OJIBWE CHARTER SCHOOL
ARCHITECTURAL SERVICES

REQUEST FOR PROPOSALS ("RFP")

July 1, 2020

Ojibwe Charter School
REQUEST FOR PROPOSAL FOR
ARCHITECTURAL SERVICES
PART 1 -- GENERAL INSTRUCTIONS

A. Instructions

Qualified firms are invited to submit a proposal to Ojibwe Charter School (the "Academy") for Architectural Services for an approximately $2,600,000.00 construction project, upon which the following services will be performed: (1) Programming/Election, (2) Pre-Construction Phase, (3) Design/Bidding Phase, (4) Construction Phase, (5) Post-Construction/Warranty Phase, and (6) other potential components to be determined (collectively the "Project"). The Project scope is yet to be determined, and the successful bidder is expected to assist the Academy in developing the full scope of the Academy’s construction program, Project, and schedule.

The Academy expects that it will use a Construction Manager-Adviser for this Project. However, the Academy reserves the right to modify the project delivery method (including, but not limited to, utilizing a Construction Manager-Constructor or not utilizing a Construction Manager) at any time prior to execution of an agreement between the selected architect and Academy. Unless the Academy modifies the project delivery method, the form of agreement between the selected bidder and the Academy will be as set forth in Attachment "A," hereto, which is a modified version of AIA Document B132 – 2019 Edition. For the purpose of this RFP, the terms "proposal" and "bid" shall be treated as one and the same.

The Academy reserves the right to reject any or all proposals and to make any award that it considers to be in the best interest of the Academy.

B. Proposal Submission

To be considered by the Academy 4 copies of the complete proposal must be received no later than August 3, 2020. Proposals should be addressed to:

Ms. Stephanie L. Vittitow
Superintendent of Schools
Ojibwe Charter School
11507 W. Industrial Drive
Brimley, Michigan 49715

The lower left corner of the submittal envelope should be marked: PROPOSAL FOR ARCHITECTURAL SERVICES.

Submitted proposals become the property of the Academy and will not be returned.

C. Late Proposals
The Academy may choose, in its sole discretion, not to consider any proposal received by the Academy after the time specified above. The party submitting a proposal shall bear full and total responsibility for ensuring timely receipt of that proposal.

D. Withdrawal of Proposals

Proposals may be withdrawn by written notice received at any time prior to the submission deadline. Proposals may be withdrawn in person, provided that the firm’s representative signs a receipt for the proposal prior to the submission deadline.

E. Questions Concerning this RFP

Inquiries may be made to Ms. Stephanie Vittitow at the address above, via telephone at (906) 440-9757, or via email at svittitow@eupschools.org. Information about the Academy is available during business hours (8:00 a.m. – 4:00 p.m.).

F. Economy of Preparation

Proposals should be prepared simply, providing a concise description of the proposer’s ability to meet the requirements of this RFP. Please limit your proposal to the information requested in Part 3 – Proposal Details and Part 4 – Proposal Summary.

G. Proposal Signature

The section entitled, Part 4 – Proposal Summary, should be signed by the person responsible to decide the level of services and costs being offered. In the case of a joint proposal, each party should respectively certify its response as to services and costs.

H. Prime Responsibilities

The selected proposer will be required to assume responsibility for all services offered in the proposal, regardless of who actually provides such services and regardless of whether the selected firm utilizes separate consultants. The selected proposer shall be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The selected proposer shall provide at least all services traditionally provided by an architect on school construction projects in Michigan, including under the Revised School Code (MCL 380.1, et seq.), the School Building Construction Act (MCL 388.851, et seq.), the Michigan Occupational Code (MCL 339.2011), and all other applicable laws. In the event of a joint proposal, each firm shall be jointly and severally responsible for all services offered in the proposal.
I. Proposal Preparation Costs

All costs incurred in preparing the proposal, providing reasonably requested or required presentations, or in negotiating applicable contracts shall be the sole responsibility of the proposer. The Academy shall not be responsible for, and will not pay, the cost for any information solicited or received.

