Shiawassee Regional Education Service District

Request For Proposal (RFP)

Shiawassee RESD is seeking bids for

Skid Steer Lift Truck

Shiawassee Regional Education Service District
College & Career Readiness Center
201 E. Washington Street, Vernon, MI 48476

Contact: Charmian Fletcher
Email: fletcher@sresd.org

Shiawassee RESD
Education Service Center
1025 N. Shiawassee Street
Corunna, MI 48817

Phone: 989-743-3471

Request for Proposal/Bid
Skid Steer Lift Truck
Corunna, Michigan

Bid Submission Deadline: Sealed bids must be submitted by November 30, 2026, 2:00 pm.

Please Note Bid Delivery Address: Sealed bids will be received at
Shiawassee RESD Superintendent's Office
"Skid Steer"
114 W. North Street
Owosso, MI 48867

Bid materials must be sealed in an envelope and plainly marked "Skid Steer" and show the bidder's name.

Questions may be submitted in written form to:

Contact Name:	Charmian Fletcher
Contact Address:	Shiawassee RESD Education Service Center 1025 N. Shiawassee St. Corunna, MI 48817
Telephone Number:	989-743-3471
Email Address:	fletcher@sresd.org

INTRODUCTION
Shiawassee RESD invites and welcomes proposals/bids to provide a Skid Steer Lift Truck to Shiawassee Regional Education Service District. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "Bid Submission Deadline."

Bidders should note that any and all work intended to be subcontracted as part of the bid submittal must be accompanied by background materials and references for proposed subcontractor(s) – no exceptions.

Contact Information
The following individual(s) are the assigned contacts for the following:

For questions or information regarding Bid, contact:

Name: Charmian Fletcher
Title: Associate Superintendent/CTE Director
Phone: 989-743-3471
Email: fletcher@sresd.org

Specifications for Skid Steer Lift Truck:

Minimum requirements:

- At least 70 horsepower.
- Rated Operating Capacity (ROC) of at least 2,000 pounds.
- 2016 or newer.
- Must be at least 15 gallons per minute for hydraulic flow.
- Bucket.
- Forks.
- Tracks or tires.
- Full rollover protection.

Options:

- Pneumatic tires.
- Diesel
- Fully enclosed cab
- Heat/AC

SCHEDULED TIMELINE
The following timeline has been established to ensure that our project is achieved; however, the following timeline shall be subject to change when deemed necessary by the management.

MILESTONE	**DATE**
Bid Award	not later than December 8, 2026
Delivery	not later than February 1, 2027

Proposal Bidding Requirements

Bid Expectations
Shiawassee RESD shall award the contract to the bidder that best meets the various project requirements. Shiawassee RESD reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

Deadline To Submit Bid
All proposals must be received by Shiawassee RESD no later than 2:00 pm on November 30, 2026 for consideration in the project proposal selection process.

Late bids will not be considered or accepted.

Please Note Bid Delivery Address: Sealed bids will be received at Shiawassee RESD Superintendent's Office, 114 W. North Street, Owosso, MI 48867. Bid materials must be sealed in an envelope and plainly marked "Skid Steer" and show the bidder's name.

Bid Opening: Bids will be opened and read aloud on November 30, 2026 at 2:00 pm in the Shiawassee RESD Administration and Business Office, Board Room, 114 W. North Street, Owosso, MI 48867.

Bid Selection Criteria
Only those bids received by the stated deadline will be considered. All bids, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

Shiawassee RESD reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

Bid Submission Format
The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background
1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)

4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Description of Bidder's Company in terms of size, range and types of services offered and clientele
7. Bidder's Principal Officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise
8. Bidder's Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Michigan (e.g. business license number)
10. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and item to be delivered.

Equipment or Service

- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from Shiawassee RESD, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

Familial Disclosure Statement

- All bidders must complete Form 3306-F-1 (Familial Disclosure Affidavit to Accompany Construction Bids) in compliance with MCL380.1267 (Public Act 232 of 2004) and attach this information to the bid. (Form 3306-F-1 attached.)

Iran Business Relationship Affidavit

- All bidders must complete 3306-F-2 (Iran Economic Sanctions Act Certification) pursuant to Michigan Iran Economic Sanctions Act, 2012 P.A. 517 and attach this information to the bid. (Form 3306-F-2 attached.)

3306-F-1 Familial Disclosure Affidavit to Accompany Construction Bids

Affidavit of _____
(insert name of affiant)

State of Michigan
)ss
County of _____)

_____ makes this Affidavit under oath and states as follows:
(insert name of affiant)

A. I am a/the:
   - ☐ President
   - ☐ Vice President
   - ☐ Chief Executive Officer
   - ☐ Member
   - ☐ Partner
   - ☐ Owner
   - ☐ Other (please specify) _____

of _____ (the "Contractor").
(insert name of firm)

B. I have personal knowledge and/or I have personally verified that the following are all of the familial relationships existing between the owner(s) and the employee(s) of the Contractor and the District's Superintendent and/or Board members:

_____

_____

_____

_____

_____

_____

C. I have authority to bind the Contractor with the representations contained herein, and I am fully aware that the District will rely on my representations in evaluating bids.

D. I declare the above information to be true to the best of my knowledge, information, and belief. I could completely and accurately testify regarding the information contained in this Affidavit if requested to do so.

_____
Signature of Affiant

_____
Date

Subscribed and sworn before me in _____ County,

Michigan, on the _____ day of _____, 20____

_____ (signature)

_____ (printed)

Notary public, State of Michigan, County of _____

My Commission expires on _____

Acting in the County of _____

3306-F-2 Iran Economic Sanctions Act Certification

Iran Economic Sanctions Act Certification to Accompany Construction Bids

I am the _____ of _____, or I am
(job or position title) *(name of company bidding)*

bidding in my individual capacity ("Bidder"), with authority to submit a binding bid to the District. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the District will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of $250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

_____ _____
Signature Date

_____
Printed Name