in that order. Oral or written information from both the party requesting the review and the District's Purchasing Office will be considered at any appeal. When reasonable for the efficient functioning of the District, the Lansing School Board may table final decision on the purchase award until the appeal process is complete.

Staff - Purchase Order Procedure

The purchase order (PO) shall be used for all purchases that will be paid for by District funds. To initiate a purchase order, please follow this procedure.

1. A staff person who has budget responsibility (or his/her designee) enters a requisition in the on-line purchasing system. Access to this system may be obtained by sending a request in writing to the Technology Department.

When entering the requisition in the purchasing system the following information will be required: the potential company name, item description, estimated unit costs, account number, and location of use.

2. All requisitions are reviewed and processed according to Board policy and Purchasing Office procedures. Processing may include consolidation of orders, local sourcing or bidding.

3. Once the requisition is converted to a purchase order and all approvals have been obtained, a written purchase order is generated and sent to the vendor. A copy is sent to the requesting party.

4. The order may designate direct delivery to your location. If so, write the purchase order number on all receipts and invoices. Receipts and invoices must be sent to the Accounting Office. The receipt should be signed by the staff person who received the item(s). Payment will be made to the vendor when an order, invoice and receipt are matched.

5. A blanket purchase order may be requested using the same procedures as listed above. A blanket purchase order covers repeated small purchases of supplies or materials from one vendor (example toner and supplies for a copier). The request should indicate a period of time for which the order is valid, a maximum dollar amount that may be spent. And the names of staff members who are authorized to make a purchase.

Supplier – Purchase Order Procedure

Suppliers of goods to the Lansing School District shall be notified of the following:

1. **No purchases on Lansing School District accounts shall be made without a Lansing School District purchase order number.**
2. No Lansing School District purchases shall be considered tax exempt without a Lansing School District purchase order number.
3. Lansing School District principals and other administrative staff will approve Lansing School District purchases under a Small Purchase Order amount authorized by the Purchasing Office. This approval will be verified by a Lansing School District purchase order number or written purchase order.
4. All purchases in excess of the Small Purchase Order amount must be authorized by the Lansing School District, Purchasing Office. This authorization will be verified by a Lansing School District written purchase order.
5. Purchases made by Lansing School District staff members without a purchase order number (or that exceed the dollar amount authorized by a purchase order) are the financial responsibility of the individual staff member and will not be paid by the Lansing School District.
6. All invoices shall be sent to:
Lansing School District
Accounts Payable
519 West Kalamazoo
Lansing MI 48933
7. **The Lansing School District purchase order number should appear on all packing slips and invoices.** Charges from only one purchase order should appear per invoice. Invoices for a partial purchase order will be paid, if all items invoiced have been received.

General Conditions and Instructions to Bidders

1. Proposals shall be submitted on forms furnished by the owner. The proposal shall be in accordance with the specifications listed, which are available at the Lansing School District Purchasing Office.

Any variance from the specifications shall be fully explained in writing by the bidder and all prices quoted shall be on a unit price basis.

2. **MAILING OF PROPOSALS:**

Proposals shall be mailed in an opaque, sealed envelope and shall be clearly marked describing the project upon which the bid is made.

3. No oral, telegraphic facsimile, or electronic mail proposals or modifications will be considered.

4. **WITHDRAWAL OF BIDS:**

Any bidder may withdraw their bid at any time prior to the scheduled time of opening the bids upon the presentation of proper identification. After the opening of the bids, no proposal shall be withdrawn for a period of ninety (90) days.

5. **PROPOSAL FORMS AND SIGNATURES:**

Proposals shall be made on the proper forms provided by the owner. All spaces shall be properly filled in with ink or typewriter. The signatures shall be in longhand in ink by an authorized representative.

6. **BRANDS:**

The naming of a manufacturer, brand or model number shall not be considered as excluding other brands or models. Specifically, similar products with comparable construction, material and workmanship shall be considered as equal. However, the Board of Education of the Lansing School District shall evaluate the merits of all bids submitted and reserves the right to accept or reject any or all bids.

It is the intent of the attached specifications to define the minimum quality of equipment acceptable. The product lines of nationally recognized manufacturers who regularly advertise, promote and distribute catalog products to the school market are required.

7. **SAMPLES:**

Samples shall be submitted upon request at the expense of each bidder. These samples will be retained as control items until the completion of the delivery and installation.

8. **AGENDA:**

Any modifications of contract documents will be issued in the form of an addendum.

All addenda issued during the bidding time shall become part of the specifications. A copy of the addendum shall be sent to all bidders. No verbal statements by the owner shall be considered as authoritative. No request for explanations can be processed within four (4) days immediately prior to the bid opening date.

9. **VARIATIONS FROM MATERIALS SPECIFIED:**

All variations from the specified material or equipment shall be fully explained and included with the bid. Manufacturer numbers shall be used in all cases.

10. **ROYALTIES AND PATENTS:**

The contract shall pay for all royalties and patents, and shall defend all suits for claims or infringements on patent rights and save the owner harmless from loss on account thereof.

11. **CLEAN-UP:**

The contractor shall at all times, keep the premises free from accumulations of waste materials or same caused by the work; and upon completing the work, shall remove all work related rubbish from and about the building and shall leave the work broom clean, or it equivalent. In the case of dispute, the owner may remove the rubbish and charge the cost to the contractor, as the owner shall determine.

12. **FEDERAL, STATE AND MUNICIPAL TAXES:**

Each proposal submitted shall include, and the contractor shall pay, all taxes which are levied by the Federal, State and Municipal Governments, on labor, and for materials entering into the work. The owner reserves the right to require evident of payment of such taxes prior to final payment. The school district is exempt from Federal Excise Tax.

General Conditions and Instructions to Bidders

13. QUALIFICATIONS OF BIDDERS:

The owner may request any or all bidders to submit any of the following information before the award of the contracts.

- A. A bidder's performance record
- B. The address and description of bidder's equipment, plant or permanent place of business.
- C. An itemized list of the bidder's equipment, plant and personnel.
- D. A bidder's financial statement.
- E. A description of any project which the bidder has completed.
- F. Such additional information as will satisfy the owner that the bidder is adequately prepared to fulfill the contract.
- G. Description of work which will be done simultaneously with the owner's project.

