

Request for Quotation

JONESVILLE COMMUNITY SCHOOLS

Integrated LED Lighting System

January 14, 2019

Introduction

JONESVILLE COMMUNITY SCHOOLS is soliciting quotations for an Integrated LED Lighting System.

JONESVILLE COMMUNITY SCHOOLS has selected a preferred design that includes retrofitting all inside and outside lighting in the district, with high efficiency LED tubes and bulbs. Standard lighting components must be eligible for Consumer's Power rebate program incentives. It is the bidder's responsibility to verify that the LED lighting tubes and bulbs proposed are eligible for the Consumer's Power rebate program. While we understand all bidders may not be able to bid the exact design, the district's preferred design or close facsimile will be given full consideration.

JONESVILLE COMMUNITY SCHOOLS is requesting a quotation for full installation of the integrated system in all of its 19 school buildings consisting of see Appendix C on page 8.

Proposal Requirements

Bid Response

All bidders submitting a response to this RFQ must do so by completing and submitting both the "Vendor Profile" form found in Appendix A and the "Pricing Summary" sheet found in Appendix B of this document. Additional vendor information is welcome and may be included along with the completed "Vendor Profile" form.

All bidders should include a brief written statement, which summarizes their response. It should include any pertinent information which was not specifically asked for in other parts of this document, but which the bidder wishes us to know.

Two sealed copies of your bid response must be received no later than 12:00 p.m. EST on Monday, February 11, 2019. **Bids received after that time will not be considered.** Bids will be publicly opened in the JONESVILLE COMMUNITY SCHOOLS administrative offices located at 115 East Street, Jonesville, MI. 49250 at 1:00 p.m. EST and read at that time. We welcome bidders' presence at the bid opening. Bids must be sealed and marked '**Integrated Lighting System Bid**' and submitted to:

Chellie Broesamle, Superintendent
Jonesville Community School
115 East Street
Jonesville, MI 49250
cbroesamle@jonesvilleschools.org
517 849 9075

Schedule of Events

Request for Proposal Posted	January 14, 2019
Site Visit	Starting @ 460 Adrian Rd. January 21, 2019. @ 8:00 a.m. EST
Bid Response Due	Monday, February 11, 2019 @ 12:00 p.m. EST
Bid Opening	Monday, February 11, 2019, 1:00 p.m. EST

Bid Evaluation

JONESVILLE COMMUNITY SCHOOLS may make such investigations as deemed necessary to determine the ability of the bidder to supply the items and the bidder shall furnish to JONESVILLE COMMUNITY SCHOOLS all such information and data for this purpose as JONESVILLE COMMUNITY SCHOOLS may request. JONESVILLE COMMUNITY SCHOOLS reserves the right to reject any bid if the evidence submitted by or investigations of such bidder fail to satisfy JONESVILLE COMMUNITY SCHOOLS that such bidder is properly qualified to carry out the obligations of the contract and to complete the orders contemplated therein. In determining which bid is the lowest responsible bid, the Board, in its discretion, may take into consideration not only the amount of the bid, but the following criteria as it deems appropriate and may give such weight thereto as it deems appropriate.

- The bidder's financial ability to complete the contract successfully and on time without resort to its surety;
- The bidder's prior experience with comparable or more complex contracts;
- The bidder's prior history for the successful and timely completion of contracts;
- The bidder's prior experience on other contracts with JONESVILLE COMMUNITY SCHOOLS, including the bidder's demonstrated ability to perform its contract in accordance with the applicable contract documents;
- The bidder's compliance with federal, state and local laws, rules and regulations; and
- Depending upon the specific items to be furnished by the vendor, other essential factor

Customer Contact

To schedule a site visit or if there are any questions regarding the specifications or this invitation to bid, please contact:

Chellie Broesamle, Superintendent
Jonesville Community School
115 East Street
Jonesville, MI 49250
cbroesamle@jonesvilleschools.org
517 849 9075

