REQUEST FOR BIDS
FOR
ELEVATOR MODERNIZATION UPGRADES

Grant Public Schools
148 S. Elder
Grant, Michigan 49327

Issue Date:
November 23, 2026

1. Purpose of RFB

The Grant Public Schools (the "School District") is issuing this Request For Bids for Elevator Modernization Upgrades (the "RFB") to solicit Bids from qualified vendors to improve and upgrade the mechanical and electrical components of the School District's hydraulic elevator at its Grant Middle School in order to comply with the new **ASME A17.3** safety standard. Bids shall provide all labor, materials, equipment, and services necessary to complete the Scope of Work.

2. Scope of Work

The Scope of Work for the elevator modernization project is set forth in **Attachment A** and includes, but is not limited to:

a. Replace and upgrade elevator controller components.
b. Replace and upgrade electrical components and power unit for the elevator.
c. Replace and/or upgrade the jack, pit and hoistway equipment for the elevator.
d. Replace and upgrade car door equipment and car fixtures, including electrical and lighting components (if elected by the School District).
e. Replace and upgrade hall fixtures for the elevator.
f. Provide all necessary equipment necessary to complete the project.
g. Protect adjacent areas during the project.
h. Ensure cleanup and proper disposal of materials and debris in accordance with applicable law.

3. Bid Submission and Deadline

a. Due Date

The Due Date for receipt of Bids is:

DECEMBER 9, 2026 at 12:00 p.m. (local time) (the "Due Date"). Bids will be opened and read aloud at 2:00 pm on December 9, 2026. All interested parties may attend. No decisions will be rendered.

b. Discrepancies, Omissions or Interpretations on RFB

Bidders shall promptly notify the School District of any ambiguity, inconsistency, or errors that they may discover upon examination of the RFB and accompanying documents. Bidders may request that the School District clarify information contained in this RFB. All such requests must be made in writing via email. The School District will attempt to provide a written response to all written Requests For Clarification within three (3) business days after the receipt of such request. The School District will not respond to any Request For Clarification received after **3:00 p.m. on December 2, 2026**. All Requests For Clarifications must emailed to dcrabb@grantps.net (Subject Line: Request for Clarification – RFB Elevator Modernization). No response will be made to any oral questions. All questions and answers will be provided by the School District to those Bidders who requested a copy of the RFB documents.

c. Requests for Site Visits

Bidders may request to conduct a site investigation and field verification of existing conditions, including verifying dimensions, equipment conditions, machine room conditions, shaft conditions, and electrical service requirements. Requests for site visits must be made in writing via email to dcrabb@grantps.net (Subject Line: Request for

Clarification – RFB Elevator Modernization Site Visit Request). The School District will not respond to a request for or allow any site visit after 3 p.m. on December 2, 2026.

d. Addenda

If it becomes necessary to revise any part of this RFB, all addenda will be issued through the School District and all addenda shall become a part of this RFB. Addenda issued by the School District regarding this RFB will be provided by the School District to those Bidders who requested a copy of the RFB documents and shall become part of this RFB, the Bid Documents and Contract Documents and receipt thereof shall be acknowledged on the Bid Form. Each Bidder shall ascertain prior to submitting their Bid that they have received all addenda issued.

e. Format

The Bid should be clear and concise. In addition to providing the pricing quotes and other information or documents required by this RFB, the Bid must provide detailed contact information for the contractor submitting the Bid. Bids must be submitted in an opaque envelope containing and marked in the lower left-hand corner as follows:

SEALED PROPOSAL ENCLOSED
ELEVATOR MODERNIZATION BID
[Contractor's Name]
[Contractor's Address]
[Contractor's Telephone Number]

The envelope must also be addressed and delivered as follows:

GRNAT PUBLIC SCHOOLS
Attention: David Crabb
148 S. Elder
Grant, Michigan 49327

The Bid and all other required information must be delivered and submitted to the School District in hard copy no later than Due Date and Time set forth above. Electronic mail submissions will not be accepted. NO ORAL, E-MAILED or FAX Bids will be accepted or considered. In addition to the Bid Pricing Form (*see* **Attachment D**) and other information required by this RFB, Contractors submitting proposals must also include a Familial Disclosure Affidavit (*see* **Attachment B**) and an Iran Linked Business Affidavit (*see* **Attachment C**).

f. Additional Bid Information

Each Bid shall also contain the following:

i. An overview (with background and qualifications) of the Bidder.

ii. Proof of any required licenses to perform the Scope of Work.

