

SOUTHFIELD PUBLIC SCHOOLS

INVITATION TO BID: Field House Equipment

The Southfield Board of Education invites you to submit a bid for Field House Equipment at Southfield High School.

All bids are to be delivered the lobby of the J.W. E. Administration Building, Southfield Public Schools, 24661 Lahser, Southfield, MI 48033, Attn: Martha Ritchie, Purchasing Manager. Bids are to be in a sealed envelope clearly marked: "Field House Equipment" and returned no later than 2:00 p.m. EST, Tuesday, March 18, 2008, at which time bids will be opened and publicly read. Bids must be submitted on the official Form provided. The Board reserves the right to reject any and all bids. Late bids will not be accepted.

Each bid shall be accompanied by the Familial Disclosure Statement in compliance with MCL.380.1267. The bid proposal must be accompanied by a sworn and notarized statement disclosing Familial Relationship that exists between the bidder or any employee of the bidder and any member of the Board of Education of the School district, or the Superintendent of the School district. The School district will not consider a bid Proposal that does not include this sworn and notarized Disclosure Statement.

Each Bid shall be accompanied by a Bid Security in the form of a certified check, cashier's check, money order or bid bond made payable to Southfield Public Schools in an amount not less than five percent (5%) of the base bid as a Bid guarantee. The successful Bidder shall provide a Performance Bond and a Labor and Material Payment Bond covering the faithful performance of the Contract and payment of all obligations arising there under, each in the amount of one hundred percent (100%) of the contract amount. The cost of such bonds shall be included in the Bid.

The bid security of Bidders under consideration will be returned immediately after execution of the Contract by the Owner. The amount of the bid security shall be forfeited to the Owner if the successful Bidder fails to enter into a contract and furnish required bonds and insurance certificates within ten (10) days after award of Contract.

Withdrawal of any Bid is prohibited for a period of sixty (60) days after the actual date of the opening thereof.

The Owner reserves the right to reject any or all Bids, either in whole or in part, to reject a Bid not accompanied by the required bid security or by other data required by the Bidding Documents or to reject a Bid which is any way incomplete or irregular and to waive informality and irregularity in the bids and in the bidding.

The Owner reserves the right to accept Alternates in any order or combination and to determine the low Bidder on the basis of the sum of the base bid and the Alternates accepted.

INSTRUCTIONS TO BIDDERS AND BID CONDITIONS

1. Bids are due and will be publicly read at 2:00 p.m. EST Tuesday, March 18, 2008 in the lobby area of the J.W. E. Administration Building, 24661 Lahser, Southfield, MI 48033.
2. Bids are to be submitted on official form in sealed envelopes, clearly marked: "Field House Equipment" The Board reserves the right to reject any and all bids either in whole or in part, to reject a Bid not accompanied by the required bid security of or any other data required by the Bidding Documents or to reject a Bid which is any way incomplete or irregular and to waive informality or waive any part thereof.
3. Any questions to be directed the Purchasing Manager, Martha Ritchie, (248) 746-8518. Bids to remain firm for sixty days.
4. Southfield Public Schools is exempt from Michigan sales tax and most Federal taxes. Exemption certification information appears on all purchase orders issued by the District.
5. All respondents are required to completely inspect the project sites prior to submitting a proposal in order to determine all requirements associated with this Request For Proposal. Failure to do so shall not relieve the successful vendor from the necessity of furnishing and installing, without additional cost to the district, any material and equipment or performing any labor that may be required to carry out the intent of the resulting contract. Walk throughs can be arranged through the purchasing office 248.746.8519.
6. All respondent to this Request for Proposal must submit with their proposal a list of current and past clients where similar service has been performed. References should include: name, address, telephone number and contact of account.
7. Any licenses or permits that may be required to perform any of the work or provide any equipment anticipated by this request for bids shall be obtained by and at the expense of the service provider. Evidence of any required licenses or permits shall be provided to the School District upon request. Any fines or penalties levied by any governmental entity for conduct by the service provider in connection with the work contemplated by this request for bids shall be paid for by the service provider.
8. 5% Bid Bond: A certified check or bank draft payable to Southfield Public Schools, or a satisfactory bid bond executed by the bidder and a surety company in the amount equal to not less than five percent of the maximum bid amount shall be submitted with each proposal.
9. Insurance Requirements; The contractor will secure and maintain during the term of the contract insurance from an insurance company authorized to do business in the State of Michigan that will protect contractors and subcontractors and the School District from all liability (public liability, personal injury, and property damage) claims that may arise from operations under the contract. The contractor may not start work until evidence of all required insurance has been submitted and approved by the School District. The contractor must cease work if any of the required insurance is canceled or expires. Three copies of certificates of insurance shall be submitted to and approved by the School District prior to the execution of the contract. The Certificate shall specifically name The Southfield Public Schools as an additional insured party. The certificates must contain the agreement of the insurance company notifying the School District in writing ten days prior to any cancellation or termination of the policy. The contractor shall not allow any work under the contact to be performed by a subcontractor unless evidence of similar insurance covering the activities of the subcontractor is submitted to and approved by the District.