14. NOTICE OF AWARD:

The contracts shall be deemed as having been awarded when the formal notice of acceptance of their proposal has been duly served upon the intended awardees (normally by purchase order) by some officer or agent of the owner duly authorized to give such notice.

15. GUARANTEE:

Each contract shall furnish the owner a written guarantee running for one (1) year, or longer as required herein, after the final payment covering all work in the contract. Any defects in workmanship or materials for which a claim is submitted within this period shall be corrected.

16. DOCUMENTS:

The Proposals submitted shall be based upon the specifications contained herein.

17. RIGHTS OF ACCEPTANCE OR REJECTION:

The Board of Education of the Lansing School District reserves the right to reject any or all bids in whole or in part and to accept the bid or portion of bid that, in their opinion, best serves the interest of the School District.

18. Contractors and subcontractors are required not to be discriminated against any employee or applicant for employment, to be employed in the performance of this contract, 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 bonafide occupational qualification. Breach of this covenant of purchasing agreement as provided in the Michigan Fair Employment Practices Act and may be processed there under. See Policy 3610



In order to maintain the public trust, your local school district Board of Education should consider and adopt a resolution containing at least some, if not all, of the factors listed below.

Each factor should be discussed thoroughly by school board members, the architects and construction managers involved in any school construction because of the potential impact they will have on a project.

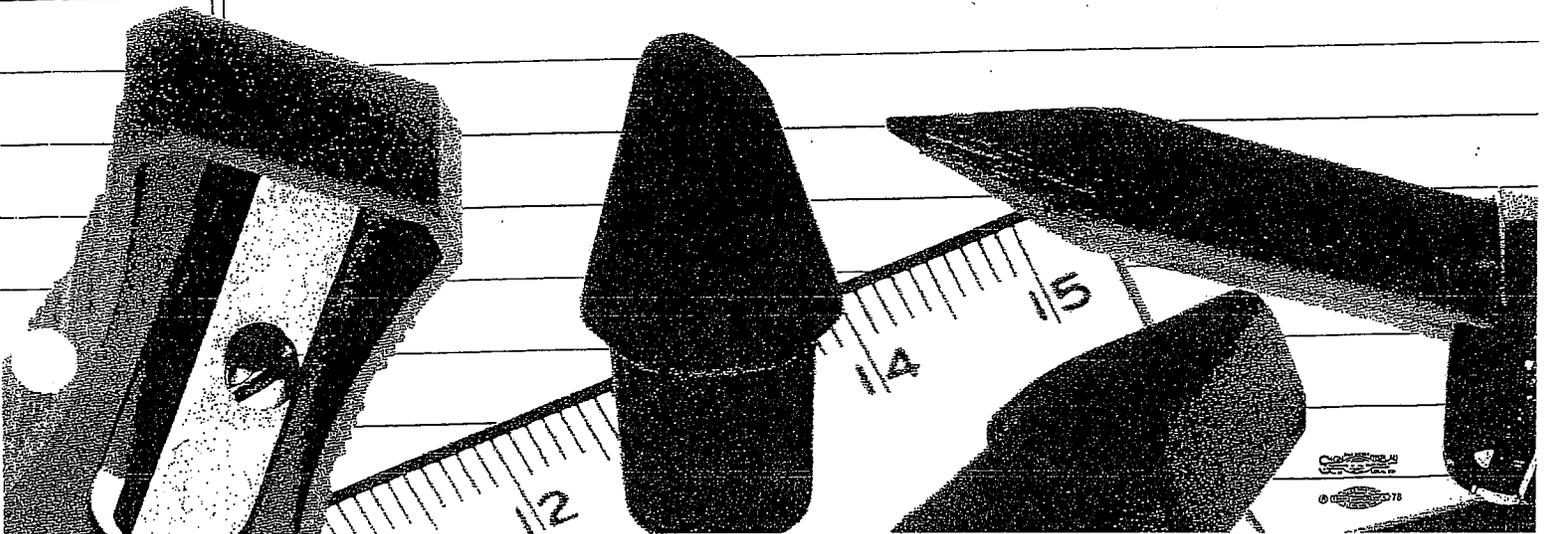
Your construction manager and design professional will then include these factors in the construction bid documents so all bidders know that in addition to price these items will be considered when construction bids are reviewed.

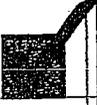


EXPERIENCE. Institutional building projects are expected to last 50-75 years. Therefore school board members should review the past experience of all construction professionals to ensure that they have pertinent experience on similar institutional projects. In so doing, the board members can evaluate whether local contractors should be considered for the project and only if they have the required experience should they be considered.



REFERENCES. School board members should investigate the references of their construction professionals from past clients doing similar institutional work. Construction professionals must supply pertinent references from their past clients, including information regarding performance and jobsite cooperation.





FINANCIAL CONDITION. A good financial rating means stability on the job and all through the project. Construction professionals must show they are financially prepared to perform the work they are bidding on. School boards must obtain information concerning a bidder's financial capability, any outstanding claims against them and bank references. A poor financial condition can affect the quality of materials; equipment and workers used on the project. It also can result in substantial project delays and unsafe schools.



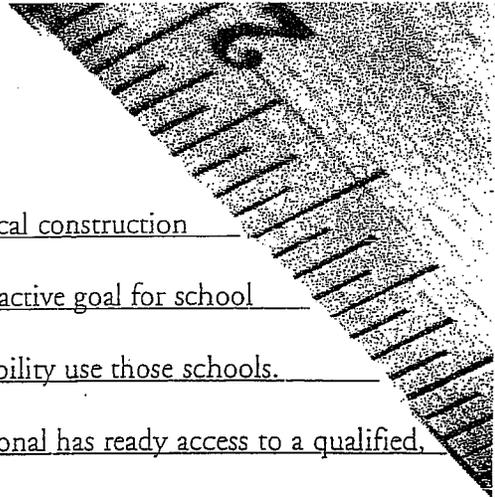
SAFETY & ACCIDENTS. Construction professionals with a good safety and EMR record will be more productive. An employer has an obligation according to the Michigan Occupational Safety and Health Act (MIOSHA) to provide a place of employment free from recognized hazards likely to cause death or serious physical harm. Every employee has the right to a safe and healthy workplace. An employer must provide training in the recognition and avoidance of hazards and specific training called for in the MIOSHA standards.



