

**Bay-Arenac ISD**  
**4155 Monitor Road**  
**Bay City, MI 48706**  
**(989) 667-3271**

**Request for Proposal**  
**FANUC Arm**

**May 21, 2018**

## **GENERAL CONDITIONS**

The Bay-Arenac ISD is soliciting proposals for FANUC Arm for Bay-Arenac ISD Career Center. Located at: 4155 Monitor Rd., Bay City, MI 48706. See specification included in this document.

The following Request for Proposal (RFP) is being provided to you for your consideration. To be considered, your Company must meet the qualifications and satisfy the requirements set forth in this RFP.

Deborah Kadish, Superintendent  
Bay-Arenac ISD  
4228 Two Mile Rd  
Bay City, MI 48706  
989-667-3281  
kadishd@baisd.net

Completed proposals must be received at the address noted above by **1:00 PM on Wednesday May 30, 2018**. Proposals must be submitted in a sealed envelope that is clearly marked "FANUC Arm". Proposals submitted by facsimile or email will not be accepted. All proposals will be opened at the specified time and will be read aloud. The public is welcome to attend this bid opening. All proposals received after the date and time specified in the will be returned to the proposer unopened.

Although cost will be an important factor in awarding the contract, the school district is not obligated by any statute or regulation to award solely on the basis of cost. Accordingly, the school district reserves the right to evaluate all proposals objectively and subjectively and to accept or reject any or all proposals or portion thereof. Additionally, the district reserves the right to negotiate changes in services with the firm determined to have submitted the proposal that is in the best interest of the district.

It is to be understood that this RFP constitutes specifications only for the purpose of receiving proposals for product and does not constitute an agreement for that product. It is further expected that each bidder will read these specifications with care. Failure to provide requested information or meet certain specified conditions may invalidate the proposal(s). Each proposer by its submission of its proposal releases BAISD, its Board of Education, employees and agents from any claims arising out of, or in any way related to, the RFP process and the selection of the provider. An alternative may be offered, if deviations from the specifications are minor and provided that deviations are clearly specified. Failure to outline such deviations may be grounds for rejection of the proposal. BAISD will retain sole authority for determining what constitutes as an acceptable deviation from the specifications/requirements.

The proposer is responsible for any and all costs incurred by it or others acting on its behalf in preparing or submitting a proposal or otherwise responding to the RFP, or any negotiations incidental to its proposal for the RFP.

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty. Any errors, omissions, or discrepancies in the specifications discovered by a proposing entity must be brought to the attention of BAISD immediately. Such errors shall be promptly corrected for proposing entities and no proposing entity shall be permitted to take advantage of or suffer harm from these errors.

Any decision made by BAISD, including the selection of a provider, shall be final. Protests regarding the bid award must be submitted in writing and received by Mrs. Deborah Kadish, Superintendent not more than fourteen (14) days after the bid award notification is issued.

All questions and correspondence should be directed to Deborah Kadish via email to [kadishd@baisd.net](mailto:kadishd@baisd.net). In order to assure consistency of information provided regarding this RFP, contact with Bay-Arenac ISD personnel other than Mrs. Deborah Kadish is discouraged and may be grounds for elimination from the selection process.

**WITHDRAWAL OF PROPOSALS:**

Proposals shall remain valid for a period of sixty (60) days after submission. Modifications to proposals will not be accepted by the district, except as may be mutually agreed upon following the acceptance of the proposal.

**TIME TABLE:**

1. Release of RFP on or about May 16, 2018.
2. Proposals due at 1:00 p.m. on Wednesday, May 30, 2018.
3. Sealed Proposals will be opened at 1:15 p.m. on May 30, 2018.
4. Presented to the Board of Education for approval on June 4, 2018.
5. Notification to all Companies as soon as possible after June 4, 2018.

**REQUIREMENTS:**

All proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner and/or any employee of the proposer or any member of the Board of Education or Superintendent of BAISD or any Bay & Arenac County Public School, a copy of which Familial Disclosure Affidavit is attached to this RFP. Bid proposals that do not include this sworn and notarized Familial Disclosure Affidavit will not be considered or accepted by the Board of Education.

**METHOD OF EVALUATING PROPOSALS**

Proposals will be evaluated with a strict emphasis on quality of service and delivery of product. After the technical qualities have been evaluated, cost and other considerations will be evaluated. Once all factors have been evaluated, the vendor(s) that is/are most qualified and reasonable in cost will be selected for recommendation to the Board of Education.

**NOTICE OF NONDISCRIMINATION**

The Bay-Arenac ISD does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status r disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Deborah Kadish, Superintendent  
Bay-Arenac ISD  
4228 Two Mile Road  
Bay City, MI 48706  
(989) 686-4410

**PROPOSAL FORM**

Please complete and return this proposal form with any additional information you feel is necessary to help us evaluate your firm. Proposal form should be the first page of the submitted vendor documentation. **Proposals are due by 1:00 PM on Wednesday, May 30, 2018.**

**Product requested:**

- One (1) FANUC LR Mate 200iD/4S Robot with R30iB Mate Controller or similar product
- FANUC Fenceless Collaborative Education Training Cart or similar product
- Instructor Manuals/Training

**Deliverables:**

- Proposal Form
- Specification List
- Attached Required Forms

Tax Exempt (Education)

Cost of Product: \$ \_\_\_\_\_

Name of Company: \_\_\_\_\_

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

\_\_\_\_\_

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

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

\_\_\_\_\_  
(Please Type or Print) Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Familial Disclosure Form

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the "Proposer"), pursuant to the familial disclosure requirement provided in the Bay-Arenac Intermediate School District Request of Proposals and Specifications, hereby represent and warrant, except as provided below, that no familial relationship exist between bidder(s) or any employee of BAISD, and any member of the Board of Education of the School District or the Superintendent of the Schools or the LEAs listed in the Request for Proposal.

List any Familial Relationships:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_ PROPOSER: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

State of Michigan)  
County of \_\_\_\_\_ )<sup>ss</sup>:

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

## **Assurances and Certifications**

### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for from participating in this transaction by any Federal department of agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

### Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the MDE.

### Assurance Regarding Access to Records and Financial Statements

The applicant hereby assures that it will provide the pass-through entity, i.e., Bay-Arenac ISD, and auditors with access to the records and financial statements as necessary for the pass-through entity to comply with Section 400 (d) (4) of the U.S. Department of Education Compliance Supplement for A-133.

### Iran Economic Sanctions Act

The prospective contractor certifies that its organization, by submission of this proposal, is not an Iran Linked Business. Please refer to the "Iran Economic Sanction Act" Public Act 517 for clarifications or questions. Bay-Arenac ISD as a Michigan public entity is required to follow Public Act 517 of 2012.

Dated: \_\_\_\_\_ PROPOSER: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

State of Michigan)  
County of \_\_\_\_\_ )ss:

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_.

\_\_\_\_\_(Signature)

\_\_\_\_\_(Printed)

Notary Public, \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of \_\_\_\_\_