



WEST OTTAWA PUBLIC SCHOOLS

Disposable Face Masks

Bid Request

All bids are due by Friday, August 7, 2020 @ 10:00 AM

Contact Information:
Tom Swifney
Director of Buildings and Grounds
342 W. Lakewood Blvd.
Holland, MI 49424
Phone: 616-786-2035
Email: swifneyt@westottawa.net

Notice to Disposable Face Mask Bidders

West Ottawa Public Schools will accept sealed bids for disposable non-medical face. Bids will be accepted until 10:00 AM, Friday August 7, 2020, at which time they will be publicly opened and read aloud. No oral, telephonic, telegraphic, or facsimile proposals will be accepted.

The bidding quantity shall be for **200,000 adult masks and 100,000 child masks**. Two (2) signed copies of the bid form should be addressed to the attention of:

Jeff Malloch
West Ottawa Public Schools
Administration Building
1138 136th Ave.
Holland, MI 49424
Re: Disposable Face Masks

- A. The proposal, in duplicate, shall be submitted on the form provided herein with all required items of the form properly filled out.
- B. Any questions regarding this bid, technical or not, shall **be submitted via email**, care of Tom Swifney, swifneyt@westottawa.net, no later than 48 hours prior to bid opening. All questions will be answered in writing with a copy to all bidders who have provided an email address.
- C. Proposals must be mailed or delivered in person to Jeff Malloch, Assistant Superintendent for Business Services, at the Administration Building located at 1138 136th Avenue, Holland MI 49424. All proposals must be sealed in envelopes, plainly labeled "DISPOSABLE FACE MASK BID" and must be received prior to 10:00 A.M., local time, on Friday, August 7, 2020. This will be a public bid opening. Evaluation of proposals and award will be at a later date; the successful contractor will receive a letter of intent prior to receipt of contract.
- D. There will not be a pre-bid meeting. Any questions regarding the bid should be directed to Tom Swifney at 616-834-1437.

E. The Schedule of Work shall be as follows:

Receive Bids	10:00 A.M. August 7, 2020
Anticipated award of contract	August 10, 2020

- F. **All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the Board of Education of the School District or the Superintendent of the School District. The Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement.**
- G. All bids shall be accompanied by Affidavit Of Compliance – Iran Economic Sanctions Act in compliance with "Iran linked business" within the meaning of the Iran Economic Sanctions Act.
- H. Michigan Public Act No. 517 of 2012. The Board of Education shall not accept a bid that does not include the Affidavit Of Compliance.
- I. Applicable Michigan use and sales tax **do not** apply to this project.

- J. West Ottawa Public Schools' Board of Education reserves the right to accept or reject all or any portion of a bid, and is not bound to accept the low bid. A bid may be rejected, if not accompanied by a required bid security or by other data required by the Bidding Documents, or which is in any way incomplete or irregular. West Ottawa Public Schools shall have the right to waive informalities or irregularities in a bid received, and to accept a bid which, in the judgment of West Ottawa Public Schools, is in the best interests of West Ottawa Public Schools.
- K. Within ten days after being notified of the acceptance of the proposal, the bidder to whom the award is made will be required to enter into a written agreement in the form hereto specified with the West Ottawa Public Schools.
- L. The bidder may, during the bidding period, be advised by Addenda of additions or alterations to the Specifications. All such changes shall be included in the work and shall become part of the Contract Documents.
- M. The bidder shall visit the site of the work to fully inform himself of the existing conditions.

Questions should be directed to Tom Swifney, Director of Buildings and Grounds, at 616-786-2035, between the hours of 8:00 AM and 5:00 PM, Monday through Friday. It is highly recommended that bidders discuss the bids with Mr. Swifney prior to submitting a bid as the District has a number of sites that are unique and complex.

**West Ottawa Public Schools
Bid Proposal for Disposable Non-medical Face Masks**

Contractor's Information

Contractor's Name: **GT Supply Company, LLC**

Phone #: **803-493-5044**

Address:

1806 Washington Street, Columbia, South Carolina 29201

Disposable non-medical face masks

	<u>Rate with 200,000 adult face masks</u>	<u>Rate with 100,000 child face masks</u>
Price per mask	\$ <u>.45</u>	\$ <u>.45</u>
Total Cost:	\$ <u>90,000.00</u>	\$ <u>45,000</u>

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of **GT Supply Company, LLC (the "Bidder")**, pursuant to the familial disclosure requirement provided in the West Ottawa Public Schools (the "School District") request for proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of **GT Supply Company, LLC** and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships: Not Applicable

BIDDER:
GT Supply Company, LLC

(Company Name)

By: _____
(Signature)

Title: Member _____

STATE OF South Carolina)
) SS.
COUNTY OF Richland)

This instrument was acknowledged before me on the _____ day of _____, 20___, by
_____.

(Notary Public Signature)

_____ County, Michigan

My commission expires: _____

Acting in the County of: _____

IRAN LINKED BUSINESS AFFIDAVIT

All Bids shall be accompanied by a sworn statement disclosing any Iran Linked Business relationship that exists within the owners, including its officers, directors and employees.

The undersigned, owner or authorized officer of GT Supply Company, LLC (the bidder), pursuant to Michigan Public Act No. 517 of 2012, the "Iran Linked Business" requirement provided in the Ottawa Area ISD Universal Service Fund Request for Proposals hereby represents and warrants that the bidder, including its officers, directors and employees, is not an "Iran Linked Business" within the meaning of the applicable Public Act, and that in the event bidder is awarded a contract as a result of this RFP, 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 District investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on future Requests for Proposals (RFPs) for three (3) years from the date that it is determined that the person has submitted the false certification.

There is not an "Iran Linked Business" that exists within the bidder and/or owner, officers, directors and employees.

Bidder: GT Supply Company, LLC
(Company Name)

By: _____
(Signature)

(Title)

This instrument was acknowledged before me, a Notary Public, in and for

Richland County, on this ____ day of _____, 2020,

_____ **SS:**

(Notary Public Signature)

My Commission expires: _____

Acting in the County of: _____