RESUME OF SUPERVISORY PERSONNEL. Beyond a construction professional's experience with similar institutional projects, it is important for board members to evaluate the resumes of the supervisory personnel of all construction professionals on their project. All supervisory personnel should have pertinent experience and adequate education and training to complete your project.



INSURANCE & SURETY BONDING. Construction professionals must show proof of adequate and relevant insurance coverage for a particular project and must prove their compliance with workers' compensation statutes. School boards must set minimum standards for insurance coverage. Construction professionals that cannot provide proper coverage may be unable to fulfill project obligations. A measure of a construction professional's stability is shown in the ability to secure the required bonding.



USE OF A TRAINED LOCAL WORKFORCE. Employing local construction professionals and skilled craft workers on a project can be an attractive goal for school boards. Local craft workers, their friends and family, in all probability use those schools.

However, it is necessary to determine if the construction professional has ready access to a qualified, experienced workforce to build your project.



PREVAILING WAGE. Use of prevailing wage requirements ensures that school boards secure the best qualified construction professionals to perform work on their projects. Construction professionals should compete for projects on the basis of their management practices, not by paying sub-standard wages. Utilization of prevailing wage will allow the construction professional to pay locally determined wages and benefits to attract qualified skilled craft workers.



EMPLOYEE HEALTH INSURANCE & PENSION BENEFITS. School districts can maintain and promote their community's health care and craft employees by requiring the construction professional to use prevailing wage, which includes health insurance and pension benefits. Construction professionals who provide such benefits to their craft personnel demonstrate a commitment to developing a stable workforce, which is a key component to a quality project and to the health of the community.



WORKFORCE SOURCE & PROPER EMPLOYEE CLASSIFICATION. School boards can ensure that their project will be built by qualified construction professionals by ensuring contractor access to a skilled workforce. School districts should examine carefully the source of building trades craft employees. School districts should ask prospective construction professionals to identify the source of the workforce they intend to use on the project. Construction professionals who staff the project with personnel hired from help-wanted ads or employment agencies might not have sufficient competence and ability to complete a quality project on schedule.

REGISTERED UNITED STATES DEPARTMENT OF LABOR, BUREAU OF

APPRENTICESHIP & TRAINING PROGRAMS. School boards know the value of high quality training and education. Responsible contractors know that better training equals better buildings. Bureau of Apprenticeship and Training (BAT) approved training programs create more productive craft workers. A construction professional's ability to staff a school construction project with qualified trades' workers is the key to success. Contractors, who bid on school construction projects should maintain, participate in and contribute to bona fide apprentice training programs recognized by the U.S. D.O.L./B.A.T. Trained craft workers promote cost effectiveness, timeliness, safety and quality on school construction work. Companies who employ skilled and trained workers, educated in their trade, deliver exceptional work. Moreover, every registered U.S. D.O.L./B.A.T., program must meet twenty-two standards of apprenticeship regulated and audited by the U.S. D.O.L./B.A.T., as outlined in 29 CFR 29.5.

LICENSING. School boards get a better building when highly competent construction professionals and tradespersons build it to code. State law establishes licensing requirements for

electrical, mechanical, plumbing, boiler and elevator contractors, and electrical,

elevator and plumbing craft workers. Proper licensing and certification,

when applicable, show school boards that construction

professionals bidding the job have been tested and are

competent to perform the work. All responsible construction

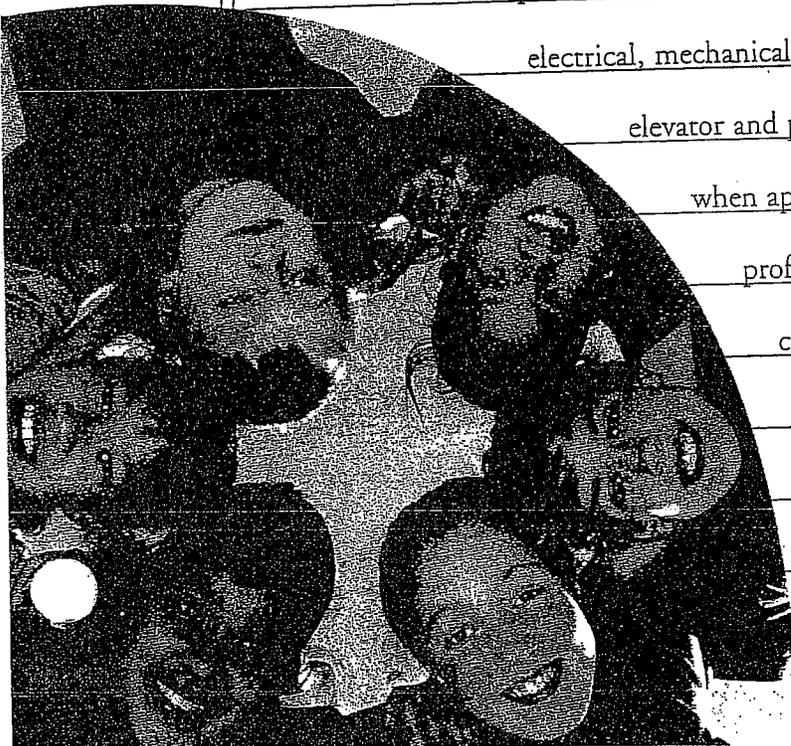
professionals must provide documented proof of licensing

and certification. This will allow school boards to contact

licensing and certification agencies to verify the bidder's

history and determine if any complaints or judgments

have been filed against them.



COMPLIANCE WITH REGULATORY AGENCIES. School boards get a higher quality building when local, state and federal regulations are followed. Compliance with the EPA, MIOSHA, OSHA and other agencies helps school boards evaluate the construction professional's willingness to follow rules. It also ensures that the bidding contractors are aware of the policies that affect them. Contractor adherence to wage and hour standards, record keeping guidelines, child labor regulations and other components of the Fair Labor Standards Act are good indicators of a stable workforce. Construction craft workers who are treated fairly and receive proper pay and benefits are more likely to produce high quality work which helps ensure a safe learning environment for Michigan children.