General Terms and Conditions

1. Any document submitted after the due date and time will be rejected as not meeting the mandatory requirements for the RFQ
2. Any cost for developing proposal documents is the responsibility of the bidder and shall not be chargeable in any manner to JONESVILLE COMMUNITY SCHOOLS
3. JONESVILLE COMMUNITY SCHOOLS reserves the right to reject any and all proposals, to waive omissions, irregularities, or clerical errors not affecting substantial compliance with the bid specifications, and to accept any bid it deems to be in the best interest of the School District.
4. JONESVILLE COMMUNITY SCHOOLS reserves the right to reject any part of a specific proposal for any reason.
5. JONESVILLE COMMUNITY SCHOOLS reserves the right to rebid all or part of this project at a later date.
6. JONESVILLE COMMUNITY SCHOOLS reserves the right to accept any bid, even if it is not the lowest bid.
7. JONESVILLE COMMUNITY SCHOOLS reserves the right to modify conditions and specifications, by mutual agreement with the selected supplier, both at the time of acceptance of the bid and subsequent thereto.
8. JONESVILLE COMMUNITY SCHOOLS reserves the right to increase or decrease quantities purchased, both at the time of acceptance of the bid, and subsequent thereto.
9. The bidder is responsible for any applicable Federal and State taxes. All bids are to be made taking this into consideration. The bidder shall be solely responsible for such payments and shall indemnify the owner and hold him harmless for any assessment and payment of same.
10. The successful bidder shall comply with all applicable Federal and State laws, regulations, ordinances, and codes, which are in effect on the cutover date and which place obligations on the bidder with respect to its performance under this agreement.
11. Bid prices quoted shall remain in effect for a period of not less than 90 days from the bid due date.
12. Delivery and installation schedule must be determined and approved by JONESVILLE COMMUNITY SCHOOLS prior to bid acceptance. The successful bidder must notify JONESVILLE COMMUNITY SCHOOLS five business days prior to delivery and installation to arrange an appointment. Any attempted delivery/installation without a previously scheduled appointment may be refused and any additional delivery/installation charge will be the responsibility of the vendor.

13. It is understood and agreed that the delivery date and/or date of installation AFTER receipt of a purchase order is the seller's best offer. In its acceptance of any quotation offer, JONESVILLE COMMUNITY SCHOOLS is relying on the promised delivery date and/or installation as material and basic to its acceptance, unless otherwise indicated. In the event of seller's failure to deliver as and when promised, JONESVILLE COMMUNITY SCHOOLS reserves the right to cancel its accepting order, or any part thereof, and seller agrees that JONESVILLE COMMUNITY SCHOOLS may return all or part of any shipment so made, and may charge seller with any loss or expense sustained as a result of such failure to deliver as promised.
14. JONESVILLE COMMUNITY SCHOOLS is exempt from applicable Federal and State Taxes, Michigan and Federal Tax-Exempt (38-6001443). All quotation offers and/or bids are made taking this fact into consideration.
15. Prompt payment discounts will be considered in making the award provided the period of the discount offered is sufficient to permit payments within such period in the regular course of business.

Equipment Specifications

The equipment description is listed on the Pricing Summary sheet in Appendix B. It is the bidder's responsibility to assure the proposal includes all of the components necessary to meet the JONESVILLE COMMUNITY SCHOOLS's performance expectations for an integrated LED lighting system. Interested bidders are encouraged to contact the customer contact listed to verify compliance with the necessary performance requirements.

Guarantee

All labor and materials is to be guaranteed for a period (in all cases) of not less than five years.

Payment Schedule

Payment Terms: JONESVILLE COMMUNITY SCHOOLS will negotiate specific payment terms with the successful bidder. Unless otherwise previously agreed to by JONESVILLE COMMUNITY SCHOOLS, all approved invoices will be paid within 60 days of receipt by JONESVILLE COMMUNITY SCHOOLS.

Time Line

Work is to be completed no later than August 2, 2019.

Vendor Profile

Appendix A

**JONESVILLE COMMUNITY SCHOOLS
Integrated LED Lighting System**

(Complete Form or provide requested information in a complete, simple and fully compliant attachment)

Company Name: _____

Address: _____

Project Manager: _____

Phone Number: _____

Email: _____ Additional notes or comments associated with this project/bid:

Years in Business: _____

Number of Employees: _____

Number of Service Staff: _____

Signature & Title _____

Buildings & Addresses

Appendix C

**JONESVILLE COMMUNITY SCHOOLS
Addresses**

High School	460 Adrian St.	2 Buildings on Site
Williams Elementary	440 Adrian St.	4 Buildings on Site
Middle School	401 E. Chicago Rd.	1 Building
Pathways Schools	202 Wright St.	1 Building
Bus Garage	435 E. Chicago	1 Building
Football Field	445 E. Chicago St.	3 Buildings on Site
Oak St. Gym	460 Oak St.	3 Buildings on Site
Concord Gym	136 Concord Rd.	2 Buildings on Site
Central Office	115 East St.	2 Buildings on Site