

## **Advertisement for Bids for Niles Community School District**

### **Project Description**

Sealed bid proposals will be accepted from qualified contractors by Niles Community Schools for Roof Replacement at Howard Elementary School (Approximately 13,800 sq. ft.). Proposals may be mailed or delivered in person to:

Mr. Art Weaver  
Director of Maintenance and Operations  
1214 Airport Road  
Niles, MI 49120

### **Mandatory Pre-Bid Meeting**

A mandatory pre-bid meeting and project walk-through will be conducted by the StructureTec Corporation (Owner's Representative / Consultant), on Thursday, December 20, 2007, at 2:00 PM (local time). The meeting will convene at: Niles Community Schools, Maintenance and Operations Office, located at 1214 Airport Road, Niles, MI.

### **Bid Information**

Proposals must be received prior to 2:00 PM (local time) on Wednesday, January 9, 2008 at the above referenced Maintenance and Operations Office. Proposals will be publicly opened and read aloud promptly after 2:00 PM. All bids received after 2:00 PM on the bid date will not be accepted and will be returned to the Bidder unopened.

### **Proposals and Award**

The Project will utilize one (1) prime contractor. The contract for construction will be a direct contract with the Owner and executed on AIA Document A101 (1997 edition) – "Standard Form of Agreement between Owner & Contractor". Project administration will be the responsibility of the StructureTec Corporation, 4777 Campus Drive, Kalamazoo, MI 49008.

**NOTE:** The Owner may also award contracts to separate prime contractors for separate bid divisions or combinations of bid divisions. All bids shall be submitted on the bid forms provided in the project specifications, completely filled in, and executed (copies of the bid forms are acceptable). Facsimile bids will not be accepted.

### **Plans and Questions**

Bidding Documents will be available for distribution at the mandatory pre-bid meeting. Attendance is a pre-requisite for acceptance of a bid. Contact Bruce A. Ivers (Project Consultant / 269-353-9944 (x405) to reserve a set of bid documents. All questions regarding the bidding procedures, are to be directed to the Project Consultant.

### **Bid Security**

A Bid Security by a qualified surety authorized to do business in the state where the Project is located and in the amount of five percent (5%) of the Base Bid shall accompany each proposal. The Bid Security may be in the form of a Bid Bond, Cashier's Check, or Money Order. Personal checks are NOT acceptable. Bid may not be withdrawn for a period of sixty (60) days after the bid date. Successful Bidders may be required to furnish Surety Bonds as stated in the Project Specifications.

### **Familial Disclosure**

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the Owner or the employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, or chief executive officer of the public school academy. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

**Owners Rights**

The Owner reserves the right to reject any or all proposals, and to waive informalities, irregularities, and/or errors in the bid proposals, which they feel to be in their own best interest.