J. Acceptance of Proposal Contents

The contents of the selected firm’s proposal will become contractual obligations upon issuance of a contract, except and to the extent of any particular provisions rejected by the Academy. Failure of the successful firm to abide by such obligations, without the express consent of the Academy's Board of Trustees, will result in cancellation of the award.

K. Proposed Project Schedule

The Academy expects to commence work on the Project on or about June, 2021 and to complete the work on or about August, 2022. The Academy and all bidders recognize that this schedule may be modified once the Architect and Construction Manager have been selected and reviewed the Project requirements.

L. Collusive Bidding and Relationship Disclosure.

Each proposer certifies that its proposal is made without any previous understanding, agreement or connection with any person, firm, or company making a proposal for the same project and is in all respects fair and without outside control, collusion, fraud, or other illegal action.

Each proposer shall submit a Familial Relationship Disclosure in substantially the form attached hereto as Attachment "B."

Each proposer shall submit an Iran Economic Sanctions Act Certification in substantially the form attached hereto as Attachment "C."

M. Scope of Services

It is assumed that any proposal submitted will include, but shall not necessarily be limited to, the performance of all services identified in this section, elsewhere in the RFP, and as set forth in the form of Agreement attached as Attachment "A." The Academy will consider alternate proposals. However, any alternate proposals must clearly indicate any activities that have been deleted and/or added from the requested scope of services. References to the “Architect,” “Engineer,”
“Designer,” “Bidder,” “Proposer,” “firm,” or other similar term shall all be intended to refer to the entity submitting a response to this RFP.

1. Programming/Election Services
   a. Assist in developing a construction program, project sizing and scopes, and an estimated cost of each desired improvement, at least in accordance with MCL 339.2011 (which cost estimating obligation shall continue after programming).
   b. Attend meetings and make presentations concerning the Project.
   c. Provide assistance in developing a bonding proposition and in directing a bond informational campaign.
   d. Assist in meetings with the Department of Treasury regarding bond qualification or otherwise.

2. Design Phase Services
   a. Develop Preliminary Design including, but not limited to, Space Planning, Schematic Design and Design Development specific to the Project.
   b. Complete Final Design including, but not limited to, working drawings, specifications, cost estimates, prospective bidders list, approvals (State and local authorities), technical addenda and clarifications for all of the following, as applicable for each particular project:
      i. Landscape/Site Design
      ii. Structural Design
      iii. Architectural Design
      iv. Mechanical Design
      v. Electrical Design
      vi. Civil Design
      vii. Theater/Stage/Lighting Design
      viii. Acoustical Design
      ix. Technology Design and Procurement
      x. Energy Efficiency Design
      xi. Playground Design
      xii. Traffic Engineering
xiii. Any other applicable design requirements

c. Attend meetings with each relevant committee (Academy or otherwise) to develop goals, explain options, and reach consensus on final plans.

d. Provide copies of meeting minutes for distribution to appropriate staff and Board members.

e. Review the construction schedule and recommendations for appropriate bidding categories and phases.

f. Review an occupancy schedule to be implemented upon completion of construction.

g. Produce and review projected cash flow schedules for all aspects of the Project.

h. Review commissioning options with Academy and incorporate appropriate commissioning duties into the plans and specifications (including, but not limited to, as required by the Michigan Energy Code).

i. Provide necessary cost estimates to satisfy statutory requirements and to permit the Architect to perform basic services.

j. Consult with Academy and its Construction Manager to provide value engineering and construction advice regarding materials, methods, systems, and other conditions as they affect the project.

k. Conduct and/or coordinate all testing and/or surveys required for the project.

l. Assist, and ensure compliance, with plan review requirements, including as required by MCL 380.1263, MCL 380.1264, and MCL 388.851, et seq.