The limits of insurance shall not be less than the following:

- A. Workers compensation insurance in the amount required by Michigan Law.
- B. General Liability Bodily Injury and property damage combined.

Each occurrence-	\$1,000,000
Aggregate -	\$1,000,000
Personal injury -	\$500,000
- C. Automobile insurance for vehicles:

Bodily injury each person-	\$300,000
each accident-	\$500,000
Property damage each accident-	\$100,000

10. The successful Bidder shall provide a Performance Bond and a Labor and Material Payment Bond covering the faithful performance of the Contract and payment of all obligations arising there under, each in the amount of one hundred percent (100%) of the contract amount. The cost of such bonds shall be included in the Bid.
11. Award - The Southfield Board of Education reserves the right to award the bid in whole or in part and to make an award to the lowest responsible net bidder or to split the award in whatever manner may be deemed to be in the district's best interest. The Board of Education reserves the right to reject bids which do not meet specifications.
12. Vendor to pay prevailing wages.
13. COMPLETION DATE: Project to be completed by June 10, 2008.
14. Each bid shall be accompanied by the Familial Disclosure Statement in compliance with MCL.380.1267. The bid proposal must be accompanied by a sworn and notarized statement disclosing Familial Relationship that exists between the bidder or any employee of the bidder and any member of the Board of Education of the School district, or the Superintendent of the School district. The School district will not consider a bid Proposal that does not include this sworn and notarized Disclosure Statement.
15. Sealed proposals are solicited from all possible manufacturers, suppliers, and/or types and quality of products and services as outlined in the specifications. A catalog, description, or a brand and model designation when provided is included in the specification to establish minimum levels of performance, characteristics, quality, capacities, features, workmanship and materials. Use of catalog numbers and other requirements set forth in specifications are not intended to preclude use of any other approved manufacturers products or procedures which may be equivalent, solely as determined by school district but are given for purposes of establishing standards of design, function and quality of materials, construction, and workmanship. Alternate suggestions may be offered if deviations from specifications are minor and if all deviations are properly outlined on an attached sheet, failure to outline all deviations may be grounds for rejection of your bid. Vendor to list brand and model number of all alternates bid.
16. Scope of Work: Vendor to furnish field house equipment and install gym equipment as specified in the new field house wing at Southfield High School. Southfield High School is located at 24675 Lahser, Southfield, MI 48033.

Southfield Public Schools Field House Equipment: Specifications

1. Scoreboard table: Daktronics model number ST-1000 or approved equal including uniview amber digits, protective cover, possession indicator light and logo panel. Owner to provide logo after bid award. Quantity: 1 (one).
2. Chairs: Clarin seating Model 3400 or approved equal, upholstered "B' Back, 7/8" back cushion, no arms, upholstered seat, 2.5" seat cushion, one color logo on seat and on back. Color to be determined after bid award. Quantity: 180
3. Hanging Chair Truck: Clarin Model HT-302 or approved equal. Quantity: 5
4. Retractable Tape Stanchion: Displays2Go Model Post13WBBK or approved equal. Retractable tape stanchion with 13 foot black belt. Quantity: 40
5. Rubber Encased Dumbbell full Set: Bigger Faster Stronger # 310801 or equal. 5-50 lb. (12 Dumbbells) Stock Color. Quantity: 4
6. Rubber Encased Dumbbell full Set: Bigger Faster Stronger # 310802 or equal. 55-100 lb. (10 Dumbbells) Stock Color. Quantity: 2

