



Drinking Fountain Replacement

**Drinking Fountain Replacement Bids**

**Public Bid**

**Bid Release Date:**

*Monday January 6, 2025*

**Pre-Bid Meeting:**

*Wednesday Jan 15, 2025*

*9:30 a.m.*

*Armada Area Schools Board Room*

*74500 Burk St.*

*Armada, MI 48005*

**PROPOSALS DUE:**

*Wednesday Jan 22, 2025 at 11 a.m.*

**Return to:**

**Don Penzien**

**Department of Buildings and Grounds**

**Armada Area Schools**

**74500 Burk Street, Armada, MI 48005**

**586 784-2143**



Drinking Fountain Replacement

**LATE PROPOSALS WILL BE REJECTED**

Armada Area Schools will accept sealed bids for:

**Drinking Fountain Replacement**

As described above, *sealed bids are due no later than 11 a.m Wednesday Jan 22, 2025*

Bid documents are available at [armadaschools.org](http://armadaschools.org).

Click the “Departments” tab, then the link to “Support Services”.

The link will read “Drinking Fountain Replacement” in the bottom right corner of the page.

Sealed bids should be submitted to; Don Penzien, Department of Buildings and Grounds, Armada Area Schools 74500 Burk St. Armada, MI 48005. The District will not consider or accept a bid received after the date and time specified. Bids will be publicly opened immediately following the close of receiving bids. No oral, email, or telephonic proposals shall be considered.

The Armada Area Schools Board of Education reserves the right to accept or reject any or all bids in whole or in part; or, for reasons of establishing uniformity, delivery time or preference, to award the contract to other than the low bidder.

In compliance with MCL 380.1267, the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, or the superintendent of the district. The bid shall also be accompanied by a sworn and notarized statement disclosing whether the bidder is an Iran Linked Business in compliance with PA 517 of 2012. *The Board shall not accept a bid that does not include these sworn and notarized disclosure statements.*

Certified check or Bid Bond must accompany each proposal by an approved surety company in an amount not less than 5% of the proposal amount. All bids shall be firm for at least 60 days from the date of opening of bids. Length of time required for completion shall be specified in the bid. All bids submitted must meet or exceed all specifications herein.

Bids are to be submitted on our Bid Proposal Form, signed by the bidder, in a sealed envelope clearly marked; *“Drinking Fountain Replacement”*. Two (2) copies of the Bid Proposal Form should be addressed to the attention of:

Don Penzien  
Department of Buildings and Grounds  
Armada Area Schools  
74500 Burk St.  
Armada MI, 48005



Drinking Fountain Replacement  
**INSTRUCTIONS TO BIDDERS**

**GENERAL CONDITIONS:**

**Proposal**

Furnish materials and labor to *Drinking Fountain Replacement* according to the attached specifications.

**Receipt of Bids**

Bids will be received at Armada Area Schools Administration Building located at 74500 Burk St. Armada, MI 48005 by **11 a.m Wednesday Jan 22, 2025** Bids will be publicly opened at this time. The District will not consider or accept any bid received after the date and time specified for bid submission. No oral, telephonic, or email proposals shall be considered.

**Bidders' Qualifications**

Bidders shall be able to demonstrate the following:

Shall be a reputable, recognized organization with at least (5) years successful experience on work of this type and scope, of equal or better quality than this project.

**Work Schedule**

Work hours: 6:00 a.m.-4:30 p.m. M-F

Project shall be completed by:

*Friday, August 22, 2025*

**Clean-up and Disposal**

The Contractor shall be responsible to clean-up all debris and dispose of it off-site. This must be done daily. If the District has to clean up after contractors, there will be a \$500 per event fee in addition to disposal costs.

**Damage Repair**

A survey of the site will be conducted, and documented by the contractor, to determine current site conditions. The contractor shall be responsible to repair any damage to the site, which occurs during this project.



Drinking Fountain Replacement

**Submittal of Bid**

Before submitting a bid, bidders shall carefully read all of the specifications in order to avoid omissions or duplications. To ensure a complete project, bidders shall visit the premises, verify site conditions and conditions under which work under the contract must be conducted. To schedule site visits or to address any other concerns please contact the Project Manager. Submission of a bid signifies that the bidder has visited the project premises, has made examinations and verifications and is fully conversant with all conditions under which the work is to be performed. No claims for additional compensation will be considered or paid to the successful bidder, due to said successful bidders' failure to be so informed.