CIVIL SUITS/ARBITRATION/HISTORY. A school board will have their building projects completed without costly legal entanglements if they select a responsible contractor with a 'clean' legal history. School boards should contract with construction professionals that build according to contract – not in spite of the contract. School districts should carefully examine a contractor's litigation history and the final disposition of any arbitration claims brought against him/her. A contractor with an unusually high level of adverse claims might indicate that the school board should disqualify the contractor.



Michigan Association for Responsible Contracting

phone: 1-866-YES-MARC • fax: 517-372-0402 • www.miarc.org

380.1265, 380.1266 Repealed. 1995, Act 289, Eff. July 1, 1996.

Compiler's note: The repealed sections pertained to acquiring sites under the urban renewal program and using funds for neighborhood facilities.

Popular name: Act 451

380.1267 School buildings; construction, addition, repair, or renovation; bids; exception; advertising; security; opening and reading of bids; rejection of bids; readvertising; applicability of section; adjustment of maximum amount.

Sec. 1267. (1) Before commencing construction of a new school building, or addition to or repair or renovation of an existing school building, except repair in emergency situations, the board of a school district or intermediate school district or board of directors of a public school academy, shall obtain competitive bids on all the material and labor required for the complete construction of a proposed new building or addition to or repair or renovation of an existing school building.

(2) The board, intermediate school board, or board of directors shall advertise for the bids required under subsection (1) by placing an advertisement for bids at least once in a newspaper of general circulation in the area where the building or addition is to be constructed or where the repair or renovation of an existing building is to take place and by posting an advertisement for bids for at least 2 weeks on the department of management and budget website on a page on the website maintained for this purpose or on a website maintained by a school organization and designated by the department of management and budget for this purpose. If the department of management and budget designates a school organization website for this purpose, the department of management and budget shall indicate this fact on its website and include a link on its website to the school organization website.

(3) The advertisement for bids shall do all of the following:

(a) Specify the date and time by which all bids must be received by the board, intermediate school board, or board of directors.

(b) State that the board, intermediate school board, or board of directors will not consider or accept a bid received by the board, intermediate school board, or board of directors after the date and time specified for bid submission.

(c) Identify the time, date, and place of a public meeting at which the board, intermediate school board, or board of directors or its designee will open and read aloud each bid received by the board, intermediate school board, or board of directors by the date and time specified in subdivision (a).

(d) State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy. A board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

(4) The board, intermediate school board, or board of directors shall require each bidder for a contract under this section to file with the board, intermediate school board, or board of directors security in an amount not less than 1/20 of the amount of the bid conditioned to secure the school district from loss or damage by reason of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the board, intermediate school board, or board of directors.

(5) The board, intermediate school board, or board of directors shall not open, consider, or accept a bid that the board, intermediate school board, or board of directors receives after the date and time specified for bid submission in the advertisement for bids described in subsection (3).

(6) At a public meeting identified in the advertisement for bids described in subsection (3), the board, intermediate school board, or board of directors or its designee shall open and read aloud each bid that the board, intermediate school board, or board of directors received at or before the time and date for bid submission specified in the advertisement for bids. The board, intermediate school board, or board of directors may reject any or all bids, and if all bids are rejected, shall readvertise in the manner required by this section.

(7) This section does not apply to buildings, renovations, or repairs costing less than \$17,932.00 or to repair work normally performed by school district, intermediate school board, or public school academy employees. The maximum amount specified in this subsection shall be adjusted each year by multiplying the amount for the immediately preceding year by the percentage by which the average consumer price index for all items for the 12 months ending August 31 of the year in which the adjustment is made differs from that index's average for the 12 months ending on August 31 of the immediately preceding year and adding that product to the maximum amount that applied in the immediately preceding year, rounding to the nearest

whole dollar.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1982, Act 431, Imd. Eff. Dec. 29, 1982;—Am. 1990, Act 159, Imd. Eff. July 2, 1990;—Am. 1994, Act 278, Imd. Eff. July 11, 1994;—Am. 1994, Act 416, Eff. Mar. 30, 1995;—Am. 1995, Act 289, Eff. July 1, 1996;—Am. 2004, Act 232, Imd. Eff. July 21, 2004.

Popular name: Act 451

380.1268 Repealed. 1995, Act 289, Eff. July 1, 1996.

Compiler's note: The repealed section pertained to school property as community or recreation center.

Popular name: Act 451

380.1269 Insuring school district or public school academy property.

Sec. 1269. The board of a school district other than a first class school district shall insure school district property unless otherwise directed by the school electors. The governing board of a public school academy shall insure public school academy property. The insurance may be obtained from mutual, stock, or other responsible companies licensed to do business in this state.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1995, Act 289, Eff. July 1, 1996.

Popular name: Act 451

380.1270 Repealed. 1995, Act 289, Eff. July 1, 1996.

Compiler's note: The repealed section pertained to accident or medical insurance program for pupils.

Popular name: Act 451

380.1272 Meal program for pupils.

Sec. 1272. The board of a school district may use general funds to provide the necessary personnel, equipment, supplies, and food to furnish meals for regularly enrolled pupils, and may accept produce and financial reimbursement from the state to supplement the resources of the district. The board may provide the meal program by contract or it may engage directly in the business. The board may charge a fee for each meal furnished in accordance with sections 1272a to 1272d.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1977, Act 43, Imd. Eff. June 29, 1977;—Am. 1991, Act 167, Imd. Eff. Dec. 19, 1991.

Popular name: Act 451

380.1272a Lunch program; breakfast program.

Sec. 1272a. (1) The board of a K to 12 school district shall, and the board of another school district may, establish and operate a program under which lunch is made available to all full-time pupils enrolled and in regular daily attendance at each public school of the school district.

(2) The board of a K to 12 school district shall establish and operate a program under which breakfast is made available to all full-time pupils enrolled and in regular daily attendance at each public school of the school district unless no more than 20% of the pupils enrolled in the school building in the immediately preceding school year met the income eligibility criteria for free or reduced-price lunch under the federally funded school lunch program, as determined using October claims reported to the department by December 31 of the immediately preceding school year, and, after a public hearing on the issue, which shall be held annually with notice to parents and pupils, the board decides not to operate such a program in that school building and publishes a public justification report explaining its decision. The board of another school district may establish and operate a school breakfast program.

(3) To the extent permitted by federal law, the department shall encourage innovative cost effective models of breakfast distribution designed to maximize pupil participation.