iii. Certificate of Insurance meeting School District requirements (general liability, auto, workers' compensation).

iv. References of similar school or institutional projects.

v. Any other necessary information to enable the School District to thoroughly evaluate each Bidder's overall experience, expertise, qualifications and ability to deliver and complete the project in accordance with the requirements and obligations of this RFB and the Contract.

vi. Any proposed contract documents.

g. Late Bids Not Accepted

Bids or Bid revisions received after the Due Date will not be accepted or considered. The School District is not liable for any delivery delays.

h. Release of Claims

Each Contractor by submitting its Bid releases the School District from any and all claims arising out of, and related to, this RFB process and selection of a Contractor.

i. Collusive Bidding

The Contractor certifies that their Bid is made without any previous understanding, agreement or connection with any person, firm or corporation making a Bid for the same Services and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

j. Contractor Bears Bid Costs

A recipient of this RFB is responsible for any and all costs and liabilities incurred by it or others acting on its behalf in preparing or submitting a Bid, or otherwise responding to this RFB, or any negotiations incidental to its Bid or this RFB.

4. Exceptions to RFB

Any exceptions to the terms and conditions contained in this RFB, or any other special considerations or conditions requested or required by the contractor **MUST** be specifically enumerated by the Bidder and be submitted as part of its Bid, together with an explanation as to the reason such terms and conditions of the RFB cannot be met by, or, in the contractor's opinion, are not applicable to, the contractor. The selected contractor shall be required and expected to meet the specifications and requirements as set forth in this RFB in their entirety, except to the extent exceptions or special considerations or conditions are expressly set forth in it's Bid and those exceptions or special considerations or conditions are expressly accepted by the School District and expressly made a part of the Contract. All Pricing factors must be clearly indicated in the manner required by this RFB.

5. Sales Tax

Installation services for the tangible personal property purchased by the School District is not subject to sales taxation. Moreover, the School District is exempt from taxation on all tangible personal property purchased by the School District for its use and consumption; however, this exemption would not apply to any materials required under the Bid that are deemed to be a component of a construction/improvement project to the School District's facilities. The School District will provide its Federal and State tax-exempt number upon request. All prices submitted on the Bid Form shall be inclusive of all applicable taxes. Moreover, please identify the amount, if any, of the Base Bid that will be attributed to sales or use tax, if any. If an amount has been attributed to such tax, please identify which components of the Base Bid to which the tax has been attributed. The School District reserves the right to reduce any Bidder's Base Bid attributable to improperly allocated sales or use tax.

6. Reservation of Rights

The School District reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFB), to accept or reject, in whole or in part, any or all Bids with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFB process or any Bid, and the right to award the Contract to other than the

Bidder submitting the best financial bid (low bidder). The School District reserves the right to request additional information from any or all Bidders. The School District reserves the right to negotiate with the Bidders concerning their Bids. In the event a Bidder's Bid is accepted by the School District and that Bidder asserts exceptions, special considerations or conditions after acceptance, the School District, in its sole and absolute discretion, reserves the right to reject the Bid and award the Contract to another Bidder. Notwithstanding the foregoing, any award to, or selection of, the successful Bidder shall be contingent upon the Bidder executing the form of contract acceptable to the School District. The School District shall have the right to accept alternates in any order or combination and to determine the low Bidder on the basis of the sum of the base Bid and the alternates accepted.

7. Scheduling & Hours of Work

a. The development of this Project is weighed heavily on the ability of the Bidders to have the Project finished on or before **August 13, 2027**. Accordingly, time and coordination are the essence of the Contract.

b. The School District's operations must continue uninterrupted throughout the installation process. Certain portions of the work must be performed and completed in such order as directed by the School District so as to permit the orderly operation of the School District's activities. Each Bidder shall review the work to assure proper coordination to complete their work per schedule.

c. Each Bidder shall include with their Bid a Bar Chart Schedule for their work indicating duration in workdays, dollar value, necessary manpower loading, etc. The School District will review each schedule; however, the School District will approve the final project schedule, which schedule will become the project schedule for installation.

d. The work to complete the project shall be performed, primarily, between 7:00 am to 5:00 pm, Monday through Friday, or as otherwise agreed to by the School District in writing. Any changes to the established schedule must have prior approval of the School District's representative and scheduled at the least disruptive time possible.