Project Manager

Don Penzien

[dpenzien@armadaschools.org](mailto:dpenzien@armadaschools.org)

(586)-784-2143

Any exceptions to the terms and conditions contained in this RFP, or any other special considerations or conditions requested or required by the bidder must be specifically enumerated by the bidder and submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions of this RFP or form of Contact cannot be met by, or in the bidder's opinion should not be applicable to, the bidder. The bidder shall be required and expected to meet the specification and the requirements as a set forth in this RFP, except to the extent exceptions or special considerations or conditions are expressly set forth in the bidders' proposal and those exceptions or special considerations or conditions are expressly accepted by the District.

Bids shall be submitted in duplicate on forms provided by the District and shall be delivered in a sealed, opaque envelope clearly marked; *"Drinking Fountain Replacement"* to the attention of:

Don Penzien

Department of Buildings and Grounds

Armada Area Schools

74500 Burk St.

Armada MI, 48005



Drinking Fountain Replacement

### **Familial Relationship**

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board or the superintendent. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

### **Iran Sanctions Act**

Each bid must be accompanied by a sworn and notarized statement certifying that the Contractor is not an Iran Linked Business within the meaning of the Iran Economic Sanctions Act, PA 516 of 2012.

### **Withdrawal of Bids**

Any bidder may withdraw his bid at any time prior to the scheduled time for receipt of bids. No proposals may be withdrawn for at least sixty days after the scheduled closing time of the bid.

### **Firm Prices**

Prices and notations must be typed or in ink. No erasures are permitted. Mistakes may be crossed out and corrections entered and initialed, in ink, by the person signing the proposal.

In the event of a discrepancy between the unit price and the extension, the unit price shall govern. The price inserted must be net including all freight, discounts, rebates, and allowances.

### **Additions and Deletions**

Owner reserves the right to add or deduct item quantities from the original specification as necessary to meet budget and/or to adjust for site conditions.



## Drinking Fountain Replacement

### **Safety**

Contractor shall take all reasonable precautions for the safety of his/her work, all items or materials to be installed which are in his/her custody, adjacent property, other workmen at the site, and the public. The Contractor shall be responsible for providing and for the placement of barricades, tarps, plastic, flag tape and other safety/traffic control equipment required to protect its employees, the public, surrounding areas, equipment and vehicles. The flow of vehicular traffic shall not be impeded at any time. The safety of the Contractor's employees and the public is of prime concern to the Owner, and the Contractor must take all necessary steps to assure proper safety during the performance of the contract. Any bidders that have a history of safety problems or a high incidence of accidents will not be considered for award of a contract.

***\*Smoking/vaping and/or use of tobacco products in school buildings or on school grounds is prohibited\****

### **Permits**

Contractors are required to apply and pay for any and all permits that may be required from the County, State and any governing agency that may have jurisdiction.

### **Owner Not Responsible**

The Owner shall not be responsible for any cost or expense the Contractor incurs in implementing the requirements of this bid document.

### **Sole Bidder**

If only one bid is received in response to the Invitation to Bid, a detailed cost proposal will be requested of the single bidder. A cost/price analysis and evaluation and/or audit shall be performed of the cost proposal in order to determine if the price is fair and reasonable. The Owner reserves the right to cancel the bid if there is only one bid received. The Owner's decision will be final.



## Drinking Fountain Replacement

### **Default**

The district may at any time, by written notice to the Contractor, terminate this contract and the Contractor's right to proceed with the work, for just cause, which shall include, but is not limited to the following:

- Failure to make delivery of the supplies, or to perform the services within the time specified herein, or any extension thereof.
- The unauthorized substitution of articles for those bid and specified.
- Failure to make progress if such failure endangers performance of the contract in accordance with its terms.
- Failure to perform in compliance with any provision of the contract.

### **Standard Performance**

Contractor guarantees the performance of the commodities, goods or services rendered herein in accordance with the accepted standards of the industry or industries concerned herein, except that if this specification calls for higher standards, then such higher standards shall be provided.

Upon notice by the District of Contractor's failure to comply with such standards or to otherwise be in default of this contract in any manner following the Notice to Proceed via Purchase Order, Contractor shall immediately remedy said defective performance in a manner acceptable to Armada Area Schools. Should the District consider the Contractor failing to immediately correct said defective performance, said failure is a breach of this contract and grounds for termination of the same.

In the event of any breach of this contract by Contractor, Contractor shall pay any cost to Armada Area Schools caused by said breach including but not limited to the replacement cost of such goods or services from another contractor.



