

HOLT PUBLIC SCHOOLS

REQUEST FOR PROPOSALS (RFP)

Waste Management and Recycling Services

January 2026

HOLT PUBLIC SCHOOLS

DEPARTMENT OF FACILITIES MANAGEMENT

5780 WEST HOLT ROAD, DOOR #23, HOLT, MI 48842

1. Introduction

Holt Public Schools (the “District”) is soliciting proposals from qualified contractors to provide comprehensive waste management and recycling services across all district facilities. The goal is to secure a reliable, cost-effective, and environmentally responsible partner to handle waste collection, disposal, and recycling while supporting the district’s commitment to sustainability and maintaining safe, clean learning environments.

2. Scope of Services

The successful contractor shall provide the following services for all District facilities, which include elementary schools, middle schools, the high school, early childhood centers, and administrative buildings:

- **Solid Waste Collection & Disposal**
 - Scheduled pick-up of waste at each school and administrative site.
 - Provision and maintenance of appropriate dumpsters, carts, and/or compactors.
 - Timely removal of bulk items or additional pick-ups upon request (e.g., post-event or seasonal clean-outs).
- **Recycling Services**
 - Regular collection of recyclables, including cardboard, mixed paper, plastics, and metals.
 - Containers clearly labeled for student/staff use.
 - Tracking and reporting of recycling tonnage and diversion rates.
- **Sustainability & Education**
 - Support district initiatives to reduce landfill waste.
 - Provide recommendations for expanding recycling or composting programs.
 - Offer student and staff education resources (e.g., signage, classroom presentations, or data reports that can be shared with students).
- **Compliance & Safety**
 - Adherence to all local, state, and federal waste disposal and recycling regulations.
 - Safe placement and servicing of equipment to minimize disruption during school hours.
 - Background checks and appropriate identification for drivers servicing school property.

3. Term of Contract

The anticipated contract term will be **three (3) years**, beginning April 1, 2026, with the option for two (2) one-year renewals based on performance and mutual agreement.

4. Proposal Requirements

Each proposal must include:

1. **Company Profile** – overview of company, experience with school districts or similar institutions, and qualifications of staff.
2. **Service Plan** – proposed schedules, collection methods, communication protocols, and recycling support.
3. **Equipment** – description of dumpsters, containers, trucks, and technology used.

4. **Pricing Structure** – detailed cost proposal, including base fees, per-pickup charges, recycling costs/credits, and charges for special services.
5. **References** – at least three school districts, municipalities, or organizations of comparable size currently or recently served.
6. **Insurance & Licensing** – proof of liability insurance, worker’s compensation, and compliance with all permits and licenses.
7. **Reporting Capabilities** – sample of sustainability/diversion reports that can be shared with district administration and the Board of Education.
8. **Attachments** – Complete the attached service schedule (school sites, dumpster/container counts, collection frequency).

5. Evaluation Criteria

Proposals will be evaluated on:

- Cost competitiveness and transparency.
- Demonstrated experience working with school districts or similar organizations.
- Service reliability and responsiveness.
- Recycling and sustainability initiatives.
- References and documented past performance.
- Ability to support the District’s educational mission through sustainability reporting and engagement.
- Contingency planning and ability to handle surges or special events.

Submission of Proposal:

Description of the information and content required for your bid is attached. Please complete and add necessary information on additional sheets and return to:

Ryan Zoumbaris, Director of Facilities
Holt Public Schools
5780 West Holt Road, Door #23
Holt, Mi 48842

Mark the return envelope:

"Waste Management Services"
Contractor Name
Contractor Address
Contractor Telephone Number

7. Timeline

- RFP Issued: January 12, 2026
- Questions Due: January 19, 2026
- Responses to Questions Posted: January 23, 2026
- Proposal Due: January 30, 2026 at 1:00pm

- Bid Opening: January 30, 2026, at 1:30pm
- Board Review/Approval: February 9, 2026
- Agreements Signed: Week of February 16th, 2026
- Contract Start Date: March 30, 2026

9. Attachments

1. Attachment A: District Facilities and Service Schedule (locations, containers sizes, collection frequency)
2. Attachment B: Proposal Form

Late Proposals:

All responses must be printed and signed. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Holt Public Schools. Whether sent by regular mail or by means of personal delivery, the bidder assumes responsibility for having its bid deposited on time at the specified location.

