

ADVERTISEMENT FOR QUOTATIONS

Project: Science Lab Renovations- Furniture Package

Forest Hills Eastern High School
2200 Pettis
Ada, Michigan 49301

Owner: Forest Hills Public Schools
6590 Cascade Road SE
Grand Rapids, MI 49546

Architect/Engineer: TowerPinkster
678 Front Avenue, NW
Grand Rapids, Michigan 49504-5323
(616) 456-9944
(616) 456-5936 Fax

Project Description: Provide furniture for the Forest Hills Public Schools Eastern High School- Science Lab Renovation, including student science tables, student chairs, stools, teacher desks, teacher task chairs, mobile cabinets and other similar items as indicated.

Quotation Documents for a Stipulated Sum contract may be obtained from the office of the Architect upon receipt of a refundable deposit, in the amount of \$50.00 for one set. Each Vendor may receive up to two sets. Additional sets may be purchased for \$50.00 per set, non-refundable.

The deposit will be forfeited by Vendors that do not return the Quotation Documents in good condition within ten working days after quotation opening date.

Forest Hills Public Schools and TowerPinkster will receive sealed proposals for the Quotation Packages described in the Project Manual for the above referenced Project until 2:00 p.m. local time, Thursday, May 27, 2010. Quotations received after that time will be returned unopened.

Quotations shall be mailed, or delivered in person to Mr. Tom Walters, Department of Construction Management, Forest Hills Public Schools, 6590 Cascade Road SE, Ada, Michigan 49546, before the 2:00 p.m. deadline. They will be opened publicly and read aloud. All bids will be evaluated at a later date. No late, faxed or e-mailed quotations will be accepted.

The Owner intends to award contracts on or about June 7, 2010.

Bid Security in the amount of five percent (5%) of Base Bid(s) shall accompany each Quotation. Quotes without required Bid Bond will not be read. Performance and Payment Bonds will be required.

All Quotations shall be accompanied by a sworn and notarized statement disclosing any familial relationship (or lack of a relationship) that exists between the Owner or any employee of the vendor and any member of the Board of Education of the Forest Hills Public Schools or the Superintendent of the School District. The District shall not accept a quote(s) that does not include a sworn and notarized disclosure statement. Refer to Section 00 4519 - Familial Statement of Disclosure. Quotes without the required Familial Statement of Disclosure will not be read.

Plans and Specifications will be on file for reference at the following locations:

Tower Pinkster
678 Front Avenue, NW
Grand Rapids, Michigan 49504-5323

Submit quotation in an opaque envelope. Before sealing the envelope, check to be sure that:

1. The Quotation Form is signed.
2. The Base Quotation amount is filled in.
3. All applicable Alternate amounts are filled in.
4. Bid Security is included.
5. All Addenda received are acknowledged.
6. Signature Authorization is included.
7. Familial Disclosure Statement is included.

On the outside of the envelope identify:

1. The project by name, job number and location.
2. Vendor's name and complete address.

It is the policy of Forest Hills Public Schools that minority and women's business enterprises shall have an equal opportunity to participate as Vendors for this project.

All Proposals submitted shall remain valid for a period of forty-five (45) days after the quotation date. The Owner reserves the right to waive any irregularities, reject any or all quotations, or accept any Quotations which, in their opinion, will serve their best interests.