

**1.1 NOTICE TO BIDDERS**

- A. Houghton Lake Community Schools, 6001 West Houghton Lake Drive, Houghton Lake, Michigan, will receive proposals from qualified contractors for Houghton Lake High School Mechanical Work and Restroom Remodeling, located at 4433 West Houghton Lake Drive, Houghton Lake, MI 49629.
- B. The Owner will enter into one contract with the successful General Contractor or Mechanical Prime Contractor, who will be fully responsible for coordination of all required work between all trades.
- C. Proposals must be mailed or delivered in person to Mr. Kevin Murphy, 6001 West Houghton Lake Drive, Houghton Lake, Michigan 48629. All proposals must be sealed in envelopes, plainly labeled "Houghton Lake High School Mechanical Work & Restroom Remodeling" and must be received prior to 11:00 A.M., local time, on Friday, May 21, 2010. This will be a public bid opening. 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 pre-bid meeting will be held at 10:00 A.M., local time, on Wednesday, May 12, 2010. The meeting will occur at 4433 West Houghton Lake Drive, Houghton Lake, MI 49629 in the Technology/Board Room on the North side of the building. The meeting will conclude with a project site walk through.
- E. The Schedule of Work shall be as follows:

May 06, 2010	Out for Bids
May 12, 2010 at 10:00 A.M.	Pre-Bid at the Administration Office
May 14, 2010 at 5:00 P.M.	Cut off for RFI's
May 21, 2010 at 11:00 A.M.	Bids Due at Administration Office
May 24-27, 2010	Post Bid Interviews
May 28, 2010	Award Recommendation by School Board
May 28, 2010	Letter of Intent to Contractor
June 14, 2010	Anticipated Start of Construction, Contingent upon State Approval
August 20, 2010	Substantial Completion
September 06, 2010	Punch List Complete

- F. 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 Houghton Lake Community Schools. This will be a guarantee that the bidder selected by Houghton Lake Community 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. All bidders should note that this project does not require prevailing wages.
- K. Bidding Documents may be examined after May 06, 2010 at:

GMB Architecture + Engineering  
85 E. Eighth Street, Ste 200  
Holland, MI 49423  
616-796-0200

Builders Exchange of Lansing & Central MI  
1240 E. Saginaw Street  
Lansing, MI 48906

**AND**

MHC/RePro Max / Kal-Blue  
401 Hall St. SW, Ste. 128B  
Grand Rapids, MI 49503

Central Michigan Plan Room  
2026 Independence Drive  
Mt. Pleasant, MI 48858

**AND**

Builder's Exchange of NW Michigan  
1373 Barlow Street, Ste #4  
Traverse City, MI 49686

Tri-City Builders Exchange  
334 S. Water Street  
Saginaw, MI 48607

**AND**

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

CNS of West Michigan  
1793 R.W. Berends Drive  
Wyoming, MI 49509

- L. Prospective Bidders desiring complete sets of Contract Documents may obtain them from the Architect/Engineer. Documents should be returned in good condition within 14 days after the bid opening and the Contractor submitted a bid.
- 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.