



East Lansing
Public Schools

509 Burcham Drive, East Lansing, MI 48823
Technology & Media Services Department
(517) 333-7418 Phone (517) 333-7404 Fax

September 22, 2025

To: Board of Education
From: Christian Palasty, Director of Technology & Media Services

SUBJ: ACTION ITEM – MOVE TO APPROVE THE BID FROM TECHNOLOGY SOLUTIONS UNLIMITED FOR LOW VOLTAGE CABLING IN THE AMOUNT OF \$33,557.94

The District has contracted with Communications By Design (CBD) to assist with the technology aspects of the security bond. This specific project includes installing low voltage ethernet cabling for the new central administration building. CBD drafted the bid document (Attachment A is the shortened copy of that document, the original document being 92 pages) and it was released on August 20, 2025. The bid document requested pricing for low voltage ethernet cabling and included a multimedia solution for the Board room and other conference rooms located in the central administration building. This Action Item is only for the low voltage cabling.

We have bypassed the normal procedure of presenting an Information Item prior to Action due to the short timeline for the contractor to perform the necessary work in coordination with the other contractors in the building.

We received eight (8) bids (Attachment B) for the project. The low bid from MOSS was retracted due to an error in their bid. We are recommending that the Board of Education approve the second lowest bid from Technology Solutions Unlimited to include their alternate bid addition for Category 6A cabling.

Please see Attachment C for a copy of their bid proposal.

Attachments:

- A. ELPS Request for Proposal
- B. Bid Tabulation
- C. Technology Solutions Unlimited Bid

East Lansing Public Schools

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DIVISION 00 – BIDDING & CONTRACT REQUIREMENTS

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DIVISION 27 – TECHNOLOGY SYSTEMS

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APPENDICES

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END OF SECTION

SECTION 00 01 15
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END OF SECTION

SECTION 00 11 16
INVITATION TO BID

PART 1 - GENERAL

1.01 WORK INCLUDED: MULTIMEDIA ADDITIONS

- A. East Lansing Public Schools (Owner) is seeking bids for purchase and installation of associated equipment and installation related multimedia systems. Proposed systems shall be configured and installed to service Owner's New Administration Building as described herein.
- B. Project: ADMINISTRATION BUILDING MULTIMEDIA ADDITIONS
- C. Owner: East Lansing Public Schools
501 Burcham Drive
East Lansing, Michigan 48823
- D. Designer: Communications by Design, Inc.
- E. Sites of Work:
 - 1. EAST LANSING PUBLIC SCHOOLS
6160 TOWAR AVENUE
EAST LANSING, MICHIGAN 48823

1.02 GENERAL DESCRIPTION OF PROJECT SEQUENCE

- A. Sequences and dates specified herein are for information only and indicate the plan and intent of the Owner. Actual dates shall be established based on final award of project.
- B. Sequence of operations shall be established by the Contractor within the guidelines established by the Owner as required to meet schedules.
- C. Schedule:
 - 1. Request for Bid Distributed: August 20, 20205
 - 2. Pre-Bid Meeting: August 27, 2025 at 4:00PM
 - 3. Intent to Bids Due: August 29, 2025 by 5:00pm
 - 4. Question and Clarification Deadline: September 1, 2025 by 5:00pm
 - 5. Public Bids Due: September 10, 2025 at 2:00PM

1.03 TYPES OF BIDS

- A. Bids shall be submitted in total and with required detail for each item bid and as is required herein, and include all portions of the work identified for the individual bid package as specified herein. Bids shall be made on unaltered bid forms as included herein. Bidder shall fill in all blank spaces and the bid shall be signed by a legal officer or agent authorized to bind the bidder to a contract.

1.04 PRE-BID CONFERENCE

- A. A pre-bid conference will be held. A discussion of the project and review of bid documents will be followed by a site review and an opportunity to ask questions. Attendance is highly encouraged for all contractors interested in bidding on any components or portions of this project. Attendance at the pre-bid conference will be a factor considered during evaluation of bids.
- B. Time: August 27, 2025 at 4:00PM
- C. Location:
 - 1. Central Administration Office
501 Burcham Drive
East Lansing, Michigan 48823
- D. Any drawings identified in the table of contents herein will be distributed and reviewed at this conference.
- E. Physical building inspections of sites of work will be provided for at this time.

1.05 TIME AND PLACE OF BID RECEPTION

- A. Physically sealed bids for the base bid work will be received at the district office and read aloud at a public opening. Bids arriving after the appointed time as determined by the Owner's representative conducting the public opening, shall be returned unopened. Bids will be accepted beginning forty-eight (48) hours prior to the appointed opening time provided they are in sealed packages and addressed as specified herein.
- B. Bid Receipt Deadline: September 10, 2025 at 2:00PM
- C. Bid Opening Location:
 - 1. Central Administration Office
501 Burcham Drive
East Lansing, Michigan 48823
- D. Faxed or electronically delivered bids will not be accepted.

