



## ADVERTISEMENT FOR BIDS

### FROM:

The Owner:

Traverse City Area Public School (TCAPS) System,  
Maintenance Building  
1212 Cass Road  
Traverse City, MI 49685-0032

Contact Person: Paul Mahon, Director of Capital Projects

And the Architect:

Cornerstone Architects, Inc.  
122 S. Union Street, Suite 200  
Traverse City, MI 49684

Phone: 231.947.2177

Contact Person: John E. Dancer, AIA Principal

**DATE: April 1, 2009**

### TO: POTENTIAL BIDDERS

Notice is given that the Owner will receive sealed bids from General Contractors for an office reconfiguration project located at East Middle School, 1776 Three Mile Road, Traverse City, Michigan 49686.

Bids will be opened at a public bid opening on Friday, April 24, 2009 at 1:00 pm at the TCAPS Maintenance Building, at 1212 Cass Road, Traverse City, Michigan. Bids will be publicly opened at that time and any bids received after the specified date and time will not be considered.

Any bidders unable to attend the public opening may drop their bids off at the Maintenance Building Reception Desk, at 1212 Cass Road, Traverse City, Michigan, prior to 12:30 pm, Friday, April 24, 2009.

### Project Description:

The Project consists of the reconfiguration of the main office near the school's main entry. The office suite consists of approximately 2,700 s.f. and will require the selective demolition and reconstruction of interior walls, as well as the construction of approximately 80 lineal feet of interior aluminum storefront system. New structural steel will be required. The spaces will receive new flooring and paint, and the project will entail electrical and mechanical re-fit.

**Bidding Documents:**

Complete sets of Bid Documents, limited to five (5), can be obtained by General Contract bidders upon receipt of a refundable deposit, by check (made out to Traverse City Area Public Schools), in the amount of \$40.00 for each set from Traverse Reproduction and Supply, 1373 Barlow Street, Traverse City, MI, between 8:00 am and 5:00 pm, beginning Tuesday, April 7, 2009. Call the business (231.947.6284) prior to picking up sets to confirm availability.

Additional sets, or sets for Non-General Contractor bidders, may be purchased through Traverse Reproduction and Supply, 1373 Barlow Street, Traverse City, MI. Bidding documents may be reviewed online through Traverse Reproduction. Sub-contractors may gain access to the online site by first making arrangements through a General Contract Bidder. Bidding documents may also be reviewed at the Builders Exchange at 1373 Barlow Street, Traverse City, MI.

**Pre-Bid Meeting:**

A Pre-Bid walk thru is scheduled for Monday, April 13, 2009 at 3:30 PM at the project site. All participants will meet in the Main Entrance Lobby. Attendance is mandatory for General Construction bidders. Sub-contractors are welcomed to attend.

**Bidding:**

Bidders are required to provide Bid security in the form of a Bid Bond of a sum no less than 5 percent of the Bid Amount.

Refer to other bidding requirements described in Document 00200 - Instructions to Bidders.

Submit your offer on the Bid Form provided in the Project Manual. Bidders may supplement this form as appropriate.

Bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the Owner or any employee of the bidder and any Traverse City Area Public School administration personnel.

Your offer will be required to be submitted under a condition of irrevocability for a period of 30 days after submission.

The Owner reserves the right to accept or reject any or all offers, waive irregularities, and to accept the bid that in their opinion is in the best interest of the school district.

For Traverse City Area Public Schools

Megan M. Crandall, Secretary of the Board of Education