Drinking Fountain Replacement

The District reserves the right to withhold any or all payments until any defects in performance have been satisfactorily corrected. In the event the Contractor is in breach of this contract in any manner, and such breach has not been satisfactorily corrected, the District may bar the Contractor from being awarded any future contracts. All remedies available to the District herein are cumulative and the election of one remedy by the District shall not be a waiver of any other remedy available to the District.

**Indemnity and Insurance**

If the acts or omissions of the Contractor or its employees, agents or officers, cause injury to person or property, the Contractor shall defend, indemnify and save harmless the District, its agents, officials and employees against all claims, judgements, losses, damages, demands, and payments of any kind to persons or property to the extent occasioned from any claim or demand arising there from. The Contractor shall furnish within fifteen (15) working days of the Notice of Award, certificate(s) of insurance providing insurance coverage as follows:

**Workers' Compensation Insurance-** Covering all persons engaged in work under this contract to the full statutory limits stipulated in the Michigan Workers' Compensation Act, including Employer's liability of \$500,000.

**Commercial Liability Insurance-** Including premises and operations, including XCU coverage.

**Contractor's protection with limits as follows:**

Bodily Injury \$1,000,000/ea \$500,000/ea \$1,000,000 occurrence \$500,000 occurrence





Drinking Fountain Replacement

Property Damage \$500,000 occurrence/ \$250,000 occurrence/ or \$500,000 aggregate \$250,000 aggregate.

Bodily Injury/ Property Damage \$1,000,000 CSL \$500,000 CSL

Automobile Liability Insurance- Including owned, non-owned and hired motor vehicles as well as:

Michigan Property Protection Insurance as required by statute. Limits as follows: Bodily Injury if vehicles are required if vehicles are not required for construction work for construction work \$1,000,000/ea \$1,000,000/ea; \$1,000,000 occurrence \$1,000,000 occurrence.

- Property Damage \$300,000 occurrence/ \$300,000 occurrence/ or \$300,000 aggregate \$300,000 aggregate.
- Bodily Injury/Property Damage \$1,000,000 CSL \$1,000,000 CSL
- The above requirements should not be interpreted to limit the liability of the Contractor under this contract.
- ALL ISSUERS SHALL BE EITHER LICENSED OR AUTHORIZED TO DO BUSINESS IN THE STATE OF MICHIGAN.
- This coverage shall protect the Contractor, its employees, agents, representatives and subcontractors against claims arising out of the work performed.
- THE DISTRICT, ITS OFFICIALS, AGENTS AND EMPLOYEES SHALL BE INCLUDED AS ADDITIONALLY INSURED WITH THE RESPECT TO ALL LIABILITY POLICIES HEREIN, AND SO NOTED IN WRITING ON THE ACTUAL CERTIFICATES.
- It shall be the Contractor's responsibility to provide similar insurance for each subcontractor or to provide evidence that each subcontractor carries such insurance in like amount prior to the time such subcontractor proceeds to perform under the contract.



### **Termination by the District for Convenience**

The District may, at any time, terminate the Contract for the District's convenience and without cause.

### **Bid Bond**

**\*For all proposals of \$20,000 or more\***

**Bid Bond** or certified check, for an amount not less than 5% of the amount of the bid, must accompany each bid. The check or bond of each unsuccessful bidder will be returned within 14 days. Failure of any accepted bidder to enter into a contract to complete the specified work may forfeiture of his/her bid security. The bonding company supplying the bond must be based in the United States and licensed to do business in the State of Michigan. *\*Failure to submit proper bid security shall constitute rejection of the bid.\**

### **Performance Bond** \*For all proposals in of \$50,000 or more\*

**A.** After award of contract, the contractor will be required to provide performance and payment bonds for all bids that are greater than \$50,000.

**B.** Security may be certified check, bank draft irrevocable bank letter or credit or surety bond.

**C.** All bidders must be bondable and shall include in the Proposal the cost of furnishing Labor and Material Payment and Performance bonds each in the payable amount of 100% of the proposed bidding sum. The bonds shall hold Armada Area Schools as the oblige.

The bonding company supplying the bond must be based in the United States and licensed to do business in the State of Michigan.

### **Opening and Awarding of Bids**

Bids will be publicly opened in the Armada Area Schools Board Room, 74500 Burk St. Armada, MI 48005 at **11 a.m Wednesday Jan 22, 2025**



Drinking Fountain Replacement

The recommendation for award will be submitted to the Board of Education at the first regular Board of Education Meeting following the bid opening.



