

INVITATION TO BID

PROJECT NAME: Mars Elementary Partial Roof Replacement

PROJECT DESCRIPTION:

Work includes replacement of the existing shingles with recycled synthetic slate tiles over underlayment, over new wood roof deck and 2x4 sleepers.

OWNER: Berrien Springs Public Schools
One Sylvester Avenue
Berrien Springs, MI 49103

(Administrative Offices in the
Middle School)

ARCHITECT: CARMI Design Group
68817 Cass Street
P.O. Box 627
Edwardsburg, MI 49112
Phone: 269-663-5073

BID DATE:

Bids will be received at the district's Administrative Offices in the Middle School until **10:00 AM [local time] October 27, 2010.**

Bids will be publicly opened at the Administrative Offices in the Middle School and read aloud at this time. Bids received after this time will not be considered and will be returned to the bidder unopened.

Bids shall be properly and completely executed on the Bid Proposal Form included within the Project Manual and submitted in duplicate. Bids shall be clearly marked as "**Berrien Springs Public Schools Mars Elementary Partial Roof Replacement**" on the front of the submitted envelope.

PRE-BID MEETING:

A Pre-Bid Meeting will be held at the Administrative Offices on **October 20, 2010 at 10:00 AM [local time].**

DOCUMENT AVAILABILITY AND USE:

Bid Documents may be viewed at the following **Plan Rooms** on or after **October 13, 2010.**

MACIAF
3215-A Sugar Maple Court
South Bend, IN 46628

Builders Exchange of
Kalamazoo
3431 East Kilgore Street
Kalamazoo, MI 49001-5513

Builders Exchange of
Grand Rapids
4461 Cascade Road SE
Grand Rapids, MI 49546

McGraw-Hill Construction
Dodge
401 Hall Street SW
Suite 128B
Grand Rapids, MI 49503

McGraw-Hill Construction
Dodge
2521 E. Michigan Ave.
Lansing, MI 48912

Construction News Service
of Michigan
1793 RW Berends Drive, SW
Wyoming, MI 49546

Construction Association
of Michigan
43636 Woodward St.
Bloomfield Hills, MI 48302

Builders Exchange of
St. Joe Valley
2015 Western Ave.
South Bend, IN 46629

Bid Documents may be obtained at the **Architect's office** on or after **October 13, 2010.**

Bona Fide bidders may obtain Bidding Documents from the Architect's Office upon payment of \$50.00 for each set with a limit of three (3) sets. Checks made payable to CARMI Design Group. Please note that the **P.O. Box must be included** when sending items to CARMI Design Group via the USPS or it will not be delivered. Bidding documents are also available electronically at no charge, via email.

Please email your request to sweiss@carmi.biz.

Said Payment for Bidding Documents shall be refunded to bidders, provided Bidding Documents are returned intact and in good condition to the Architect within five (5) calendar days after bid due date. There will be no exceptions.

BONDS:

A five percent (5%) Bid Bond shall accompany each bid. The successful bidder will be required to provide a Performance Bond and Labor and Material Bonds, and certificates of Liability and Worker's Compensation Insurance.

OTHER CONDITIONS AND INFORMATION:

1. Each bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Berrien Springs Public Schools board of education or the superintendent of the school district.
2. No bidder may withdraw their bid for a period of **Thirty (30) calendar days** after the date set for bid opening.
3. Bidders shall be required to adhere to the Davis-Bacon wage scale for Berrien County within the state of Michigan.
4. Berrien Springs Public Schools reserves the right to reject any or all bids, to waive any defects or irregularities in bids, and to accept any bid which is deemed most advantageous to the public interest.