7. Dumbbell Rack: Bigger Faster Stronger # 408049 or equal. Ten foot, 2 or 3 tier, Color: Custom white gloss, Quantity: 2
8. Rubber Grip Plates- One 2.5 lb. plate: Bigger Faster Stronger # 312111 or equal. Stock Color. Quantity:12
9. Rubber Grip Plates- One 5.0 lb. plate: Bigger Faster Stronger # 312112 or equal. Stock Color. Quantity:12
10. Rubber Grip Plates- One 10 lb. plate: Bigger Faster Stronger # 312113 or equal. Stock Color. Quantity:12
11. Rubber Grip Plates- One 25 lb. plate: Bigger Faster Stronger # 312114 or equal. Stock Color. Quantity:12
12. Rubber Grip Plates- One 35 lb. plate: Bigger Faster Stronger # 312115 or equal. Stock Color. Quantity:12
13. Rubber Grip Plates- One 45 lb. plate: Bigger Faster Stronger # 312116 or equal. Stock Color. Quantity:12
14. Spring Lock Collars. Bigger Faster Stronger # 320087 or equal. Stock Color. Quantity:12 pair
15. Solid Rubber Bumpers, full set, one pair, Bigger Faster Stronger #320395 or equal, Quantity: 2
16. Mega Hex Bar, Bigger Faster Stronger or equal, Quantity: 1
17. Heavy Duty Curl Bar, Bigger Faster Stronger or equal, Quantity: 3
18. Stainless Steel Power Squat Bar, Bigger Faster Stronger #320089 or equal, Quantity: 7
19. 5 Bar Vertical Rack (Custom – Gloss white paint), Bigger Faster Stronger or equal, Quantity: 3
20. Medicine Balls, 6 ball full set with rack, Bigger Faster Stronger #323149 or equal, Quantity: 3
21. ISO Balls 75 cm Black, Bigger Faster Stronger #340094 or equal, Quantity: 15
22. Selector Circuit, Bigger Faster Stronger Brand or approved equal.
To include: Vertical Chest Press 408101, Pec Dec / Rear Delt 408103, Military/Shoulder Press 408104, Elite Lat Pull 408106, Vertical Row 408107, Arm Curl 408108, Leg Press 408111, Leg Extension 408112, Leg Curl 408113, Double Tricep 408109, Abdominal Low Back 408110, Cable Crossover 408102. Frame color Gloss white, Upholstery color black. Quantity: 1, Vendor to provide installation.
23. Power Rack Systems, New York Barbell or equivalent, #C8515. Quantity: 3 (three) Vendor to provide installation.
24. Safety Squat Bar, New York Barbell or equivalent. # IM0210-O, 1 1/8" thickness, 84" length, 1000 lb. Capacity, Quantity: 3
25. Pro Power Rack, All Pro Exercise A698 or equivalent: Quantity: 9
26. Flat to Incline, All Pro Exercise A695 or equivalent - Quantity: 9
27. Dip Bars, All Pro Exercise OPT3 or equivalent - Quantity: 9
28. Squat Handles, All Pro Exercise OPT6 or equivalent, Quantity: 9
29. Standard Platform, All Pro Exercise PS86 or equivalent, Quantity: 3
30. Cycle Ops Indoor Trainer, American Cycle and Fitness, Comp 200#, #C200 or equivalent, Quantity: 3

Southfield Public Schools

Sworn and Notarized Familial Disclosure Statement

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid will 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 Southfield Public Schools Board of Education or the Superintendent of Southfield Public Schools. The District will not accept a bid that does not include this sworn and notarized disclosure statement.

The following familial relationship exists between the owner or any employee of the bidder and member of the Southfield Public Schools Board of Education or the Superintendent of Southfield Public Schools.

Owner/Employee Name	Related to:	Relationship
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Attach additional pages if necessary to disclose familial relationship.

There is no familial relationship that exists between the owner and any employee of the bidder and any member of the Southfield Public Schools Board of Education or the Superintendent of Southfield Public Schools.

Bidder's Firm Name _____

By (Signature) _____

Printed Name & Title _____

Subscribe and sworn before me this _____ Day of _____, 20__ a Notary Public

In and for _____ County

(Signature)

NOTARY PUBLIC

My Commission expires _____

SEAL

Southfield Public Schools Field House Bid Prices

Item Description	Quantity	Price Each	Price Total	Brand Bid
1. Scoreboard Table	1	_____	_____	_____
2. Chairs	180	_____	_____	_____
3. Hanging Chair Truck	5	_____	_____	_____
4. Stanchions	40	_____	_____	_____
5. Rubber Encased Dumbbells (Full Set 5-50 lb)	4	_____	_____	_____
6. Rubber Encased Dumbbells (Full Set 55-100 lb)	2	_____	_____	_____
7. Dumbbell Rack Custom	2	_____	_____	_____
8. Rubber Grip Plates 2.5 lb plate	12	_____	_____	_____
9. Rubber Grip Plates 5.0 lb plate	12	_____	_____	_____
10. Rubber Grip Plate 10 lb plate	12	_____	_____	_____
11. Rubber Grip Plate 25 lb plate	12	_____	_____	_____
12. Rubber Grip Plate 35 lb plate	12	_____	_____	_____
13. Rubber Grip Plate 45 lb plate	12	_____	_____	_____
14. Spring Lock Collars	12	_____	_____	_____
15. Solid Rubber Bumpers, full set, one pair	2	_____	_____	_____
16. Mega Hex Bar	1	_____	_____	_____
17. Heavy Duty Curl Bar	3	_____	_____	_____
18. Stainless Steel Power Squat Bar	7	_____	_____	_____
19. 5 Bar Vertical Rack (Custom)	3	_____	_____	_____
20. Medicine Balls 6 ball full set with rack	3	_____	_____	_____
21. ISO Balls 75 cm Black	15	_____	_____	_____
22. Selector Circuit	1	_____	_____	_____
23. Power Rack Systems	3	_____	_____	_____
24. Safety Squat Bar	3	_____	_____	_____
25. Pro Power Rack	9	_____	_____	_____
26. Flat to Incline	9	_____	_____	_____
27. Dip Bars	9	_____	_____	_____
28. Squat Handles	9	_____	_____	_____
29. Standard Platform	3	_____	_____	_____
30. Cycle Ops Indoor Trainer	3	_____	_____	_____

I certify that this bid meets or exceeds all specification contained in the Southfield Public Schools, Invitation to Bid Field House Equipment Bid

Company Name: _____

Address: _____

Authorized Signature: _____

Name/Title: _____

Phone Number: _____ Fax: _____

Cellular Number: _____ Date: _____