

# Request for Proposals

## Hydraulic Trainer and Hydraulic Press Brake

Requested by:  
Lenawee Intermediate School District (LISD)  
Adrian, Michigan

Issue Date: August 17, 2023  
Due Date: September 1, 2023, @ 11:00 AM, EST

The Lenawee Intermediate School District (LISD) located in Adrian, Michigan seeks proposals from qualified vendors for the provision, delivery, installation, and configuration of **one hydraulic trainer** and **one hydraulic press brake**. The hydraulic trainer and hydraulic press brake will be used by high school and adult students in the LISD's TECH Center's Welding Technologies and Engineering, Robotics, and Mechanics educational programs.

### Hydraulic Trainer System Specifications

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The LISD seeks one hydraulic trainer system that can introduce students to industry-relevant hydraulic skills while also showing students how to operate, install, design, and troubleshoot basic hydraulics for various applications. The hydraulic trainer system should be a single surface bench with one hydraulic manifold. The hydraulic trainer system should come with one basic hand tool package that can be used with the trainer.

The LISD also seeks licensing for a related curriculum/e-learning program that is compatible with the hydraulic trainer and will teach students about basic hydraulic concepts, such as circuit connections, basic motor circuits, fluid friction, meter-in and meter-out circuits, pressure reducing valves, schematics, pressure and volume, and flow control valves.

The LISD also desires curriculum with a virtual trainer option that allows learners to gain skills through realistic simulation before using the real equipment. The combination of theoretical knowledge and hands-on skills solidifies understanding and creates a strong basis for pursuing more advanced skills.

Licensing for all curriculum/e-learning programs should be quoted for use by two instructors and up to 40 students on an annual basis (the LISD seeks pricing for the 2023-2024 school year in response to this RFP).

The selected vendor will be responsible for delivering, installing, and configuring the hydraulic trainer system at the LISD TECH Center, 1372 N. Main Street, Adrian, Michigan.

### Hydraulic Brake System Specifications

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The LISD seeks one synchronized precision hydraulic brake with 45 Tons of bending force and an approximately 6' bed with standard CNC controlling capabilities. The machine must come with a basic starter tooling set.

The selected vendor will be responsible for delivering, installing, and configuring the hydraulic brake system at the LISD TECH Center, 1372 N. Main Street, Adrian, Michigan.

### ***Alternate Products***

Any time a particular manufacturer's name or brand is specified, or where the specifications may indicate that a specific manufacturer's specifications were relied upon, it shall mean any product of equal quality. When providing bids for alternate products, the respondent must clearly indicate the product it is proposing and shall supply sufficient data to enable an intelligent comparison to be made with the particular brand or manufacturer specified or the included specifications. Additionally, respondents must provide catalog cuts, specification sheets, and/or other descriptive data for alternate products specified.

### ***Optional Products***

Respondents should detail any optional equipment and/or materials that LISD may wish to consider purchasing in addition to the base equipment/goods and services described above. Optional products should be priced separately from the base items.

**Responded to this RFP may submit a proposal to the LISD for one or all the items sought under this RFP. If a respondent submits a proposal for all items, the LISD reserves the right to separate out and accept the proposal from the respondent for only those item(s) which the LISD determines to be in the best interest of the LISD.**

### **Warranty**

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Manufacturer warranties must be transferrable to the LISD and must be transferred to the LISD at the time of delivery and installation of the equipment. Respondents must include detailed information about any and all manufacturer warranties which are included with a purchase including clear information about any warranty limitations. All items must be installed pursuant to the manufacturer's guidelines in a manner that preserves any and all warranties.

The LISD also seeks information about any extended or additional warranties which may be available for purchase whether from the manufacturer, supplier, or a third party.

### **Delivery**

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All items must be delivered F.O.B. LISD TECH Center, 1372 N. Main St., Adrian, Michigan, meaning that risk of loss remains with the vendor until such time as the goods have been delivered, installed, configured and accepted by the LISD. Destination costs (including, but not limited to, shipping and handling), if any, must be included in the bid.

### **Installation**

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Respondents will be responsible for the delivery, placement, connection to required utilities, and configuration (collectively, "installation") of the hydraulic trainer and hydraulic brake systems and any chosen optional items.

### **Training**

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Respondents must provide for training sufficient to educate the appropriate LISD personnel and others who may need to understand the use of the equipment on the functionality and use of the equipment. Training session(s) must accommodate up to three participants, with participants being selected by the LISD.

## General Conditions

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The following general conditions are imposed on all proposals submitted in response to this RFB:

1. Proposed prices represent an offer to contract on the part of bidder, and all proposed prices must remain in effect for at least 90 days from the date of receipt of the bid by LISD.
2. No bidder may withdraw a proposal after submission of the proposal to LISD except in case where a bidder demonstrates to LISD's satisfaction that a material and substantial mistake was made in preparing the proposal, in which event the bidder has 24 hours after receipt of the bid to deliver to the LISD, a notice in writing that he/she desires to withdraw his/her proposal and stating the reasons therefore. Once a proposal is withdrawn, it may not be re-submitted. Furthermore, if a bidder makes an error in extension of prices in a bid, the unit price shall govern at the district of the District.
3. The LISD reserves the right to waive any informalities or immaterial omissions or defects in any proposal. In the case of error in the extension of prices in the bid or other arithmetical error, the unit (line-item) price shall govern.
4. The LISD will not pay any costs associated with the preparation of submission of any bids in response to this RFB.
5. **The LISD reserves the right to reject any and all bids or accept part and reject part of any bid, with or without cause and for any reason.**
6. The LISD is a public school district and thus is exempt from any and all sales and/or service taxes. Do not include such taxes in the proposal figures. The LISD will furnish the successful bidder with tax exempt certificates upon request.
7. The selected vendor must not be currently debarred, suspended, or proposed for debarment by any federal entity. Submission of a bid in response to this request for bids represents respondent's acknowledgement that respondent is not debarred, suspended, or proposed for debarment by any federal agency.
8. All deviations from the specifications must be specified in writing by the bidder at the time that the formal bid is submitted. The absence of a written list of requested deviations or exceptions when the bid is submitted will result in the bidder being held strictly liable to the District for the specification or requirements as written. The LISD reserves the right to accept or reject any requested exception or deviation.
9. The selected vendor(s) understands and agrees that it will: (i) not use any of the district's confidential information or for its own use or for any purpose other than the specific purpose of providing the goods and services described in this RFB; (ii) not disclose any of the district's confidential information to any other person or entity, unless such is required by court order; and (iii) take all reasonable measures to protect the confidentiality of, and avoid disclosure or use of, the district's confidential information in order to prevent it from falling into the public domain or the possession of persons other than those persons authorized to have such information.
10. Any purchase made by the LISD under this RFP will, in addition to the terms and conditions contained in this RFB, be subject to the LISD's standard terms and conditions, which are available at <https://www.lisd.us/our-district/administration/bids/>.

The preceding list is provided for informational purposes only, and is in no way intended to be an exclusive list of the terms and conditions that may be imposed upon the responding firm by LISD through a sales agreement/purchase order.

The LISD reserves the right to reject any and all bids received with or without cause, and reserves the right to select the bid which is determined to be in the best interest of the LISD.

#### SUBMISSION REQUIREMENTS

Proposals submitted in response to this RFP are to follow the outline described below and must address all requested information. Any additional information that respondent wishes to include that is not specifically addressed below should be included in the appendix to the proposal. Respondents are encouraged to keep proposals brief and to the point.

##### A. PROPOSAL

Respondents should provide a detailed proposal using a form and/or format determined by the respondent that provides a detailed explanation of each system and all system components including proposed fees for the provision of the goods/services requested in this RFP. Respondents should include information about the qualifications of respondent's personnel that will be responsible for installing and configuring the equipment. The proposal should also include a proposed timeline for installation and configuration of the equipment and must detail any requirements of the LISD. Respondents must also include a detailed specification sheet(s) describing, in detail, each item for which the vendor is proposing to include in the project.

##### B. WARRANTY INFORMATION

Respondents must include a detailed description of the warranty provided with the purchase of each item included in respondent's proposal.

##### C. LISD PROPOSAL FORMS (available at [www.lisd.us/bids](http://www.lisd.us/bids))

###### 1. MICHIGAN-BASED BUSINESS CERTIFICATION AND VERIFICATION FORM

Consistent with Michigan law, the LISD has adopted and implemented a policy that extends a preference to Michigan-based businesses submitting a proposal pursuant to this request for proposals. Solely for the purposes of determining the value of a bid for purposes of an award, the bid price of a Michigan-based business that is bidding in accord with this request for proposals shall be reduced by a factor of the lesser of 5% or \$10,000. For all other purposes, the bid price shall remain as stated in the proposal.

In order to be considered for such a preference, a bidder must satisfy the definition of a Michigan-based business as found in MCL 18.1268 and shall provide a completed copy of the consent form affixed to this RFB, as well as any additional consent necessary to permit LISD to verify the firms' status as a Michigan-based business through the Michigan Department of Treasury. Additional consent must be provided by the bidder with 24 hours of request by LISD. Failure to satisfy the statutory definition of a Michigan-based business and/or failure to provide the necessary and/or additional consent to permit the LISD to verify the proposer's status as a Michigan-based business through the Michigan Department of Treasury, shall result in the forfeiture of any preference for which the bidder may qualify, including, but not limited to the Michigan-based business preference.

Qualified firms should affix a completed copy of the attached Michigan-based business certification and verification form. (This form applies to Michigan-based businesses only.)

2. FAMILIAL DISCLOSURE STATEMENT

Please include a completed copy of the attached LISD familial disclosure statement. (This form must be completed and notarized even if no familial relationship exists.)

3. IRAN ECONOMIC SANCTIONS ACT COMPLIANCE

Bidders must include a completed copy of the attached LISD Iran Economic Sanctions Act compliance form.

4. SUSPENDED OR DEBARRED VENDOR FORM

Bidders must include a completed copy of the attached suspended or debarred vendor form certifying that the bidder is not a federally suspended or debarred vendor.

5. CONFLICT OF INTEREST FORM

Bidders must include a completed copy of the attached conflict of interest form certifying that the bidder does not have a conflict of interest with any LISD Board member, staff member, or agent.

All proposals must be submitted to Benjamin Murray, Principal, LISD TECH Center, 1372 North Main Street, Adrian, MI 49221, or via email to Ben.Murray@lisd.us. Proposals and all supporting/required information should be identified as “Hydraulic Trainer Proposal” and/or “Hydraulic Brake Proposal”. Proposals must be received by **LISD at or before 11:00 AM, September 1, 2023**, local time. Proposals received after the deadline may be disqualified and not considered further at the sole discretion of LISD.

**Questions and Addenda**

Please direct all questions regarding this request for proposals to Benjamin Murray via email at Ben.Murray@lisd.us. Questions will only be addressed via email so that responses can be shared with all interested parties in the form of addenda to the RFP. If you wish to receive a copy of addenda published, please email Ben.Murray@lisd.us requesting such.