3. Bidding Phase Services

a. Complete bid package, including all originals and copies of required construction documents and specifications.

b. Develop the necessary bid advertisements and distribute/publish in accordance with applicable laws.
c. Develop proposal forms and write work scope descriptions for each separate bidding category.

d. Assist Academy with generating all possible contractor interest in bidding and performing this work.

e. Prepare and distribute construction documents to bidders.

f. Conduct/participate in pre-bid conferences with all bidders for each division of work.

g. Assist in evaluating bids in each work category.

h. Conduct/participate in post-bid interviews with apparent low bidders.

i. Develop and provide award recommendations to Academy.

j. Prepare and/or review all trade contracts and associated documents, taking into account project specific issues including but not limited to dispute resolution and insurance matters. Unless otherwise directed or agreed by the Owner in writing, all trade contracts will be between the trade contractor and the Owner. Review all trade contracts and associated documents.

k. Advise Academy as to necessary building permits and other governmental agency approval applications.

l. Provide a copy of insurance certificate evidencing all coverages required for the project.

m. Receive and review construction bonds, including bid bonds, performance bonds, and payment bonds. Ensure conformance with contract requirements and MCL 129.201, et seq.

n. Obtain, or ensure others have obtained, necessary building permits and other governmental agency approvals and advise the Academy of the same.

o. Coordinate bid process and provide responses to bidder RFI’s or distribute to Construction Manager or Owner for response as appropriate.
p. Conduct bidding operation to meet all state, federal, and local legal requirements and in compliance with Board policies, including but in no manner limited to, ensuring receipt of all required bid bonds.

4. Construction Phase Services

a. Continually update detailed construction, construction draw, and occupancy schedules.

b. Provide on-site observation and supervision of construction in satisfaction of the requirements of 1937 PA 306 (if not provided by the Construction Manager, including, but not limited to, if the Academy pursues a project delivery method other than Construction Manager-Adviser) and 1980 PA 299, including supervision and site visits as necessary during the entire construction period.

c. Review payment and cost control procedures, including the following:
   i. Subcontractors' Schedule of Values
   ii. Subcontractors' Payment Application and Certification
   iii. Subcontractors' Sworn Statements and Waivers of Lien, if applicable
   iv. Purchase Order and disbursement Summaries
   v. Change Order Listings
   vi. Budget Cost Summary Reports

d. Conduct/participate in progress meetings and create (or, alternatively and as applicable, provide assistance to Construction Manager in creating) progress reports:
   i. Periodic meetings with trade contractors' supervisors as necessary for the project and/or as reasonably directed by the Academy.
   
   ii. At least monthly meetings with Academy administrators and representatives of the Construction Manager which will include status reports on the project, budget, change orders, and allowances for reimbursable expenses.

   iii. Additional meetings will be provided as necessary and/or reasonably requested, including, but not limited to, with Academy administration and applicable building principals to discuss any activities that may affect operations.
iii. Provide copies of meeting minutes for distribution to appropriate staff and Board members.

e. Ensure that all construction is completed as specified by the construction documents and meets all codes and regulations of agencies having jurisdiction.

f. Discuss and evaluate change order requests with the Academy and Construction Manager.

g. Expeditiously review shop drawings for compliance with contract documents.

h. Prepare as-built drawings and record and review operating and maintenance manuals, warranties, guarantees, and Project directories.

i. Provide review and coordinate Project commissioning, including but not limited to mechanical and electrical systems.

j. Prepare punch lists, coordinate final inspections, and recommend Academy acceptance and occupancy.

5. Post-Construction Phase Services

a. Assist in facilitating/requiring training sessions for appropriate employees regarding the operation and maintenance of technical equipment.

b. Provide follow-up and call-back services for the duration of the longest warranty period covered by a contractor on the Project.

c. Conduct a post-occupancy walk-through appropriately timed to address Project issues prior to expiration of applicable warranties.

d. When requested, advise and assist the Academy with special and/or additional services beyond the scope of basic services.

N. Insurance Coverage

Prior to beginning work, the selected firm will be required to provide a copy of insurance certificates for all required insurances, including general, professional, and umbrella liability coverages. Any consultants of the selected firm shall provide insurance coverages at least equal
to that provided by the firm itself, and those consultants shall provide insurance certificates for
general and professional liability coverages.

O. Payment of Fees

Professional fees and reimbursable expenses shall be itemized on the same invoice so that the
Academy issues no more than one monthly payment to the architectural firm. The specific days
of the month on which invoices are to be received and checks released, as well as the payment
schedule, will be determined when the contract is finalized with the selected firm.