8. Safety & Compliance with Laws

a. The Contractor shall be responsible for providing and for placing separation walls, barricades, tarps, plastic, flag tape and other safety/traffic control equipment required to protect its employees, the public, surrounding areas, equipment and vehicles, and/or as required by law. The flow of vehicular traffic shall not be impeded at any time during the Project. The safety of the School District's students, Contractor's employees and the public is of prime concern to the School District, and the Contractor must take all necessary steps to assure proper safety during the performance of the Contractor. Any Bidder that has a history of safety problems or a high incidence of accidents will not be considered for award of the contract.

b. The Contractor shall keep the premises clean of all rubbish and debris generated by the work involved and shall leave the premises neat and clean. All surplus material, rubbish, and debris shall be disposed of by the Contractor at the Contractor's expense.

c. The work area shall be cleaned at the end of each work day and the end of the work. All materials, tools, equipment, etc., shall be removed or safely stored. The School District is not responsible for theft or damage to the Contractor's property. All possible safety hazards to workers or the public shall be corrected immediately and left in a safe condition at the end of each workday. If there is a question in this area, the School District will contact the Contractor's designated Project Manager.

d. The School District does not assume any responsibility, at any time, for the protection of or for loss of materials, from the time that the contract operations have commenced until the final acceptance of the work by the School District.

e. All work for the Project shall be done in compliance with all applicable local, state and federal laws, rules, regulations and ordinances, including without limitation, all laws, rules, regulations and ordinances pertaining to school buildings.

9. Inspection

a. Where not more specifically described in any of the various sections of these specifications, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services. All work shall be executed by personnel skilled in their respective line of work. This work will not be subcontracted without written authorization of the School District.

b. The Contractor must request the School District's representative or project manager to conduct a site inspection after the Project is complete. The School District or its designee will prepare a "punch-list" during the inspection and will forward a copy of the "punch-list" to the Contractor.

c. After the "punch-list" items have been corrected, the Contractor will request a final inspection with the School District's representative or project manager. The Owner will then issue a notice of completion to the Contractor.

10. Contract Warranty

a. Contractor shall perform all duties required of this Project in such a way that the manufacturer's warranty is not violated in any manner. Bidder is responsible for identifying any and all deviations of the RFB's specifications from the manufacturer's guidelines. All such deviations must be detailed in Bidder's form at time of Bid submittal. Manufacturer specifications shall prevail in any and all instances where the RFB's specifications differ from the manufacturer's specifications. In addition to the above, Contractor shall also assign any and all manufacturers' warranties to the School District, if applicable.

b. All labor shall be warrantied for one (1) year.

c. Contractor shall be responsible for any and all warranty work, regardless of whether or not manufacturers of the equipment and/or its component parts, provide the actual warranty coverage. In addition, Contractor shall have or establish a single, local source that will accomplish or coordinate any necessary warranty work. Contractor shall respond to requests for warranty assistance with twenty-four (24) hours.

11. Bonding Requirements

The Contractor shall furnish a performance bond and a payment bond on the forms specified by School District in the amount of 100 percent (100%) of the Contract Price. The performance bond shall secure fulfillment of all the Contractor's obligations under the Contract. The payment bond shall assure payment as required by law of all persons supplying labor and material in the execution of the Work provided for in the contract and the Project. The cost of these bonds shall be indicated on the Bid Form, without markup.

12. Certificate of Insurance

The Contractor shall provide an Insurance Certificate evidencing all insurance coverage in the following amounts: Commercial General Liability, including contractual liability and legal liability coverage with minimum limits of at least $2,000,000 per occurrence; Employer's Liability covering all employees of Contractor, with minimum limits of at least $1,000,000 per occurrence; Workers' Compensation to statutory limits, covering all employees of Contractor; Commercial Automobile Liability with minimum limits of at least $1,000,000 per accident arising out of or resulting from the operation, maintenance or use by Contractor's employees of any owned, non-owned or hired automobiles, trailers or other vehicular equipment to be licensed; Umbrella Excess Liability with minimum limits of $2,000,000. The School District shall be named as additional insured for the minimum limits listed above and these coverages and limits are to be considered minimum requirements under the contract and shall in no way limit the liability or obligations of the Contractor under any other provision of the contract.

