

Request for Bids  
West Michigan Airport Authority  
Televisions for New Airport Business Center  
August 16, 2016

**Background**

The West Michigan Airport Authority is requesting bids for the purchase and installation of six (6) televisions for the new Airport Business Center at West Michigan Regional Airport in Holland, Michigan. The Airport Business Center is near completion and it is desired that these televisions be installed as soon as possible.

**Televisions**

It is requested that you bid on the following six televisions:

1. Main conference room – 84 inch screen
2. East conference room – 60 inch screen
3. Above lobby fireplace – 42 inch screen
4. Above lobby reception area – Two (2) 60 inch screens
5. Pilot's lounge – 60 inch screen

These screen sizes are approximate and screen sizes near those noted could be acceptable. The televisions must be able to serve cable, dish, wireless and HDMI needs. They will be used for television service and for presentation purposes.

**Installation**

The bid is to include the cost for installation of the televisions, including time and materials.

**Interconnectivity**

As an alternate bid, it is desired that the televisions above the reception area be interconnected in order to be accessed from staff computers for messaging purposes.

**Schedule**

Bids are to be submitted in a sealed envelope by 3:00 p.m. Thursday, August 25, 2016, to the Office building at West Michigan Regional Airport, 1581 S. Washington Avenue, Holland, MI. The Office building is brown and located at the southeast corner of S. Washington Avenue and Geurink Boulevard.

Bids are to be submitted in an envelope clearly marked "Bid for Terminal Televisions".

The televisions are to be installed and operational by September 15, 2016.

**Building Available for Viewing**

A visit to the building is highly encouraged. This can be arranged by contacting Authority Manager, Greg Robinson, at [g.robinson@wmairportauthority.com](mailto:g.robinson@wmairportauthority.com) (616-510-2332), or Airport Manager Ron Ludema at [rludema@tulipcityair.com](mailto:rludema@tulipcityair.com) (616-392-7831).

## **Bids**

### Primary Bid:

Please submit bids in a format that defines the cost for each area:

1. Main conference room.
2. East conference room.
3. Above lobby fireplace.
4. Above lobby reception area (Two televisions)
5. Pilot's lounge.

Bids are to indicate the cost for the televisions separate from the costs for installation.

Alternate Bid: Please submit an alternate bid for providing the equipment and installation in order for the two (2) reception area televisions to be accessed from staff computers for messaging purposes.

The West Michigan Airport Authority reserves the right to accept or reject any or all bids, in whole or part, or rebid if it is in the best interest of the Authority. The Authority also retains the right to waive any informalities/irregularities in the bids, as well as the right to split the award or bid between two or more bidders.

In most cases, but not all, the bid will be awarded to the lowest "responsible" bidder, meaning that the bidder meets all specifications and requirements. Selection criteria will also include cost, references, experience with similar buildings, and quality of work.