P. Construction Manager

The Academy's Construction Manager for the project is to be determined. The Academy reserves
the right to utilize the services of any construction manager(s) of its selection.
Ojibwe Charter School

REQUEST FOR PROPOSAL FOR
ARCHITECTURAL SERVICES
PART 2 – PROPOSAL REVIEW AND SELECTION PROCESS

A. Time Frame for Architect Selection

It is the intent of the Academy to select an Architect according to the following schedule:

July 1, 2020. . . . . . . . . . . . . . . . . . RFP is released.
July/August 2020. . . . . . . . . . . . . . . Optional Pre-proposal review meeting with Owner.
August 3, 2020 . . . . . . . . . . . . . . . . . . Proposals are due.
August 10, 2020. . . . . . . . . . . . . . . . Optional Bidder interviews with the Board of Trustees
August 17, 2020 . . . . . . . . . . . . . . . . Board of Trustees selects an Architect and authorizes the
Superintendent to finalize a contract.
September 2020 . . . . . . . . . . . . . . . . Architect begins work.

The Academy reserves the right to adjust the above schedule and/or to add/remove steps as it
deems necessary or desirable in its sole discretion, with or without notice to bidders or potential
bidders.

B. Review and Selection Process

The Academy reserves the right to reject any or all proposals that are determined not to be in the
best interests of the Academy. The Academy will not necessarily select the lowest cost proposal.

C. Architect Interviews

It is expected that the Academy may invite firms to participate in interviews with the Board of
Trustees (and/or, if applicable, any Selection Committee) and to answer any questions that may
exist about their proposal.

D. Evaluation Criteria

The Academy will evaluate proposals considering all of the information provided in response to
this Request for Proposal, including but not necessarily limited to the following:

Adherence to RFP: To merit evaluation, submittals must conform, in both content and
presentation, to the parameters established in this request.

Relevant Experience: Relevant experience of the firm with construction and renovation
of K-12 public school facilities, particularly those of comparable size and complexity.
Qualifications: Qualifications and experience of the key staff to be assigned to the project.

Timeliness: Ability of the firm to complete work tasks specified in this RFP in a timely fashion.

Responsiveness: The ability to meet quickly with Academy officials, contractors, etc. when necessary.

Team Compatibility: The ability of the firm to work with students, Academy employees, parents, community members, architectural firms, contractors, and governmental officials based on references and interviews.

Fee Proposal: The total fees for architectural services, including professional fees, allowances for reimbursable expenses, and allowances for additional on-site personnel costs (if any).

E. Awarding of the Contract

All proposals received shall be subject to evaluation by Academy Administration and any selected consultants for the purpose of recommending to the Board of Trustees a firm or firms with whom to execute a contract. It is anticipated that the Board of Trustees will authorize an Academy administrator to finalize contract terms with the selected firm, which terms will be subject to the final approval of the Board of Trustees.

The form of Contract shall be based on the modified version of AIA Document B132 – 2019 Edition, attached hereto as Attachment “A.” The bidder shall be deemed to agree with the attached document in its entirety, except and to the extent the bidder specifically objects in writing to any provision therein and attaches the objection(s) as a separate document to its response to this RFP, along with a proposed alternative. The absence of any such written objection shall constitute an agreement to all proposed contract terms.

Notwithstanding anything herein to the contrary, the Academy shall have the ability, in its sole discretion, to negotiate any term of the Contract. The award of a Contract shall be contingent upon the successful negotiation of any such issues identified by the Academy. Without limiting the breadth of the foregoing, it is expressly acknowledged and agreed that the Academy has the right to require negotiation of an Owner/Architect Agreement for use with an "at risk" construction manager (or Construction Manager-Constructor) or with no construction manager.
Ojibwe Charter School

REQUEST FOR PROPOSAL FOR
ARCHITECTURAL SERVICES
PART 3 – PROPOSAL DETAILS

NAME OF FIRM: _______________________________ YEAR ESTABLISHED: ________________

ADDRESS: _______________________________________________________________________
(Street) (City/State) (Zip Code)

