

Request for Proposals Precision Measurement Equipment and Certification Program

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

**Issue Date: November 5, 2025
Due Date: November 12, 2025 @ 11:00 AM, EST**

The Lenawee Intermediate School District (LISD), located in Adrian, Michigan, seeks proposals from qualified vendors for the provision of a Precision Measurement Equipment and Certification Program at the LISD's TECH Center, 1372 N. Main Street, Adrian, Michigan.

The Precision Measurement Equipment and Certification Program will be delivered and deployed in the LISD TECH Center Machining & Computer-Aided Manufacturing (CAM) career and technical education program laboratory. Proposals must provide equipment and an industry-recognized certification curriculum on the fundamental knowledge and hands-on skills for using precision measurement tools. All equipment must be new and include all necessary accessories, storage, and calibration certificates traceable to national standards (i.e. NC3- National Coalition of Certification Centers, etc). The Precision Measurement Equipment with Certification Program will be used by high school, college, apprentices, and adult students. Successful completion demonstrates mastery of foundational knowledge and skills valued by employers in manufacturing, automotive repair, and other industries.

Precision Measurement Equipment and Certification Program Specifications

The LISD seeks a Precision Measurement Equipment and Certification Program that provides equipment for hands-on training and a curriculum for multiple certifications recognized by the state and industry leaders.

The LISD believes that the Precision Measurement Program offerings by Snap-on (in collaboration with Starrett and NC3) provide curriculum alignment with modern industry standards and expectations to best serve the needs of the District; however, the LISD will accept proposals for alternate brands, provided that the proposal offering is equivalent to that specified. It is the responsibility of the respondent to provide information sufficient for the LISD to make a determination that the proposed product is equivalent to that specified.

Equipment and course content must meet the NC3 standards for students to obtain certifications in: Tape and Rule Measurement, Slide Caliper Measurement, Gauge Measurement, Angle Measurement, Micrometer Measurement, and Dial Gauge Measurement

Respondents must also provide additional information about necessary and optional equipment, supplies, and other ancillary items, which are necessary for operation and/or certain functionality of the vehicle alignment machine. Respondents must detail what, if any, ancillary components are included with the base price of the vehicle alignment machine and must specifically identify what components are necessary for operation of the vehicle alignment machine versus those which are optional. Pricing and specifications must be provided for all ancillary items (both required and optional), which are not included in the base price of the vehicle alignment machine.

Alternate and Optional Products

Alternate Products

Any time a particular manufacturer's name or brand is specified, it shall mean any product of equal quality. When providing proposals 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. 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.

Warranty

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

Delivery

All items must be delivered F.O.B. LISD TECH Center Machining & Computer Aided Manufacturing (CAM) Laboratory, 1372 N. Main St., Adrian, Michigan, meaning that risk of loss remains with the vendor until such time as the goods have been delivered, deployed, and accepted by the LISD. Destination costs, if any, must be included in the proposal.

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.

Training

Respondents must provide 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

The following general terms and conditions will apply to all purchases and will be incorporated into and be part of any solicitation for goods and/or services and every contract entered into by the Lenawee Intermediate School District, unless otherwise specified in writing by the LISD Board of Education or the Superintendent. Within these general terms and conditions, the term “selected respondent” refers to the entity whose proposal was accepted by the District.

1. Proposed terms, prices, and other commitments represent an offer to contract on the part of the respondent that, if accepted by the District, will become a legally binding contractual relationship between the District and respondent.
2. All proposed terms, prices, and other commitments must remain in effect for at least 90 days from the date on which proposals were due to the District.
3. No respondent may withdraw a proposal after submission of the proposal to the District except in the case where a respondent demonstrates to the District’s satisfaction that a material and substantial mistake was made in preparing the proposal, in which event the respondent has 24 hours after receipt of the proposal by the District to deliver to the District, a notice in writing that respondent desires to withdraw its proposal describing the reasons for withdrawal. 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 discretion of the District.
4. The District 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 proposal or other arithmetical error, the unit (line-item) price shall govern.
5. The District will not pay any costs associated with the preparation or submission of any proposals and/or any other expenses associated with any proposal in response to this RFP.
6. The District 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.
7. The District is a public school district exempt from taxation. The District will furnish the successful respondent with tax exempt certificates and other required information upon request.
8. Respondents must not be debarred, suspended, or proposed for debarment by any federal entity. Submission of a proposal in response to this request for proposals represents respondent’s acknowledgement that respondent is not debarred, suspended, or proposed for debarment by any federal agency.

9. Pursuant to Michigan's Freedom of Information Act, proposals received by the District become public records subject to disclosure to requesting third parties after the time and day at which proposals are due. The District will comply with its obligations under the law and may disclose the contents of a respondent's proposal if such is requested under FOIA.
10. Delivery of the goods and/or services to the District shall be made in the quantities and at the time or times specified in the RFP. Time is always of the essence and failure to deliver the goods or perform the services within the time specified shall constitute a material default by the selected respondent. All goods will be delivered District FOB.
11. All deviations from the specifications must be specified in writing by the bidder at the time that the formal proposal is submitted. The absence of a written list of requested deviations or exceptions when the proposal 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.
12. 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 RFP; (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.
13. Any purchase made by the LISD under this RFP will, in addition to the terms and conditions contained in this RFP, be subject to the LISD's standard terms and conditions, which are available at <https://www.lisd.us/page/bids-and-vendor-information>.

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 proposals received with or without cause, and reserves the right to select the proposal 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 the 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 and program. The proposal should also include a proposed timeline for delivery and orientation 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 <https://www.lisd.us/page/bids-and-vendor-information>)

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 RFP, 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 Linda Blohm, Director of Purchasing, via email to Linda.Blohm@lisd.us. Proposals and all supporting/required information should be identified as **“Precision Measurement Equipment and Certification Program”**. Proposals must be received by LISD at or before 11:00 AM, November 12, 2025, 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 Linda Blohm via email at Linda.Blohm@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 the addenda published, please email Linda.Blohm@lisd.us requesting such.