



**NORTHPOINTE ACADEMY PHYSICAL IMPROVEMENTS  
53 CANDLER  
HIGHLAND PARK, MI**

## **INVITATION TO BID & BID INSTRUCTIONS**

The Northpointe Academy School Board of Educators; Lessee to the building owner: The Archdiocese of Detroit will receive firm, sealed proposals from Asbestos & Lead Certified Abatement contractors, Selective Demolition, Concrete/Masonry, Carpentry, Misc. Metals, Glass/Glazing, Doors & Hardware, Toilet Partition & Accessory, Plumbing, Mechanical, & Electrical Contractors for the Northpointe Academy School Improvements.

✚ All questions regarding the proposed work are to be directed to Mr. Dante Muhammad of Time Capital at (313) 743-8113.

The scope of work consists of the following:

### **Multi-purpose room renovations -**

THE MULTI-PURPOSE ROOM WILL ACCOMMODATE 3 - 4 SHIFTS @ 400 STUDENTS WITH AN OPTION TO SERVE A THIRD LUNCH IF NECESSARY, AND BE COMPLETELY RENOVATED TO RECEIVE NEW LIGHTING, FIRE EXTINGUISHERS, & VINYL FLOOR TILE.

### **Environmental Assessments / Remediation-**

THE MAIN SCHOOL AND BASEMENT LEVEL OF THE MAIN HALL WILL UNDERGO THE COMPLETE REMEDIATION OF BOTH LEAD & ASBESTOS AS IDENTIFIED BY HAZARDOUS ASSESMENT TEST RESULTS.

### **Exterior Entry Steel Door Installation-**

THE REAR ENTRY POINTS OF THE MAIN SCHOOL ARE SCHEDULED TO RECEIVE NEW STOREFRONT ENTRY SYSTEMS. THESE ENTRY SYSTEMS SHALL ENSURE THE APPROPRIATE EGRESS REQUIREMENTS WHILE ENSURING SAFE & SECURE ENTRY INTO THE BUILDING.

### **Egress Corrections-**

THE GARDEN LEVEL OF THE MAIN SCHOOLS EXTERIOR WINDOWS WILL BE CORRECTED TO APPROPRIATELY ADDRESS THE EGRESS REQUIREMENTS FOR UP TO 25 STUDENTS AS PER STATE CODE / EMERGENCY EXIT REQUIREMENTS. CURRENTLY, THE EXTERIOR WINDOWS DO NOT ALLOW FOR A SAFE EXIT IN THE EVENT OF AN EMERGENCY.



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**Interior Door Hardware Replacements-**

ALL INTERIOR DOORS ARE SCHEDULED TO RECEIVE NEW LOCKING MECHANISMS AND BE REPLACED AS REQUIRED.

**Interior Partition Modifications-**

ALL INTERIOR WALLS & OR PARTITIONS SCHEDULED TO BE REMOVED AND OR REFURBISHED WILL BE DONE SO ACCORDING TO ARCHITECTURAL DIRECTION. PRESENTLY; INTERIOR WALL REMOVAL IS INTENDED FOR THE RESTROOMS ON THE GARDEN LEVEL OF THE MAIN SCHOOL.

**Interior Painting-**

ALL INTERIOR PAINTING IS TO BE COORDINATED WITH THE ADMINISTRATION OF THE SCHOOL. ADMINISTRATION HAS EXPRESSED THAT MOST TEACHERS TAKE THE LIBERTY TO PAINT THEIR OWN CLASSROOMS. ANY SUCH PAINTING THAT WILL NOT HAVE BEEN DONE BY NORTHPOINTE ACADEMY ADMINISTRATION WILL BE ASSUMED ACCORDINGLY. FURTHERMORE, ANY FINDINGS WITH RESPECT TO THE PRESENCE OF LEAD MAY REQUIRE REMOVAL AND RE-PAINTING. SHOULD THIS ACTION BE REQUIRED, THEN THE INTERIOR PAINTING WOULD BECOME A CODE-RELATED ITEM.

**Restrooms upgrades-**

RESTROOMS OF THE MAIN SCHOOL ARE SCHEDULED TO RECEIVE NEW TOILET PARTIONS, TOILET ACCESSORIES (GENDER APPROPRIATE), & SOAP DISPENSORS. THE RESTROOMS ON THE GARDEN LEVEL OF THE MAIN SCHOOL IS TO BE RENOVATED ACCORDINGLY TO STUDENT POPULATION CODE.

**Mechanical – Electrical upgrades-**

ALL MECHANICAL / ELECTRICAL CORRECTIONS WILL BE DONE TO ENSURE ALL MECHANICAL APPARATUSES MEET STATE CODE. CORRECTIONS MAY INCLUDE BUT NOT BE LIMITED TO INCREASED LIGHTING CAPACITY, & MAIN ELECTRICAL SEVICE UPGRADES.

