

## PROJECT ADDENDUM #01

<b>To</b>	All Bidders	<b>Date:</b>	February 14, 2019
<b>From:</b>	Bret Emerson	<b>Company</b>	Commtech Design
<b>Project Name:</b>	Technology Upgrades		
<b>Client:</b>	Haslett Public Schools 5593 Franklin Street Haslett, MI 48840		

The Following Changes, revisions, modifications, etc. shall be incorporated into the contract documents, specifications and plans

### **Attachments:**

1. Meeting Attendance record, Pre-Bid sign-in sheets.
2. Drawings TC102.
3. Bid Form.
4. Specification 28 0500.

### **Drawings reissued:**

1. TC102
  - a. Change Detail TC102/8 to include a 6 port GFI style opening.

### **Specifications Reissued:**

1. Bid Form
  - a. See reconfiguration of the bid categories. We created a Bid Category #6 to include the AV systems in the rooms in Details on sheets TC304, TC305 and TC306,
  - b. Bid Category #3 and #4 are to include the AV work in classrooms, Murphy A103, Murphy C112 and Rayla A106. Details on TC302 and TC303.
  - c. These bid Categories shall supersede the table in Specification #28 0500
2. Specification 28 0500
  - a. See addition of Bid Category #6 scope of work.
  - b. Large room AV systems in Details TC304, TC305 and TC306 are now part of Bid Category #6

### **Manufacturers Equals:**

1. Can you review the attached A&E documents for approval to bid Haslett? We will meet or exceed the specifications. We are the Telecor eSeries dealer for the entire state.

**Answer.** This is an approved Equal.

**Questions:**

1. You call out the Primex 14155E electric clock. This clock comes with an 18" power cord with a plug. The drawings reference a hard-wired electrical connection. Are we to cut the plug off and wire nut the clock to the 110VAC power? If so, shouldn't this work be done by the electrical contractor?  
**Answer.** Either cut it off or provide a pigtail. I think the manufacturer can provide this.
2. The drawings and specifications make reference to "provide and install 4000 Wiremold raceway". Is the structured cabling contractor responsible for this or is there an electrical contractor on site responsible for this work? If we need to install and supply will we need to subcontract the electrical wiring in these raceways?  
**Answer.** There is no requirement to install electrical cabling or electrical outlets. See details on the drawings for raceway to be installed as part of each contractor work.
3. There is a reference note for "existing horizontal raceway to be removed and disposed of offsite". Is there electrical work involved in this removal?  
**Answer.** All Electrical voltage work is by others. No contractor in this bid will be required to remove any raceway that has power in it or install a raceway for 120-volt power.
4. In the drawings it shows conduit for the AV cabling but in the bid, it mentions raceway. For the AV Projectors do we assume raceway or conduit?  
**Answer.** Assume surface raceway. No conduit shall be allowed other than pass thru's above drop ceilings or thru floors.
5. Will be an addendum separating the short throw projectors from the Media centers, Gym and Cafeteria installation. Are the classroom audio speakers being separated as well or is that still included with the classroom projectors?  
**Answer.** See revised Bid Form. This takes Precedence from the table in shown in Spec Section
6. For Wilkshire you have the "7 - Typ" and "A1,A2" in multiple locations but do not have short throw projectors marked. Can you confirm the drawings for Wilkshire?  
**Answer.** Short Throw and standard throw projectors in details TC302 and TC303 are by the owner. Other projectors in larger rooms are to be provided by the contractor.
7. In the Bid it calls out angled faceplate but, in the drawings, it calls out flush mount with pigtails. Which one is acceptable?  
**Answer.** Do not use angled faceplates
8. Are the standard throw projectors in the classrooms being supplied by the owner as well as it did not mention that in the bid?  
**Answer.** See answer to Question #6 above
9. When do you expect an addendum to drop or if it has been released can you please send me a copy?  
**Answer.** Today

10. Keynote #7. Do you have the count on how many cables at each location that will need to be re-terminated?

**Answer.** Assume 24 cables at each location this is noted

11. Is the district needing classroom furniture like a Spectrum teacher stations (by owner)? If so, I would like to quote these for them.

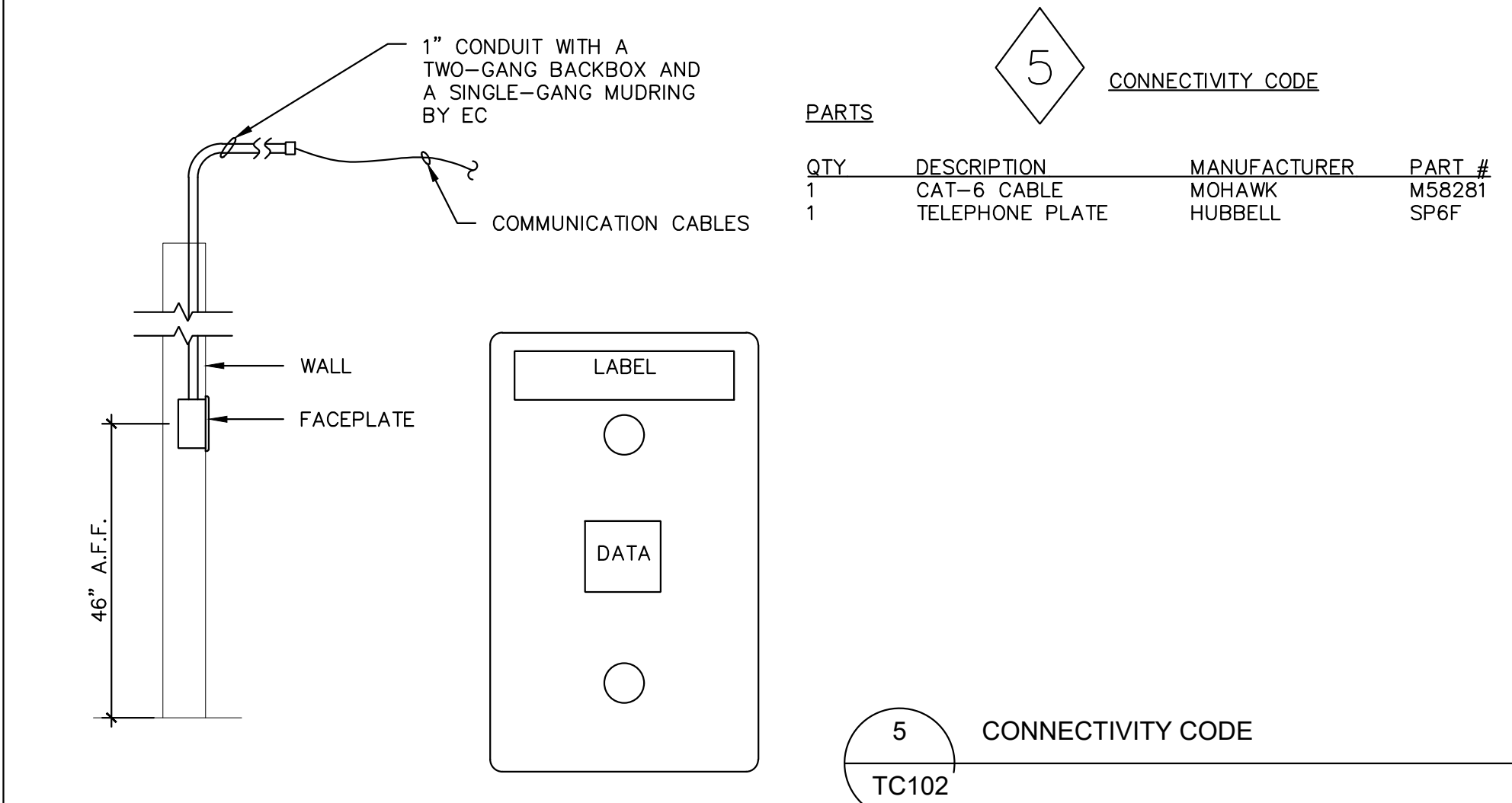
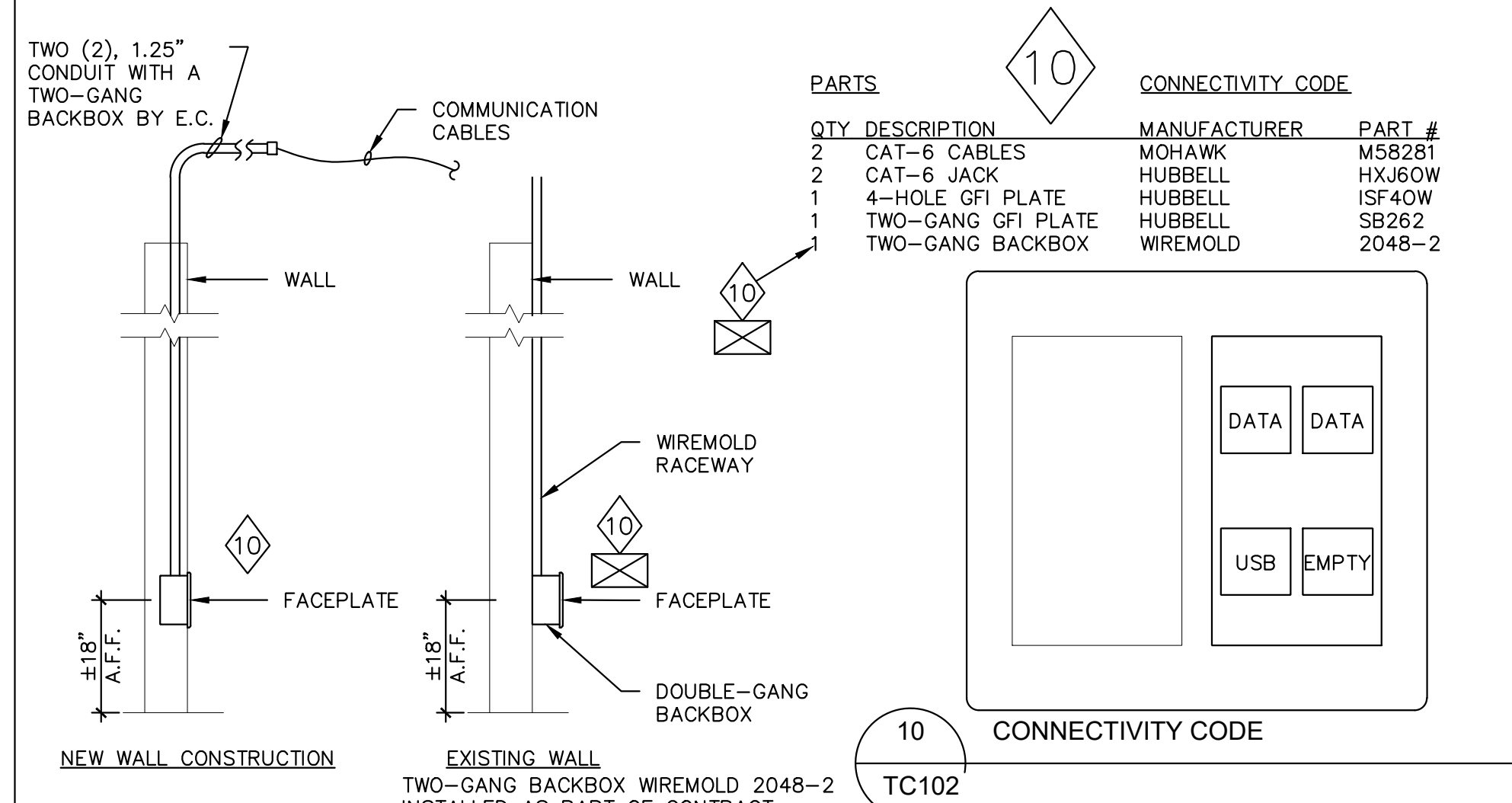
**Answer.** No teacher desks or lecterns are to be provided as part of this bid. All teacher desks are existing.

