



## 1.1 NOTICE TO BIDDERS

- A. Hamilton Public Schools, Hamilton, Michigan, will receive proposals from qualified contractors for the Middle School Partial Re-roof located at 4845 136<sup>th</sup> Avenue, Hamilton, Michigan 49419.
- B. The Owner will enter a contract with the successful Roofing Contractor, who will be fully responsible for coordination and completion of all required work for the project.
- C. Proposals must be mailed or delivered in person to Mr. Chad Walters, Hamilton Public Schools, Facilities Offices, 4845 136<sup>th</sup> Avenue, Hamilton, Michigan 49419. All proposals must be sealed in envelopes, plainly labeled "Hamilton Public Schools Middle School Partial Re-Roofing" and must be received prior to 1:45 P.M., local time, on Monday, June 2, 2008. There will be a public bid opening at the Administration Building 4815 136<sup>th</sup> Ave., Hamilton Michigan at 2:00 P.M. on June 2, 2008. 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.
- D. A non-mandatory pre-bid meeting will be held at 3:30 P.M., local time, on Wednesday, May 28, 2008. The meeting will occur at the facility office North of (behind) the Middle School, 4845 136<sup>th</sup> Avenue, Hamilton Michigan. Contractors will have access to complete their field verifications after the pre-bid. Other access to the sites will be offered by special appointment with Jay Timmer of GMB Architects. Engineers Ph. 616-566-3818.
- E. The Schedule of Work shall be as follows:
- |                          |  |
|--------------------------|--|
| June 2, 2008 @ 1:45 P.M. | Bids Due   |
| June 3, 2008             | Post-Bid Interviews at Hamilton Middle Facility Office (Chad Walters office) |
| June 10, 2008            | Anticipated award of contract  |
| August 15, 2008          | Anticipated substantial Completion   |
- F. 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 Hamilton Public Schools. This will be a guarantee that the bidder selected by Ionia Public Schools will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
- G. 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.



H. **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.**

I. Applicable Michigan use and sales tax apply to this project.

J. Bidding Documents may be requested and or examined after May 21, 2008 at:

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

**AND**

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

**AND**

Builders Exchange of Grand Rapids  
4461 Cascade Road, S.E.  
Grand Rapids, Michigan 49546

**AND**

Construction News Services of MI  
1773 RW Berends Drive SW  
Wyoming, MI 49519

K. 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.