Sole Bidder:

In the event that only one bid is received in response to the bid invitation, a detailed cost proposal will be requested of the single bidder. A cost/price analysis and/or audit of the proposal shall be performed by Holt Public Schools to determine if the price is fair and reasonable. Holt Public Schools reserves the right to accept or cancel the bid if only one is received. Holt Public Schools' decision will be final.

Suspended or Debarred Vendor:

Bidder must certify and affirm that it and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.

Returned Proposals:

All proposals received after the due date will be unopened and made available to the respective contractors to pick up at its sole cost and expense.

Signed Proposals:

Each proposal must be an original and hard copy, signed by an authorized member of the Contractor's firm. The members should be the highest-ranking officers at local level. NO ORAL, FAX or E-MAILED proposals will be accepted. Each proposal must be submitted on the Proposal Forms attached to this RFP.

Copies of Proposal: The Contractor shall submit the original proposal and two (2) completed copies of the signed original proposal.

Opening Proposals: At the specified location and due date as stated above under "Submission of Proposal," all properly submitted proposals will be publicly opened and read aloud at 1:30 PM.

All interested parties may attend the proposal opening. No decision will be rendered at the proposal opening.

Email Clarifications: The district intends to communicate with contractors via email (example: clarifications and addendums). Except for the delivery of the proposal itself.

Additional Clarification Request: Prospective contractors may request that the district clarify information contained in this RFP. All such requests must be made by writing via email. The district will attempt to provide a written response to all written Requests for Clarification within five (5) business days after receipt of such request. The district will not respond to any Request for Clarification received after 4:00 PM on January 23, 2026. Requests for Clarification and inquiries must be made via e-mail.

All Requests for Clarification must be directed to Ryan Zoumbaris, Director of Facilities, at ryan.zoumbaris@hpsk12.net with subject line: "Waste Management Services."

No response will be made to any oral questions. All questions and answers will be posted on the school district's website. It is each contractor's responsibility to check the website prior to the RFP due date to ensure that it has received all the information including, but not limited to, all addenda to this RFP.

Restrictions on Communication:

From the issue date of this RFP until a contractor is selected and the selection announced, a prospective contractor shall not communicate about the subject of this RFP or any contractor's proposal with the district, its Board of Education, or any individual member, administrator(s), faculty, staff, students, employees, or its construction manager, if any, except for additional Requests for Clarification in accordance with the paragraphs above, or as otherwise required by applicable law.

RFP/Proposal Information Controlling:

The district intends that all contractors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a contractor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a Request for Clarification or other written response thereto, or in the proposal.

Reservation of Award:

The contract will be awarded to the responsible bidder whose proposal is within the competitive range and determined to be the most advantageous to Holt Public Schools. Price, experience, references, and other factors are considered. Holt Public Schools reserves the right to make awards within sixty (60) days after the date of the bid opening during which period bids may not be withdrawn. The Board of Education or its designee reserves the right to reject any or all bids, in part or in total, for any objective or subjective reason whatsoever. Late bids will not be opened.

Collusive Bidding:

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

Contractor Requirements

Satisfactory Workmen's Compensation insurance and liabilities and property damage insurance must be always maintained and paid for by the contractor work is performed.

Commercial General Liability Insurance is required as follows: on an "occurrence basis" with limits of liability not less than 1,000,000 each occurrence, \$3,000,000 aggregate, combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: A) Contractual Liability; B) Products and Completed Operations; C) Independent Contractor's Coverage; D) Broad Form General Liability Extensions or equivalent; E) Deletion of all Explosion, Collapses and Under group (SCU) Exclusions, if applicable.

Professional Liability Insurance (Errors & Omissions): \$1,000,000 each occurrence and annual.

Workmen's Compensation including Employer's Liability Coverage: \$100,000 each accident, \$500,000 annual aggregate, in accordance with all applicable Michigan laws.

Contractual Information

Familial Disclosure Affidavit: All contractors must provide familial disclosure in compliance with MCL 380.1267 and attach this information to its proposal. The proposal must be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner and/or any employee of the contractor and any member of the school district's board of education or the district's superintendent. The school district will not accept a proposal that does not include this sworn and notarized disclosure statement. The familiar disclosure affidavit is attached to this RFP.

Iran Economic Sanctions Act: In accordance with Michigan Public Act No. 517 of 2012, all proposals must be accompanied by a sworn and notarized statement certifying that the contractor is not an Iran Linked Business. The school

district will not accept a proposal that does not include this sworn and notarized statement. The Affidavit of Compliance — Iran Economic Sanctions Act is attached to this RFP.