Sincerely,



Bret Emerson

	NAME	Company	Email	Telephone
1	Bret Emerson	Commtech Design	bret@commtechdesign.com	(616) 863-8132
2	Jeff Cassin	Haslett Public Schools	cassinjs@haslett.k12.mi.us	(517) 339-7400
3	RON MIELECKI	ELECTROMEDIA	rmiecki@electromediainc.com	616-844-4444
4	Jim Conger	Master Electric	Jim@MasterElectricInc.net	984-737-8293
5	TODD STONE	AMCOMM	tstone@amcomminc.com	248-698-8848
6	Mik Hillmer	All covered	mhillmer@allcovered.com	734-516-5639
7	Gabe Ayed	All covered / Konica Minolta	gayed@allcovered.com	248 229 9658
8	Colleen Sherman	Konica Minolta	csherman@kmbos.konica minolta.us	(517) 282-2537
9	John Daniels	Moss	john.daniels@mossstel.com	616.340.3880
10	Jay Stevens	Moss	JAYSON Jay.Stevens@mossstelo.com	616-240-2743
11	STEVE McCOMB	CHALLENGER TECHNOLOGIES	STEVE@CHALLENGERTECH.NET	517 499 - 6116
12	Brad Throop	Troxell	brad.throop@Trox.com	734-787-7229
13				
14				
15				
16				



**INSTALLATION NOTES:**

- REFER TO THESE NOTES FOR ALL CONNECTIVITY CODES. FOR SPECIALIZED NOTES SEE THE ACTUAL CONNECTIVITY CODE.
- ROUTE ALL USER CABLES FROM THE BACK OF CABINET, THROUGH THE CABLE TRAY IF SO PROVIDED. IF NO CABLE TRAY IS SHOWN INSTALL CABLES THROUGH "J" HOOKS. PROVIDE ALL "J" HOOKS.
- CABLES SHALL BE SUPPORTED NO LESS THAN EVERY 5 FEET.
- PROVIDE A SMALL LOOP OF CABLE ABOVE THE CEILING PRIOR TO INSTALLING THE CABLE INTO THE USER CONDUIT OR RACEWAY.
- ROUTE THE CABLE THROUGH THE CONDUIT OR RACEWAY AND TO THE WALLBOX, FLOORBOX OR SURFACE MOUNT BOX. PROVIDE ENOUGH EXTRA CABLE FOR TERMINATION AND MAINTENANCE.
- TERMINATE ALL CABLES WITH THE CORRECT CONNECTORS.
- ALL CONNECTORS SHALL BE INSERTED INTO THE KEYSTONE PLATES AND THEN THE KEYSTONE PLATES SHALL BE INSTALLED INTO THE FACEPLATES.
- INSTALL FACEPLATES TO THE BOXES OR DIRECTLY TO THE WALL OR FURNITURE IN THE CASE OF SURFACE MOUNT BOXES.