1.06 EXAMINATION AND PROCUREMENT OF DOCUMENTS

- A. Specifications and any relevant Drawings may be obtained from the Technology Designer. Contractors may obtain copies by documented request to Communications by Design, Attn: Rebecca Szilagy. Requests may be made by:

1. Writing – 4101 Sparks Drive, Grand Rapids, Michigan 49456
2. Email – rszilagy@cbdconsulting.com

1.07 BID SECURITY

- A. Bid security equal to five percent (5%) of the total bid amount, must accompany each base bid in accordance with the Instruction to Bidders.
- B. Bid security shall be either a Bid Bond issued by a company licensed in the State of Michigan to furnish bid security or Certified Check made payable to the Owner.

1.08 PERFORMANCE BOND COVERAGE

- A. Selected Contractor(s) will be required to provide a performance bond and payment bond in an amount equal to one hundred percent (100%) of the bid amount including any accepted alternates at the Owner's discretion. Such bonds shall be issued by surety licensed by the State of Michigan and acceptable to the Owner.

1.09 OWNER'S RIGHT TO REJECT BIDS

- A. The Owner reserves the right to reject any and/or all bids. The Owner reserves the right to accept a bid, or portion thereof by issuance of a valid purchase order within ninety (90) calendar days following the bid opening. No bids may be withdrawn during this time without the specific approval of the Owner.
- B. Withdrawal of any Bids after the opening time without specific approval by Owner may result in forfeiture of required bid security by Bidder.

1.10 DEFINITIONS

- A. "Owner" is intended to mean East Lansing Public Schools, a general powers school district.
- B. For purposes of this project, the terms "Architect", "Engineer" and "Designer" are used synonymously to refer to Communications by Design, Inc., a Michigan Corporation.
- C. The term "Bidder" refers to any organization properly and accurately submitting a complete "Intent to Bid Form" prior to the required time

specified herein and subsequently properly submitting completed set of bid documents as specified herein.

- D. The term “Contractor” herein is a reference to the firm(s) eventually selected by the Owner to provide the intended system(s), or any portion thereof, and fulfill the terms of the contract.
- E. The term Contract is a reference to the collective set of documents, drawings, diagrams, Owner’s Purchase Order, Addenda and all other materials as provided for herein defining arrangement between Owner and Contractor.
- F. The term Addenda (or Addendum) are that portion of the Contract consisting of modifications, amendments, deletions or substitutions to the contract documents issued prior to the execution of the Contract.

END OF SECTION



East Lansing Public Schools

Bid Tabulation

Name: Admin Building AV Renovations
Date: September 10, 2025 at 2:00pm

| # | Bidder Name | Contract Form (Y/N) | Addendum #1 (Y/N) | Security (Bond/Check) | Familiar Statement (Y/N) | References (Y/N) | Contract Exceptions (Y/N) | Electronic Version (Y/N) | Section 27 10 00 Low Voltage Cabling | Section 27 41 16 Multimedia Systems | NOTES: |
|----|--------------------------------|---------------------|-------------------|-----------------------|--------------------------|------------------|---------------------------|--------------------------|---|--|--|
| 1 | PRO-TECH | Y | Y | Y | B | Y | Y | Y | \$37,421.24 | - | |
| 2 | ELECTOROMEDIA | Y | Y | B | Y | Y | Y | Y | \$51,499.90 | | |
| 3 | SSD | Y | Y | B | Y | Y | Y | Y | \$38,742.05 | | |
| 4 | AMCOMM | Y | Y | B | Y | Y | Y | Y | \$41,200.00 | | |
| 5 | TOWN AND COUNTRY | Y | Y | B | Y | Y | Y | Y | \$55,000.00 | \$199,700.00 | |
| 6 | TEL SYSTEMS | Y | Y | B | Y | Y | Y | Y | | \$172,814.79 | |
| 7 | TECHNOLOGY SOLUTIONS UNLIMITED | Y | Y | B | Y | Y | N | Y | \$29,733.62 | | ALTERNATE CABLING PRICING OF \$33,557.94 |
| 8 | BLUUM | Y | Y | B | Y | Y | Y | Y | | \$122,814.79 | DISQUALIFIED DURING POST BID REVIEW |
| 9 | RED LETTER | Y | N | B | Y | Y | Y | Y | \$38,850.00 | \$141,666.03 | |
| 10 | MOSS | Y | Y | B | Y | Y | Y | Y | \$17,376.51 | \$135,030.84 | LOW VOLTAGE CABLING DISQUALIFIED DURING POST BID REVIEW. |