Performance Bond: Successful contractors whose proposals are \$50,000 or more will be required to furnish performance and payment bonds in a form satisfactory to the district, in the amount of 100% of its proposal by a treasury listed surety licensed to do business in the State of Michigan, and the attorney-in-fact who executed the performance and payment bonds on behalf of the contractor shall attach a certified, current copy of its power of attorney. The cost of the bonds shall be included in each proposal.

Bid Bond:

Bids over \$30,512.00 must be accompanied by a certified check or treasury listed bid bond, as listed in the U.S. Department of Treasury Circular 570, in minimum amount of 5% of bid amount. Bids not received without this guaranty will not be read or considered.

Governing Law: The contract shall be governed by and construed in accordance with the laws of the State of Michigan. The parties hereby agree to the exclusive jurisdiction and venue of courts sitting in Ingham County, Michigan.

General Indemnification: Contractor shall indemnify, defend and hold harmless the district, its board of education, its board members, in their official and individual capacities, its administrators, employees, agents, contractors, successors and assignees, from and against any and all claims, counterclaims, suits, debts, demands, actions, judgments, liens, costs, expenses, damages, injuries and liabilities, including actual attorney's fees and actual expert witness fees arising out of or in connection with contractor's performance of the contract and/or from contractor's violation of any of the terms of the contract, including, but not limited to: (i) the negligent acts 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 the contractor, its officers, directors, employees, successors, assignees, contractors and agents; (iii) any violation or breach of any applicable Federal, State or local law, rule, regulation, ordinance, policy and/or licensing and permitting requirements applicable to the contract; or (iv) any breach of any representation or warranty the contractor, its officers, directors, employees, successors, assignees, contractors and agents under the contract. The contractor shall notify the district by certified mail, return receipt requested, immediately upon actual knowledge of any claim, suite, action, or proceeding for with Holt Public School District may be entitled to indemnification under the contract. This paragraph shall survive the expiration or earlier termination of the contract.

Compliance with Laws: Contractor shall comply with any and all applicable federal, state, and local laws, rules, ordinances, policies, and regulations, including any licensing and permitting requirements, under the contract. Contractor, including its personnel, employees, contractors, consultants, and agents shall be responsible for knowing the district's policies concerning appropriate behavior of persons in school district facilities and on school district properties, including for example, the prohibitions of sexual harassment and smoking, and shall comply with all such policies. Contractor represents and warrants to the school district that it shall always be in compliance with any and all applicable federal and state laws, rules, ordinances, policies and regulations and licensing and permitting requirement applicable to the contract. Contractors shall indemnify, defend, and hold the district harmless from any liability from its failure to so comply.

Pricing: Prices quoted are to be F.O.B. to Holt Public Schools. All purchase prices shall be net; including transportation, insurance, and delivery charges fully prepaid by the successful contractor to destinations indicated in the proposal.

Taxes: The Holt Public School District is exempt from taxes. However, when state and local taxes are required on construction materials installed by the contractor, such taxes must be included in the contractor's proposal price.

Proposal Withdrawal: Contractors may withdraw their proposals any time before the due date. Proposals may not be withdrawn for at least ninety (90) days after the due date.

GENERAL CONDITIONS

- A. It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements within. Alteration of this document is a crime.
- B. For the purpose of assuring Holt Public Schools of the quality of workmanship, materials, equipment, and service, the School Board will retain the right to qualify or disqualify bidders on the basis of available information covering their

service and the suitability of the equipment/material bid for the project. All bidders shall provide, upon request, evidence of public liability coverage to include Automobile and Comprehensive General Liability.

