

## INVITATION TO BID

PROJECT NAME: Running Track Improvements

PROJECT DESCRIPTION:

The work includes storm water drainage, demolition and disposal of existing track surface, the installation of asphalt overlay and new synthetic membrane surface, and track striping.

OWNER: Berrien Springs Public Schools  
One Sylvester Avenue  
Berrien Springs, MI 49103  
  
(Administrative Offices)

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 until **4:00 PM [local time] May 26, 2009**.

Bids will be publicly opened at the Administrative Offices 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 "**Running Track Improvements**" on the front of the submitted envelope.

PRE-BID MEETING:

A Pre-Bid Meeting will be held at the Administrative Offices on **May 19, 2009 at 4:00 PM [local time]**.

DOCUMENT AVAILABILITY AND USE:

Bid Documents may be viewed at the following **Plan Rooms** on or after **May 12, 2009**

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 **May 12, 2009**.

Bidding documents will only be available electronically (no charge), via email. Please email your request to [sweiss@carmi.biz](mailto: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:

1. A five percent (5%) Bid Bond shall accompany each bid. A Payment / Performance Bond is required for bids exceeding \$50,000. The successful bidder will be required to provide a Performance Bond, 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. Submission of proposal signifies that bidder has visited premises, has made examinations and verifications and is fully conversant with all conditions. No claims for additional compensation will be considered or paid to any contractor.
3. The Contractor shall obtain and file with owner, prior to commencement of any work, the certificates of all insurance required by the General Conditions and Supplementary Conditions of the contract.
4. The Contractor shall pay all sales, consumer, and other taxes required by law.
5. No bidder may withdraw their bid for a period of **Thirty (30) calendar days** after the date set for bid opening.
6. 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.
7. Negligence in preparations, improper preparations, errors in and/or omission from the proposals shall not relieve the bidder from fulfillment of any and all obligations and requirements of the contract documents.
8. No responsibility shall attach to the Owner or the authorized representatives of any of these, for the premature opening of any proposal which is not properly addressed and identified.