

Kent Intermediate School District

REQUEST FOR PROPOSAL – 2023 KCTC Aviation Program–CES Analog Trainers

Kent Intermediate School District (Kent ISD) is seeking bids for (25) CES Analog Trainers for the Aviation Electronics Program.

Specifications are to be considered as minimums, and the general conditions, as listed, must be adhered to.

Bids are due by 1:00 pm on Wednesday, June 7, 2023 delivered in a sealed envelope/package with the wording “2023 KCTC Aviation Program – CES Analog Trainer” clearly marked on the outside of the envelope/package addressed to:

Kent ISD
Attn: Cindy Meyer
1655 E Beltline NE
Grand Rapids, MI 49525

Bids can be hand delivered to the Kent ISD Maintenance Building; 1655 East Beltline NE Grand Rapids, MI 49525, located in parking lot #4 across from the greenhouse and wind turbine. The Maintenance Building front door is labeled E-1. Kent ISD will not consider or accept a bid received after the date and time specified for bid submission. Bids will be opened publicly immediately following the close of receiving bids. Should Kent ISD be closed for any reason, bids will be due the next business day Kent ISD is open. The time bids are due will remain the same time specified herein.

Questions regarding the specifics of the bid should be directed via E-Mail through SigmaVSS, and answers will be responded to through the same means.

It is the intention to award the bid once the Kent ISD Board approves the recommendation of award at the May 15, 2023 Board Meeting. Delivery and installation may not take place prior to July 1, 2023.

In compliance with MCL 380.1267, all bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner and any employee of the bidder and any member of the board, or the superintendent of the school district. All bids shall also be accompanied by a sworn and notarized statement disclosing whether the bidder is an Iran Linked Business in compliance with PA 517 of 2012. The Board has stated that Kent ISD shall not accept a bid that does not include these sworn and notarized disclosure statements.

Kent ISD accepts all bids but reserves the right to select Michigan Based Businesses over out of state companies. Under 1984 PA 431, MCL 18.1268, our board has elected to enforce the PA as defined.

Kent ISD will be a place where all persons feel welcomed, have a right to be treated equitably and without prejudice, and have a responsibility to treat others the same way. Kent ISD is an equal opportunity institution. Kent ISD does not discriminate on the basis of race, creed, color, national origin, age, sex or physical/mental disability or veteran status in its educational programming, enrollment, employment or contracting.

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GENERAL CONDITIONS

- A. It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements within.
- B. For the purpose of assuring the School District of the quality of workmanship, materials, equipment, and service, the School Board will retain the right to qualify or disqualify bidders on the basis of available information covering their service and the suitability of the equipment/material bid for the project.
- C. Kent ISD reserves the right to accept or reject any or all bids; and to make awards as it considers its best interest, whether low bid or not, this excludes omitting the required affidavits. Kent ISD may award this bid in part or whole.
- D. All bid proposals must be mailed or hand-delivered a sealed envelope/package. Telephonic, E-mail, online, or fax bids will not be accepted.
- E. All questions regarding the specifics of the bid proposal should be emailed through SigmaVSS and answers will be responded to through the same means. All questions and answers will be distributed to all bidders who have, or later ask questions about the bid.
- F. All proposals submitted shall remain firm for a period of ninety (90) days after date of receiving bids.
- G. The successful bidder shall, within a reasonable time after receipt of written notice, make good any defects in material or workmanship that may develop, especially during the warranty period.
- H. Kent ISD shall not be responsible for any cost or expensed incurred by the bidder during the preparation of the bid.
- I. The owner is a federally constituted government body and as such is not subject to Michigan State or Federal excise taxes.
- J. Bidder shall follow all applicable state codes and regulations. All codes and regulations set forth by the state pertaining to the specified equipment included in the scope of work take precedence over the specifications supplied by Kent ISD.
- K. Contractor must meet District's background check requirements for all employees – see General Requirements section for details.
- L. The laws of the State of Michigan shall govern the rights, obligations and remedies of the Parties under this bid and any agreement reached through this process.
- M. All information included in a bid proposal response is subject to the "Freedom of Information Act" and may be disclosed in its entirety after the formal date bids are due.

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SPECIFICATIONS – (25) Turbine Fuel System Trainers

- Twenty-Five (25) CES Analog Trainers to assist in teaching students hands-on practical experience with working on electrical circuits which will greatly increase the value of instruction given with the KCTC Aviation Electronics Program.
- Please list accessories included with the trainers.
- Shipping & Handling

BIDDERS RESPONSIBILITIES

Bids will be due by 1:00 pm on June 7, 2023

Contractor shall be responsible for:

Project Management, Logistics, Procuring Equipment, Shipping & Delivery Costs, Cleaning and Installation, Documentation requested, and copies of the Manufacturer's Warranty Information.

Contractor shall provide a minimum of 1-year warranty on all workmanship and materials with in this bid.

The bid proposals shall include the following documentation:

- ☐ Bid
- ☐ Iran Economic Sanctions Affidavit
- ☐ Familial Affidavit
- ☐ Product Specification Sheets and Manufacturer's Warranty Information for proposed equipment

Additional documentation found necessary will be posted to SIGMA VSS as an addenda(s).

Contractor shall be fully certified to install the products within this RFP.

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AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of _____ (the “Bidder”), pursuant to the compliance certification requirement provided in the Kent Intermediate School District request for proposal for **2023 KCTC Aviation Program – CES Analog Trainer**, hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event Bidder is awarded a Contract as a result of the aforementioned Invitation To Bid, the Bidder will not become an “Iran Linked Business” at any time during the course of performing under the Contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the Contract or proposed Contract for which the false certification was made, whichever is greater, the cost of the Intermediate School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on an Invitation To Bid for three (3) years from the date it is determined that the person has submitted the false certification.

Contractor:

By: _____

Title: _____

Date: _____

STATE OF MICHIGAN)
)ss.

COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2023, by

_____.

_____, Notary Public
_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

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FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

Important: This disclosure statement must be included with your bid - required by state law (P.A. 232 of 2004)

As required by Public Act 232 of 2004, all bids 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 School Board or the Superintendent of Kent ISD.

The undersigned, the owner or authorized officer of _____

(the Bidder), pursuant to the familial disclosure requirement provided in the attached invitation to bid, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the company and any member of the School Board or the Superintendent of Kent ISD. If such a relationship exists, please explain:

BIDDER: _____

By: _____

Title: _____

STATE OF MICHIGAN)
)ss.

COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 2023, by

_____.

_____, Notary Public
_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____