History: Add. 1977, Act 43, Imd. Eff. June 29, 1977;—Am. 1990, Act 35, Imd. Eff. Mar. 22, 1990;—Am. 1993, Act 335, Imd. Eff. Dec. 31, 1993;—Am. 1995, Act 289, Eff. July 1, 1996.

Popular name: Act 451

380.1272b Nutritional standards; fees; free and reduced price meals; free milk; confidentiality; discrimination; planning and evaluation of meals and other foods.

Sec. 1272b. In all programs established and operated pursuant to section 1272a:

(a) Nutritional standards prescribed by the United States department of agriculture pursuant to section 9 of the national school lunch act, 42 U.S.C. 1758, shall be met and maintained.

(b) The board may charge a fee for meals or milk, but the fee shall not exceed the actual average daily cost, including necessary supervision, of the meal or milk and accessories, less the amount of food and financial

participants, through federal, state, local, or private grants or reimbursement, or a combination thereof.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977.

Popular name: Act 451

380.1274 Procurement of supplies, materials, and equipment; written policies; competitive bids; approval of purchase; adjustment of maximum amount; items purchased through cooperative bulk purchasing program; acquisition of equipment; payment; purchase of heating and cooking equipment.

Sec. 1274. (1) The board of a school district or board of directors of a public school academy shall adopt written policies governing the procurement of supplies, materials, and equipment.

(2) Except as otherwise provided in subsection (3), a school district or public school academy shall not purchase an item or a group of items in a single transaction costing \$17,932.00 or more unless competitive bids are obtained for those items and the purchase of those items is approved by the school board or board of directors. The maximum amount specified in this subsection shall be adjusted each year by multiplying the amount for the immediately preceding year by the percentage by which the average consumer price index for all items for the 12 months ending August 31 of the year in which the adjustment is made differs from that index's average for the 12 months ending on August 31 of the immediately preceding year and adding that product to the maximum amount that applied in the immediately preceding year, rounding to the nearest whole dollar.

(3) A school district or public school academy is not required to obtain competitive bids for items purchased through the cooperative bulk purchasing program operated by the department of management and budget under section 263(3) of the management and budget act, 1984 PA 431, MCL 18.1263.

(4) The board of a school district or local act school district or board of directors of a public school academy may acquire by purchase, lease, or rental, with or without option to purchase, equipment necessary for the operation of the school program, including, but not limited to, heating, water heating, and cooking equipment for school buildings, and may pay for the equipment from operating funds of the district or public school academy. Heating and cooking equipment may be purchased on a title retaining contract or other form of agreement creating a security interest and pledging in payment money in the general fund or funds received from state school aid. The contracts may extend for not more than 10 years.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1977, Act 43, Imd. Eff. June 29, 1977;—Am. 1982, Act 489, Eff. Mar. 30, 1983;—Am. 1983, Act 140, Imd. Eff. July 18, 1983;—Am. 1990, Act 159, Imd. Eff. July 2, 1990;—Am. 1994, Act 416, Eff. Mar. 30, 1995;—Am. 2004, Act 588, Imd. Eff. Jan. 4, 2005.

Popular name: Act 451

380.1274a Energy conservation improvements; payment; bond; contract terms; removal or treatment of asbestos or other material injurious to health; issuance of bonds; competitive bidding requirements; reports; forms; definitions.

Sec. 1274a. (1) The board of a school district, intermediate school district, or local act school district may contract with a qualified provider for energy conservation improvements to school facilities. These improvements may be paid from operating funds of the school district or from the proceeds of bonds or notes issued for energy conservation improvements, or the board or intermediate school board may enter into 1 or more energy saving performance contracts. These contracts may contain a written financial guarantee providing that the costs of improvements will be paid only if the energy savings are sufficient to cover them. Energy conservation improvements may include, but are not limited to, building envelope improvements; heating and cooling upgrades; lighting retrofits; installing or upgrading an energy management system; motor, pump, or fan replacements; domestic water use reductions; and upgrading other energy consuming equipment or appliances.

(2) A school board or intermediate school board that contracts for energy conservation improvements under subsection (1) may require the qualified provider to furnish a bond that guarantees energy cost savings for a specified period of time.

(3) If a school board or intermediate school board enters into an energy saving performance contract under this section, all of the following apply:

(a) The bids for the contract shall provide a detailed breakdown of the energy performance savings to be derived each year and for the duration of the energy saving performance contract, including at least all of the following:

(i) A description of the guaranteed energy use savings and tasks to be performed under the energy saving performance contract.

- (ii) The combined total net cost of all of the energy conservation measures in the project.
- (iii) The projected energy savings and operating and maintenance cost savings resulting from the project.
- (iv) The useful life of each energy conservation measure.
- (v) The simple payback period.

(b) The qualified provider shall certify that measurement and verification techniques for determining cost savings will be performed in accordance with the protocols published in January 2001 by the international performance measurement and verification protocol inc.

(4) The board of a school district, intermediate school district, or local act school district may provide for the removal or treatment of asbestos or other material injurious to health for school facilities and may pay for the improvements from operating funds of the school district or from the proceeds of bonds or notes issued for that purpose.

(5) Issuance of bonds for the purposes authorized by this section shall be considered as issued for capital expenditures for all purposes including section 16 of article IX of the state constitution of 1963.

(6) Energy conservation improvements or substance removal or treatment authorized by this section is subject to the competitive bidding requirements of section 1267.

(7) If energy conservation improvements are made by a school district, local act school district, or intermediate school district as provided in this section, the school board or intermediate school board shall report the following information to the state treasurer within 60 days after the completion of the improvements:

(a) Name of each facility to which an improvement was made and a description of the conservation improvements.

(b) Actual energy consumption during the 12-month period before completion of the improvement.

(c) Project costs and expenditures.

(d) Estimated annual energy savings.

(8) If energy conservation improvements are made as provided in this section, the school board or intermediate school board shall report to the state treasurer by July 1 of each of the 5 years after the improvements are completed the actual annual energy consumption of each facility to which improvements were made. The forms for the reports required by this section shall be furnished by the state treasurer.

(9) As used in this section:

(a) "Energy saving performance contract" means an agreement for the evaluation, recommendation, and implementation of energy conservation measures including, but not limited to, an energy audit or detailed energy study; the design, installation, operation, and maintenance of 1 or more energy conservation measures; energy management services; and an energy savings guarantee.

