

4406 Okemos Road Okemos, Michigan 48864

Phone (517) 706-5037

Project Information

Sealed bids will be accepted from qualified contractors by Okemos Public Schools for the **2010 HVAC Project** at Okemos Public Schools. This will involve mechanical work designed to upgrade the heating system and water supply at Chippewa Middle School. Specifically installing condensing boilers, a rooftop unit and re-routing main water supply to the building.

Bids may be mailed or delivered to:

Mr. Steve Lathrop
Director of Operations
Okemos Public Schools
4406 Okemos Rd.
Okemos, MI 48864

Pre-Bid Meeting

A MANDATORY Pre-Bid meeting and project walkthrough will be conducted by the Project Consultant, Clark Trombley Randers, on June 9, 2010 starting at 9 am. Prospective bidders are to meet at Chippewa Middle School, 4000 Okemos Road, Okemos, MI. The pre-bid meeting will be held in the gym lobby at the north end of the school, use door #27.

Bid Information

Bids must be received by 2:00 pm on June 22, 2010 at the Operations office at 4406 Okemos Road. Bids will be publicly opened and read at that time in the Operations conference room. Any bids received after 2:00 pm shall be returned to the bidder unopened and will not be considered.

Proposal and Award

The Contract for this project will be direct with the Owner, Okemos Public Schools. Overall administration of the project will be the responsibility of the Project Consultant, Clark Trombley Randers. The Owner will award the contract to the successful bidder within 60 days of the Bid Due date. All bids will be submitted on forms provided in the Contract Specifications. Facsimile bids will not be accepted.

Contract Specifications

Requests by Contractors for inclusion as Bidders will be addressed to the Project Consultant, Clark Trombley Randers. One set of bidding documents will be provided to each contractor upon request through Clark Trombley Randers. Specification packages may be obtained by contacting Clark Trombley Randers, Pat Siegert, at 517 886-0550. All questions regarding the bidding procedures, design, and drawings and specifications are to be directed to Clark Trombley Randers.

Bid Security

A Bid Bond by a qualified surety authorized to do business in Michigan in the amount of 5% of the Base Bid will be required and will be included in each bid submitted. The Bid Bond shall be in the form of a Bid Bond, Cashiers Check or Money Order only. Bids may not be withdrawn for a period of 30 days after the bid due date.

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 school district board, superintendent, or employee of the school district. No bid will be accepted that does not include this sworn and notarized disclosure statement.

Owners Rights

The Owner reserves the right to reject any and all proposals, award the bid to other than low bidder and to waive informalities, irregularities, and/or errors in the bid proposals, which the Owner feels to be in his best interest.