9. EACH CABLE SHALL HAVE A LASER-PRINTED, SELF-LAMINATING WRAP-AROUND LABEL AT EACH END. SEE DETAILS ON TC101

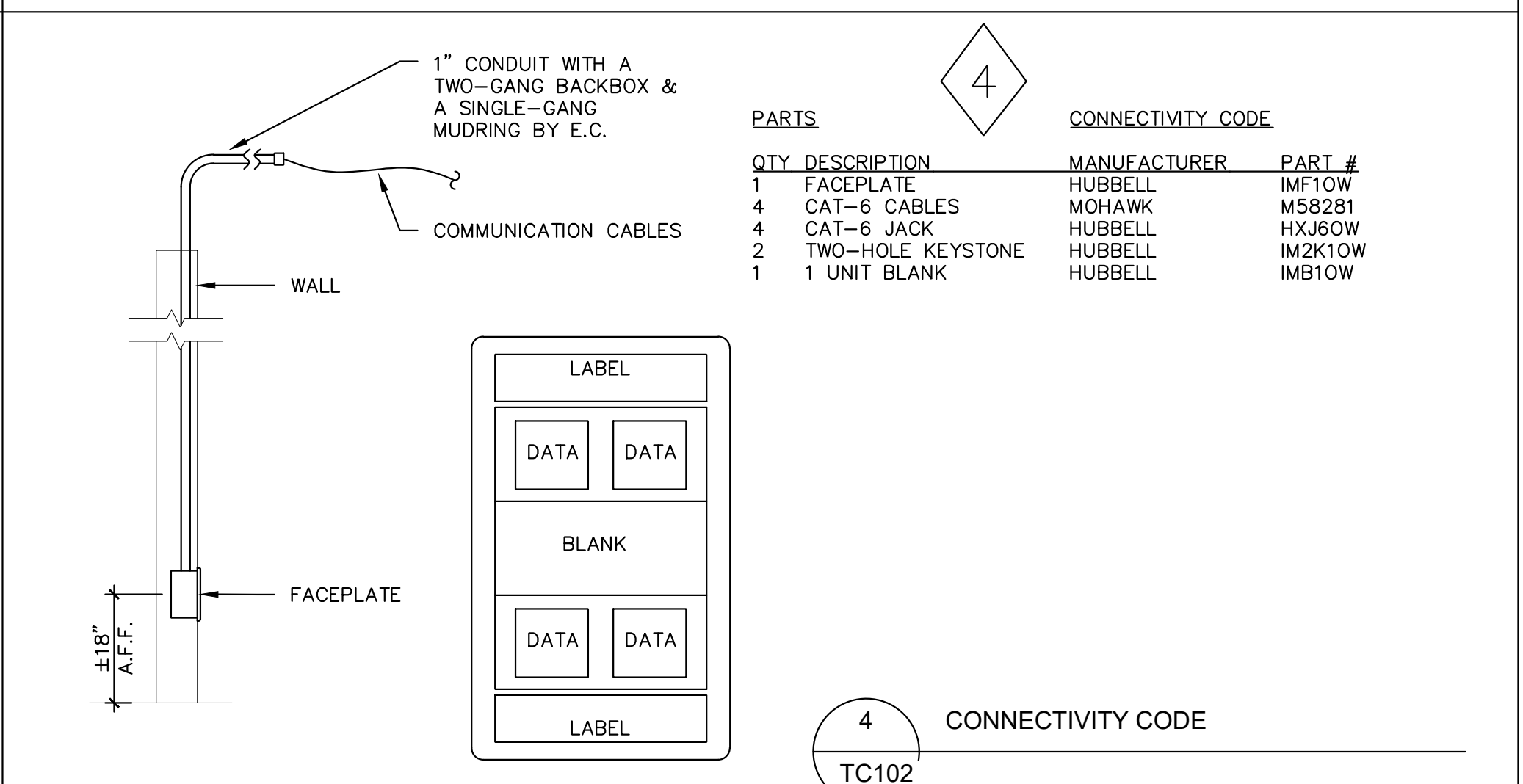
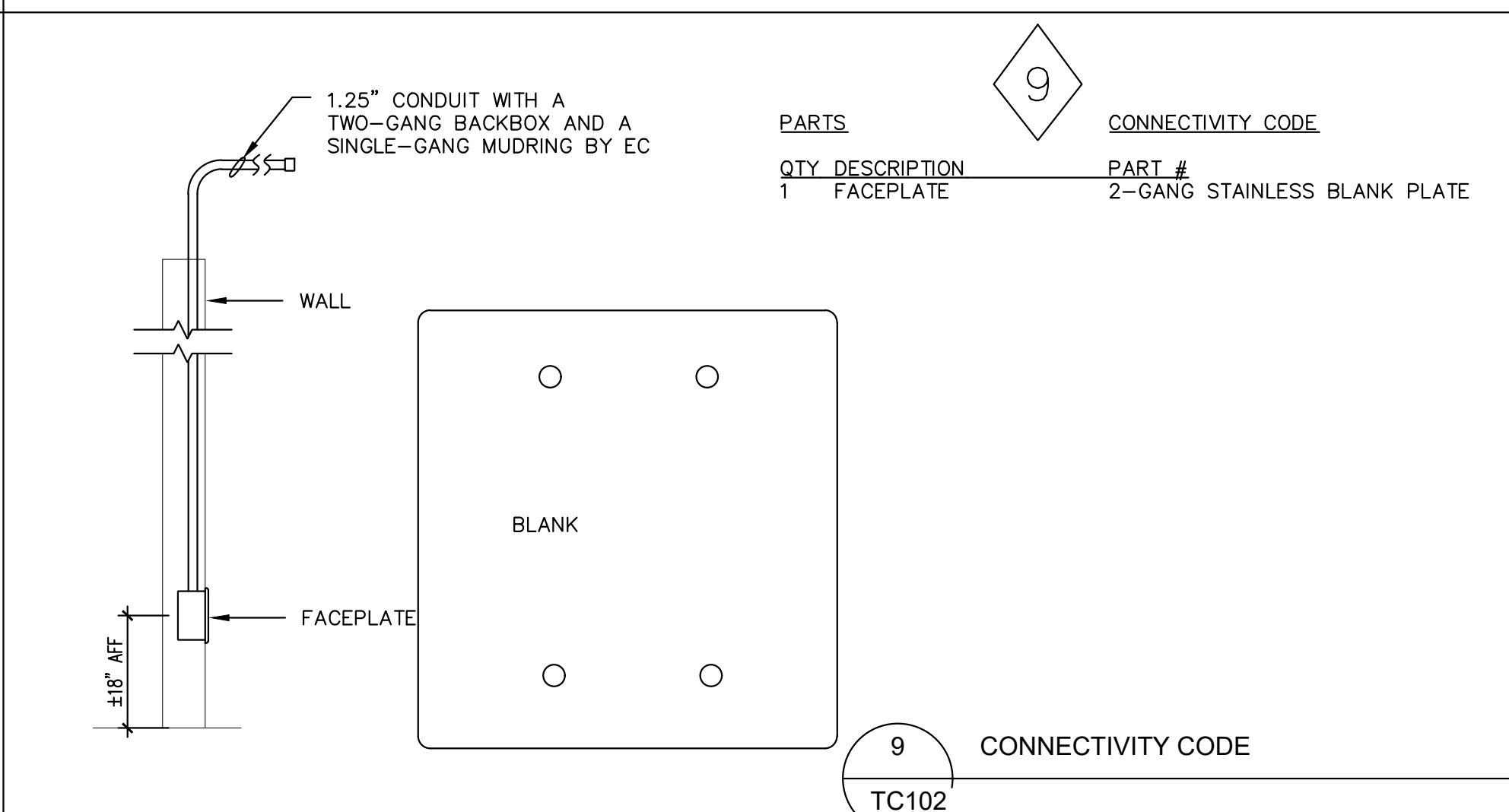
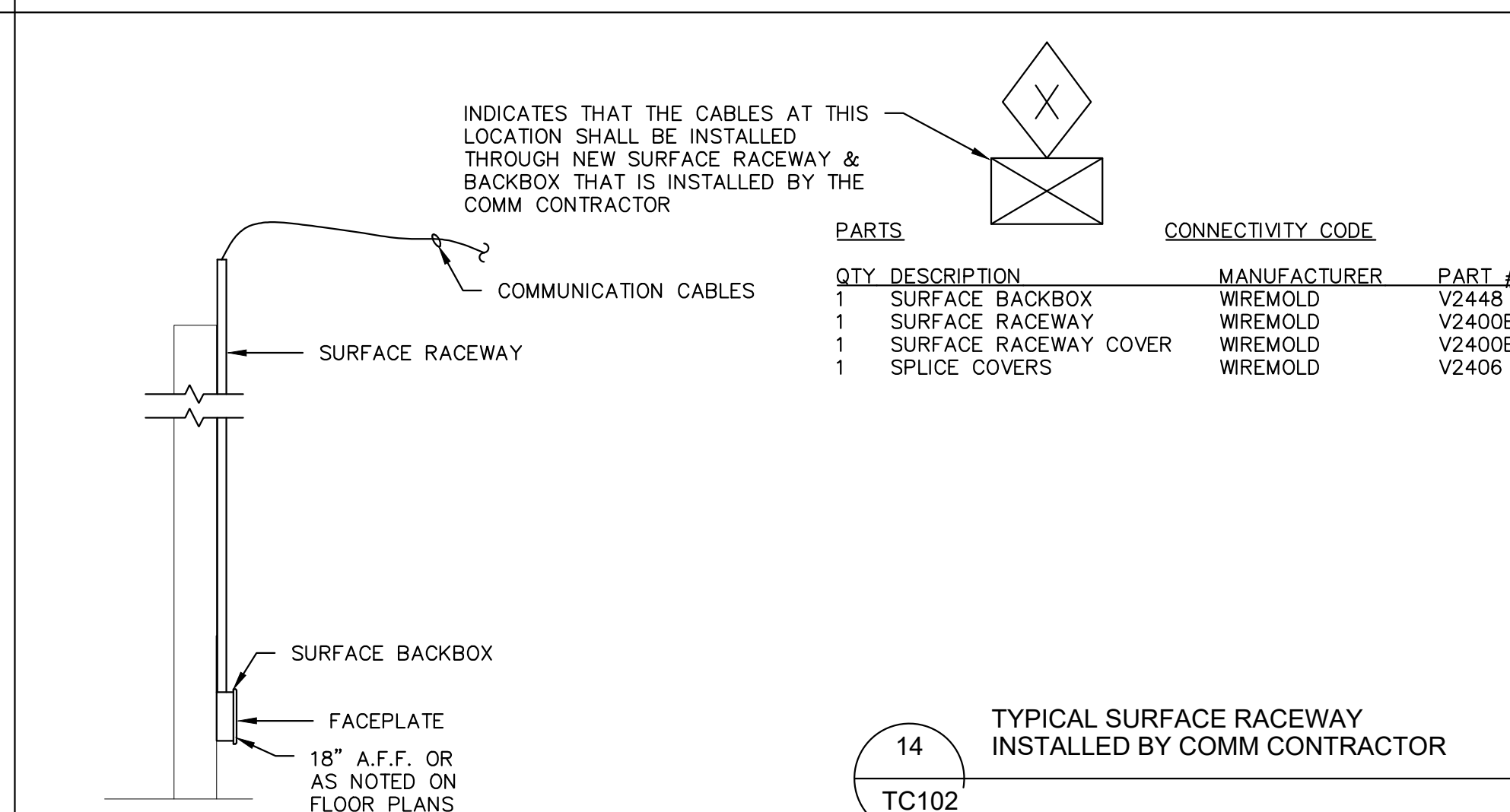