13. Contractor Relationship

It is expressly agreed between Contractor and the School District that Contractor will act as an independent contractor in the performance of all services under the contract and under no circumstances shall any of the employees of one Party be deemed the employees of the other Party for any purpose. Accordingly, Contractor shall meet all of its obligations and responsibilities for payment of all taxes including Federal, State and Local taxes arising out of Contractor's cervices in accordance with the contract, including by way of illustration but not limitation, Federal and State income tax, FICA, FUTA, Social Security tax, Unemployment Insurance taxes, Workers' Compensation Insurance and any other taxes or business license fees as required and Contractor will indemnify, defend and hold the School District harmless for the payment of such sums, interest, penalties, or cost of collection of same, including reasonable attorney fees. The Contractor shall also be responsible for all compensation (including all applicable or required wages, benefits, medical coverage etc.), oversight, evaluation and discipline of Contractor's employees or personnel. The contract shall not be construed as authority for either Party to act for the other Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of, the other Party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby. Nothing in the Contract shall be construed to interfere with or otherwise affect the rendering of services by Contractor in accordance with its independent and professional judgment.

14. Indemnification

Contractor agrees to indemnify, defend and hold harmless the School District, its Board of Education, in their official and individual capacities, administrators, employees, agents, contractors, successors and assignees, from and against any and all costs, expenses, damages, and liabilities, including reasonable attorney's fees, arising out of the: (i) acts or omissions or willful misconduct of the Contractor, its officers, directors, employees, successors, assignees, contractors and agents; (ii) any breach of the terms of the contract by Contractor, its officers, directors, employees, successors, assignees, contractors and agents; or (iii) any breach of any representation or warranty by Contractor, its officers, directors, employees, successors, assignees, contractors and agents under the contract.

15. Termination

In the event the Contractor fails, at any time, to comply with, fully perform and strictly adhere to any covenant, condition or representation contained in the contract and the other contract documents, whether it be performed by the Contractor, its agents or employees, the School

District shall have the right to provide notice to Contractor of such failure. If such failure is not cured to the School District's satisfaction within three (3) business days of the date of such notice, the School District shall have the right to terminate the Contract immediately without the requirement of any further written notice. Notwithstanding the foregoing, if any actions or inactions of the Contractor, its agents or employees, poses a serious or imminent i) threat to the health and safety of any person, or ii) loss to any real or tangible property of the School District, the School District may terminate the contract immediately if such default is not cured by Contractor within twenty-four (24) hours of Contractor's receipt of notice of such default. Furthermore, if Contractor becomes insolvent, or seeks protection of any bankruptcy court, the School District may immediately terminate the contract.

16. Contract

This is a Request For Bids only. Bids will be treated as offers to enter a contractual relationship for the delivery of the services by the Bidder to the School District. The Bidder must enter into a written contract with the School District. As part of its Bid, the Bidder is invited to submit any proposed contract documents for the work and services under this RFP. Any such contract shall be subject to negotiation with the School District and any such contract must, at a minimum, incorporate the terms and conditions of this RFB. The Bidder may not subcontract or assign this resulting contract without the express prior written approval of the School District. The contract shall be governed by the laws of the State of Michigan, without regard to any conflicts of laws. The parties consent to the venue and personal jurisdiction of Newaygo County, Michigan. Following the selection of the successful Contractor by the School District, the final contract will be negotiated and will be subject to the review and approval of the School District and the School District's legal counsel.

The contract shall incorporate by reference this RFB and the Contractor's proposal; provided, however, to the extent that the terms and conditions of the contract documents are in conflict, the terms and conditions shall be interpreted in the following order: 1) the contract; 2) the RFB; and 3) the Contractor's Bid. The Parties also agree that where there is not a conflict between any of the terms and conditions contained in the above-referenced contract documents, all of the contract documents shall be binding upon both Parties, except to the extent the exceptions contained in the Contractor's Bid are not expressly accepted by the School District in writing and incorporated into the contract.

ATTACHMENT A

Scope of Services

The elevator modernization shall include, at a minimum, evaluation and replacement, upgrade, or refurbishment as necessary of the following systems to comply with the new ASME A17.1 Safety Code for Elevators:

A. Control System

i. Replace existing relay-based or obsolete controller with a new non-proprietary microprocessor-based controller.

ii. Provide diagnostic capabilities and fault monitoring.

iii. Provide surge protection and required electrical upgrades.

B. Hydraulic Power Unit

i. Replace hydraulic power unit, including:

ii. Motor.

iii. Pump assembly.

iv. Control valves.

v. Oil reservoir.

vi. Associated piping and fittings.

vii. Install environmentally compliant hydraulic fluid as applicable.

C. Hydraulic System and Safety Components

i. Inspect cylinder, piston, piping, packing, seals, and associated components.

ii. Provide new packing.

iii. Install required safety devices and protective equipment necessary for compliance with current code requirements.

D. Door Equipment

i. Replace or modernize door operators if required by code.

ii. Replace door operator controls.

iii. Replace or refurbish hoistway and cab door equipment.

iv. Install new infrared door protection/light curtain system (Provide as alternate and Optional if elected by School District).

v. Adjust and balance doors for proper operation.