Drinking Fountain Replacement

# BID PROPOSAL FORM

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

**The undersigned certifies that the bid contained meets or exceeds the attached specifications. Include the bond amount in each schools price.**

**BASE BID:** Bidder agrees to perform all Work for Bid Category(ies) as described in the Contract Documents, for the Base Bid(s) stated below.

(Show amount in both words and figures. In case of discrepancy, amount shown in words will govern.)

**\*PLEASE SUBMIT ALL PRODUCT SPECIFICATION SHEETS WITH BID.**

**\*\*OWNER RESERVES THE RIGHT TO DEDUCT ANY ITEMS TO MEET BUDGET.**

To provide labor materials and equipment for as specified/where specified:

BID CATEGORY	WRITTEN DESCRIPTION/AMOUNT(S)	BID AMOUNT IN FIGURES
<b>Armada High School</b>		
1. H5	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	
2. H6	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	
3. H7	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	
4. H8	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	
5. H9	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	
6. H10	Base Bid: (including bond) _____	\$ _____
	_____ DOLLARS	

*Continued on next page...*



Drinking Fountain Replacement

**Armada Elementary School**

1. **E1**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**
2. **E2**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**
3. **E3**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**
4. **E6**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**

**Armada Middle School**

1. **M2**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**
2. **M3**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**

**Armada Academy/Administration**

1. **A1**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**
2. **A2**  
Base Bid: (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**

**Total Bid:** (including bond) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ **DOLLARS**



***\*This section must be completed by bidder\****

**Can you complete this project by August 22, 2025?** \_\_\_\_\_

**Have you included prevailing wage?** \_\_\_\_\_

**Have you included all costs associated to complete this project?** \_\_\_\_\_

**Do the proposed products meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal?** \_\_\_\_\_

**Have you included product specifications for all proposed equipment?** \_\_\_\_\_

**Did you attend the pre-bid meeting or complete a site visit?** \_\_\_\_\_

**Approximate Lead time on Drinking Fountains** \_\_\_\_\_

**Approximate Lead time on Drinking Fountain Filters** \_\_\_\_\_

**Do you conduct background checks on your employees?** \_\_\_\_\_

**Bid Bond included?** \_\_\_\_\_

**\*Performance Bond included (Bids at or above \$50,000)** \_\_\_\_\_

**Have you included any voluntary alternates?** \_\_\_\_\_

**Familial Relationship Affidavit included?** \_\_\_\_\_

**Iran Linked Business Affidavit included?** \_\_\_\_\_

**Please state your warranty:** \_\_\_\_\_



Drinking Fountain Replacement

## BID PROPOSAL FORM (continued)

TO: **ARMADA AREA SCHOOLS**  
**74500 BURK STREET**  
**ARMADA, MI 48005-3314**

PROJECT:

**BID PACKAGE**  
**ARMADA AREA SCHOOLS**  
**DRINKING FOUNTAIN**  
**REPLACEMENT 2025**

Attn: **HEATHER URBANEK**  
**EXECUTIVE DIRECTOR OF**  
**BUSINESS AND OPERATIONS**

Project Director:

**DON PENZIEN**  
**DEPARTMENT OF BUILDINGS**  
**AND GROUNDS**

**My signature certifies that the Proposal as submitted complies with all of the terms and conditions set forth in the Request for Proposal unless specifically enumerated as an exception as part of our Proposal.**

Bid Proposal for Category(ies): \_\_\_\_\_

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

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

Authorized Signature: \_\_\_\_\_

Authorized Name (print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

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

(Show amount in both words and figures. In case of discrepancy, amount shown in words will govern.)

All applicable taxes and bond costs are included in the above Base Bid and all listed Alternates and Unit Prices.



Drinking Fountain Replacement

**Contractors agree not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to the employment, because of race, color, religion, natural origin, ancestry, age, sex, height, weight, material status, physical or mental handicap or disability. Contractor required non-discrimination in employment, as herein specified, binding upon each subcontractor. This covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 Public Act 453, as amended, MCL 37.2201, *et seq* and the Michigan Handicapper's Civil Rights Act, 1976 Public Act 220, as amended, MCL 37.1101, *et seq* and any breach thereof may be regarded as a material breach of the contract of purchase order.**

BASE BID: Bidder agrees to perform all Work for Bid Category(ies) as described in the Contract Documents, for the Base Bid(s) stated above. The Base Bid(s) shall include the cost of Performance and Payment Bonds. For each Bid Category to be bid, include the Base Bid written and in figures, the cost of the Performance Bond and Payment Bond which is included in the Base Bid, written and in figures, and the Bid Category and description. The cost of the Performance Bond and Payment Bond shall be treated as a deduct Alternate should the Owner decide to waive the requirement for the successful Bidder providing same.