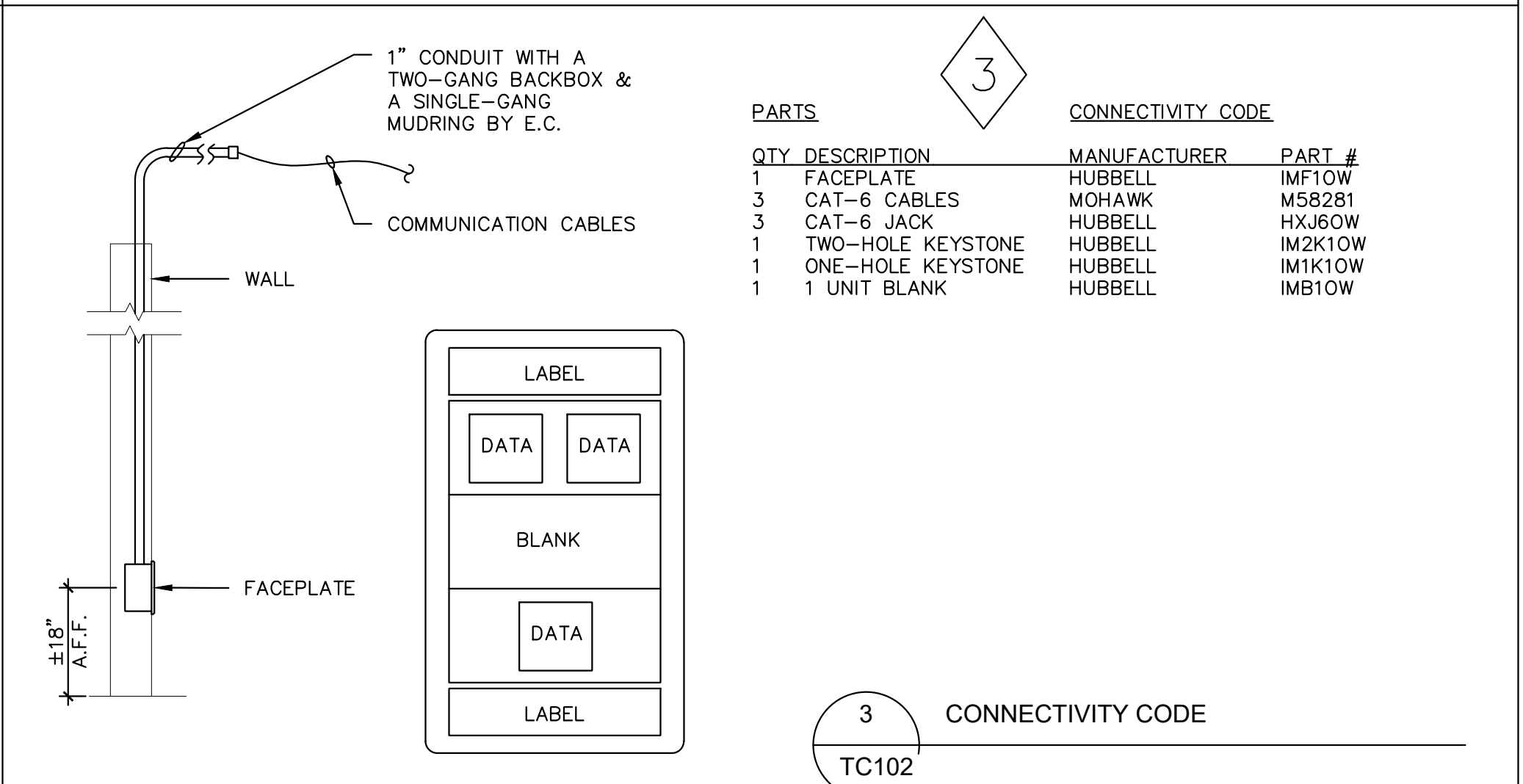
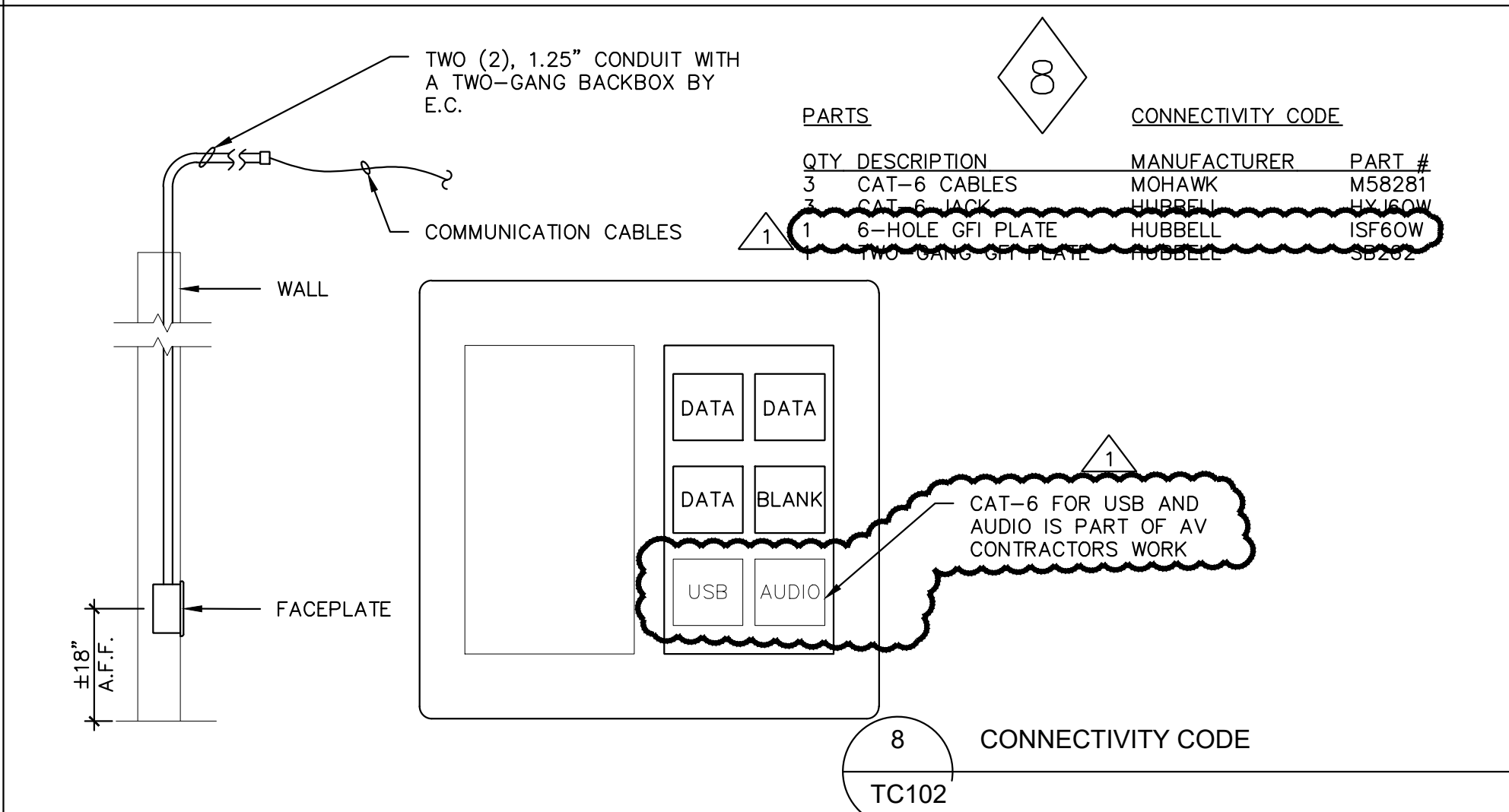
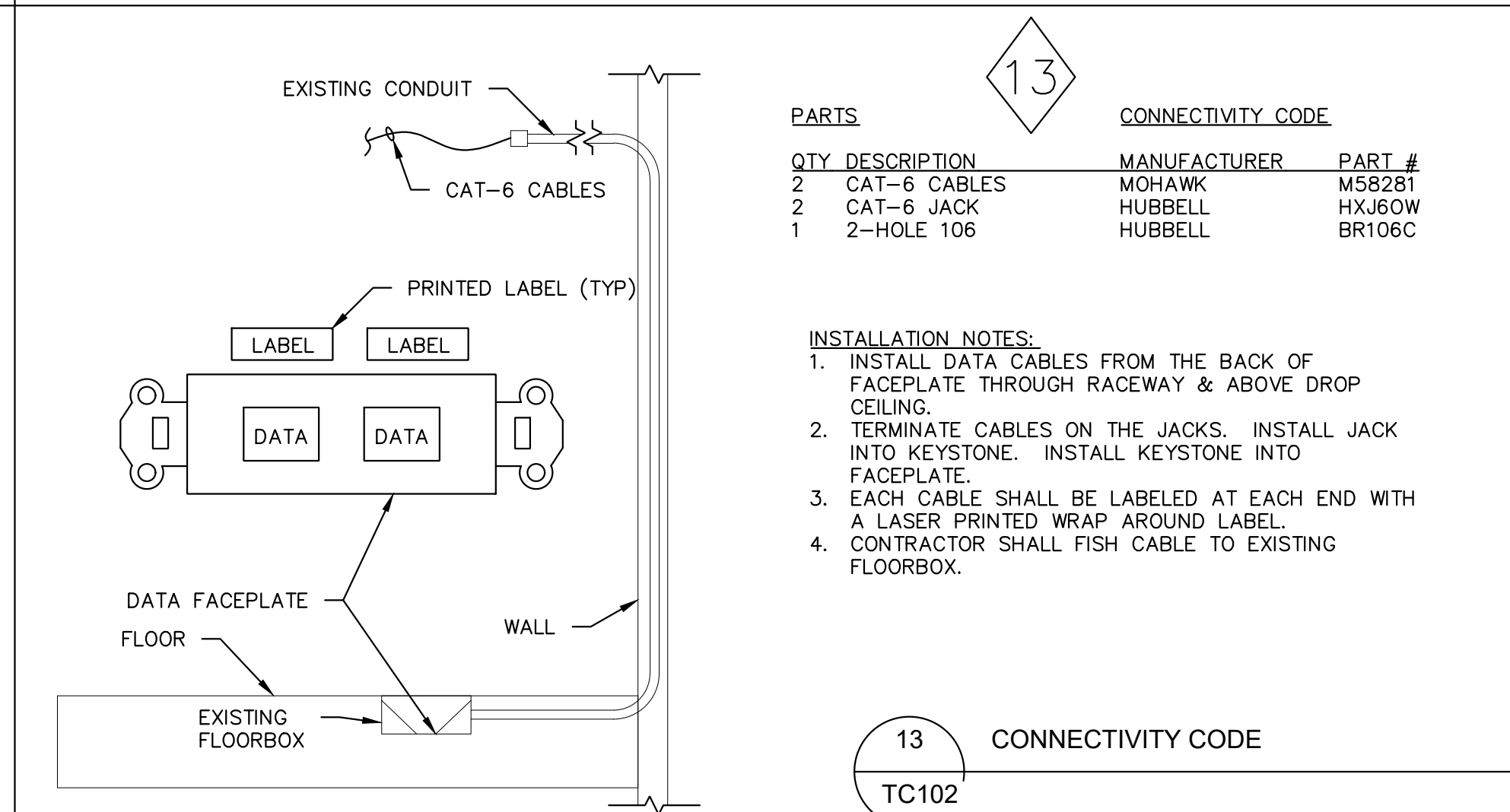
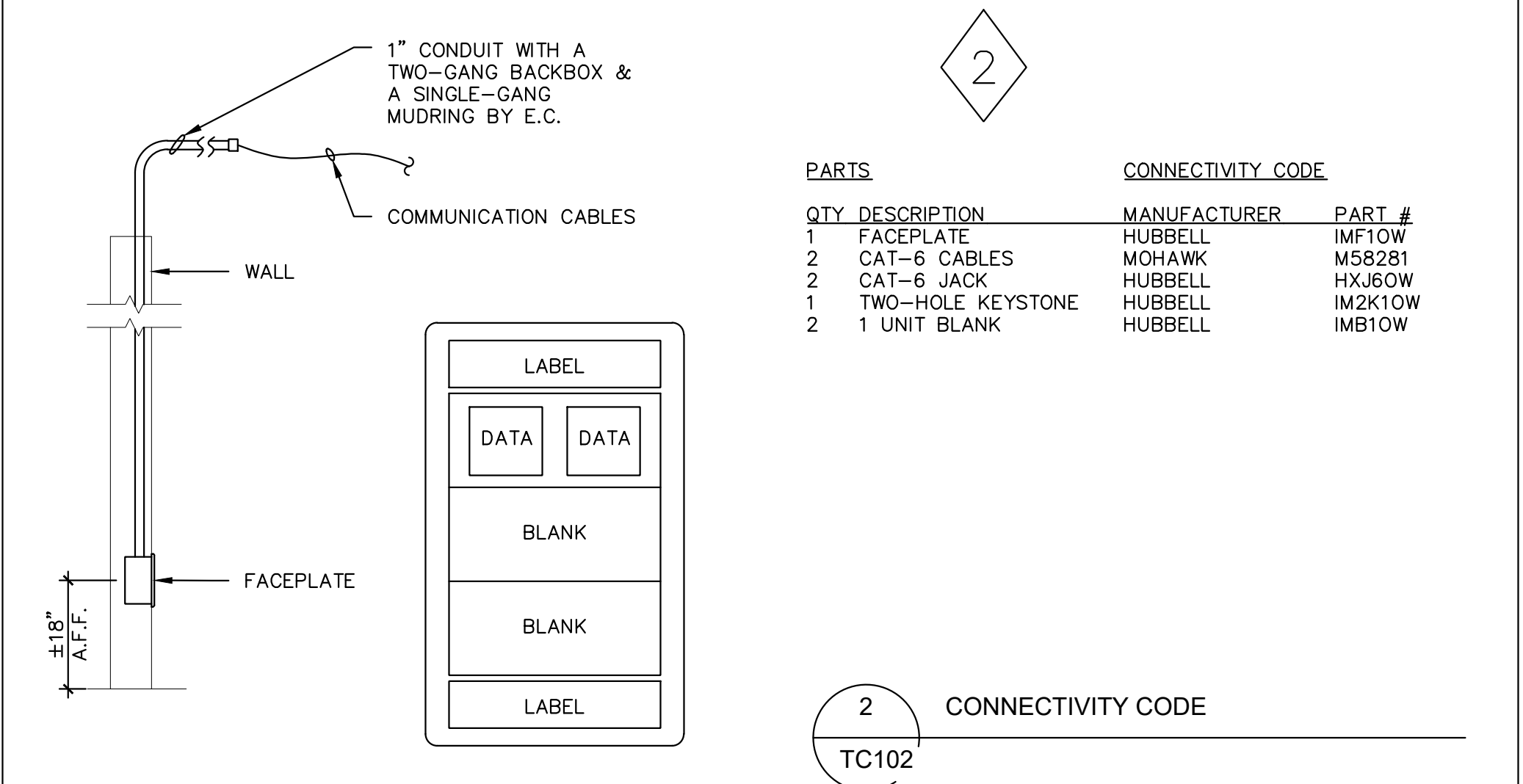
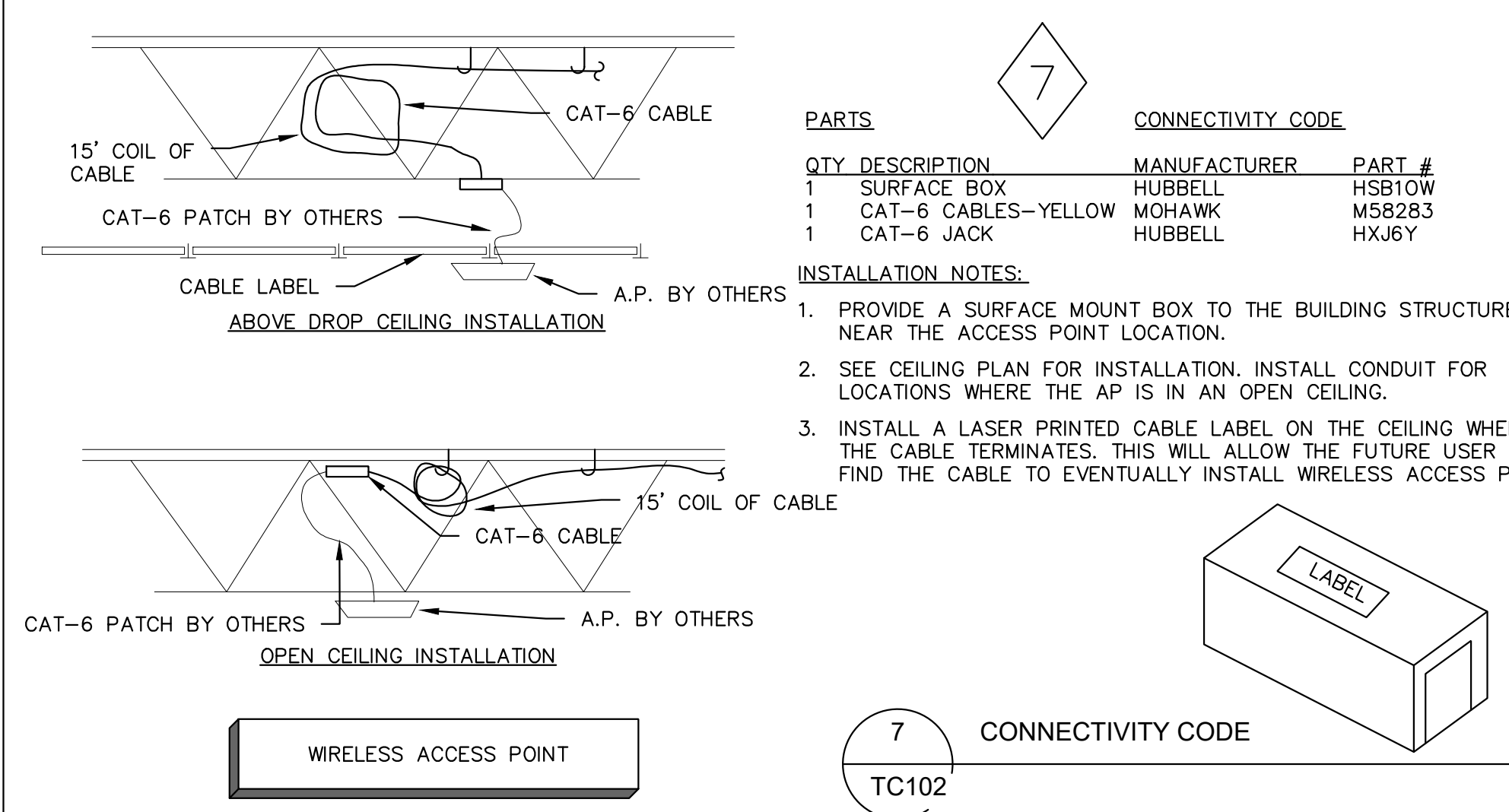
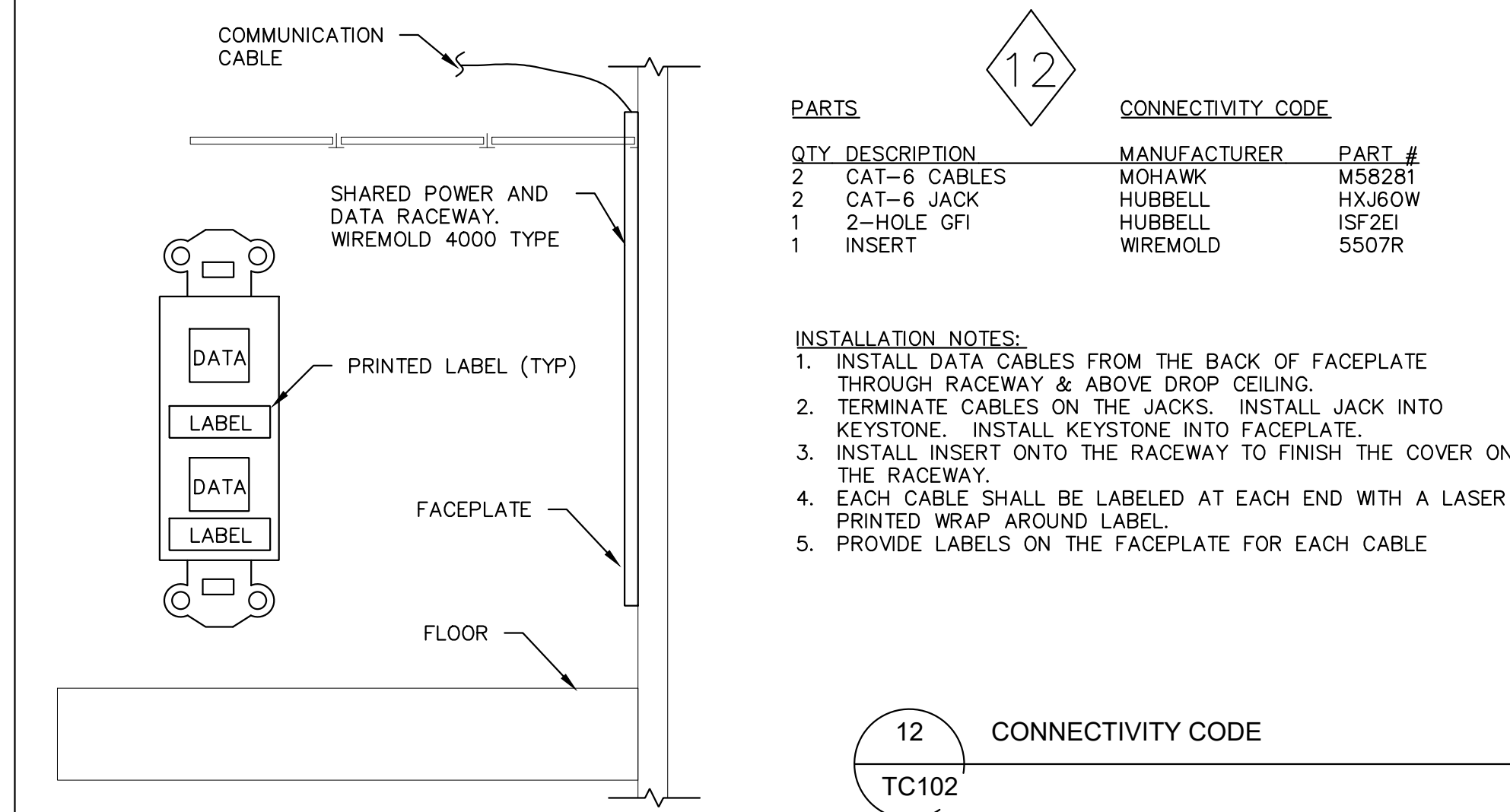
