



**1.1 NOTICE TO BIDDERS**

- A. Comstock Public Schools, Kalamazoo, Michigan, will receive proposals from qualified flooring contractors for Carpet Replacement at East Elementary and at Green Meadow Elementary, located at 175 Hunt Street, Kalamazoo, Michigan and 6171 East MN Avenue, Kalamazoo, Michigan, respectively.
- B. Flooring Contractor bids are open to qualified bidders. The Owner will enter into contract with the successful Flooring Contractor, who shall be fully responsible for all work required to complete the project, for the work of all trades, and for coordination of all work among trades.
- C. Note: Where “contractor” is referred to in these specifications, this shall be interpreted to refer to the Flooring Contractor unless noted otherwise.
- D. Proposals must be mailed or delivered in person to Mr. Todd Mora, Comstock Public Schools, 3010 Gull Road, Kalamazoo, MI 49048. All proposals must be sealed in envelopes, plainly labeled “East Elementary & Green Meadow Elementary Carpet Replacement” and must be received prior to **10:00 A.M.**, local time, on **Monday, June 23, 2008**. This will be a public bid opening. Contractors will be notified within the allocated period of time as to their position in the bid process. Evaluation of proposals and award will be at a later date; the successful contractor will receive a letter of intent prior to receipt of contract.
- E. A **mandatory** pre-bid meeting will be held at 10:00 A.M., local time, on Monday, June 16, 2008 at East Elementary (project site), located at 175 Hunt Street, Kalamazoo, Michigan. Immediately following the walk-thru, contractors will move to Green Meadow Elementary (project site), located at 6171 East MN Avenue, Kalamazoo, Michigan.
- F. The Schedule of Work shall be as follows:

<b>June 23, 2008 @ 10:00 A.M.</b>	<b>Bids Due</b>
	Intent to award contract within two weeks after Bid Due date
July 1, 2008	Anticipated start of construction
August 22, 2008	Anticipated substantial Completion

- G. All bidders are required to furnish Bid Security in the amount of five (5%) percent of the Base Bid. Form of the security may be a bid bond, certified or cashiers check made payable to Comstock Public Schools. This will be a guarantee that the bidder selected by Comstock Public Schools will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
- H. All bidders must indicate, where shown on the Proposal Form, the cost of Performance and Labor and Material Payment Bonds covering 100% of the value of the Project. Do not include the cost of the Bonds in the Base Bid.



- I. **All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the Board of Education of the School District or the Superintendent of the School District. The Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement.**
- J. Applicable Michigan use and sales tax apply to this project.
- K. All bidders should note that this project does not require prevailing wages.
- L. Bidding Documents may be examined after June 12, 2008 at:

GMB Architects-Engineers  
85 East Eighth Street  
Suite 200  
Holland, Michigan 49423  
616-796-0200

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

**AND**

McGraw-Hill Dodge  
401 Hall Street SW, Ste. 128B  
Grand Rapids, MI 49503

Kalamazoo Area Builders Exchange  
3431 E Kilgore Road  
Kalamazoo, Michigan 49001

- M. The Owner reserves the right to accept or reject any or all bids and to waive all irregularities in Proposals. Proposals shall remain firm for sixty (60) days from date of Bid Opening.