Drinking Fountain Replacement

As of the date of submission of the Bid Proposal, Bidder's Workers compensation Experience Modification Rate (EMR) for the state in which the Work is to be performed is \_\_\_\_\_, \_\_\_\_\_. Bidder has attached to the Bid Proposal for the OSHA Form 200 / 200S indicating recordable incidence rates for the last calendar year per 6,000 man-hours for the following categories:

1. Total Cases \_\_\_\_\_
2. Lost Workday Cases \_\_\_\_\_
3. Non-fatal Cases Without Lost Workdays \_\_\_\_\_
4. Employee Hours Worked Last Year \_\_\_\_\_
5. Fatalities in the year (if yes describe below) \_\_\_\_\_

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Has Bidder been cited by state or federal OSHA for any serious or willful violation? If yes, please describe:

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Bidder understands that the **Owner** reserves the right to reject any or all Bid Proposals and to waive any informalities or irregularities therein.

Bidder acknowledges receipt of the following Addenda (identify no. and date of each):

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Drinking Fountain Replacement

**FAMILIAL DISCLOSURE: All bidders must provide the following familiar disclosure in compliance with MCL 380.1267. IT MUST BE INCLUDED, NOTARIZED AND SUBMITTED WITH THIS PROPOSAL FORM, OR THE BID WILL NOT BE READ ALOUD!**

**By the attached sworn and notarize statement we are disclosing the following familial relationship that exists between the Owner or any employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy. (The Board, intermediate school Board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.)**

**Familial Relationship:**

**The following are familial relationships as described above (provide employee name, associated family contact, family contact position, and familial relationship.) SEE ATTACHED AFFIDAVIT OF BIDDER THAT IS SIGNED AND NOTARIZED !!! MUST BE ATTACHED!!!**

Signatures(s) \_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_

Name of firm: \_\_\_\_\_

Business address: \_\_\_\_\_

\_\_\_\_\_

Telephone no.: (      ) \_\_\_\_\_



Drinking Fountain Replacement

This form must be notarized:

Attachment

Affidavit of Bidder Familial Relationship

List any Familial Relationships:

Bidder:

\_\_\_\_\_

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

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

STATE OF MICHIGAN

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_\_ day of

\_\_\_\_\_ 2025, by \_\_\_\_\_

(Print name)

\_\_\_\_\_ Notary Public

\_\_\_\_\_ County, Michigan

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

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



Drinking Fountain Replacement

**Affidavit of Compliance – Iran Economic Sanctions Act**

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the “Contractor”), pursuant to the compliance certification requirement provided in the **Armada Area Schools** (the “School District”) Request For Proposal, hereby certifies, represents and warrants that the Contractor (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 Contractor is awarded a contract as a result of the aforementioned Request For Proposal, the Contractor will not become an “Iran linked business” at any time during the course of performing the Work or any services under the contract.

The Contractor 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 proposal for three (3) years from the date it is determined that the person has submitted the false certification.

**Contractor:**

\_\_\_\_\_

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

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

STATE OF MICHIGAN

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_\_ day of

\_\_\_\_\_ 2025, by \_\_\_\_\_

*(Print name)*

\_\_\_\_\_ Notary Public

\_\_\_\_\_ County, Michigan

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

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



Drinking Fountain Replacement

## INSTRUCTIONS AND SPECIFICATIONS

### JOB LOCATION

Armada Area Schools  
74500 Burk Street  
Armada, MI 48005

### Project Manager

Don Penzien

[dpenzien@armadaschools.org](mailto:dpenzien@armadaschools.org)

(586)-784-2143

### 1.0 - INSTRUCTIONS TO BIDDERS:

#### 1.1 Work shall include but not be limited to:

- A. Demo existing drinking fountains.
- B. Installation of filtered bottle-filling stations and filtered drinking fountains.
- C. All trades work necessary to complete installation, including, but not limited to; plumbing, masonry, electrical, carpentry, and painting.
- D. Warranty the installation for a period of not less than two years from date of acceptance.

1.2 Drinking fountains to be replaced are as designated on building plans and images attached.

1.3 Sites will be available for demo/install during mid-winter break (2/17/25-2/18/25), spring break (3/24/25-3/28/25), and summer break (6/6/24-8/22/25). Sequencing of work will be coordinated between the Owner and the contractor. The building staff will be responsible for the removal of furniture and fixtures that are in the work area.

