

REQUEST FOR PROPOSAL
Upgrade Security Camera (System)

The Melvindale Housing Commission (MHC) is currently soliciting sealed proposals through a competitive bidding process to replace/upgrade its current security camera system.

Interested and qualified firms that have successfully demonstrated their ability to perform comparable work are invited to submit proposals.

All proposals must be submitted by December 19, 2014, no later than 1:30 p.m. to Cynthia C. Telfer, Executive Director at Melvindale Housing Commission, 3501 Oakwood Boulevard, Melvindale, MI 48122. **Proposals must be submitted in a sealed envelope marked, “Security Camera Upgrade”.**

Bids must reach the MHC no later than 1:30 p.m. on December 19, 2014. It is the sole responsibility of the bidder to submit their proposal “on time” before the bid deadline.

All bids received by the deadline will be opened publicly and read aloud in the Director’s office of the MHC at 1:35 p.m. on December 19, 2014. **NO COMMITMENT WILL BE MADE TO ANY BIDDER AT THE BID OPENING.**

Bid packets may be obtained at the Melvindale Housing Commission office located in Coogan Terrace, 3501 Oakwood Blvd., Melvindale, Michigan, 48122.

A pre-bid conference/walk through will be held at 10:00 a.m. on Monday, November 24, 2014 at 3501 Oakwood Blvd., Melvindale, MI 48122.

Schedule of Events

November 14, 2014	RFP available
November 24, 2014	Pre-bid conference / walk through at 10:00 a.m.
December 15, 2014	RFP Due at 1:30 p.m.
December 16, 2014 – January 8, 2015	Evaluation, Committee Recommendation, Award of Contract and notification to Successful bidder
January 20, 2015	Anticipated Award of Contract