Bid Documents shall be made readily available for pickup from either Engineering Reproduction office located in Southfield Michigan at 26913 Northwestern Hgwy. Ste 175 (248) 355-0230 or Detroit Michigan located at 13550 Conant Ave. (313) 366-3390 on July 21, 2010.

A Mandatory Walk through for all trades is scheduled for July 27, 2010 @ 10:00 am. The location of the School is at 53 Candler Street of Highland Park Michigan. (South of E. McNichols and E. of Woodward Ave.)

All bids must be delivered no later than 10:00 am on August 6, 2010 at the main office of the Northpointe Academy School. Bids (in triplicate) shall be marked in a sealed Envelope titled: "***Northpointe Building Improvements***", with a sub-title of the trade that is being bid to the attention of:



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Mr. Dante Muhammad c/o  
Northpointe Academy School Board  
53 Candler Street.  
Highland Park, MI 48203

The Northpointe Board of Educators will publicly open and read aloud all Bids received on August 6<sup>th</sup>, 2010 @ 10:15 a.m.

The Board of Educators – and its Agent reserves the right to reject any / and or all bids in whole, or in part, and to waive any informalities therein. If it is found to be in the Board – or its Agents best interests, the Board – or its Agent may award the contract to other than the lowest bidder, for reasons of establishing uniformity, delivery, timing, etc.

Bids must be accompanied with a Bid Bond, Statement of Insurance, and completed (attached) sworn & notarized Familial Disclosure Statement that discloses any Familial relationship that exists between the owner, School Board Members, and/or School Superintendent. The Board – and/or its Agent will not accept any Bids that do not include any of these documents.

**Instructions to Bidders:**

1. Site Inspection: It is the responsibility of the Contractor to confirm and verify all Field Conditions that exists.
2. Prevailing Wages for all work performed on the Northpointe Academy Building Improvements apply.
3. Insurance: The contractor shall furnish Certificates of Insurance for both Public Liability and Property Damage. Amounts specified are as identified:
  - A. Comprehensive General Liability and Automobile Liability Insurance covering personal injury or death in the amount of \$500,000.00 per person, \$2,000,000.00 per occurrence, and property damage of \$250,000.00 per occurrence, unless otherwise specified by the Owner, and Workmen's Compensation and Employers Liability insurance accordance with State of Michigan applicable law; and to indemnify and hold Owner/ and its Agent Harmless against damages, claims, losses, and expenses, including but not limited to: attorney's fee's and court costs, resulting from injuries and damages, including but not limited to death, to persons' or property arising from contractors performance under contract.



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- B. Certificates of Insurance, indicating the job site and evidencing the Certificate Holder as:

Time Capital, L.L.C.  
19500 Chalon St.  
St. Clair Shores, MI 48080  
and  
The Northpointe Academy School Board  
53 Candler Street.  
Highland Park, MI 48203

Listing all required coverage must be submitted to and approved by Owner's Agent / Construction Management Firm prior to the commencement of any work. Submit to:

Mr. Dante Muhammad  
Time Capital, L.L.C.  
19500 Chalon St.  
St. Clair Shores, MI 48080

- C. All policies shall expressly require (30) thirty days written notice to the Owner's Representative, at the above address, of the cancellation or material alteration of such policy, and the Certificate of Insurance shall so provide.
- D. Bid Bonds not less than 10% of all bidding contractors base bid shall accompany all bid submissions. Thereafter, upon the successful award of contract to the most qualified bidder, and issuance of a notice to proceed; 100% Performance, Material & Labor bonds shall be delivered to Time Capital, L.L.C. not later than 10 days of such award.
4. Ordinances & Regulations: It is the responsibilities of the contractor to keep informed of and abide by all existing and future federal, state, county, or local ordinances and regulations which in any manner affect the work to be performed, including, but not limited to, the Occupational Safety and Health Act of 1970... The Contractor and all his Sub-Contractors shall at all times shall observe and comply with all such laws and ordinances, and shall protect and indemnify the Owner / and its representative against any claim, loss, or liability arising or resulting from violation of any such laws or ordinances.
5. Contract Award: The Contract shall be awarded when a signed contract and Notice to Proceed has been issued to the contractor by the Owner's Agent.



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6. Amount of Contract: After a Contract Agreement has been executed, the Bidder shall not be allowed any sum above the price(s) specified in this proposal form without the written and expressed authorization of Change Order by the Owner's Agent.
7. Bidder's Responsibility: It is the Bidder's responsibility to note and detail any detail or specification in the proposed work that in their opinion is not feasible, practical, and or functional.
8. Qualified Personal: Contractor shall provide an adequate number of employees's including a Foreman to represent the Contractor at all times, experienced, and qualified in harmony with other workers at the job site that is capable of performing the proposed work within the time frame as proposed. All workmen and subcontractors shall be skilled in their respective trades.
9. Smoking Policy: Smoking is strictly prohibited on and within a reasonable distance of school grounds.
10. Start Dates & Times: Work hours shall be limited to Monday – Friday from 7am – 7:00 pm. No work will be permitted outside such hours without 48 hours prior notification, and written approval from the Owner's Representative.