

# ADVERTISEMENT FOR BIDS

**OWNER: WAYLAND UNION SCHOOLS**

**PROJECT:** Asbestos Abatement prior to renovation at the Pine Street Elementary and Steeby Elementary school buildings.

**BID PACKAGE:** 01

**PROJECT ADMINISTRATOR:** Tom Boecher, DeLisle Associates, Ltd., Portage, MI  
5050 S. Sprinkle Road  
Portage, Michigan 49002  
Phone: (269) 373 -4500  
Fax: (269) 373 -1044

**OWNERS REPRESENTATIVE:** Eric McNamara  
Phone: (269)792-3064  
Fax: (269)792-3071

February 10, 2009

**SUBJECT: ADVERTISEMENT FOR BIDS**

Wayland Union Schools is soliciting sealed bids for ASBESTOS ABATEMENT at PINE and STEEBY ELEMENTARY for Wayland Union School District. Sealed bids will be received at the Wayland Union Schools Administration Office, 500 100<sup>th</sup> Street SW, Ste. 5, Byron Center, MI 49315, **prior to 3:00 p.m., Thursday, February 26, 2009**; at which time bids will be publicly opened and read aloud. Bids will **not** be accepted after 3:00 p.m.

Bid Documents are available for viewing at 324 West Sycamore, Central Services Wayland, Michigan 49348 between the hours of 10:00 am and 4:00 pm.

A mandatory Pre-bid Walk thru will be held at Steeby Elementary Cafeteria at 435 E. Superior St., Wayland Michigan 49348 on February 20, 2009 at 4:00 pm. Bid Documents will be handed out at this time.

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 WUS Board of Education or the Superintendent of Wayland Union Schools. The WUS Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement. Bids must be marked on the envelope, "ASBESTOS ABATEMENT" and the bidder's name must be identified on the envelope. Bids should be addressed to **Jim English, Assistant Superintendent of Finance & Operations, Wayland Union Schools**. Bid Security will be required, and Performance and Labor and Material Bonds are required for all projects equaling to and exceeding \$50,000.00.

Wayland Union Schools' Board of Education reserves the right to accept or reject all or any portion of a bid, and is not bound to accept the low bid. A bid may be rejected, if not accompanied by a required bid security or by other data required by the Bidding Documents, or which is in any way incomplete or irregular. Wayland Union Schools shall have the right

to waive informalities or irregularities in a bid received, and to accept a bid which, in the judgment of Wayland Union Schools, is in the best interests of Wayland Union Schools.

**PROPOSAL DUE DATE**

All Proposals are due on February 26, 2009 at 3:00 p.m. (the "Due Date") at the Wayland Administration Building, located at 500 100th Street SW, Suite 5, Byron Center, MI 49315. All Proposals received on or before the Due Date will be publicly opened and read aloud at 3:30 p.m. in the office of the Wayland Administration Building. The Owner will neither consider nor accept Proposals received after the Due Date.

**PRE-BID MEETING**

A Pre-Bid Meeting for this Bid Package will be held on February 20, 2009 at 4:00 p.m. in the Steeby Elementary Cafeteria, located at 435 E. Superior St., Wayland, MI 49348. Site examinations will be conducted by the Project Administrator during the Pre-Bid Meeting at the owner and administrators discretion.

**Prevailing wages apply to this Project.**

**Bid Security**

Each Proposal shall be accompanied by Bid Security, in the form of a Bid Bond, certified check or money order, in the amount of not less than five percent (5%) of the Bidder's Base Bid. If a Bid Bond is posted, it shall be from a surety qualified to do business in the State of Michigan. The attorney-in-fact who executes the Bid Bond on behalf of the surety shall attach to the Bid Bond a certified, current copy of its Power of Attorney. In the event a certified check or money order is submitted, it shall be made payable to "Wayland Union Schools," and the Owner is not responsible for any interest earned thereon. The amount of the Bid Security shall be forfeited to the Owner as liquidated damages, and not as a penalty, in the event the Bidder fails to enter into the awarded contract with the Owner, or fail to furnish such performance and payment bonds and insurance certificates required under the Bidding Documents.

**Performance & Payment Bonds are required, each in the amount of 100% of the Contract for all projects equal to and exceeding \$50,000.00.**

As required by State Law (P.A. 232 of 2004) all Proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner and/or any employee of the Bidder, and any member of the Owner's Board of Education or the Superintendent of Schools of the Owner. The Owner shall not accept a Proposal that does not include this sworn and notarized disclosure statement.

## **BID DOCUMENT AVAILABILITY**

Bid Documents will be available for review **after February 10, 2009**. Bid Documents are available for review at:

Wayland Union Schools  
Central Services  
324 W. Sycamore, Wayland, Michigan 49348  
Between Hours of 10:00 am and 4:00 pm. M-F.  
Phone: (269) 792 – 3064  
Fax: (269) 792 - 3071

The Owner reserves the right to accept or reject any or all Proposals, to waive any informality or irregularity in any Proposal and to accept a Proposal other than the lowest monetary Proposal.

Bidders may withdraw their Proposal at any time prior to the Due Date, but may not resubmit them. No Proposals may be withdrawn or modified after the Due Date, and shall remain firm for a period of ninety (90) days following the Due Date.

The Owner will not consider or accept telephone, facsimile or electronic mail Proposals. The owner accepts no responsibility for any delays in delivery of Proposals.

All Proposals shall be submitted on the Proposal Form provided in the Bid Documents, completely filled in.

**It is the intent of the Owner to pay successful Bidders under their respective contracts via credit card payments. Accordingly, each Bidder shall indicate on the Proposal Form the amount which shall be added or deducted from the Bidders Base Bid if credit card payments are NOT utilized. If a Bidder will not accept credit card payments, this shall be clearly indicated on the Proposal Form. Details regarding credit card payments will be addressed at the Pre-Bid Meeting.**

### **Project Proposed Tentative Schedule:**

1. Issue Date: February 10, 2009
2. Pre-Bid meeting and Walk Through February 20, 2009 @ 4:00 pm Eastern Standard Time
3. Bid Due Date February 26, 2009 @ 3:00 pm Eastern Standard Time
4. Contract Award March 10, 2009
5. Project Construction
  - i. Phase 1 – Offices + one classroom TBD
    - a. Start April 3, 2009
    - b. Completion April 11, 2009
  - ii. Phase 2 – Classrooms
    - a. Start June 8, 2009
    - b. Completion June 21, 2009

Refer to the Instructions to Bidders in the Project Manual for complete bidding information.