### 2.0 - SCOPE OF WORK:

2.1 Where required, remove and dispose of existing drinking fountains in accordance with all applicable ordinances, law and regulation. Demo existing drinking fountain to receive new product in accordance with the Manufacturer's instructions.

2.2 Install new mounting hardware according to manufacturer's instructions.

2.3 Complete all electrical, masonry, carpentry, and plumbing work needed to complete the installation of new drinking fountains.

2.4 Install new drinking fountains according to manufacturer instructions.

2.5 Clean work areas and paint walls to match existing colors.



## Drinking Fountain Replacement

### 3.0 Specifications

#### Pre-Installation Water System Flushing

“How to flush a building’s cold-water plumbing before installing new filtered bottle-filling stations and filtered faucets”

##### 1. Flushing the Building’s Cold-Water Plumbing

- a. Conduct a pre-flushing plumbing system integrity check.
  - i. Look for leaks, plumbing issues, and make sure drains can accommodate the amount of water from flushing.
  - ii. Obtain proper safety gear.
- b. Flush the building’s cold-water after all plumbing changes/work is completed and prior to installation of new filtered bottle-filling stations and filtered faucets.
  - i. Begin at a fixture closest to the water point of entry (POE) into the building, open faucet wide, and let the water run for at least 10 minutes before shutting off the faucet.
  - ii. Locate the faucet furthest from the POE on each wing and floor of the building, open the faucet wide, and let the water run for at least 10 minutes before shutting off the faucet. This 10-minute time frame is considered adequate for most buildings. For best results, calculate the volume of the plumbing and the flow rate at the tap and adjust the flushing time accordingly. Recommendation: If served by chlorinated water, check the chlorine residual to confirm fresh water from the distribution system has made it to the flushing location.
  - iii. Work back towards the POE and flush each fixture one at a time for 30 seconds to a minute, include toilet flushing.
  - iv. Flush refrigerated water coolers for approximately 15 minutes or per manufacturer’s recommendation.
  - v. Flush water-using devices per manufacturer’s recommendation.

#### Filtered Bottle-Fill Stations Installation

1. Make sure all permits have been obtained prior to installation, if applicable.
2. Install new bottle filling stations after proper plumbing system flushing, as described in the previous section.



### Drinking Fountain Replacement

3. Install new bottle filling stations per manufacturer's instructions.
4. After the initial installation of a filter cartridge replacement, flush the filter following the manufacturer's instructions to remove any carbon dust and activate the filter.
5. Collect a 250 mL sample through a newly installed filtered fixture after a minimum of 8 hours of stagnation and have it analyzed for lead by a certified drinking water laboratory [Lead-Copper-Certifications.pdf \(michigan.gov\)](#).

1. **Filtered bottle-filling station (must meet all the following requirements)**

- a. Is connected to customer site piping.
- b. Filters water and is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal.
- c. The flow rate through the station is paired to the specified flow rate of the filter cartridge.
- d. Has a light or other device to indicate filter cartridge replacement status.
- e. Is designed to fill drinking bottles or other containers for personal water consumption.
- f. Includes a bubbler fixture that allows a user to drink directly from a stream of flowing water without the use of any accessory.
- g. Fit the intended installation location.
- h. The station is certified to meet NSF/ANSI standard 61 Q<=1.
- i. Single bottle fill units must meet or exceed the specifications of Elkay model:  
**LZS8WSSP**
- j. Single bottle fill bi-level units must meet or exceed the the specifications of Elkay model:  
**LZSTL8WSSP**

2. **Universal cartridge water filters (replacement cartridges)**

- a. Must be filter cartridges featuring molded collars for the purpose of filtering organic and manmade materials from drinking water in locations of need.
- b. Must be certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal.

### **Important Notes:**

1. This project **will not** be awarded to a contractor unless they have attended the pre-bid meeting or completed a site visit.
2. This is a prevailing wage project.
3. It is a requirement to submit specifications of all proposed equipment. If specifications are not included, your bid **will not** be considered.
4. All proposed equipment must be certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal and certified to meet NSF/ANSI standard 61 Q<=1.