- C. All alternate equipment/material as specified herein, or suggested by bidder, will be made by a reputable experienced manufacturer and shall conform to the specifications in order to promote efficiency in its use, reduce maintenance cost, and to assure durability for which it is intended.
- D. In some cases, where manufacturer names and model numbers are indicated, alternates are not acceptable to create a base bid. However, in most cases alternates are acceptable, but subject to review by the owner. It will be incumbent upon the bidder, when bidding an alternate, to provide proper documentation that the alternates are equal to the manufacturer names and model numbers listed in the base bid.
- E. Holt Public Schools reserves the right to accept or reject any or all bids; and to make awards as it considers its best interest, whether low bid or not, this excludes omitting the required affidavits.
- F. All proposals submitted shall remain firm for a period of ninety days after date of receiving bids.
- G. Payments for materials will be made upon proof that invoiced materials have been delivered to the site, or have been received by the bidder, and are being stored on a site under their control. Big Rapids will not be responsible for damage to items that are stored offsite, contractor shall be fully responsible for all items until each item is completely installed.
- H. Final payments will only be made after a final walkthrough is completed with the Director of facilities and other persons they wish to be present.
- I. The delivery of the product shall be coordinated with the Owner and delivery terms are flexible. Bids must include all delivery charges, and unboxing costs; disposal of all waste must also be coordinated with owner prior to delivery.
- J. In the case where installation is specific; installation must be complete, and all costs must be included. It is also expected that any awarded contractor shall be responsible for cleanup and repairs to damaged elements resultant of work quoted for this project. Net 4 weeks.
- K. The successful bidder shall, within a reasonable time after receipt of written notice, make good any defects in material or workmanship that may develop, especially during the warranty period.
- L. Holt Public Schools shall not be responsible for any cost incurred by the bidder for the preparation of their bid.
- M. Holt Public Schools is a federally constituted government body and as such is not subject to Michigan State or Federal excise taxes.
- N. By submitting a bid, vendors acknowledge that their company will be a place where all persons feel welcomed, have a right to be treated equitably and without prejudice, and have a responsibility to treat others the same way. As an equal opportunity employer, vendor does not discriminate on the basis of race, creed, color, national origin, age, sex or physical/mental disability or veteran status in its employment or contracting.

| Location Name | Address 1 | City | State | Zip | Qty | Service Container Size in Yards | Frequency | Service Days | Waste Type |
|--------------------------------------|-----------------------|--------------|-------|-----------|-----|---------------------------------|-----------|--------------|------------|
| DIAMONDALE ELEMENTARY | 330 WALNUT ST | DIAMONDALE | MI | 48821 | 1 | 8yd | 5 | M T W R F | MSW |
| DIAMONDALE ELEMENTARY | 330 WALNUT ST | DIAMONDALE | MI | 48821 | 1 | 6YD | 1 | F | SSRY |
| ELLIOTT ELEMENTARY | 4200 BOND AVE | HOLT | MI | 48842 | 1 | 8yd | 5 | M T W R F | MSW |
| ELLIOTT ELEMENTARY | 4200 BOND AVE | HOLT | MI | 48842 | 1 | 6yd | 1 | F | SSRY |
| HOPE MIDDLE SCHOOL | 2020 PARK LAKE RD | HOLT | MI | 48842 | 1 | 4YD | 1 | F | SSRY |
| HOPE MIDDLE SCHOOL | 2020 PARK LAKE RD | HOLT | MI | 48842 | 1 | 4yd | 3 | F | MSW |
| HORIZON ELEMENTARY | 5776 HOLT RD | HOLT | MI | 48842 | 1 | 8YD | 5 | M T W R F | MSW |
| HORIZON ELEMENTARY | 5776 HOLT RD | HOLT | MI | 48842 | 1 | 6yd | 1 | F | SSRY |
| JUNIOR HIGH SCHOOL | 1748 AURELIUS RD | HOLT | MI | 48842 | 1 | 6yd | 3 | M W F | MSW |
| JUNIOR HIGH SCHOOL | 1748 AURELIUS RD | HOLT | MI | 48842 | 2 | 8YD | 5 | M T W R F | MSW |
| JUNIOR HIGH SCHOOL | 1748 AURELIUS RD | HOLT | MI | 48842 | 1 | 6YD | 1 | R | SSRY |
| WIDWAY EARLY CHILDHOOD CENTER | 4552 SPAHR ST | HOLT | MI | 48842 | 1 | 8YD | 5 | M T W R F | MSW |
| MIDWAY EARLY CHILDHOOD CENTER | 4552 SPAHR ST | HOLT | MI | 48842 | 1 | 6YD | 1 | R | SSRY |
| NORTH CAMPUS | 5780 HOLT RD | HOLT | MI | 48842 | 2 | 6yd | 3 | M W F | MSW |
| NORTH CAMPUS | 5780 HOLT RD | HOLT | MI | 48842 | 1 | 6yd | 1 | T | SSRY |
| HIGH SCHOOL - MAIN CAMPUS | 5885 HOLT RD | HOLT | MI | 48842 | 3 | 8YD | 5 | M T W R F | MSW |
| HIGH SCHOOL - MAIN CAMPUS | 5885 HOLT RD | HOLT | MI | 48842 | 1 | 6yd | 3 | M W F | MSW |
| HIGH SCHOOL - MAIN CAMPUS | 5885 HOLT RD | HOLT | MI | 48842 | 1 | 8YD | 1 | T R | SSRY |
| SUPPORT SERVICES/ BUS TRANSPORTATION | 2125 DELHI ST NE | HOLT | MI | 48842 | 1 | 4YD | 3 | M W F | MSW |
| SYCAMORE ELEMENTARY | 4429 SYCAMORE ST | HOLT | MI | 48842 | 1 | 6YD | 2 | M F | SSRY |
| SYCAMORE ELEMENTARY | 4429 SYCAMORE ST | HOLT | MI | 48842 | 1 | 8YD | 5 | M T W R F | MSW |
| WASHINGTON WOODS MIDDLE SCHOOL | 2055 S WASHINGTON AVE | HOLT | MI | 48842 | 1 | 8YD | 5 | M T W R F | MSW |
| WASHINGTON WOODS MIDDLE SCHOOL | 2055 S WASHINGTON AVE | HOLT | MI | 48842 | 1 | 8YD | 1 | T | SSRY |
| WILCOX ELEMENTARY | 1650 LAURELWOOD DR | HOLT | MI | 48842 | 1 | 6yd | 1 | R | SSRY |
| WILCOX ELEMENTARY | 1650 LAURELWOOD DR | HOLT | MI | 48842 | 1 | 8YD | 5 | M T W R F | MSW |
| SUPPORT SERVICES | 2125 DELHI ST NE | HOLT | MI | 48842 | 1 | 20YD | ON CALL | | MSW |
| SUPPORT SERVICES | 2125 DELHI ST NE | HOLT | MI | 48842 | 1 | 20YD | ON CALL | | SSRY |
| | MSW | Trash/Refuse | SSRY | Cardboard | | | | | |