BID FORM

BID TO: East Lansing Public Schools
Attention: Christian Palasty
501 Burcham Drive
East Lansing, Michigan 48823

BID FROM: Technology Solutions Unlimited Inc.
1305 W. Vassar Rd.
Reese MI. 48507

PROJECT: TECHNOLOGY RENOVATIONS
TECHNOLOGY BID #3074

The undersigned, having familiarized themselves with all local conditions affecting the cost of work, and having examined the site and all applicable Bidding Documents herein, and herein referenced, including, but not limited to, all addenda issued thereto, hereby propose to furnish all labor, material, equipment, applicable taxes and services required for proper completion of each of the following categories of this project for the sum of:

Bid Category 27 10 00 Title Low Voltage Cabling

twenty nine thousand seven hundred thirty three dollars 62/100—Dollars (\$ 29,733.62).
Said amount written above constituting the Base Bid

Bid Category 27 41 16 Title Multimedia Systems

NOT BIDDING Dollars (\$ NOT BIDDING).
Said amount written above constituting the Base Bid

TAXES:

Bid sum includes all applicable taxes.

ALLOWANCES:

Base bid includes all applicable allowance cost(s) as set forth herein.

COST OF BONDS:

Bid sum includes cost of furnishing a Performance Bond and Labor and Material Payment Bond, each in the amount of one hundred percent (100%) of the bid.

ACKNOWLEDGEMENT OF ADDENDA:

The following addenda have been received, are hereby acknowledged, and their execution is included in both base bid and alternate bids herein.

Addendum No. 1 Dated August 20, 2025 Addendum No. 2 Dated August 20, 2025

ALTERNATES:

Based bid amount may be increased or decreased in accordance with each of the following alternate bids as may be selected, following procedures stated herein. Voluntary Alternates shown below are identified and described in detail on appropriate attachment(s) as referenced herein.

~~Voluntary~~ Alternate A Complete system install using CAT6A \$33,557.94
Required

Voluntary Alternate B N/A

Voluntary Alternate C N/A

Voluntary Alternate D N/A

Voluntary Alternate E N/A

PRINCIPAL SUBCONTRACTORS

As required herein, the following Subcontractors are proposed to be used for this project:

Legal Name: N/A Work Proposed N/A

Legal Name: N/A Work Proposed N/A

BID SECURITY:

Accompanying this Bid, as required herein, is a bid security in the form of Certified Check/Cashier's Check/Bidder's Bond in the amount of:

one thousand four hundred eighty seven dollars 00/100 Dollars (\$1487.00), payable to the Owner, which it is agreed, shall be retained as liquidated damages, not as a penalty, by the Owner, if the undersigned fails to execute the Contract in conformity with the form of Contract incorporated and referenced herein and fails to furnish specified bonds within ten (10) days after date of issuance of a Letter of Intent to the undersigned.

If awarded the Contract, the undersigned agrees to commence work within ten (10) calendar days after date of issuance of a Purchase Order, which shall be considered as the notice to proceed, and agrees to complete the work in accordance with the schedule herein.

FAMILIAL DISCLOSURE:

Accompanying this Bid, as required herein, is a legally executed and notarized Michigan Familial Disclosure Statement.

EXCEPTIONS:

Bidder takes no exception to terms, conditions, specifications and/or any other requirements herein unless expressly noted, and specifically identified as provided for herein on unaltered Contract Exception form accompanying this Bid.

SIGNATORY AUTHORITY:

The undersigned certifies they are an authorized agent of the bidding entity, and legally able to bind the bidding entity to the terms, conditions and responsibilities of this, and all referenced bid documents. Furthermore, the undersigned acknowledges an understanding that non-compliance of this authority or any other bidding requirements may result in forfeiture of bid security, dismissal of consideration of bid submitted, and/or personal liability against the signatory.

AGREEMENT:

The undersigned agree(s) to provide the post-bid information required within ten (10) days after notification of a Letter of Intent and to execute an agreement for work covered by this Bid on the Owner's standard Purchase Order for which terms and conditions are expanded to include all Bidding Documents and subsequent addenda issued thereto.

In submitting this bid, it is understood that the Owner reserves the right to reject any or all bids. It is further agreed that this bid is binding for a period of Ninety (90) days from the opening thereof.

Respectfully submitted,

Date: September 10, 2025

Firm Name: Technology Solutions Unlimited Inc.

By: Kevin Gibbon

Signed: Kevin Gibbon

Title: Project Manager

Official Address: 1305 W. Vassar

Reese MI. 48757

Telephone Number: 989-415-8898

Primary Contact Email Address: kevin@tsu-inc.com

(If Corporation, affix Seal)