

## 1.1 ADVERTISEMENT FOR BIDS

- A. Ravenna Public Schools, will receive proposals from qualified contractors for furnishings at Ravenna Middle School, 2700 S. Ravenna Rd., Ravenna, MI 49451.
- B. Proposals may be mailed or delivered in person to John VanLoon, Superintendent, Ravenna Public Schools, 12322 Stafford St., Ravenna, MI 49451. All proposals must be sealed in envelopes, plainly labeled "Ravenna Public Schools – Ravenna Middle School – Furnishings" and must be received prior to 2:00 P.M., local time, on November 25, 2009. All proposals will be opened publicly and read aloud at this time. Evaluation of proposals and awards by the Ravenna Board of Education will be at a later date. Bid opening will take place at Ravenna Public Schools, Administration Office, 12322 Stafford St., Ravenna, MI 49451.
- C. A pre-bid meeting will not be held.
- D. 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 check, cashiers check or money order made payable to Ravenna Public Schools. Personal and company checks **will not** be acceptable unless certified. This will be a guarantee that the bidder selected by the School Board will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
- E. 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. This is to be shown as a dollar amount, any other description given on the Proposal Form other than a dollar amount **will not** be acceptable. **Do not** include the cost of the Bonds in the Base Bid. It is a requirement for acceptance of bid that bidders show they are bondable.
- F. All bidders must complete Affidavit of Bidder form (see last page of the Proposal Form – Section 00.311). Form must be filled out correctly and notarized. Failure to complete this form, will result in disqualification of bid.
- G. Bidding Documents may be examined after November 2, 2009 at:

GMB Architects-Engineers  
85 East Eighth Street  
Holland, Michigan 49423  
616-796-0200
- H. Prospective Bidders desiring complete sets of Contract Documents may obtain them from the Architect/Engineer.
- I. The Board of Education reserves the right to accept or reject any or all bids, is not bound to accept the low bid and may waive all irregularities in Proposals. Proposals shall remain firm for sixty (60) days from date of Bid Opening.