

INVITATION TO BID

PROJECT IDENTIFICATION

PROJECT: . TBA ISD CAREER TECH CENTER -  
PARTIAL REROOF –ROOF DRAINS  
880 PARSONS RD  
TRAVERSE CITY, MICHIGAN 49686

OWNER: TRAVERSE BAY AREA INTERMEDIATE SCHOOL DISTRICT  
Administration Building  
1101Red Drive  
Traverse City, MI 49684  
Telephone: (231) 922-6369  
Fax (231) 922-6270

ARCHITECTS AND ENGINEERS

CWS Architects Inc.  
513 S. Union Street  
Traverse City, Michigan 49684  
Telephone: (231) 946-3627  
Fax: (231) 946-1234

Architect's Commission No.: 2930  
Project Manager: Bill Sirrinc, Rob West  
e-mail: [bsirrinc@cws-arch.com](mailto:bsirrinc@cws-arch.com), [rwest@cws-arch.com](mailto:rwest@cws-arch.com)

PROJECT DESCRIPTION

Notice is hereby given that Traverse Bay Area Intermediate School District will receive sealed Bids for the work includes the following:

Work at the Career Tech Center includes the following:

- A. Removal, disposal and replacement of approximately 27,916 sf. of existing membrane roofing and 722 lf. of existing metal fascia.
- B. Remove (if necessary) any deteriorated existing perimeter wood blocking and nailers
- C. Addition of approximately 32,447 sf. of tapered insulation over existing level roof insulation.
- D. Addition of new pre-finished metal gravel stop fascia and associated, closure trim and pressure treated wood nailers.
- E. Adjust height of existing roof top equipment and re-flash all existing roof penetrations to new roofing system.
- F. Temporary support of existing gas service lines during roofing system installation and installation of new pressure treated wood blocking support per roofing system manufacturer's recommendations.
- G. Addition of (4) roof drains with associated interior piping connected to existing rain conductor system and addition of interior structural roof deck support.

It is the intent of the Owner that work on this project will start immediately following award of Contract with completion as early as possible. School will be in session, so access to the site, as well as storage of new and removed materials will have to be coordinated with the Owner. Access will be allowed during school hours.

TYPES OF BIDS REQUIRED

This project will be constructed under a single prime contract with Bids received on a lump sum basis.

RECEIPT OF BIDS

Bids shall be addressed to, and will be received until the following date and time:

TO: TRAVERSE BAY AREA INTERMEDIATE SCHOOL DISTRICT  
Administrative Building,  
1011 Red Drive  
TRAVERSE CITY, MI 49684

ATT: Stephanie Murray, Director of HR & Finance & Administrative Services

DATE: Tuesday, March 2, 2010

TIME: 1:00 P.M., local time

All Bids received at such place, date and time will then be publicly opened and read aloud. Bids received after such time will be returned to the respective Bidder, unopened. Bidders submitting Bids will be informed of the results of all the Bid proposals following award of all contracts.

EXAMINATION AND PROCUREMENT OF DOCUMENTS

Complete and detailed Bidding Documents will be on file, and may be examined by prospective Bidders at the following locations:

Office of the Architect

CWS *Architects Inc.*  
513 S. Union Street  
Traverse City, Michigan 49684  
Telephone: (231) 946-3627  
Fax: (231) 946-1234  
e-mail: rwest@cws-arch.com

Plan Rooms

Builders Exchange of Northwest Michigan  
1373 Barlow  
Traverse City, MI 49686

Complete sets of Bidding Documents may be obtained by Bidders on or after Friday, February 12, 2010 from Traverse Reproduction & Supply, 1373 Barlow St., Traverse City, MI, in accordance with the INSTRUCTIONS TO BIDDERS.

BID SECURITY

Each Bid must be accompanied by a bid security, which shall not be less than five percent (5%) of the amount of the highest combination of the Base Bid plus all requested ADD Alternates, in the required form and submitted in accordance with the INSTRUCTIONS TO BIDDERS.

BOND REQUIREMENTS

Bidders to whom award of a Contract is under consideration shall furnish and pay for an acceptable Performance Bond, Labor and Material Payment Bond and Supply Bond in a penal sum of 100% of the total amount payable by the terms of the Contract in accordance with the INSTRUCTIONS TO BIDDERS.

MODIFICATION OR WITHDRAWAL OF BID

A bid may not be modified, withdrawn or canceled for a period of thirty (30) calendar days after the time and date designated for receipt of Bids.

PRE-BID MEETING

Bidders are instructed to inspect the site and conditions under which the work is to be performed, and any obstacles which may be encountered. No extra will be considered because of the Bidder's failure to inform himself of the site conditions which can be verified by inspection. A PRE-BID SITE VISIT is scheduled for WEDNESDAY, FEBRUARY 24, 2010 AT 10:00 A.M. Site visits at other times must be coordinated with the Owner's maintenance supervisor, Charlie Gordon, by contacting the Tech Center Reception desk. Phone: 231-922-6273.

THIS IS NOT A MICHIGAN PREVAILING WAGE RATE PROJECT.

RIGHT TO REJECT BIDS

In accordance with Public Act 232 of 2004 (revisions adopted July 21, 2004 by the State of Michigan) the TBA ISD Intermediate School District shall not accept a bid that does not include the following sworn and notarized disclosure statement: The bid must be accompanied by a sworn and notarized statement that discloses any familial relationship that exists between the owner or any employee of the bidder and any member of the school board, superintendent of the school district. A list of the TBA ISD Intermediate School District board members and superintendent will be included in the Proposal Form.

The TBA ISD reserves the right to reject any and all Bids; is not obligated to accept the lowest or any other Bid; and may waive any informality or irregularity in bidding procedure.

Date: February 12, 2010  
By: Mike Hill, Superintendent