

Bay-Arenac ISD
4155 Monitor Road
Bay City, MI 48706
(989) 667-3270

Request for Proposal
Parking Lot Expansion
April 26, 2006

GENERAL CONDITIONS

The Bay-Arenac ISD is soliciting proposals from qualified contractors for parking lot expansion at the Bay-Arenac ISD Educational Service Center, located at 4228 Two Mile Road, Bay City, MI 48706.

The following Request for Proposal (RFP) is being provided to you for your consideration:

- +/- 1,240-SYDS of Bituminous Parking Lot Expansion per plans and details.

Contract documents may be examined at the following locations:

William A. Kibbe & Associates, Inc.
1475 S. Washington Ave.
Saginaw, MI 48601
989.752.5000

David Bourdon
Building Operations Supervisor
Bay-Arenac ISD
4155 Monitor Road
Bay City, MI 48706

Copies of the Contract documents for bidding purposes may be obtained at the office of William A. Kibbe & Associates, Inc., upon making payment of Ten (\$10.00) Dollars if picked up or Fifteen (\$15.00) Dollars if mailed, none of the funds will be refunded.

Completed proposals must be received at the address noted above by 1:00 p.m. on Wednesday, May 17, 2006. Proposals must be submitted in an envelope that is clearly marked "Parking Lot Expansion". Proposals submitted by facsimile will not be accepted. All proposals will be opened at the specified time and will be read aloud. The public is welcome to attend this bid opening.

Although cost will be an important factor in awarding the contract, the school district is not obligated by any statute or regulation to award the bid for Parking Lot Expansion on the basis of cost. Accordingly, the school district reserves the right to evaluate all proposals objectively and subjectively and to accept or reject any or all proposals or portion thereof. Additionally, the district reserves the right to negotiate changes in services with the firm determined to have submitted the proposal that is in the best interest of the district.

It is to be understood that this RFP constitutes specifications only for the purpose of receiving proposals for services and does not constitute an agreement for those services. It is further expected that each bidder will read these specifications with care. Failure to provide requested information or meet certain specified conditions may invalidate the proposal(s).

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty.

All questions and correspondence should be directed to David Bourdon at the address noted above or by telephone. In order to assure consistency of information provided regarding this RFP, contact with Bay-Arenac ISD personnel other than Mr. Bourdon is discouraged and may be grounds for elimination from the selection process.

WITHDRAWAL OF PROPOSALS:

Proposals shall remain valid for a period of sixty (60) days after submission. Modifications to proposals will not be accepted by the district, except as may be mutually agreed upon following the acceptance of the proposal.

TIME TABLE:

1. Release of RFP on or about April 26, 2006.
2. Proposals due at 1:00 p.m. on Wednesday, May 17, 2006.
3. Sealed Bids will be opened at 1:15 p.m. on May 17, 2006.
4. Board of Education discussion on Monday, June 5, 2006.
5. Board of Education action on Monday June 19, 2006.
6. Notification to all firms as soon as possible after June 19, 2006.
7. Work to be completed by August 19, 2006.

INSURANCE:

The successful bidder is required to show certificate of Liability and Workers Compensation Insurance.

REQUIREMENTS:

Each proposal shall be accompanied by a certified check or bid bond in the amount of at least five (5%) percent of the amount of the bid, drawn payable to the Bay-Arenac ISD, as security for the proper execution of the Contract.

Successful Contractor shall provide a performance bond equal to at least twenty-five (25%) percent of the contract amount, and a payment bond equal to at least twenty-five (25%) percent of the contract amount. Contractor must follow all Federal, State and Local laws.

Scope of work:

- +/- 1,240-SYDS of Bituminous Parking Lot Expansion per plans and details.

METHOD OF EVALUATING PROPOSALS

Proposals will be evaluated with a strict emphasis on quality of service and ability to provide references on a similar project.

After the bids have been evaluated, cost and other considerations will be evaluated. Once all factors have been evaluated, the Contractor that is most qualified and reasonable in cost will be selected for recommendation to the Board of Education.

PAYMENT

Final payment to the successful bidder will be paid upon completion of installation, final punch list, and all State certifications.

NOTICE OF NONDISCRIMINATION

The Bay-Arenac ISD does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Michael R. Dewey, Superintendent
Bay-Arenac ISD
4228 Two Mile Road
Bay City, MI 48706
(989) 686-4410

PROPOSAL FORM

Please complete and return this proposal form with any additional information you feel is necessary to help us evaluate your firm. **Proposals are due by 1:00 p.m. on Wednesday, May 17, 2006.**

Qualifications

1. Location of similar projects with business name, telephone number and contact person:

Parking Lot Expansion Project Cost: \$_____

Firm Name: _____

Contact Person: _____

Address: _____

Telephone: _____

(Please Type or Print) Name of Person in Charge of Account

Title

Signature

Date