

NOTICE

REQUEST FOR PROPOSAL

FOR THE

**SHAREPOINT IMPLEMENTATION, PLANNING, DEVELOPMENT, AND PROJECT
CONSULTING**

Sealed proposals for the purchase of SharePoint Implementation Planning, Development and Project Consulting will be received in the offices of the Interurban Transit Partnership (ITP), 300 Ellsworth Ave, S.W., Grand Rapids, MI, 49503, until Friday, October 12, 2018 at 2:00 pm, EST. Project specifications are available from the ITP Purchasing Manager. A non-mandatory pre-proposal meeting is scheduled for Monday, September 17, 2018 at 11:00 a.m. in the ITP Rapid Central Station Conference Room Board room located at 250 Grandville Ave, SW, Grand Rapids, MI 49503.

Proposals shall be subject to all applicable State and Federal laws and subject to financial assistance contracts between the ITP Board and the United States Department of Transportation, under the Federal Transit Act of 1964, as amended, and the Michigan Department of Transportation. The successful contractor will be required to comply with all applicable Equal Employment Opportunity Laws and Regulations. All proposers will be required to certify that they are not on the Comptroller General's list of ineligible contractors.

The ITP Board hereby notifies all proposers that it will affirmatively insure, in regard to any contract entered into pursuant to this advertisement, that Disadvantaged Business Enterprises will be afforded full opportunity to submit proposals in response to this Request For Proposal and will be not discriminated against on the grounds of race, color, religion, sex, handicap, or national origin in consideration for an award.

The ITP Board reserves the right to postpone, accept or reject any and all proposals, in whole or in part, on such basis as the ITP Board deems to be in its interest to do so, subject to the rules and regulations set forth by the Federal Transit Administration and the Michigan Department of Transportation.

No proposal may be withdrawn for at least sixty (60) days after the scheduled closing time of the proposals. An **original and five (5) electronic copies** (USB Flash Drives) of the proposals should also be submitted to the Purchasing Manager.

Mark Fedorowicz
Manager of Procurement
(616) 456-7514

Interurban Transit Partnership
300 Ellsworth Ave., S.W.
Grand Rapids, MI 49503