

INVITATION TO BID

PROJECT

Door Replacement for Bay-Arenac ISD Career Center
4155 Monitor Road
Bay City, Michigan

OWNER

Bay-Arenac Intermediate School District
4228 Two Mile Road
Bay City, Michigan 48706-2397

ARCHITECT

Wigen, Tincknell, Meyer & Associates, Inc.
100 S. Jefferson Avenue-Suite 601
Saginaw, Michigan 48607
Telephone: (989) 752-8107
Fax: (989) 752-3125

DESCRIPTION OF PROJECT

The project consists of exterior and interior door replacement.

TYPE OF BIDS REQUESTED

Sealed Proposals for construction of:
Proposal No. 1: All Trades Construction Work

TIME AND PLACE

Sealed proposals will be received until 11:00 A.M., Eastern Standard Time on Wednesday, January 12, 2005, at the Bay Arenac ISD Career Center, front office 4155 Monitor Rd., Bay City, Michigan 48706.

PRE-BID WALK-THROUGH

A pre-bid walk-through will be held on Wednesday, December 29, 2004 at 11:00 A.M., Eastern Standard Time. Contractors will meet in the lobby of the Career Center prior to the walk-through.

CONTRACT REQUIREMENTS

Contractors will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractors will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this Equal Opportunity Clause.

PROPOSAL GUARANTEE

Each proposal must be accompanied by a proposal guarantee in an amount equal to five percent (5%) of the basic proposal. Guarantee shall be in the form of a certified check or bid bond executed by an approved surety company, made payable to Bay-Arenac Intermediate School District. Proposal guarantee shall run for a period of forty-five (45) days.

ACCESS TO BIDDING DOCUMENTS

Bidding documents are on file at the following locations and are available for the use of bidders:

Office of the Architect, Saginaw
Tri-City Builders Exchange, Saginaw

PROCUREMENT OF BIDDING DOCUMENTS

Copies of the bidding documents may be obtained from the Architect, with each All Trades Contractor being entitled to obtain three (3) sets of bidding documents by depositing \$75.00. Deposit checks shall be made payable to Wigen, Tincknell, Meyer & Associates, Inc. The entire amount of the deposit for the bidding documents will be returned to each bidder who submits a bona-fide proposal and who returns the documents, in good condition, within ten days after opening of proposals. A return of only \$10.00 per set will be made to those bidders who fail to submit a bona-fide proposal. If any bidder requires more than the sets of bidding documents stipulated, such additional sets may be purchased from the Architect for \$25.00 per set. This purchase amount will not be refunded. Subcontractors and suppliers may purchase complete sets of bidding documents at the above cost or individual prints of the drawings by paying the Architect the cost of the reproductions. This purchase amount will not be refunded.

Bid documents will be mailed to contractors upon written request and prepayment (by check separate from the deposit check specified above) of \$20.00 to cover cost of wrapping, handling and shipping. This is for the contractor's convenience only, and the cost of this service is without refund.

CONTRACT SECURITY

Successful bidder will be required to furnish a "performance bond" and a "labor and material payment bond", each bond in the amount of 100% of his contract, as required in the "Instructions to Bidders".

PROJECT COMPLETION DATE

The door replacement at Bay-Arenac ISD Career Center must be completed by **August 1, 2005**.

CONFLICT OF INTEREST

The selected bidder will be required to sign an affidavit that they are not directly or indirectly in a business relationship with any member of the Board of Education or any school district employee(s) in a position of influence.

PREVAILING WAGE REQUIREMENTS

The contractors shall prepare their proposal based on the Prevailing Wage Law, Act 166, State of Michigan, using the latest wages as determined by the State of Michigan, Department of Labor and Economic Growth. Wage records shall be submitted upon request by the All Trades Contractor for review by the Owner. All contracts and sub-contracts on the project are bound by this requirement.

RIGHTS RESERVED BY OWNER

The Owner reserves the right to reject any or all proposals and to waive any irregularities in bidding, or to accept the lowest responsible proposal, that in the opinion of the Owner will serve the best interest of the Owner. The Owner will not be obligated to accept the lowest proposal. The Owner further reserves the right to approve all subcontractors.

WITHDRAWAL OF PROPOSALS

No proposals may be withdrawn for a period of forty-five (45) days after the receipt of proposals.

BAY-ARENAC INTERMEDIATE SCHOOL DISTRICT