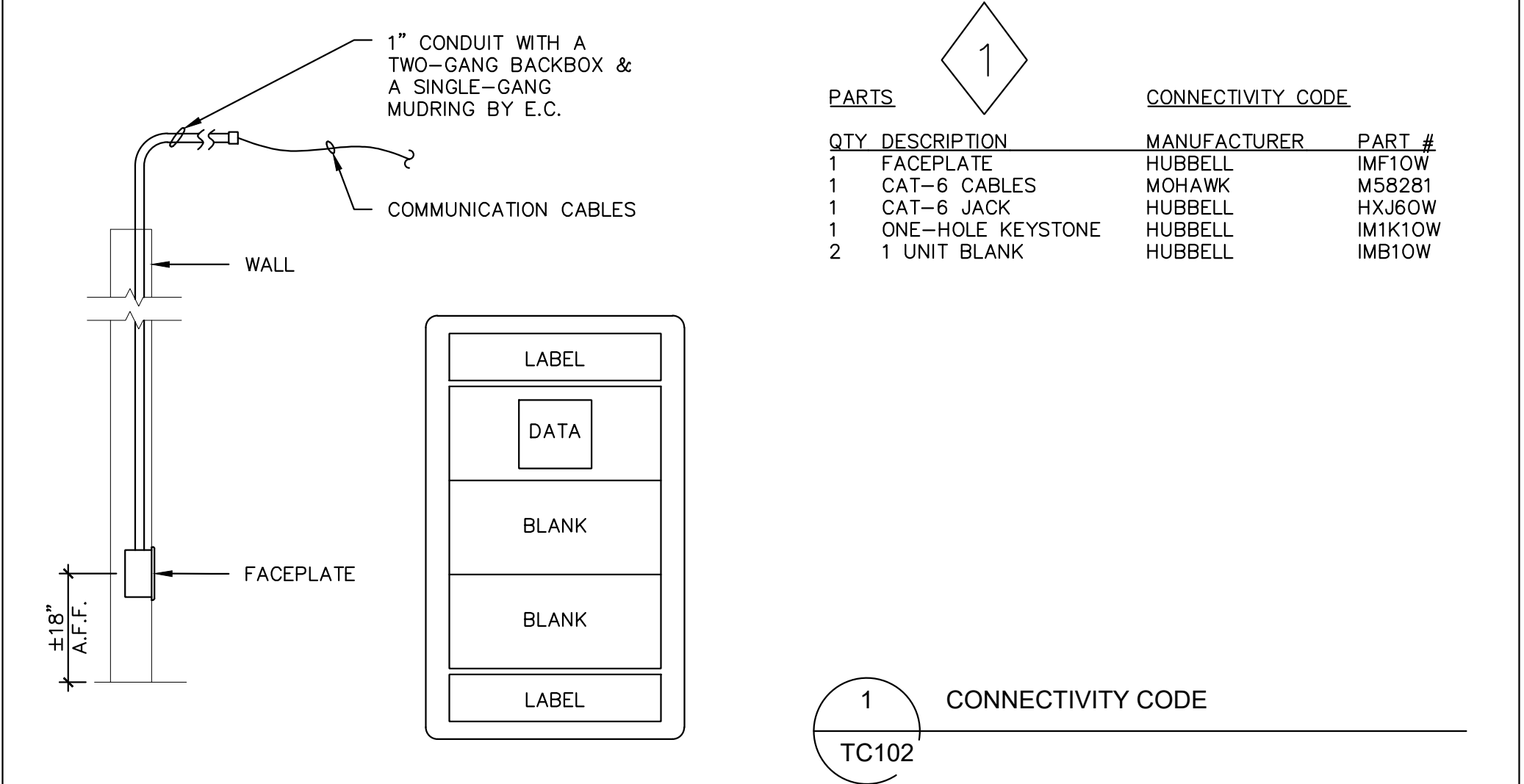
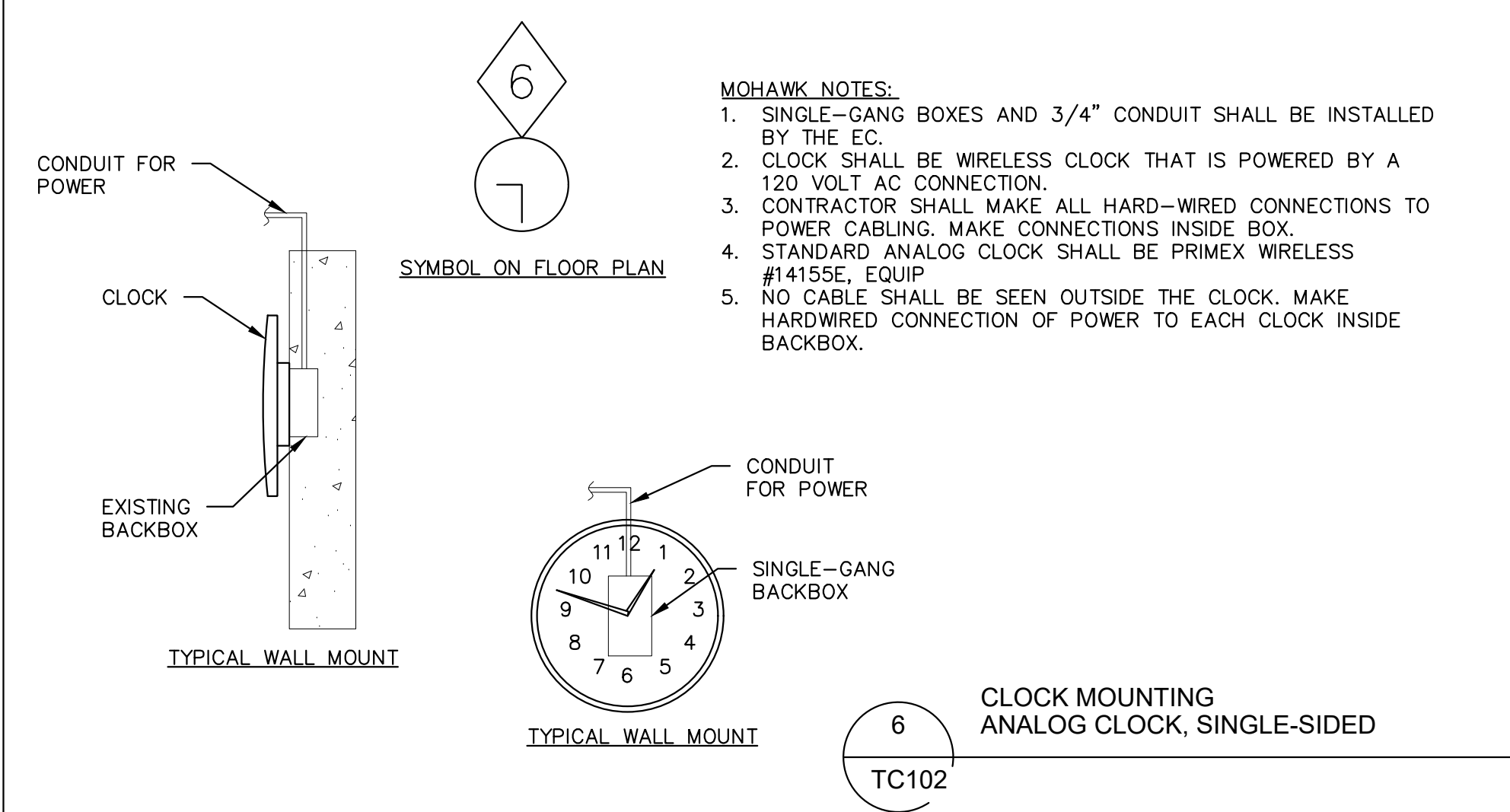
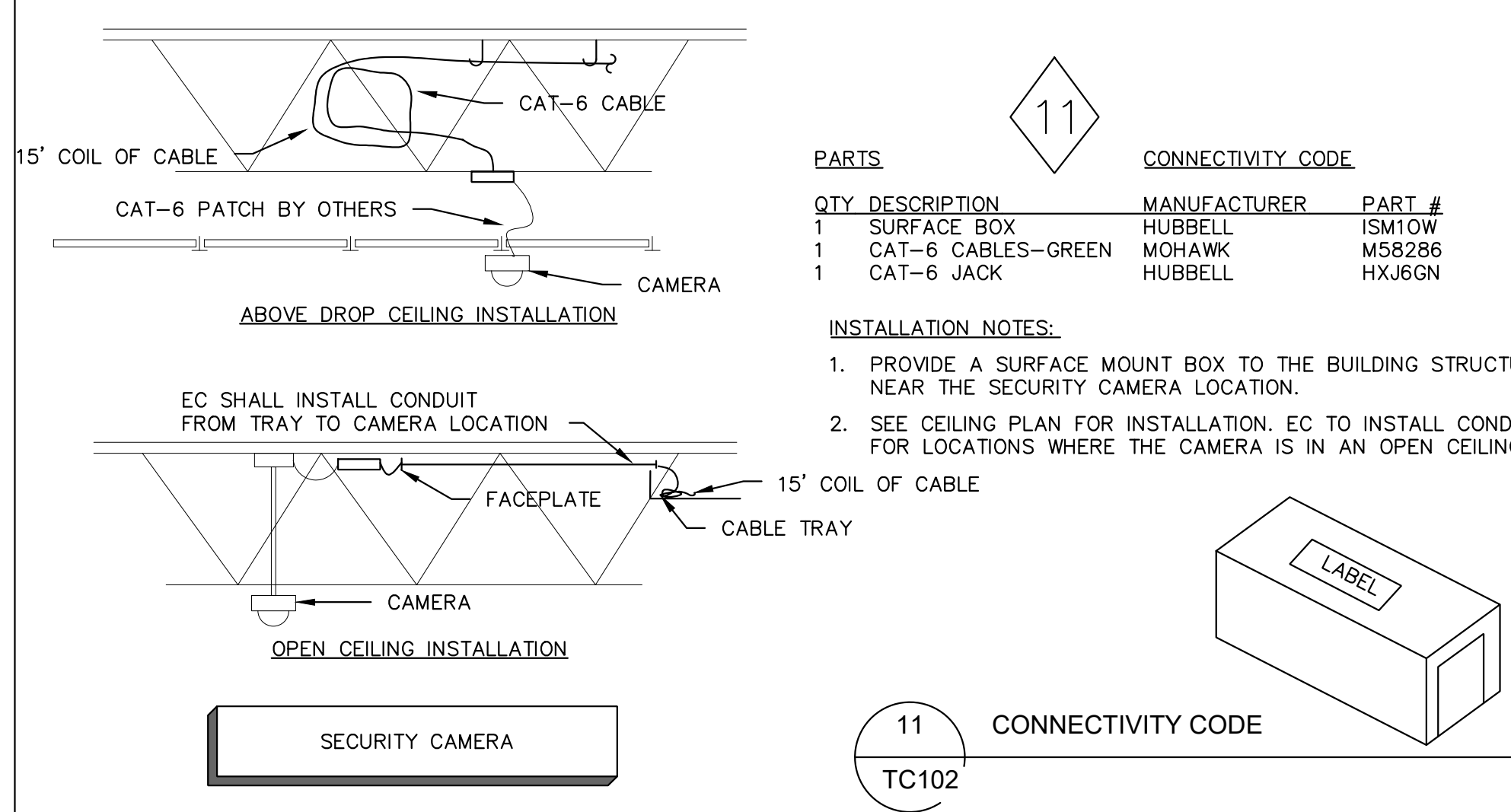
10. OUTLETS SHALL BE AT 18" AFF UNLESS NOTED ON THE CONNECTIVITY CODE OR PLAN DRAWINGS.