Drinking Fountain Replacement

**6.0 Bid Categories**

**Armada High School**

- **H5-**
  - **Remove 3 existing fixtures**
  - **Replace with 1 bottle fill station bi-level (LZSTL8WSSP)**
  - **Cover opening on smallest fixture**
- **H6-**
  - **Remove existing fixtures**
  - **Replace with 1 bottle fill station bi-level (LZSTL8WSSP)**
- **H7-**
  - **Remove existing fixture**
  - **Replace with 1 bottle fill station (LZS8WSSP)**
- **H8-**
  - **Remove existing fixture**
  - **Replace with 1 bottle fill station (LZS8WSSP)**
- **H9-**
  - **Remove existing fixtures**
  - **Replace with 1 bottle fill station bi-level (LZSTL8WSSP)**
- **H10-**
  - **Remove existing fixtures**
  - **Replace with 1 bottle fill station bi-level (LZSTL8WSSP)**

**Armada Elementary School**

- **E1-**
  - **Remove existing fixtures**
  - **Replace with 2 bottle fill stations bi-level (LZS8WSSP) x2**
- **E2-**
  - **Remove existing fixtures**
  - **Replace with 2 bottle fill stations (LZS8WSSP) x2**
- **E3-**
  - **Remove existing fixtures**
  - **Replace with 2 bottle fill stations bi-level (LZS8WSSP) x2**
- **E6-**
  - **Remove existing fixtures**
  - **Replace with 2 bottle fill stations bi-level (LZS8WSSP) x2**





Drinking Fountain Replacement

**Armada Middle School**

- M2-
  - Remove existing fixtures
  - Replace with 2 bottle fill stations bi-level (LZS8WSSP) x2
- M3-
  - Remove existing fixture
  - Replace with 1 bottle fill station (LZS8WSSP)

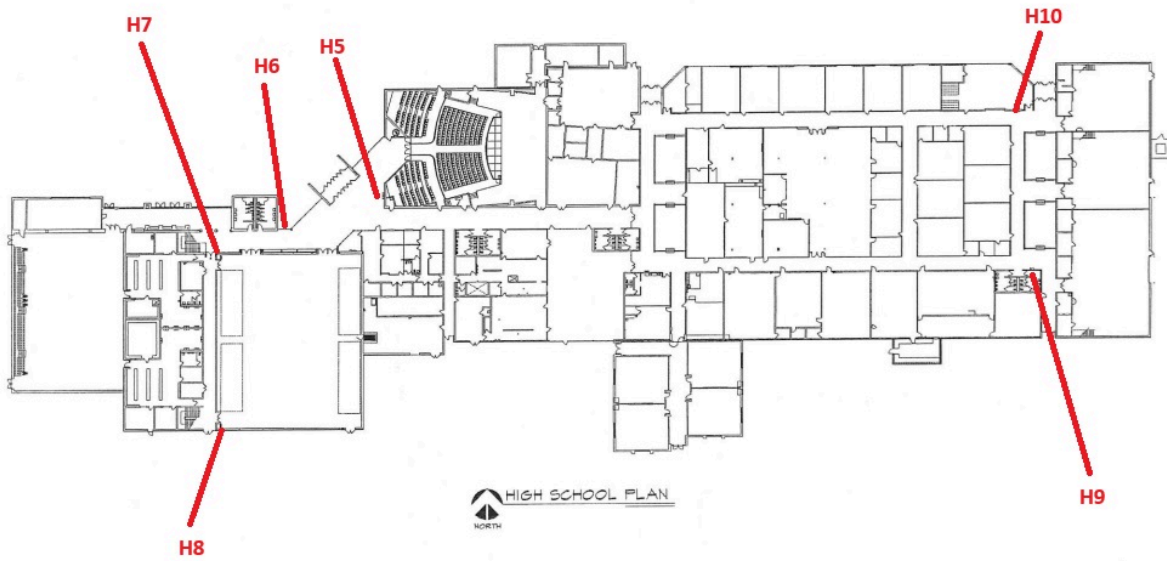
**Armada Academy/Administration**

- A1-
  - Remove existing fixture
  - Replace with 1 bottle fill station (LZS8WSSP)
- A2-
  - Remove existing fixtures
  - Replace with 2 bottle fill stations (LZS8WSSP) x2

