

Request for Proposal/Quotation

SECTION I: BUYER INFORMATION			
COMPANY NAME		RFQ TITLE	RFQ ID
Dollar Bay-Tamarack City Area Schools 48475 Maple Drive Dollar Bay, MI 49922 (906)482-5800		Interior Painting – Gymnasium and Weight Room	2022-03-09
PROJECT SUMMARY DESCRIPTION	Dollar Bay-Tamarack City Area Schools (herein after referred to as “the District”) is releasing a request for proposals (RFP) to solicit sealed proposals from qualified vendors who specialize in painting services to furnish all labor, equipment, and materials necessary to remediate dust as required, and re-paint interior spaces consisting of one Gymnasium and Weight Room. A site tour will take place on Thursday, March 24, 2022 at 8:45 a.m. Vendors are required to visit the work site in order to familiarize themselves with all existing conditions that may affect the work involved. (An alternate site tour time may be possible if the vendor is unable to attend on March 24.)		
COMPANY DESCRIPTION	Dollar Bay-Tamarack City Area Schools is a Pre-K-12, single-building district in Dollar Bay, Michigan.		
PROJECT LEAD & TITLE		PHONE	EMAIL
Christina Norland	Superintendent	906-482-5800, x1130	norlandc@dollarbay.k12.mi.us
INSTRUCTIONS FOR SUBMITTING RESPONSE	Sealed bids may be mailed or delivered to: Dollar Bay-Tamarack City Area Schools District Office Attn: Interior Painting – Gymnasium Bid 48475 Maple Dr. Dollar Bay, MI 49922 Alternatively, bid may be emailed (as a PDF) to norlandc@dollarbay.k12.mi.us		DATE OF RFQ ISSUE
			March 14, 2022
			PROPOSAL DEADLINE
April 14, 2022			
SECTION II: RFQ DOCUMENTS			
DETAILED SPECIFICATIONS			
PRODUCT DETAILS	Vendor shall provide commercial grade materials for this project. Vendor shall indicate specific type of paint type to be used.		
PRODUCT QUANTITY	Vendors are expected to measure for quantities onsite. Vendor shall indicate whether one or two coats of paint will be applied.		
DELIVERY REQUIREMENTS	Materials shall be delivered to bidder, for transport to school. Alternatively, materials may be delivered directly to school. Call ahead, so custodian can meet vehicle at door.		

SELECTION CRITERIA	
OPEN OR CLOSED COMPETITION	Open. Any vendor may contribute a quotation for the project.
EVALUATION CRITERIA	Cost. Ability of bidder to complete project by June 30, 2022 deadline. Experience, abilities/skill, and recommendations of the bidder on similar projects.
SCOPE OF WORK, TERMS AND CONDITIONS	
SCOPE OF WORK	<ol style="list-style-type: none"> 1. In all circumstances, the work to be performed shall be of first-class quality by workers skilled in the trade and knowledgeable about the product and equipment being used. 2. The Vendor shall provide a project manager/key representative during the duration of the project to ensure communication with the District as necessary. 3. The Vendor shall conduct work in a manner that causes minimum obstruction and inconvenience to District operations. Work may begin June 13, 2022. 4. Existing surfaces and/or other items near areas where painting is occurring shall be protected from sanding dust, paint splatter, spills, overspray and/or other damage that could result from Vendor operations. The Vendor shall use sufficient drop cloths and protective coverings for the protection of floors, furnishings and adjacent surfaces. The Vendor shall be responsible for repairing, at Vendor's expense, any damage to existing materials, surfaces, and/or items that result from the Vendor providing inadequate protection. 5. The District reserves the right to reject any and all proposals and to waive any irregularity in the proposals. 6. If a proposal is accepted, the District will execute a contract based upon points contained in this proposal. 7. The District reserves the right at any time to alter the specifications to meet increased or decreased needs. If such changes cause an increase/decrease in costs or time required for services, or otherwise affects any other provision of the agreement, an equitable adjustment shall be made and the agreement shall be modified in writing accordingly, prior to any additional work being performed. 8. The District is not responsible for accidents or injuries incurred by the Vendor. The Vendor is required to maintain adequate insurance coverage. The Vendor shall save and hold harmless, pay on behalf of, protect, defend, indemnify the District, assume entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of the District or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance or the intended performance of any work/service, outlined or resulting from this agreement, by the Vendor or their employees, including losses, expenses or damages sustained by the District, as well as the District officers, agents, and employees from any and all such losses, expenses, damages, demands and claims. The Vendor further agrees to defend any suit or action brought against the District based on any such alleged injury or damage and to pay all damages, costs, and expenses in connection therewith or resulting therefrom. As an integral part of this agreement, the Vendor agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amounts required in the general liability insurance requirements. The obligations of the Vendor pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the Vendor.
LEGAL REQUIREMENTS	All materials, equipment, supplies and services shall conform to applicable Federal and State laws and regulations. The contractor shall observe and comply with all Federal, State, County and local laws and ordinances that affect the work to be done. The provisions of this contract shall be governed by the law of the State of MICHIGAN.
TERMS AND CONDITIONS	The terms and conditions of this document govern in event of conflict with any terms of the bidder's proposal, and are not subject to change by reasons of written or verbal statement by the contractor unless accepted in writing.