11. LABEL EACH FACEPLATE WITH A LASER-PRINTED LABEL THAT IS INSTALLED WITH THE CLEAR PLASTIC LABEL STRIP. WHERE NO LABEL STRIP IS PROVIDED, THE CONTRACTOR SHALL INSTALL A LASER PRINTED ADHESIVE LABEL. WHERE SPECIFICALLY NOTED, THE CONTRACTOR SHALL INSTALL ENGRAVED LAMACOD LABELS.

12. AFTER INSTALLATION, ALL CABLES SHALL BE TESTED. SEE SPECIFICATIONS FOR TESTING REQUIREMENTS.

13. FOR AUDIO AND VIDEO CONNECTIONS, THE CONTRACTOR SHALL ROUTE SIGNALS ACROSS THE CABLES FOR TESTING.

14. PROVIDE FLEXIBLE CONDUIT FROM THE WALLBOX OR FLOORBOX TO THE FURNITURE, RACEWAY WHERE CABLES ARE INSTALLED IN FURNITURE.



Mark	Revision	Description
	ISSUED FOR BID	01/20/19
	ADDENDUM NO. 1	02/14/20

**HASLETT PUBLIC SCHOOLS**  
TECHNOLOGY UPGRADE  
HASLETT, MICHIGAN

**BID FORM**  
**Haslett Public Schools**  
**Technology Upgrades**

Addendum #1

**TECHONOLOGY UPGRADES**



TO: Haslett Public Schools  
5593 Franklin Street  
Haslett, MI 48840

**Addendum #1**

**Company Name:** \_\_\_\_\_

hereinafter called "Contractor", does agree to provide equipment and labor as described in the specifications and drawings.

**Bid Category #1** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install all the data cabling, fiber cabling, raceways, comm room equipment and associated equipment  
Remove existing cabling and existing raceway as shown on floorplans  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
Include in this price the work in the High School and Ralya Elementary

**Bid Category #2** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install all the data cabling, fiber cabling, raceways, comm room equipment and associated equipment  
Remove existing cabling and existing raceway as shown on floorplans  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
Include in this price the work in the Middle School, Wilkshire and Murphy

**Bid Category #3** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install the audio / video systems including Classroom AV.Details on TC302 and TC303. Reference parts on TC301  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
Include in this price the work in the High School and Ralya Elementary

**Bid Category #4** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install the audio / video systems including Classroom AV.Details on TC302 and TC303. Reference parts on TC301  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
Include in this price the work in the Middle School, Wilkshire and Murphy

**BID FORM**  
**Haslett Public Schools**  
**Technology Upgrades**

Addendum #1

**Bid Category #5** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install a new paging/bell system at three buildings: Ralya, Wilkshire and Murphy  
Remove existing system in Ralya, Wilkshire and Murphy. Extend cabling to new paging system. Configure and test.  
Include in the work the removal and re-installation and re-connection of existing speakers to support the new drop ceiling being installed by others. All five buildings  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
**Include in this price the work at all buildings.**

**Bid Category #6** \$ \_\_\_\_\_ (in numbers)

The base bid is the cost to provide and install the audio / video systems including Large Space AV. Details on TC304, TC305 and TC306. Reference parts on TC301  
Work shall include all equipment, labor, installation, configuration, warranty and testing.  
**Include in this price the work at all buildings.**

Authorized Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Addenda**

The Contractor acknowledges receipt of the following addenda and has included their costs in the Total Base Bid price shown above.

Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_ Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_

Contractor Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**BID FORM**  
**Haslett Public Schools**  
**Technology Upgrades**

**Voluntary Alternates:**

Voluntary alternates are allowed and may be considered at the discretion of the owner. For each voluntary alternate, provide a brief written description and attach additional information as required to fully describe intent. All alternates shall be completely inclusive and shall not require any additional work by other trades.

1. \_\_\_\_\_  
Description  
Add / Deduct (circle one)                      \$ \_\_\_\_\_

2. \_\_\_\_\_  
Description  
Add / Deduct (circle one)                      \$ \_\_\_\_\_

**Unit Costs:**

Provide pricing for the described work or the described product as a single unit cost. The unit cost shall include any travel, equipment labor, overhead and tax required for purchase and installation of the product or service.

1     Provide, install and test one (1) CAT-6 cable and modular jack. This shall be for a cable that is 225' long. Include one port modular plate and labels.  
  
Unit Cost:    \$ \_\_\_\_\_

2     Provide, install and test one (1) drop ceiling, paging system speaker. Include new cable, testing and labeling  
  
Unit Cost:    \$ \_\_\_\_\_

**Breakout Pricing: -Bid Category #1**

Include pricing on a school by school basis. This applies to work in Bid Category #1

1 High School                      Cost: \$ \_\_\_\_\_  
2 Ralya Elementary                Cost: \$ \_\_\_\_\_

**Breakout Pricing: -Bid Category #2**

Include pricing on a school by school basis. This applies to work in Bid Category #2

3 Middle School                    Cost: \$ \_\_\_\_\_  
4 Wilkshire Elem.                    Cost: \$ \_\_\_\_\_  
5 Murphy Elem                      Cost: \$ \_\_\_\_\_



## SECTION 28 0500 – FRONT END

### PART 1 - GENERAL

#### 1.01 INTRODUCTION

- A. Haslett Public Schools invites qualified contractors to provide proposals for a Technology Upgrade. This work includes:
1. Bid Category #1. -High School and Ralya Elementary
    - a. The base bid is the cost to provide and install all the data cabling, fiber cabling, raceways, comm room equipment and associated equipment
    - b. Remove existing cabling and existing raceway as shown on floorplans
    - c. Work shall include all equipment, labor, installation, configuration, warranty and testing.
  2. Bid Category #2. -Middle School, Wilkshire and Murphy
    - a. The base bid is the cost to provide and install all the data cabling, fiber cabling, raceways, comm room equipment and associated equipment
    - b. Remove existing cabling and existing raceway as shown on floorplans
    - c. Work shall include all equipment, labor, installation, configuration, warranty and testing.
  3. Bid Category #3 -High School and Ralya Elementary
    - a. The base bid is the cost to provide and install the audio / video systems including Classroom AV
    - b. Work shall include all equipment, labor, installation, configuration, warranty and testing.
  4. Bid Category #4 -Middle School, Wilkshire and Murphy
    - a. The base bid is the cost to provide and install the audio / video systems including Classroom AV
    - b. Work shall include all equipment, labor, installation, configuration, warranty and testing.
  5. Bid Category #5 -All buildings
    - a. The base bid is the cost to provide and install a new paging/bell system at three buildings: Ralya, Wilkshire and Murphy
    - b. Remove existing system in Ralya, Wilkshire and Murphy. Extend cabling to new paging system. Configure and test.
    - c. Include in the work the removal and re-installation and re-connection of existing speakers to support the new drop ceiling being installed by others. All five buildings.
    - d. Work shall include all equipment, labor, installation, configuration, warranty and testing.
  6. Bid Category #6 -All Buildings
    - a. The base bid is the cost to provide and install the audio / video systems including Media Center AV, Gym AV, Cafeteria AV etc.
    - b. Work shall include all equipment, labor, installation, configuration, warranty and testing.
- B. The owner may choose to hire separate contractors for each bid Category. The owner may choose to combine Bid Categories. The owner reserves the right to contract with the contractors that provide the best cost and best chance for a timely completion.
- C. The Contractor shall pay all costs of the Work including, but not limited to, labor, materials, equipment, tools, transportation, freight, taxes, royalties, patent fees, support facilities, construction equipment, water, heat, utilities, supervision, overhead, and all other items necessary for the proper execution and completion of the Work.
- D. These projects will be contracted as two separate projects for each Bid category

#### 1.02 CONTACTS

- A. The contact for all questions and any addendums during bidding shall be:

Commtech Design  
Bret Emerson  
616-863-8132  
[emersonb@commtechdesign.com](mailto:emersonb@commtechdesign.com)

- B. The owner as referred to in this bid is:

Haslett Public Schools  
5593 Franklin Street  
Haslett, MI 48840

- C. Bids are due at February 19, 2020 at 2:00 PM

Haslett Public Schools  
5593 Franklin Street  
Haslett, MI 48840

- D. A pre-bid meeting will be held on February 4<sup>th</sup>, 2020 at 10:00 AM. Meet at:

Haslett Community Education Building  
Technology Office  
1590 Franklin Street  
Haslett, MI 48840

- E. All questions shall be submitted to the owner no later than February 10<sup>th</sup>, 2020 at 3:00PM. All questions shall be sent via email to Bret Emerson of Commtech Design.

Bret Emerson [bret@Commtechdesign.com](mailto:bret@Commtechdesign.com) 616-863-8132

#### 1.03 BUILDING SITES

- A. Work to be completed as part of this bid will be done at the sites as detailed in the drawings and specifications:
- B. Access to the sites shall be from 7:00 AM to 5:00 PM Monday thru Friday when school is not in session.
- C. Access to the sites shall be from 3:30 PM to 11:00 PM Monday thru Friday when school is not in session.
- D. Access to the sites shall be from 8:00 AM to 11:00 PM Saturday and Sunday.
1. Arrangements can be made for additional time on site during each day as scheduled with the owner.
  2. All work in the classrooms or hallway shall be completed during the summer or during non-school hours.
  3. No work activity shall disrupt the regular school day schedule or in any way intrude upon the teaching and administration of students.

#### 1.04 OWNERS RIGHTS

- A. The owner reserves the right to waive any formalities to bid, to reject any or all bids and to accept the bid that is most favorable to the Owner.
- B. The owner does not incur any responsibility for Bidder's costs in preparing the bid proposal.
- C. Bidder recognizes that the owner is subject to the Freedom of Information Act. Per formal request the owner will make bid documents available for public review following contract with a successful bidder.

#### 1.05 BID RESPONSE FORMAT

- A. The owner requires that all responses include the information listed below.
- B. All bid responses shall be submitted in a three-ring binder or bound folder

1. Provide two copies of the bid response. One shall be marked as the ORIGINAL. The ORIGINAL shall be signed by a duly designated officer of the company.
- C. Bid responses shall be provided in the following format with section dividers.
  1. Bid Form –See Bid Documents
  2. Description of the bidder’s company
  3. Description of the bidder’s response and the services they will provide.
    - a. Include information about any manufacturer required on-going maintenance costs for software or hardware or upgrades.
  4. Spreadsheet detailing all equipment being submitted per building.
  5. Any information the bidder wishes to include that was not specifically required.

#### 1.06 DOCUMENTS

- A. The following drawings are part of the bid package.
  1. Refer to the table below to determine which drawings are included in each bid category. Some drawings refer to multiple bid categories.

DWG.	Drawing Name	Bid Category #1 & #2 Cabling	Bid Category #3 & #4 AV Systems	Bid Category #5 Paging	Bid Category #6 AV Systems
TC101	Cabling Legend, Schedules & Details	X			
TC102	Cabling Connectivity Codes	X			
TC103	Cabling Connectivity Codes	X			
TC104	Cabling Rack Layouts	X			
TC105	Cabling Rack Layouts	X			
TC106	Cabling Rack Layouts	X			
TC107	Cabling Fiber Backbone Detail	X			
TC201A	Haslett Middle School Cabling Floor Plan Area A	X			
TC201B	Haslett Middle School Cabling Floor Plan Area B	X			
TC201C	Haslett Middle School Cabling Floor Plan Area C	X			
TC201D	Haslett Middle School Cabling Floor Plan Area D	X			
TC201E	Haslett Middle School Cabling Floor Plan Area E	X			
TC201F	Haslett Middle School Cabling Floor Plan Area F	X			
TC211A	Haslett High School Cabling Floor Plan Area A	X			
TC211B	Haslett High School Cabling Floor Plan Area B	X			
TC211C	Haslett High School Cabling Floor Plan Area C	X			
TC211D	Haslett High School Cabling Floor Plan Area D	X			
TC211E	Haslett High School Cabling Floor Plan Area E	X			
TC211F	Haslett High School Cabling Floor Plan Area F	X			
TC211G	Haslett High School Cabling Floor Plan Area G	X			
TC211H	Haslett High School Cabling Floor Plan Area H	X			
TC211J	Haslett High School Cabling Floor Plan Area J	X			
TC211K	Haslett High School Cabling Floor Plan Area K	X			
TC221A	Murphy Elementary Cabling Floor Plan Area A	X			
TC221B	Murphy Elementary Cabling Floor Plan Area B	X			
TC221C	Murphy Elementary Cabling Floor Plan Area C	X			
TC221D	Murphy Elementary Cabling Floor Plan Area D	X			
TC231A	Ralya Elementary Cabling Floor Plan Area A	X			
TC231B	Ralya Elementary Cabling Floor Plan Area B	X			
TC231C	Ralya Elementary Cabling Floor Plan Area C	X			
TC231D	Ralyay Elementary Cabling Floor Plan Area D	X			
TC241A	Wilkshire ECC Cabling Floor Plan Area A	X			
TC241B	Wilkshire ECC Cabling Floor Plan Area B	X			
TC241C	Wilkshire ECC Cabling Floor Plan Area C	X			
TC241D	Wilkshire ECC Cabling Floor Plan Area D	X			
TC241E	Wilkshire ECC Cabling Floor Plan Area E	X			

TC241F	Wilkshire ECC Cabling Floor Plan Area F	X			
TC301	Audio/Video Legends, Schedules & Details		X	X	X
TC302	Audio/Video Classroom Connectivity Diagram		X		
TC303	Audio/Video Classroom Connectivity Diagram		X		
TC304	Audio/Video Classroom Connectivity Diagram				X
TC305	Audio/Video Classroom Connectivity Diagram				X
TC306	Audio/Video Classroom Connectivity Diagram				X
TC401A	Haslett Middle School Audio/Video Floor Plan Area A		X	X	X
TC401B	Haslett Middle School Audio/Video Floor Plan Area B		X	X	X
TC401C	Haslett Middle School Audio/Video Floor Plan Area C		X	X	X
TC401D	Haslett Middle School Audio/Video Floor Plan Area D		X	X	X
TC401E	Haslett Middle School Audio/Video Floor Plan Area E		X	X	X
TC401F	Haslett Middle School Audio/Video Floor Plan Area F		X	X	X
TC411A	Haslett High School Audio/Video Floor Plan Area A		X	X	X
TC411B	Haslett High School Audio/Video Floor Plan Area B		X	X	X
TC411C	Haslett High School Audio/Video Floor Plan Area C		X	X	X
TC411D	Haslett High School Audio/Video Floor Plan Area D		X	X	X
TC411E	Haslett High School Audio/Video Floor Plan Area E		X	X	X
TC411F	Haslett High School Audio/Video Floor Plan Area F		X	X	X
TC411G	Haslett High School Audio/Video Floor Plan Area G		X	X	X
TC411H	Haslett High School Audio/Video Floor Plan Area H		X	X	X
TC411J	Haslett High School Audio/Video Floor Plan Area J		X	X	X
TC411K	Haslett High School Audio/Video Floor Plan Area K		X	X	X
TC421A	Murphy Elementary Audio/Video Floor Plan Area A		X	X	X
TC421B	Murphy Elementary Audio/Video Floor Plan Area B		X	X	X
TC421C	Murphy Elementary Audio/Video Floor Plan Area C		X	X	X
TC421D	Murphy Elementary Audio/Video Floor Plan Area D		X	X	X
TC431A	Ralya Elementary Audio/Video Floor Plan Area A		X	X	X
TC431B	Ralya Elementary Audio/Video Floor Plan Area B		X	X	X
TC431C	Ralya Elementary Audio/Video Floor Plan Area C		X	X	X
TC431D	Ralyay Elementary Audio/Video Floor Plan Area D		X	X	X
TC441A	Wilkshire ECC Audio/Video Floor Plan Area A		X	X	X
TC441B	Wilkshire ECC Audio/Video Floor Plan Area B		X	X	X
TC441C	Wilkshire ECC Audio/Video Floor Plan Area C		X	X	X
TC441D	Wilkshire ECC Audio/Video Floor Plan Area D		X	X	X
TC441E	Wilkshire ECC Audio/Video Floor Plan Area E		X	X	X

TC441F	Wiltshire ECC Audio/Video Floor Plan Area F		X	X	X
--------	---	--	---	---	---

- B. The following specifications are part of the bid package.
1. The following specifications are part of the bid package.
  2. Refer to the table below to determine which specification sections are included in each bid category. Some sections refer to all bid categories

Specification		Bid Category #1 & #2 Cabling	Bid Category #3 & #4 AV Systems	Bid Category #5 Paging	Bid Category #6
28 0000	Coversheet	X	X	X	X
28 0500	Front End	X	X	X	X
	Bid Form	X	X	X	X
	Familial Disclosure	X	X	X	X
	Iran Form	X	X	X	X
28 1000	Communications Overview	X	X	X	X
28 1100	Communications Room	X			
28 1150	Communications Grounding	X	X	X	X
28 1500	Fiber Cabling	X			
28 1600	Cat-6 Cabling	X			
28 1700	Clock System	X			
28 1820	Paging Bell System			x	
28 5300	Classroom Video		X		X
28 5350	Classroom Audio		X		X
28 5400	Video Equipment		X		X
28 5450	Audio Equipment		X		X
28 5453	Audio Speakers		x		X
28 5470	AV Cabling		X		X
28 7200	Technology Submittals	X	X	X	X
28 7600	Technology Labeling	X	X	X	X
28 7700	Technology Testing	X	X	X	X
28 7750	Technology Training	X	X	X	X
28 7800	Technology Warranty	X	X	X	X

## PART 2 - PERSONNEL

### 2.01 BIDDER

- A. Minimum Bidder Qualifications:
1. Bidder must be fully licensed and insured.
  2. Bidder must be fully authorized by the manufacturer being proposed to install and configure the equipment.
  3. Shall have technicians that are fully certified to install and configure the equipment being provided as part of the bid.
- B. Bidder shall address each item in this package as specified. All required labor and equipment must be quoted. Any exception must be noted and explained. All bids must include the entire section bid to be considered.
- C. The Contractor can withdraw their bid at any time prior to opening the bids.
- D. Work shall be coordinated with the owner's technology coordinator, architect, construction manager and the technology designer

### 2.02 PERSONNEL

- A. All personnel working on the project shall be certified by the manufacturer to install, configure and connect the equipment as per the owner's requirements and the manufacturer's specifications.
- B. The contractor shall assign a Project Manager to the project who will have ultimate authority to make decisions, schedule work and fix or repair any non-conforming equipment.

1. Provide a list of the projects of similar size and scope to the work they will be doing as part of this project. Include examples of three projects with similar scope that the PM has worked on in the last three years.
2. The project manager will be the primary contact for this project
3. The project manager shall attend all project meetings and be fully aware of all work going on as part of the project.

#### 2.03 BACKGROUND CHECKS

- A. Contractor's staff may be required to pass a security clearance check conducted by the Owner.
- B. The Contractor shall authorize the investigation of its personnel proposed to have access to facilities and systems on a case-by-case basis.
  1. The scope of the background check is at the discretion of the owner and the results will be used to determine Contractor's personnel eligibility for working within the facilities and systems.
  2. Such investigations will include Michigan State Police Background checks (ICHAT) and may include the National Crime Information Center (NCIC) Fingerprints.
  3. Proposed Contractor personnel may be required to complete and submit an RI-8 Fingerprint Card for the NCIC fingerprint check.
  4. Any request for background checks will be initiated by the owner or construction manager and will be reasonably related to the type of work requested.

### **PART 3 - WORK REQUIREMENTS**

#### 3.01 DOCUMENTS

- A. The contractor shall review all bid documents including specifications and the drawings. The specifications and documents and any addenda detail the requirements of the chosen contractor.
- B. It is mandatory that items of material and equipment conform to the Contract Documents and meet the quality standards in every respect.
- C. Where any specifications or drawings are not in agreement the higher value or more stringent requirement shall apply and shall be included in the bid pricing.

#### 3.02 PRODUCTS

- A. All products shall be of the latest manufacture. No remanufactured or used equipment shall be provided as part of the bid.
- B. All equipment shall be provided in the manufacturers shipping container. Provide copy of the shipping lists as part of the project documentation.

#### 3.03 PRODUCT DELIVERY AND LIABILITY

- A. The contractor shall be responsible for the complete installation of new and un-damaged products.
- B. The contractor shall be liable for all equipment until it is formally accepted by the owner in writing. This shall include the equipment when it is in the contractor's facility and when it is in the owner's facility until it is formally accepted.

#### 3.04 DAMAGE

- A. The contractor shall be responsible for all damage made to the building or any of the buildings' contents during their work as part of this project.
- B. The contractor shall not disturb any hazardous material or materials that they are not authorized to work with.

#### 3.05 INCIDENTAL WORK AND PERMITS

- A. The contractor shall be responsible for requesting, obtaining and paying for any and all permits required for their work by the local, county, state and federal authorities having jurisdiction (AHJ) over the work being performed.
- B. Provide any and all work or equipment required by the Authority Having Jurisdiction (AHJ) that may or may not be specifically noted in these documents.

### 3.06 INSPECTION OF THE WORK

- A. The contractor shall keep up to date as-builts on site for the duration of the project. The engineer may request to see the as-built documents at any time.
- B. The Contractor shall promptly facilitate inspection and testing of the Work regardless of expense as necessary or as requested by the Owner, regardless of whether or not the Work in question is his own or that of a subcontractor.
- C. If such tests or inspections reveal deficiencies as measured by Construction documents or an independent consultant/testing agency or the owner/engineer, the Contractor shall bear all costs incurred to correct such deficiencies, and the cost to reconstruct any work to meet the contract documents.

### 3.07 PROJECT MEETINGS

- A. The contractor shall attend project meeting as designated by the owner or engineer. Attendance is mandatory.

## **PART 4 - WORK SCHEDULES**

### 4.01 PROJECT SCHEDULE

- A. It is the intention of the owner to take possession of the Work by the established completion date or earlier, within the shortest time possible consistent with good construction practices.
- B. The Completion Date for Data Cabling shall be August 21, 2020
- C. The completion Date for AV systems shall be August 30, 2020 (The district will allow two up to two weeks after this date, if necessary, to complete AV systems work)
  - 1. April 1, 2020 - Cabling and IDF Room Work Can Begin - Second Shift
  - 2. June 15, 2020 - AV Classroom Installation Can Begin Per Clark's (Construction Manager) Zone Schedule
  - 3. August 31, 2020 - First Day of School
- D. Upon award of the contract the contractor shall provide a complete schedule for their work. This shall reference dates in the document and be coordinated with the schedule of any other contractors.
  - 1. Include start date
  - 2. Products installed
  - 3. Punch list work complete
  - 4. Substantial Completion
  - 5. Final Completion after system has been working for 30 days with no outages or failures
- E. If the work is delayed through the fault of the owner (or of any separate contractor employed by the owner)
  - 1. The Contractor shall notify the owner, in writing, of any condition or situation that in the Contractor's opinion warrants an extension of Contract Time.
  - 2. The Contractor shall not be entitled to additional compensation or damages due to delays, interference's or interruptions to the Work or the Project, but shall be entitled only to an appropriate extension of time in accord with the General Conditions of the Contract for Construction.

## **PART 5 - DEFICIENT WORK**

### 5.01 PRODUCT AND INSTALLATION DEFICIENCIES

- A. The Contractor shall expediently correct all deficiencies brought to his attention in writing or verbally by the owner. If, in the opinion of the owner and the technology design or construction manager, the Contractor fails to correct deficiencies, or fails to act expeditiously to correct deficiencies, the owner may:
  - 1. Accept the deficiencies in the Work and reduce the Contract Sum of the Contractor at fault by a unilateral Change Order issued and signed by the owner in an amount to be determined by the owner.



2. Have the deficiencies removed in any reasonable manner available to the Owner and charge the Contractor at fault for the costs incurred or reduce that Contractor's Contract Sum by a unilateral Change Order issued by the Owner for the costs incurred.
- B. The Contractor shall pay all costs of the Work including, but not limited to, labor, materials, equipment, tools, transportation, freight, taxes, royalties, patent fees, support facilities, construction equipment, water, heat, utilities, supervision, overhead, and all other items necessary for the proper execution and completion of the Work.

## **PART 6 - GENERAL**

### **6.01 LEGAL REQUIREMENTS**

- A. The Contractor shall comply fully with all laws, statutes, ordinances, rules, regulations, codes, and lawful orders applicable to their work, including employment regulations, unless specifically exempted from compliance by the Contract Documents. Where local codes differ from codes of broader jurisdictions, the more stringent code shall apply. The Contractor shall promptly notify the Owner in writing of items in the plans or specifications for this project that violate any applicable codes.

### **6.02 CLEAN SITE**

- A. The contractor shall clean the site daily.
- B. The contractor shall be responsible for disposal and removal from the site any and all waste and debris generated from their work.
- C. All dust or ceiling debris generated as part of the work shall be cleaned each day.

### **6.03 PREVAILING WAGE**

- A. This project is not subject to the Prevailing Wage Law; Michigan Public Act 166 of 1965.

### **6.04 TAXES**

- A. The bidder is responsible to apply all tax information within their proposal. Contractor is responsible for applying such tax with each request for payment and complying with Federal, State and local laws.
- B. All tax costs shall be included in the base bid price.

### **6.05 PAYMENTS**

- A. The contractor shall submit an invoice on the AIA form G702/G703 each month. The invoice shall include only work completed at the time of submission.
- B. The contractor can be paid for equipment in storage at the owner's site as long as the owner is provided with proof of insurance for the equipment.
- C. The owner will provide payment on the invoice within 21 days of a signed invoice by the engineer and contractor.
- D. The owner will retain 10% of the total cost of the project until the system is considered finally complete as detailed in the project documents.

## **PART 7 - REVIEW OF BIDS**

### **7.01 OWNER REVIEW**

- A. The Owner reserves the right to waive any formalities to bid, to reject any or all bids, or to accept the bid that is most favorable to the Owner. The Owner does not incur any responsibility for Bidder's costs in preparing the bid proposal.

### **7.02 BID BOND**

- A. Provide with the bid response a 5% Bid Bond which is required for all proposals. The bond must be in the form of a certified check or a bond executed by a surety company authorized by the State of Michigan. The amount of the bond shall be forfeited if the Contractor, after being awarded the bid, fails to enter into an appropriate contract with the Owner within (30) days.

### **7.03 PERFORMANCE BOND**

- A. Successful bidders, for work valued at \$50,000 or more, will be required to secure Performance, Labor and Material Bonds issued for the full amount (100% value) of the contract by a company licensed to do business in the State of Michigan and having an A.M. Best rating of A- or better. The cost of these bonds is to be included in the proposal amount.

#### 7.04 INSURANCE

- A. Contractors must have the proper insurance forms submitted prior to start of their Work. The required insurance shall be written for not less than the limits shown below, or greater if required by law. Contractors will require all subcontractors to maintain similar coverage limits. The Contractor shall name the Owner as additional insured.
  - 1. Standard Workers Compensation and Employers Liability Employers Liability
    - a. \$500,000 Bodily Injury by Accident—each accident
    - b. \$500,000 Bodily Injury by Disease—each employee
    - c. \$500,000 Bodily Injury by Disease—policy limit
  - 2. General Liability Combined Single Limit Liability
    - a. \$1,000,000 each occurrence
    - b. Or Split Limit Liability
    - c. \$500,000 Bodily Injury—each occurrence
    - d. \$500,000 Property Damage—each occurrence
  - 3. Aggregates
    - a. \$1,000,000 General Aggregate
    - b. \$1,000,000 Products-completed operations
    - c. Automobile Liability Combined Single Limit Liability
    - d. \$500,000 each accidentOr
    - e. Split Income Liability
    - f. \$500,000 Bodily injury—each person
    - g. \$500,000 Bodily injury—each accident
    - h. \$500,000 Property Damage—each accident
  - 4. Umbrella Insurance
    - a. \$2,000,000 Limit over primary insurance

#### 7.05 REVIEW OF BIDS

- A. Bids will be reviewed based on the following criteria:
  - 1. Compliance with bidding documents
  - 2. Price
  - 3. Responsiveness to owner's requirements
  - 4. Experience and references with similar projects
  - 5. Manufacturers relationships and personnel that are certified in the manufacturer's equipment.
  - 6. Any on-going costs associated with the equipment or installation.
  - 7. The owner reserves the right to make any decision which they deem to be in their best interest regardless of price or experience of the bidders.

### **PART 8 - USF FUNDING REQUIREMENTS**

#### **8.01 IDENTIFICATION NUMBER**

- A. The service provider's USF Service Provider Identification Number (SPIN) *must* be included in the Bid. Direct all questions regarding the USF requirements in this RFP to the Universal Service Administrative Company (USAC), Schools and Library Division (SLD) at (888) 203-8100.

#### **8.02 FY2020 FUNDING REQUESTS**

- A. The specified products and/or services are to be provided for FY2020 (July 1, 2020-September 30, 2021) and must qualify for universal service discounts under the FY2020 universal service support mechanism, E-Rate. The E-rate Modernization Order permits

applicants to seek support for Category 2 eligible non-recurring services purchased on or after April 1, three months prior to the start of the funding year on July 1. No invoices to USAC/SLD will be DATED or PAID before July 1, 2021.

**8.03 UNIVERSAL SERVICE DISCOUNTS**

- A. The service provider contract is conditional upon the District receiving universal service discounts under the FY2020 universal service support mechanism, E-rate. The District reserves the unrestricted right to reduce the contract amount by reducing the amount of services and/or products in order to meet budget requirements in the event the level of the universal service discounts is reduced. Any such reductions to the contract amount will be taken prior to the start of the specific work being reduced or eliminated on a given building and/or project.

**8.04 UNIVERSAL SERVICE DISCOUNT IMPLEMENTATION**

- A. The District reserves the unrestricted right to specify the filing option for the universal service discounts for each product and/or service offered within a Bid: Billed Entity Applicant Reimbursement (BEAR) or Service Provider Invoice (SPI).

**8.05 ELIGIBLE PRODUCTS AND SERVICES**

- A. The USF eligible products and/or services identified on the USAC FY2020 Eligible Services List, which is incorporated herein by reference, must be identified separately from any and all "ineligible" products and/or services in the Bid.

**8.06 LOWEST CORRESPONDING PRICE**

- A. Lowest Corresponding Price (LCP) is defined as the lowest price that a service provider charges to non-residential customers who are similarly situated to a particular E-rate applicant for similar services. Service Providers cannot charge E-rate applicants a price above the Lowest Corresponding Price (LCP) and must actually charge the rate that is the LCP, not just offer the LCP in the Bid. In addition, promotional rates offered by a Service Provider for a period of more than 90 days must be included among the comparable rates upon which the LCP is determined.

**END OF SECTION 28 5000**