

MEETING ATTENDANCE RECORD

Date: October 16, 2026 Time: 4:00 PM

Project Name: Avondale School District
Early Childhood Center - Structured Cabling
Systems
RFP No. 2005
Auburn Hills, MI Location: Avondale School District Administration Building
2940 Waukegan St.
Auburn Hills, MI 48326

IDS Project No.: 24213-1000 BP-T7 Reason for Meeting: Pre-Bid Meeting

NAME (Please Print)	REPRESENTING	PHONE/EMAIL	
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cc: File

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PRE-BID MEETING NOTES NO. 1

Date: October 16, 2026

Present: Refer to attached Meeting Attendance Record

Project Name: Avondale School District
Early Childhood Center - Structured Cabling Systems
RFP No. 2005
Auburn Hills, MI

IDS Project No.: 24213-1000 BP-T7

The following items were discussed and/or resolved at the above referenced meeting:

- 1.1 The documents may be downloaded from the USAC-ERATE site via Form 470 for this project. Bidders are responsible to check the website from time to time to verify they have all addenda, requests for information and other documents related to the Bid.
- 1.2 All questions must be submitted by 12:00 PM on Thursday, October 29, 2026. Questions submitted after this date will not be answered.
- 1.3 Addenda and responses to requests for information will be posted on the aforementioned website by 5:00 PM on October 30, 2026. Please be sure to check the website often for updates.
- 1.4 The Board will not consider or accept a bid received after the date and time specified for the bid submission. Bids are due at 2:00 PM on November 5, 2026 at the Avondale School District Administrative Office located at 2940 Waukegan Street, Auburn Hills, MI 48326. At which time and place all bids will be publicly opened and read aloud. Should the District be closed due to inclement weather, bids will be due at the same time on the next business day
- 1.5 Bid security in the amount of 5% of the total bid in the form of a bid bond, certified check or cashier's check is a requirement of the bid submission. Bid security for unsuccessful Bidders will be returned in a timely manner. Bid security for the successful Bidder will be returned after a contract agreement has been executed and acceptance of the required bond and insurance is made.
- 1.6 The bid form needs to be filled out in its entirety. Pricing information should be filled out using both words and numbers. In the case of a discrepancy, the amount entered in words will take precedence.
- 1.7 The Affidavit of Bidder form and Affidavit of Compliance – Iran Economic Sanctions Act should be completed and included with your bid submission. Failure to include these forms will result in your bid proposal being rejected for non-compliance.
- 1.8 Refer to Bid Specification Section 00 2113, Article 7 for specific Bid Proposal submission requirements.
- 1.9 Bidders need to submit one (1) original, three (3) copies, and one (1) electronic copy of the bid and retain a copy for themselves. Clearly label each copy submitted as either "original" or "copy".
- 1.10 State of Michigan prevailing wages are required on this project. Contractors and subcontractors must be registered with the Department of Labor and Economic Opportunity (LEO) and provide proof of registration as part of their bid submission. Failure to include proof of registration with your bid response will result in your bid being rejected for non-compliance.

- 1.11 Post-bid interview(s) will be held in the morning on November 11, 2026. Meetings will be hosted via an on-line MS Teams meeting.
- 1.12 Anticipated bid award is planned for the December 15, 2026, Board of Education meeting.
- 1.13 As a condition precedent to award of the contract, a satisfactory Performance and Labor and Material Payment Bond by a Treasury-approved surety licensed to do business in the State of Michigan is required.
- 1.14 The contract will be awarded in the form of an executed AIA Standard Abbreviated Form of Agreement Between Owner and Contractor, AIA Document A105-2017. A sample copy of the Contract is contained within the Bid Specifications.
- 1.15 The construction schedule is as follows:

Task	Expected Completion
Anticipated Award	December 15, 2026
Contracts/Equipment Orders	December 22, 2026
Installations at the New Early Childhood Center	In coordination with construction
Substantial Completion	July 30, 2027
Closeout Documentation	August 30, 2027

Refer to the Project Manual and Appendix for additional milestone dates and scheduling requirements.

- 1.16 AUCH Construction is managing this project during the day. Generally, hours of construction are from 6:00 AM to 4:00 PM Monday through Friday. Exact times shall be coordinated with AUCH Construction.
- 1.17 Contractor is expected to be flexible with their schedules to accommodate other Owner conflicts such as building construction projects, cleaning schedules, summer programs, open houses and parent/teacher conferences.
- 1.18 Project Overview (refer to Project Manual for exact requirements):

A. **STRUCTURED CABLING SYSTEMS**

1. Category 6 cabling:

- a. This contract consists of providing Category 6 cabling to network drop locations where indicated on the Drawings.
- b. Provide labor, material, equipment, terminations, and accessories necessary for a complete new and operational communications copper horizontal cabling system as indicated on the Drawings and specified herein. The contractor shall furnish the equipment, accessories and necessary material as described herein.
- c. Provide and install a separate pathway for the new Category 6 cabling infrastructure. This Contractor shall not utilize pathways for the other Category 6A cabling.
- d. Cabling infrastructure shall be supported by cable supports that meet BICSI, EIA, TIA requirements and must be provided by the cabling contractors unless otherwise noted. (No cable shall be allowed to be supported at or on ceiling grid, ceiling supports, mechanical or electrical piping, HVAC ductwork, etc.).

- e. The support system shall attach to the building structural elements, do not fasten directly to the roof deck.
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- 2. Category 6A cabling:
 - a. This contract consists of providing augmented Category 6 (6A) cabling to wireless access point locations where indicated on the Drawings.
 - b. Provide labor, material, equipment, terminations, and accessories necessary for a complete new and operational communications copper horizontal cabling system as indicated on the Drawings and specified herein. The contractor shall furnish the equipment, accessories and necessary material as described herein.
 - c. Provide and install a separate pathway for the new Augmented Category 6 cabling infrastructure. This Contractor shall not utilize pathways for the other Category 6 cabling.
 - d. The support system shall attach to the building structural elements, do not fasten directly to the roof deck.
 - e. Cabling infrastructure shall be supported by cable supports that meet BICSI, EIA, TIA requirements and must be provided by the cabling contractors unless otherwise noted. (NO cable shall be allowed to be supported at or on ceiling grid, ceiling supports, mechanical or electrical piping, HVAC ductwork, etc.).
 - 3. Follow color cabling scheme as indicated in the specification for both horizontal cabling and patch cords.

If you have any additions and/or corrections to the above notes, please contact the author.

Integrated Design Solutions, LLC

Isabella Capanda
Technology

cc: File

ec: Attendees

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