| Location Name | | Service Container Size in Yards | Frequency | Service Days | Waste Type | Base Monthly Fee | Extra/Event Fee | Fuel Surcharge | Overage Fee | Solid Waste Annual | Recycling Annual | Total Cost Per Building |
|---------------|--------------------------------------|---------------------------------|-----------|--------------|------------|------------------|-----------------|----------------|-------------|--------------------|------------------|-------------------------|
| 1 | DIAMONDALE ELEMENTARY | 8yd | 5 | M T W R F | MSW | | | | | | | |
| 2 | DIAMONDALE ELEMENTARY | 6YD | 1 | F | SSRY | | | | | | | |
| 3 | ELLIOTT ELEMENTARY | 8yd | 5 | M T W R F | MSW | | | | | | | |
| 4 | ELLIOTT ELEMENTARY | 6yd | 1 | F | SSRY | | | | | | | |
| 5 | HOPE MIDDLE SCHOOL | 4YD | 1 | F | SSRY | | | | | | | |
| 6 | HOPE MIDDLE SCHOOL | 4yd | 3 | F | MSW | | | | | | | |
| 7 | HORIZON ELEMENTARY | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 8 | HORIZON ELEMENTARY | 6yd | 1 | F | SSRY | | | | | | | |
| 9 | JUNIOR HIGH SCHOOL | 6yd | 3 | M W F | MSW | | | | | | | |
| 10 | JUNIOR HIGH SCHOOL | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 11 | JUNIOR HIGH SCHOOL | 6YD | 1 | R | SSRY | | | | | | | |
| 12 | \MIDWAY EARLY CHILDHOOD CENTER | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 13 | MIDWAY EARLY CHILDHOOD CENTER | 6YD | 1 | R | SSRY | | | | | | | |
| 14 | NORTH CAMPUS | 6yd | 3 | M W F | MSW | | | | | | | |
| 15 | NORTH CAMPUS | 6yd | 1 | T | SSRY | | | | | | | |
| 16 | HIGH SCHOOL - MAIN CAMPUS | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 17 | HIGH SCHOOL - MAIN CAMPUS | 6yd | 3 | M W F | MSW | | | | | | | |
| 18 | HIGH SCHOOL - MAIN CAMPUS | 8YD | 1 | T R | SSRY | | | | | | | |
| 19 | SUPPORT SERVICES/ BUS TRANSPORTATION | 4YD | 3 | M W F | MSW | | | | | | | |
| 20 | SYCAMORE ELEMENTARY | 6YD | 2 | M F | SSRY | | | | | | | |
| 21 | SYCAMORE ELEMENTARY | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 22 | WASHINGTON WOODS MIDDLE SCHOOL | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 23 | WASHINGTON WOODS MIDDLE SCHOOL | 8YD | 1 | T | SSRY | | | | | | | |
| 24 | WILCOX ELEMENTARY | 6yd | 1 | R | SSRY | | | | | | | |
| 25 | WILCOX ELEMENTARY | 8YD | 5 | M T W R F | MSW | | | | | | | |
| 26 | SUPPORT SERVICES | 20YD | ON CALL | | MSW | | | | | | | |
| 27 | SUPPORT SERVICES | 20YD | ON CALL | | SSRY | | | | | | | |

AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of _____ (the “Bidder”), pursuant to the compliance certification requirement provided in the Big Rapids School District request for proposal for **2022 (Your Company Name here) (name of Project Goes here)** 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 Invitation To Bid, the Bidder will not become an “Iran Linked Business” at any time during the course of performing 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 Intermediate 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 an Invitation To Bid for three (3) years from the date it is determined that the person has submitted the false certification.

Contractor:

By: _____

Title: _____

Date: _____

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2022, by

_____.

_____, Notary Public

_____ County, _____

My Commission Expires: _____

Acting in the County of: _____

FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

Important: This disclosure statement must be included with your bid - required by state law (P.A. 232 of 2004)

As required by Public Act 232 of 2004, all bids 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 School Board or the Superintendent of (Your Company Name here) .

The undersigned, the owner or authorized officer of _____

(the Bidder), pursuant to the familial disclosure requirement provided in the attached invitation to bid, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the company and any member of the School Board or the Superintendent of (Your Company Name here) . If such a relationship exists, please explain:

BIDDER: _____

By: _____

Title: _____

STATE OF MICHIGAN)
)ss.

COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2022, by

_____.

_____, Notary Public

_____ County, _____

My Commission Expires: _____

Acting in the County of: _____

Suspended or Debarred Vendor

The undersigned, the owner or authorized officer of _____ (the "Bidder") hereby certifies and affirms that it and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.

Information regarding whether or not a business is suspended or debarred is available at the Federal System for Award Management website www.sam.gov

Bidder Name: _____

Bidder EIN #: _____

By: _____

Authorized Representative Name: _____

It's _____

Date: _____

STATE OF MICHIGAN)
)ss.

COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2022, by

_____.

_____, Notary Public

_____ County, _____

My Commission Expires: _____

Acting in the County of: _____

Michigan Business Certification & Authorization for Verification

The undersigned, the owner or authorized officer of _____ (the "Bidder") hereby certifies that it has submitted a bid or proposal to the Holt Public School District. District and that the Bidder is a "Michigan Business" as defined in MCL 18.1268(1) and (2). The Bidder certifies that it has within the 12 months immediately preceding the bid/proposal deadline or for the period that the business has been in existence, if the business is a newly established within the 12 months immediately preceding the bid deadline:

1. Filed a Michigan single business tax return or Michigan business tax return showing a portion or all of the income taxed based allocated or apportioned to the state of Michigan pursuant to the former single business tax act, 1975 PA 228 or the Michigan business tax act, 2007 PA 36, MCL 208.11101 to 208.1601.
2. Filed a Michigan income tax return showing income generated in or attributed to the state of Michigan.
3. Withheld Michigan income tax from compensation paid to the bidder's owners and remitted the tax to the department of treasury.

The Bidder further certifies that its filling or withholding satisfying the above criteria was more than a nominal filing for the purpose of gaining the status of a Michigan business, but shall indicate a significant business presence in the state, considering the size of the business and nature of its activities.

The Bidder hereby authorizes the Michigan Department of Treasury to verify that the Bidder has or has not satisfied at least one of the above enumerated criteria. This authorization shall permit the Michigan Department of Treasury to disclose the verifying information to the Holt Public School District in accordance with the procedures established by Section 28 of 1941 PA 122, MCL 205.28 and Section 623a of 1976 PA 451. MCL 380.623.A

Bidder Name: _____

Bidder EIN #: _____

By: _____

Authorized Representative Name: _____

It's _____

Date: _____

STATE OF MICHIGAN)
)ss.

COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 202 , by

_____.

_____, Notary Public

_____County, _____

My Commission Expires: _____

Acting in the County of: _____