TELEPHONE NUMBER: _________________________ FAX NUMBER: _________________________

A. Business Organization

1. Individual _____ Partnership _____ Corporation _____ Other _____

2. Years firm has provided K-12 Architectural Services:

3. List Principals and officers of the firm:

4. List the various professional and support staff positions and number of personnel in each position
in your firm.

<table>
<thead>
<tr>
<th>Professional Staff</th>
<th>Number</th>
<th>Support Staff</th>
<th>Number</th>
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</thead>
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5. Provide a brief history of your firm's experience with public school construction.
6. Describe your firm’s instructional technology expertise. If this expertise is not in-house, which firms have you worked with successfully and why? Describe trends in technology integration in classrooms which you think have been successful and those which you believe were less valuable. How do you see technology being utilized in K-12 education in projects you may complete 10 years from now?

7. Describe the services your firm will provide during and after Project Closeout, Commissioning, Punch List process, and following up on claims, guarantees and warranties.

8. PERSONNEL:

Provide an organization chart, including resumes of all key personnel your firm will commit for the duration of this Project if awarded the contract and the hourly rate for such personnel in the event they provide Additional Services, and provide documentation regarding their respective qualifications. For the project manager and project architects you identify to be assigned for the duration of our Project, provide the name and phone number of two superintendents, two business managers, and two building principals with whom the architect has worked on a school building project. Architect shall not change staff assigned to the Owner's Project without Owner's approval or Owner's request except in the event such individual dies, is disabled or leaves the employment of the Architect.

9. List professional consultants outside your firm you propose using to provide services not available in your firm.

<table>
<thead>
<tr>
<th>Firm Name</th>
<th>Location</th>
<th>Specialty</th>
<th>Number of Times</th>
<th>Affiliated With You</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>2.</td>
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<td>3.</td>
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<td>4.</td>
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</table>

10. What is your firm's present workload?

<table>
<thead>
<tr>
<th></th>
<th>Number of Projects</th>
<th>$ Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projects in pre-construction phase</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projects in construction phase</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Provide a list of all scheduled construction projects and unscheduled construction projects currently being handled by your firm, including an indication of percentage of completion for each project.

11. What is your General Liability Insurance coverage:

a. Total amount of protection provided.

b. Amount of deductible, if any.

c. Name, address, phone #, and contact person of Insurance Company.

d. Are the costs of this coverage included in your Fee Proposal? If not, what is that additional cost?
12. What is your Professional Liability coverage:
   a. Total amount of protection provided.
   b. Amount of deductible, if any.
   c. Name, address, phone #, and contact person of Insurance Company.
   d. Are the costs of this coverage included in your Fee Proposal? If not, what is that additional cost?

13. Have you had litigation, arbitration or a claim filed against or settled with your firm by an educational client or have you filed or settled the same against an educational client? If yes, explain each in detail.

14. Have you had litigation, arbitration or a claim filed against or settled with your company by any client outside of the educational market or have you filed the same against any other client? If yes, explain each in detail.

15. Has your firm ever been terminated, for cause or for convenience, prior to completion of a project or has your firm ever terminated an architectural or design contract, for cause or for convenience, prior to completion of a project? If yes, explain each in detail.

B. Approach to Architectural Services

1. Describe in detail, the process you will follow from programming services to approval of the final design, to develop the drawings and specifications for our Project.

2. List what you consider to be the best school construction project you have designed:

   Project Name:
   School Academy:
   Contact:
   Phone Number
   Total Cost
   Square Footage   Cost per Square Foot
   # of Change Orders   Cost of Change Orders
   Date Completed
   Project Architect
   Why do you consider this school to be your firm's best work?

3. List the top five exceptional educational features of school construction projects designed by your firm.

4. Describe the method(s) of budget/cost control, quality control, and time schedule adherence you will use for the Project.
5. List the steps in your standard change order procedure, your criteria used to determine whether Additional Service fees will be charged and for change orders, and your fee schedule for change orders.

6. Explain your philosophy regarding change orders and identify on both a dollar and percentage basis the volume of change orders on each of your last five (5) K-12 school construction projects. For these projects, indicate the proportion of those changes that were owner-initiated and the identity of the owner.

7. Describe how your firm stays up-to-date on construction code and regulatory requirements applicable to school construction.