	<p>Dollar Bay-Tamarack City Area School District reserves the right to award the Contract to other than the low bidder, accept or reject any or all bids in whole or in part, to waive any irregularities therein, and to accept the bid, in the opinion of the Owner, which best serves the Dollar Bay-Tamarack City Area School District.</p> <p>The Contract Price shall be as bid within the Proposal and shall be inclusive of all design services, labor, materials, fees, expenses, overhead and profit. No charges for shipping, packing, drayage, or for any other purpose will be allowed over the price quoted herein. Payments shall be no more than monthly and shall be based upon percentage completion only. Contractor shall be required to provide supporting documentation with each invoice or request for payment sufficient to permit the School District to verify completion. No payment shall be due for materials not delivered to the worksite prior to payment requests. Prior to any payment, Contractor shall prepare and present to School District a schedule of values that provides a detailed breakdown of the associated cost of ECM for each facility/building/site. The Schedule of Values, unless objected to by the School District, shall be considered when reviewing the Contractor's request for payment. School District shall make payment to Contractor within thirty (30) days of receiving Contractor's invoice and supporting documentation, unless and to the extent the School District reasonably disputes the invoice in good faith. The District shall be entitled to withhold retainage of ten percent (10%) on all payments to Contractor until the project is finally completed. The Project will be considered finally completed when all work and punch list items have been verified complete and all project documentation has been submitted and accepted as complete, including but not limited to maintenance manuals, operation procedures, as-built drawings, and any other record documents of the project. Final payment by the School District shall not constitute a waiver of claims against the Contractor; however, the Contractor's acceptance of final payment shall constitute a waiver of claims against the School District.</p>
<p>ASSUMPTIONS AND CONSTRAINTS</p>	<p>Vendor to complete project by June 30 deadline.</p>
<p>DISCLOSURE AGREEMENTS</p>	<p>Vendors shall submit with their bid the following documents: See Exhibit B & C</p> <ul style="list-style-type: none"> <input type="checkbox"/> Affidavit of Disclosure of Familial Relationship <input type="checkbox"/> Affidavit of Compliance with the Michigan Public Act No. 517 - Iran Economic Sanctions Act

SECTION III: VENDOR RESPONSE

COMPANY NAME	RFQ TITLE	RFQ ID
PROJECT LEAD & TITLE	PHONE	EMAIL
DATE SUBMITTED	PROPOSED START DATE	PROPOSED DATE OF COMPLETION

PROJECT MANAGEMENT

QUALITY ASSURANCE PROCESS	
LICENSING AND CERTIFICATIONS	
SPECIFIC PRODUCT INFORMATION	

PRICING TEMPLATE

PRICE PER UNIT	
TOTAL PRODUCT PRICE	

TERMS AND CONDITIONS

FEES, CHARGES, AND DISBURSEMENTS	
SUB-CONTRACTORS	
SECURITY REQUIREMENTS	
PAYMENT SCHEDULE AND INCENTIVES	

Exhibit B

FAMILIAL RELATIONSHIP - AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized office of _____ (the "Bidder"), pursuant to the familial disclosure requirement provided in the advertisement, hereby represents and warrants, 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 (or state 'None'):

- 1.
- 2.
- 3.
- 4.
- 5.

BIDDER:

By:

Its:

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:

Exhibit C

IRAN BUSINESS RELATIONSHIP AFFIDAVIT

Effective April 1, 2013 all bids, proposals, and/or qualification statements received in the State of Michigan must comply with the "Iran Economic Sanctions Act". The following certification is to be signed and included at time of submittal.

CERTIFICATION

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an "Iran linked business" as the term is defined in the Act.

BIDDER:

By:

Its:

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:
