

BID PROJECT: 2023-2024 SNOWPLOWING SERVICES

INSTRUCTIONS TO BIDDERS

SUBMISSION OF BIDS:

Sealed proposals will be received until 10:00 AM on Friday, October 13, 2023, at the Lapeer Community Schools Administration & Services Center, 250 Second Street, Lapeer, MI 48446. Bid proposals received on or before the Due Date will be opened and read aloud by the Owner, or its designee at the Lapeer Community Schools Administration & Services Center. Label the sealed bid envelope as follows: Sealed Bid for 2023-2024 Snowplowing Services. Faxed or emailed bids will not be accepted. Bids must be delivered by the date and time stated above to:

Lapeer Community Schools
Snow Plow Bids 2023
250 Second Street
Lapeer, MI 48446

Bids will only be accepted if they complete all forms provided in the bid packet. All Proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the School District and/or any employee of the bidder and any member of the Board of Education/Superintendent of the Lapeer Community Schools. All Proposals must also include the executed form certifying the bidder's status as a non "Iran Linked Business" as defined by Michigan Public Act 517 of 2012. Proposals that do not include these statements will not be considered or accepted by the Board of Education.

Bid packs/specifications will be available Wednesday, September 27, 2023 at the Administration & Services Center, 250 Second Street, Lapeer, MI 48446, on the State of Michigan SIGMA Vendor Self Service website, on Lapeer Community Schools' website: www.lapeerschools.org under Administration > Business > LCS Bids. Lapeer Community Schools reserves the right to accept or reject any or all bids. Any bid may be withdrawn at any time prior to the scheduled time and date for the receipt of bids. Bids received after the specified time and date will not be opened.

Bids shall be made in full conformity with all the conditions set forth in the instructions and specifications. All questions concerning the bid specifications should be directed to Brian Badder, Lapeer Community Schools, at brian.badder@lapeerschools.org with the following subject line: "2022-2023 Snowplowing Service Bid- Request for Clarification".

MANDATORY PRE-BID MEETING:

A mandatory Pre-Bid Meeting is to be held **Friday, October 6th, 2023 at 10:00 AM, EST**, in the Board Room at the Administration & Services Center, 250 Second Street, Lapeer, MI 48446. Failure to attend the Mandatory Pre-Bid Meeting will result in your bid documents not being accepted by Lapeer Community Schools for this year. A site walk-through will be led by Operations Director after the Pre-Bid Meeting.

TAXES:

Each bid shall include and the successful bidder shall pay any and all applicable taxes.

ERRORS/OMISSIONS/DISCREPANCIES:

Bidder shall not be allowed to take advantage of errors, omissions, or discrepancies in the specifications.

QUALIFICATIONS OF BIDDER:

Any bidder may be required to furnish financial references during the bid review and evaluation process.

ADDENDA:

Any verbal information obtained from or statements made by any representative of the school district shall not be construed as in any way amending the attached instructions, specifications, or documents. Only such corrections or addenda as are in writing to all bidders shall become a part of instructions, specifications or documents. Make reference to any such written addenda on the Bid Proposal Form.

AWARD OF BIDS:

The Board of Education reserves the right to accept or reject any or all bids, to award to other than low bidder, to award by item, group of items, or total bid, to waive irregularities and/or informalities, to negotiate with any or all of the bidders, and in general to make the award in any manner deemed by it, in its sole discretion, to be in the best interests of the School District.

DEFENSE AND INDEMNIFICATION

The successful bidder shall defend, indemnify, and hold harmless the Lapeer Community Schools (including its officials, officers, employees, and agents) from any and all claims, suits, losses, damages, costs, fines, expenses (including costs of defense, settlement and attorney's fees), and causes of actions, including any judgments which may be entered against them, arising out of or caused by, directly or indirectly, in whole or in part, any act, error, or omission of the successful bidder or their employees, agents, or representatives. The obligation of successful bidder to defend, indemnify, and hold harmless the Lapeer Community Schools as described above shall survive and continue after delivery and/or installation, acceptance by Lapeer Community Schools, and final payment.

REQUIRED FORMS:

- **Bid Form – 2023-2024 Snowplowing Maintenance Services**
 - **Attachment “A” – Building List/Pricing**
 - **Iran Economic Sanctions Act Certification**
 - **Familial Disclosure Statement**
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