E. Fixtures and Controls

i. Replace hall call stations and cab controls.

ii. Provide ADA-compliant operating devices, signage, and braille requirements.

iii. Replace position indicators and direction lanterns as required.

NOTE: The School District will separately contract for the necessary electrical and fire/life safety work for this Project and coordinate such work with the above work of the Contractor.

The Contractor shall also perform all required acceptance testing and coordinate required inspections with state and local authorities. The Contractor shall correct deficiencies identified during inspections and assist the School District to obtain all required operating permits and certifications. At the conclusion of the Project, the Contractor shall provide documentation demonstrating successful completion of testing and code compliance.

ATTACHMENT B

Familial Disclosure Affidavit

The undersigned, the owner or authorized officer of the undersigned Bidder (the "Bidder"), pursuant to the familial disclosure requirement provided in the Grant Public School's (the "School District") Request for Bids for Elevator Modernization Upgrades, hereby represents and warrants that, except as provided below, no familial relationships exist between the owner 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. A list of the School District's Board of Education Members and its Superintendent may be found at www.grantps.net.

List any Familial Relationships:

BIDDER:

_____
Name of Bidder

Authorized Signature:

_____

Printed:_____

Its: _____

STATE OF _____)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 2026, by _____.

_____
, Notary Public

_____ County, _____

My Commission Expires:_____

Acting in the County of :_____

ATTACHMENT C

Iran Linked Business Affidavit

AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT
Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of the below-named Bidder (the "Bidder"), pursuant to the compliance certification requirement provided in the Grant Public School's (the "School District") Request for Bids for Elevator Modernization Upgrades (the "RFB"), hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Bidder is awarded a Contract as a result of the aforementioned RFB, the Bidder will not become an "Iran linked business" at any time during the course of performing any services 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 School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for bid/proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

VENDOR:

_____
Name of Bidder

By: _____

Its: _____

Date: _____

STATE OF _____)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 2026, by _____.

_____
, Notary Public

_____ County, _____

My Commission Expires:_____

Acting in the County of :_____

ATTACHMENT D

BID PRICING FORM

Bidder Information	
Bidder Name:	
Business Address:	
Contact Person:	**Telephone:**
E-Mail:	**Fax:**

A. Pricing

This pricing is for elevator modernization upgrades as requested in the RFB. All specifications, warranties and other information relative to the proposed labor and equipment and materials must be provided as part of the Bid. This pricing must be inclusive of all costs and expenses of Contractor to complete the Project as set forth in the RFB and are to be expressed as not-to-exceed amounts and all amounts are to include all labor, parts, equipment, warranties, delivery, installation, fees and permits, overhead and profit to perform the Project. All costs are to include removal of old parts and equipment. If the Bid amount includes any tax, it must be separately identified below, along with an explanation of the tax being imposed.

Elevator Modernization	
Pricing Parameter	**Total Cost**
Elevator Modernization Work*	
Performance/Payment Bond	
Tax Included in Pricing Above	
TOTAL NOT TO EXCEED PRICE FOR ALL WORK	

*** - Do not include Optional/Alternate items listed in scope of work in this amount. Please list all optional/alternate items as separate adds/deducts on the pricing.**

B. ADDITIONAL INFORMATION

All Bids should included detailed information of the work to be performed for the Project, including specifications of all equipment and upgrades to be installed in the elevator.

C. ACKNOWLEDGEMENT OF ADDENDA TO THE RFB

The Bidder acknowledges the following addendum(a) that were issued to the RFB:

Addendum Number	Date
1	_____
2	_____
3	_____

C. ACKNOWLEDGMENT OF TERMS & AUTHORIZATION

The undersigned Bidder acknowledges and agrees that the School District reserves, in its sole and absolute discretion, the right: (i) to accept or reject, in whole or in part, any and all Bids received in response to this RFB; (ii) to waive informalities and irregularities in the RFB process; and (iii) to award the Contract to other than the Bidder with the lowest financial bid. If awarded the Project, the Bidder agrees to enter into the form of Contract with the School District, and to furnish the Project related services in strict accordance with the RFB and the Contract. By submitting a Proposal, the Bidder certifies that its Bid, as submitted, complies with all terms and conditions as set forth in this RFB, unless specifically enumerated as an exception as part of its Bid.

Bidder Name: _____

Authorized Individual Name:_____

Position/Title:_____

Signature: _____

Date: _____