**\*\*OWNER RESERVES THE RIGHT TO DEDUCT ANY ITEMS TO MEET BUDGET.**

## 7.0 Map of Locations and Pictures

### High School Map

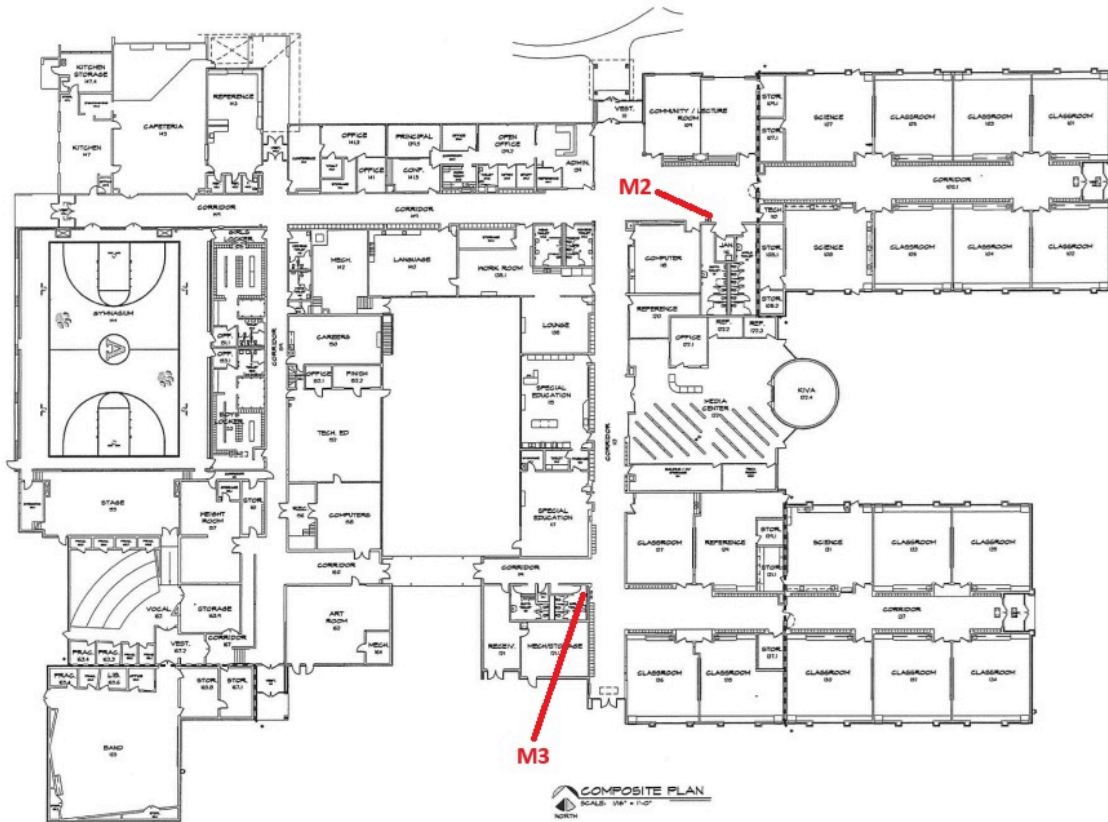


# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

## Middle School Map



### Elementary Map



## High School Pictures

### H5

- Remove 3 existing fixtures
- Replace with 1 bottle fill station bi-level
- Cover opening on smallest fixture





# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

H6

- Remove existing fixtures
- Replace with 1 bottle fill station bi-level



# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

H7

- Remove existing fixture
- Replace with 1 bottle fill station





H8

- Remove existing fixture
- Replace with 1 bottle fill station





**A ARMADA**  
**AREA SCHOOLS**  
Drinking Fountain Replacement

**H9**

- **Remove existing fixtures**
- **Replace with 1 bottle fill station bi-level**



# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

## H10

- Remove existing fixtures
- Replace with 1 bottle fill station bi-level





**Middle School Pictures**

**M2**

- **Remove existing fixtures**
- **Replace with 2 bottle fill stations bi-level**



M3

- Remove existing fixture
- Replace with 1 bottle fill station



## Elementary School Pictures

### E1

- Remove existing fixtures
- Replace with 2 bottle fill stations bi-level





# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

E2

- Remove existing fixtures
- Replace with 2 bottle fill stations



# **A** ARMADA AREA SCHOOLS

Drinking Fountain Replacement

E3

- Remove existing fixtures
- Replace with 2 bottle fill stations bi-level





# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

E6

- Remove existing fixtures
- Replace with 2 bottle fill stations bi-level





# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

## Academy Pictures

A1

- Remove existing fixture
- Replace with 1 bottle fill station



# ARMADA

AREA SCHOOLS

Drinking Fountain Replacement

A2

- Remove existing fixtures
- Replace with 2 bottle fill stations





Drinking Fountain Replacement

**Proposed fixtures must meet or exceed the specifications of the following:**

Single Bottle Fill Unit Requirements

**Elkay model: LZS8WSSP**

<https://www.elkay.com/products/details/lzs8wssp>

Single Bottle Fill Bi-Level Unit Requirements

**Elkay model: LZSTL8WSSP**

<https://www.elkay.com/products/details/lzstl8wssp>