(b) "Qualified provider" means an individual or a business entity that is experienced in performing design, analysis, and installation of energy conservation improvements and facility energy management measures and that will provide these services under the contract with a guarantee or on a performance basis.

History: Add. 1982, Act 431, Imd. Eff. Dec. 29, 1982;—Am. 1985, Act 22, Imd. Eff. May 20, 1985;—Am. 1990, Act 227, Imd. Eff. Oct. 8, 1990;—Am. 2003, Act 255, Imd. Eff. Dec. 29, 2003.

Compiler's note: For transfer of functions relating to energy policy from the Energy Administration, Department of Commerce, to the Public Service Commission, Department of Commerce, see E.R.O. No. 1986-4, compiled at MCL 460.901 of the Michigan Compiled Laws.

For transfer of powers and duties of the public service commission pertaining to energy conservation improvement reports from the public service commission to the state treasurer, see E.R.O. No. 1996-2, compiled at MCL 445.2001 of the Michigan Compiled Laws.

Popular name: Act 451

380.1274b Purchase, storage, or use of free flowing elemental mercury or instrument that contains mercury; restrictions; absence of mercury-free alternative for instrument; disposal of mercury and instruments containing mercury.

Sec. 1274b. (1) Except as otherwise provided in subsection (2), the board of a school district, local act school district, or intermediate school district; governing board of a nonpublic school; or board of directors of a public school academy shall ensure that after December 31, 2004 the school district, intermediate school district, nonpublic school, or public school academy does not purchase, store, or use free flowing elemental mercury for any experiment, display, or other purpose and does not purchase, store, or use an instrument that contains mercury, including, but not limited to, a thermometer, barometer, or sphygmomanometer, or manometer containing mercury.

(2) After December 31, 2004, if no reasonably acceptable, mercury-free alternative exists for an instrument used by the school district, intermediate school district, nonpublic school, or public school academy, then the school district, intermediate school district, nonpublic school, or public school academy may use the

Memo

To: All Concerned
From: Celestine Hart, Director of Purchasing
CC: R. Michael Hubert, CPA, Deputy Superintendent for Business
Date: November 16, 2005
Re: Bidding Procedures for Construction Projects

All formal sealed request for bids (bid) and request for proposals (RFP) shall be given a SO # from the Purchasing Office. Sharon Stoneham will track bid and RFP numbers. To obtain a bid or RFP number the following information must be provided:

- Name of project
- Date of pre-bid conference or walk-through (if any)
- Indication if pre-bid is mandatory or "highly recommended"
- Date of bid opening or receipt of RFP
- Location where RFP is to be submitted
(All bids are received in the Purchasing office)
- Where and when bid or RFP documents will be available.

The above information will be posted to the LSD Purchasing website when a bid number is issued. If changes are made, contact Purchasing immediately and the website will be updated. The Deputy Superintendent for Business will receive all website updates.

Purchasing will access the CIMS system to prepare a bidders list and forward the list to the requesting party. All names on the bidders list should be contacted with an announcement of the bid or RFP. If exclusions from the list are made, reasons must be documented in writing. The announcement shall contain at a minimum the information contained in the newspaper advertisement (described below). Efforts should be made to notify all potential contractors and subcontractors simultaneously.

All bids and RFPs must include:

- Vendor application

- "No Bid" response form
- LSD contract language (Modified AIA documents)
- Copy of LSD purchasing policies and smoking policy

Bids only must contain:

- General Conditions for Construction (with insurance requirements) or Purchasing General Conditions
- Prevailing wage information and rates

All Lansing School District construction projects are prevailing wage projects by policy.

Bids shall be advertised in a newspaper once per week in the two weeks preceding the bid opening. If there is a mandatory pre-bid, the advertisement must appear once per week in the two weeks preceding the pre-bid. The advertisement shall include:

- The date and time of bid opening
- That late bids will not be considered
- That the bid opening is public and that bids will be read aloud
- The name/ "SO" number of bid
- How to obtain bid documents
- The LSD logo

Additional information may be added but the advertisement must be brief. Related bids may be combined in one advertisement. Advertisements should take one-eighth page or less. The list of potential newspapers to be used is attached. It is requested that at least two of the newspapers listed be used for any bid. Requests for proposals do not have to be advertised via newspapers, but may be at the District's discretion.

Three copies of bid documents and drawings shall be presented to LSD staff for review a minimum of three working days prior to distribution to bidders. Documents and drawings must be available to all potential bidders before and/or at the pre-bid meeting.

One copy of all bids, once received, will stay on file in the Purchasing Office with the exception of the Bond funded projects. Bond funded bid file copies shall remain with Schools First until the end of the construction period or the end of the Schools First contract. At that time, all bid documents will be turned over to LSD.

All bid recommendations must include answers to the following:

- What companies were contacted?
- What method was used to attract local, minority and female-owned businesses?
- What is the ownership status of bidders contacted and bidders responding?
- Were references checked? What was the result of the checks?

Recommendations will be reviewed by Purchasing Director, Physical Plant Director and the Deputy Superintendent for Business prior to presentation to the LSD Board Finance Committee. All letters of intend shall be signed by a member of the Lansing School District administrative staff.

Use of Tobacco Products On District Property

In accordance with state law, the use of tobacco products shall be prohibited on all property owned, leased, or otherwise controlled by the Lansing School District with the following exceptions. Tobacco products may be used on district property in outdoor areas only after 6 pm on days when classes are scheduled or on Saturdays, Sundays, and other days when school is not in session.

Individuals who violate this policy, which is based on state law, shall be guilty of a misdemeanor and shall be subject to a fine or not more than \$50.00.

Legal Reference: Michigan Public Act 140 of 1993

Adopted: 8-15-85
Revised: 9-4-86
3-4-93
8-19-93 (to take effect 9-1-93)

LANSING SCHOOL DISTRICT

INSTRUCTIONS TO BIDDERS

1. **PREPARATION OF BID:** Submit form in a sealed envelope mark

2. **SIGNATURE:** All bids, notifications, claims, and statements must be signed as follows:
 - a. Corporations: Signature of official accompanied by a certified copy of the Board of Directors resolution authorizing the individual signing to bind the corporation.