8. Some of the construction work may occur while school is in session. Describe how your firm will minimize any interruptions to our day-to-day operations.

9. Discuss the method of on-site observation you will use for our Project, and how you will ensure a same-day response should we need on-site advice.

10. Describe your philosophy regarding the establishment, use and purpose of contingency funds.

11. Identify all categories of anticipated reimbursable expenses the Architect would expect to charge to the Academy.

12. Add any additional information about your design approach as envisioned for this Project.

13. List the three (3) most recent school construction projects for which your firm has acted as Architect.

   a. Project Name:
      School Academy:
      Contact:
      Phone Number
      Total Cost
C. Anticipated Project Schedule

The Academy expects to commence work on or about June 2021 and to complete the work on or before August, 2022. Please identify any concerns or reservations your firm may have with these general parameters and describe any negative impacts on the Project foreseen as a result of such parameters. The Academy anticipates working with the selected Architect after bidding to consider Project Schedule adjustments necessary to maximize bidding opportunities.
The cost of the project is anticipated to be approximately $______________. The scope of architectural services is generally set forth herein and in Attachment A. Your fee proposal is to be all-inclusive, specifically including all professional fees, allowances for reimbursable expenses, and costs for on-site supervisors (if any) and all other personnel. The Academy may choose to convert the percentage fee into a lump sum amount in its sole discretion. If you believe any other information or clarification may be helpful to the Academy in determining your cost for services (such as, but not limited to, a further breakdown of costs per cost or work category), please include that information in your proposal.

<table>
<thead>
<tr>
<th>New Construction</th>
<th>Additions</th>
<th>Renovation</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of Project Cost</td>
<td></td>
<td></td>
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</table>

Explain Any Change in Proposed Fee Due to Higher or Lower Project Cost (if applicable):

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

This proposal has been prepared to provide the Academy with all the information requested in Part 3, Proposal Details, of the RFP regarding Architectural Services. The undersigned certifies that the proposal contained herein meets or exceeds the scope of services as outlined in this RFP, and that any items that have been deleted from and/or added to the requested scope of services (including, but not limited to, the proposed contract language) are clearly noted as follows:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Signed this ____ day of ______________, 20__.
Firm Name: ________________________________________________________________

Address: ________________________________________________________________

Phone Number: __________________________ Fax Number: ________________________

If a corporation, indicated State of incorporation and affix seal.

Attest: __________________________________________________________________

By: __________________________________________________________________

Signature/Title
ATTACHMENT “A”

[Form of Agreement Follows]
Attachment "B"

FAMILIAL DISCLOSURE STATEMENT

AFFIDAVIT OF ______________________________

(insert name of affiant)

STATE OF MICHIGAN )
)ss
COUNTY OF _________________ )

______________________________ makes this Affidavit under oath and states as follows:

(insert name of affiant)

1. I am a/the:

G President
G Vice-President
G Chief Executive Officer
G Member
G Partner
G Owner
G Other (please specify) ________________________

of [insert name of contractor], a bidder for architectural services for Ojibwe Charter School.

2. I have personal knowledge and/or I have personally verified that the following are all of the familial relationships existing between the owner(s) and the employee(s) of the aforementioned contractor and the school district's superintendent and/or board members:
3. I have authority to bind the aforementioned contractor with the representations contained herein, and I am fully aware that the school district will rely on my representations in evaluating bids for architectural services.

4. I declare the above information to be true to the best of my knowledge, information and belief. I could completely and accurately testify regarding the information contained in this affidavit if requested to do so.

__________________________________________
(signature of affiant)

Dated: ________________

Subscribed and sworn before me in _________________ County, Michigan, on the ___ day of _________________, 20___

____________________________________________(signature)
_____________________________________________ (printed)

Notary public, State of Michigan, County of _________________
My Commission expires on _____________________________
Acting in the County of ______________________________
Attachment "C"

IRAN ECONOMIC SANCTIONS ACT CERTIFICATION

I am the ______ (title) ______ of ___________ (bidder) ____________, or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the provision of architectural services to Ojibwe Charter School. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of $250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

__________________________
(signature)

__________________________
(printed)

__________________________
(date)