

ADVERTISEMENT FOR BID  
WOODHAVEN-BROWNSTOWN SCHOOL DISTRICT  
FURNITURE & TECHNOLOGY MOVE MANAGEMENT SERVICES  
BATES, GUDITH & WEGIENKA ELEMENTARY SCHOOLS

**Woodhaven-Brownstown School District, 24821 Hall Road, Woodhaven, MI 48183** will receive sealed bid proposals until **2:00 p.m.** on **March 27, 2018**. Bids will be opened and publicly read aloud immediately following the deadline for submission for the following bid package:

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**Woodhaven-Brownstown School District  
Furniture & Technology Move Management Services  
Bates, Gudith & Wegienka Elementary Schools**

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1. Sealed Bids will be received and publicly opened at:

Place: **Woodhaven-Brownstown School District  
24821 Hall Road  
Woodhaven, MI 48183**

**Attn: Mr. Michael Belcher**

Date: **March 27, 2018 at 2:00 p.m. EST**

2. Questions may be addressed to:

a. Plante Moran Cresa

Attn: Rob Kakoczki

[Rob.Kakoczki@plantemoran.com](mailto:Rob.Kakoczki@plantemoran.com)

248-982-2338

b. All questions must be submitted in writing. Clarifications requested orally will not be accepted.  
**Clarification request cut-off date is Monday March 19, 2018 at 10:00 a.m.**

3. Bidding Documents may be viewed:

Places: e-Builder website created by PMC:

<https://app.e-builder.net/public/publicLanding.aspx?QS=5d26cf8155c5494486ae2c98e39f076a>

Date: March 8, 2018

Digital Drawings (.PDF) are at no cost. Digital Drawings in AutoCAD format are NOT available during bidding. Bidders are responsible to pay for their own documents costs, included shipping and handling, and printing costs are non-refundable.

4. Bonding is required as follows:

Bid Bond:

5% of the Bid Amount

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5. The Bid Bond

- a. Bid Security, Cashier's Check, or Certified Check in the amount of five percent (5%) of the bid amount shall be submitted with the "Bid Proposal Packet" and shall be made payable to Woodhaven-Brownstown School District and be submitted with the understanding that if his/her bid is accepted, he/she will enter into a formal contract with the Owner in accordance with the form of agreement included in the RFP. Bidders shall agree not to withdraw proposals for a period of sixty (60) days after date for receipt of bids.

6. Additional Pertinent Information

**This is a non-prevailing wage project.** This project is not exempt from State Sales Tax and/or Use Tax. All materials and supplies incorporated and used in construction of the work and becoming a permanent part of this project will not be exempt from State Sales Tax and/or Use Tax. State Sales Tax/Use Tax shall be included in the bid price. All other taxes, fees, permits, etc. and shipping costs shall also be included.

All applicable insurance policies will be required of each accepted bidder.

7. Pre-Bid Meeting

A **non-mandatory pre-bid conference** will be held for all trades at the Administration Building, 24821 Hall Road on **Thursday, March 15, 2018 at 3:00 p.m.** Bidders will have the ability to walk the sites immediately following the pre-bid conference at their own discretion. Pre-bid conference minutes will be distributed to all known planholders, but Plante Moran Cresa and the Woodhaven-Brownstown School District will not be responsible for providing information to those not attending the pre-bid conference. Information disclosed in the pre-bid conference minutes will be considered part of the Bidding and Contract Documents.

8. Voluntary Alternates

All bids shall be in accordance with the bid documents. If a Bidder wishes to propose an alternative product or method, the alternate is to be identified on the proposal form as a Voluntary Alternate and the add/deduct value provided on the form with the description of the alternate. Voluntary Alternates shall not be included in the Base Bid Amount. **Voluntary Alternates are encouraged and may be a basis for award of contract.**

9. Bidding Submittal Requirements (SUBMITTED IN TRIPLICATE)

The Bid Proposal Packet shall be on forms furnished in these documents and include the following:

1. Proposal Form
2. Bid Security
3. Familial Disclosure Statement
4. Iran Economic Sanctions Act
5. Equal Opportunity Form

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10. Rights of Owner

The Owner reserves the right to reject any or all bids in whole or in part and waive any informalities herein, when in the opinion of the Owner, such action will serve the best interest of the Owner.

The Owner reserves the right to award the contracts to whomever it elects.

The Owner reserves the rights to accept alternates in any combination or order and to determine the low Bidder on the basis of the sum of the base bid and the mandatory or voluntary alternates accepted.

All bidders must provide a sworn and notarized familial disclosure statement in compliance with MCL 380.1267, disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the **Board of Education** or **Woodhaven-Brownstown School District**. The School District will not accept a bid proposal that does not include this sworn and notarized disclosure statement.

All bid proposals shall be accompanied by the Affidavit of Compliance – Iran Economic Sanctions Act per Michigan Public Act No. 517 of 2012.

No bid(s) will be accepted after the above time and date. Bids received after the deadline may be returned unopened. Delivery of the bids is the responsibility of the bidder, whether by mail or in person. The **Woodhaven-Brownstown School District** is not responsible for delays or failures of any third-party delivery service.

**Document Information Discrepancy**

If discrepancies occur between the bid category scope of work, individual specifications, drawings or details, the bidding contractors shall notify Plante Moran Cresa prior to submitting a proposal. Should no clarifications be issued, bidding contractors shall assume the most costly options and include those costs within their proposals. No additional compensation will be granted should these conflicts be encountered through the duration of the project.