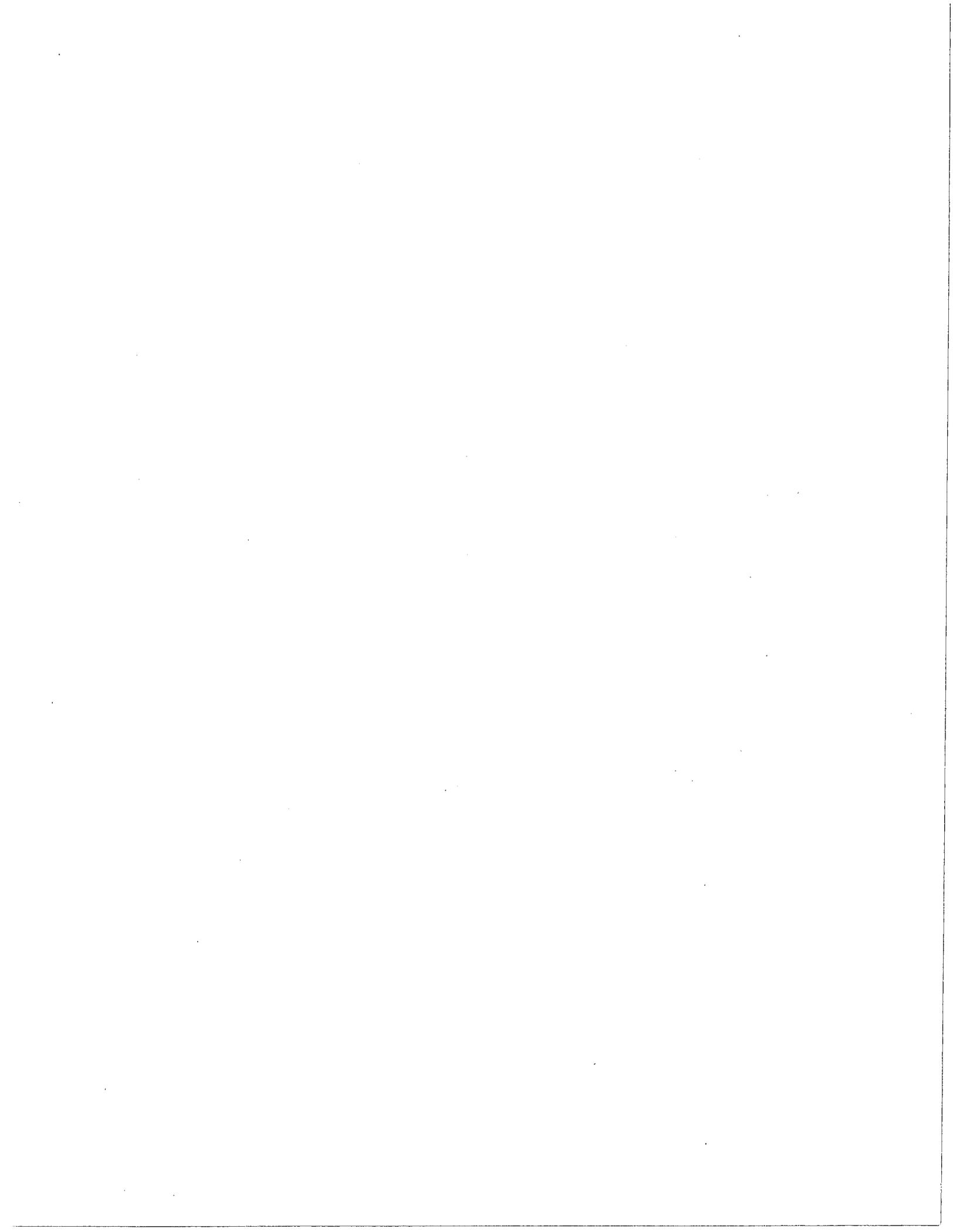
 - b. Partnerships: Signature of one partner shall be accompanied by a certified copy of the power of attorney authorizing the individual signing to bind all partners. If bid is signed by all partners, no authorization is required.

 - c. Individual: No authorization is needed. Each signature must be witnessed.

3. **REJECTION OR WITHDRAWAL:** The Owner reserves the right to reject any and/or all bids and to waive any defects in bids. Bids may be withdrawn within 60 days after opening without forfeiting bid guarantee.

4. **CONTRACT:** Upon acceptance by Owner, this document will constitute the Contract and a copy
there of will be returned to the Contractor as his official notice of award. The Contract, however,
shall not be in force until the Contractor has met all the requirements stipulated in the Contract

5. **BONDS:** The contractor shall provide a Bid Bond from a surety company stating that the contractor has the capacity to perform the contract as stated in the Plans and Specifications in the amount 5% (percent) of the contract amount. Prior to starting work, the contractor shall pay the premium for and furnish a labor and material performance bond on the amount of the contract. Form of bonds shall comply with AIA document #A-311. Bonds shall be in accordance with Public Works Bonding Law, Act #213, P.A. 1963. Bonds shall not contain a time limit and shall waive notice of any alteration.



380.1267 School buildings; construction, addition, repair, or renovation; bids; exception; advertising; security; opening and reading of bids; rejection of bids; readvertising; local policy giving preference to Michigan-based business; applicability of section; adjustment of maximum amount; "Michigan-based business" defined.

Sec. 1267. (1) Before commencing construction of a new school building, or addition to or repair or renovation of an existing school building, except repair in emergency situations, the board of a school district or intermediate school district or board of directors of a public school academy, shall obtain competitive bids on all the material and labor required for the complete construction of a proposed new building or addition to or repair or renovation of an existing school building.

(2) The board, intermediate school board, or board of directors shall advertise for the bids required under subsection (1) by placing an advertisement for bids at least once in a newspaper of general circulation in the area where the building or addition is to be constructed or where the repair or renovation of an existing building is to take place and by posting an advertisement for bids for at least 2 weeks on the department of management and budget website on a page on the website maintained for this purpose or on a website maintained by a school organization and designated by the department of management and budget for this purpose. If the department of management and budget designates a school organization website for this purpose, the department of management and budget shall indicate this fact on its website and include a link on its website to the school organization website.

(3) The advertisement for bids shall do all of the following:

(a) Specify the date and time by which all bids must be received by the board, intermediate school board, or board of directors.

(b) State that the board, intermediate school board, or board of directors will not consider or accept a bid received by the board, intermediate school board, or board of directors after the date and time specified for bid submission.

(c) Identify the time, date, and place of a public meeting at which the board, intermediate school board, or board of directors or its designee will open and read aloud each bid received by the board, intermediate school board, or board of directors by the date and time specified in subdivision (a).

(d) State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy. A board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

(4) The board, intermediate school board, or board of directors shall require each bidder for a contract under this section to file with the board, intermediate school board, or board of directors security in an amount not less than 1/20 of the amount of the bid conditioned to secure the school district from loss or damage by reason of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the board, intermediate school board, or board of directors.

(5) The board, intermediate school board, or board of directors shall not open, consider, or accept a bid that the board, intermediate school board, or board of directors receives after the date and time specified for bid submission in the advertisement for bids described in subsection (3).

(6) At a public meeting identified in the advertisement for bids described in subsection (3), the board, intermediate school board, or board of directors or its designee shall open and read aloud each bid that the board, intermediate school board, or board of directors received at or before the time and date for bid submission specified in the advertisement for bids. The board, intermediate school board, or board of directors may reject any or all bids, and if all bids are rejected, shall readvertise in the manner required by this section.

(7) The board of a school district or intermediate school district or board of directors of a public school academy may adopt and implement a local policy that gives a preference to a Michigan-based business in awarding a contract under this section. The policy may provide for a preference based on the status of the primary contractor as a Michigan-based business or based on the status of 1 or more subcontractors of the primary contractor as Michigan-based businesses, or both. A policy adopted under this subsection shall be consistent with federal statutes and regulations and shall not be applied to a contract that is to be paid with federal funds. Upon request by a school district, intermediate school district, or public school academy that has adopted and implemented a policy described in this subsection, the department of treasury shall disclose to that school district, intermediate school district, or public school academy verifying information as described in section 268(3) of the management and budget act, 1984 PA 431, MCL 18.1268. The adoption,

implementation, or application of a policy described in this subsection, or a decision not to adopt, implement, or apply such a policy, does not create a cause of action.

(8) This section does not apply to buildings, renovations, or repairs costing less than \$20,959.00 or to repair work normally performed by school district, intermediate school board, or public school academy employees. The maximum amount specified in this subsection shall be adjusted each year by multiplying the amount for the immediately preceding year by the percentage by which the average consumer price index for all items for the 12 months ending August 31 of the year in which the adjustment is made differs from that index's average for the 12 months ending on August 31 of the immediately preceding year and adding that product to the maximum amount that applied in the immediately preceding year, rounding to the nearest whole dollar.

(9) As used in this section, "Michigan-based business" means a business that would qualify for a preference in a procurement contract with this state under section 268 of the management and budget act, 1984 PA 431, MCL 18.1268.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1982, Act 431, Imd. Eff. Dec. 29, 1982;—Am. 1990, Act 159, Imd. Eff. July 2, 1990;—Am. 1994, Act 278, Imd. Eff. July 11, 1994;—Am. 1994, Act 416, Eff. Mar. 30, 1995;—Am. 1995, Act 289, Eff. July 1, 1996;—Am. 2004, Act 232, Imd. Eff. July 21, 2004;—Am. 2008, Act 540, Imd. Eff. Jan. 13, 2009.

Popular name: Act 451

380.1268 Repealed. 1995, Act 289, Eff. July 1, 1996.

Compiler's note: The repealed section pertained to school property as community or recreation center.

Popular name: Act 451

380.1269 Insuring school district or public school academy property.

Sec. 1269. The board of a school district other than a first class school district shall insure school district property unless otherwise directed by the school electors. The governing board of a public school academy shall insure public school academy property. The insurance may be obtained from mutual, stock, or other responsible companies licensed to do business in this state.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1995, Act 289, Eff. July 1, 1996.

Popular name: Act 451

380.1270 Repealed. 1995, Act 289, Eff. July 1, 1996.

Compiler's note: The repealed section pertained to accident or medical insurance program for pupils.

Popular name: Act 451

380.1272 Meal program for pupils.

Sec. 1272. The board of a school district may use general funds to provide the necessary personnel, equipment, supplies, and food to furnish meals for regularly enrolled pupils, and may accept produce and financial reimbursement from the state to supplement the resources of the district. The board may provide the meal program by contract or it may engage directly in the business. The board may charge a fee for each meal furnished in accordance with sections 1272a to 1272d.

History: 1976, Act 451, Imd. Eff. Jan. 13, 1977;—Am. 1977, Act 43, Imd. Eff. June 29, 1977;—Am. 1991, Act 167, Imd. Eff. Dec. 19, 1991.

Popular name: Act 451

380.1272a Lunch program; breakfast program.

Sec. 1272a. (1) The board of a K to 12 school district shall, and the board of another school district may, establish and operate a program under which lunch is made available to all full-time pupils enrolled and in regular daily attendance at each public school of the school district.

(2) The board of a K to 12 school district shall establish and operate a program under which breakfast is made available to all full-time pupils enrolled and in regular daily attendance at each public school of the school district unless no more than 20% of the pupils enrolled in the school building in the immediately preceding school year met the income eligibility criteria for free or reduced-price lunch under the federally funded school lunch program, as determined using October claims reported to the department by December 31 of the immediately preceding school year, and, after a public hearing on the issue, which shall be held annually with notice to parents and pupils, the board decides not to operate such a program in that school building and publishes a public justification report explaining its decision. The board of another school district may establish and operate a school breakfast program.

(3) To the extent permitted by federal law, the department shall encourage innovative cost effective models

Specifications, Special Conditions and Instructions

1. Substitutions, per the General Conditions and Instruction to Bidders, alternative brands may be offered. Submit a drawing plus an itemized list of equipment that forms a comparable structure.
2. The equipment bid must be suitable for 4 to 12 year old children. Product must meet or exceed the Consumer Product Safety Commission guidelines and ASTM F1487.



LANSING
SCHOOL
DISTRICT

RECEIPT OF ADDENDUM

We are in receipt of :

Addendum # _____ Dated _____

Company: _____

Address: _____

City, State, Zip: _____

Signature: _____

Title: _____