

## A. ADVERTISEMENT TO BID

**PROJECT:** Jackson Public Schools  
High School (early site package)  
Northeast Elementary School  
Jackson, MI

Date: February 27, 2019

**BIDS DUE:** March 22, 2019, 10:00 AM, Local Time

### **PROJECT DESCRIPTION:**

High School: Rework and expand the parking lot on the Northeast side of the school, work to include Civil work, asphalt paving, concrete and landscaping

Northeast Elementary: Renovation of 14,000 SF, Demolition of existing locker rooms, New secure entry and office built out where existing locker rooms are located, relocate the existing office to the new offices and renovate the existing offices, new finishes within the existing media center, new lockers, electrical and mechanical upgrades.

**SCHEDULE:** High School: May 2019 – August 2019  
Northeast Elementary: May 2019 – November 2019  
(a detailed schedule included with bid documents)

**PROPOSALS:** Sealed bids will be received at the Administration Building located at 522 Wildwood Avenue, Jackson, MI 49201 Attn: John Ruddell, Assistant Superintendent. No faxed bids will be accepted. Envelopes are to be clearly marked with Project name and number and Bid Package name and number. If contractors are bidding more than one bid package, the bids must be submitted in separate envelopes. Bids received after specified date and time will not be accepted and will be returned unopened. Bids will be accepted as single "Bid Packages", or "Combination Bid Packages" as determined to be in the Owner's best interest.

Bids will be publicly opened and read aloud March 22, 2019, 10:30 AM at the Northeast Elementary School, Community Room, located at 1024 Fleming Avenue, Jackson, MI 49202.

Fillable bid forms and other project forms can be found in the "Project Forms" folder in our online plan room.

### **BID PACKAGES:**

General Scope Requirements

#### High School:

- 3.1 Concrete
- 31.1 Earthwork
- 32.1 Asphalt Paving

#### Northeast Elementary School:

- 3.1 Concrete
- 4.2 Masonry
- 5.1 Structural and Misc. Steel
- 6.1 General Trades
- 7.5 Roofing System
- 8.1 Doors, Frames and Hardware
- 8.8 Aluminum, Glass and Glazing
- 9.2 Metal Studs, Drywall and Acoustical
- 9.6 Floor Covering
- 9.9 Painting
- 10.1 Lockers
- 22.2 Plumbing and HVAC
- 26.1 Electrical
- 31.1 Earthwork
- 32.1 Asphalt Paving

**DOCUMENT LOCATIONS:** Drawings, Specifications and Project Manual, together with all necessary forms and other documents for bidders may be obtained **Monday, March 4, 2019** by end of day, from CSM Group through Procore. Procore is self-service and documents are available free of charge for Project use. An email will be sent to all known bidders and plan rooms when bid documents have been posted.

Procore is continually kept up-to-date and should be your first source for the latest Project documents. All printing/shipping costs are the responsibility of the Bidder.

How to obtain documents from Procore:

*From the Invitation Email:*

1. To download the bid documents for the project, click the download link in the 'Invitation to Bid' email received

*From the Planroom within Procore:*

1. You may also download the documents from the Planroom in Procore
2. Log into Procore
3. Navigate to the Company Level Planroom
4. Click on the bid package you would like to download the bid documents from
5. Click on the orange 'Get Bid Documents' button on the right

For further instructions, feel free to visit the following website:

[https://www.youtube.com/watch?v=7Zk\\_2r3U9h8](https://www.youtube.com/watch?v=7Zk_2r3U9h8)

Documents are also available at the following plan rooms: Builders Exchange, McGraw Hill – Dodge Reports, Construction Association of Michigan, Construction News Services and West Michigan Minority Contractors Association

**BID BOND:** Required; Bid bond or certified check of not less than 5% of the bid amount shall be submitted with bid and made payable to Jackson Public Schools.

**FAMILIAL RELATIONSHIP DISCLOSURE:** All proposals shall be accompanied by a sworn and notarized statement disclosing any familial relationship (or lack of a relationship) that exists between the owner or any employee of the bidder and any member of the Board of Education of the Jackson Public Schools or the Superintendent of the School District. The District shall not accept a bid that does not include a sworn and notarized disclosure statement.

**PRE-BID MEETING / SITE WALK THRU:** A pre-bid and site walk thru has been scheduled for March 8, 2019: **2:45 PM ~ High School** to be held at the Administration Building located at 522 Wildwood Avenue, Jackson, MI 49201. Meet in the parking lot. **4:00 PM ~ Northeast Elementary School** located at 1024 Fleming Avenue, Jackson, MI 49202. Meet at the main entrance.

**BIDDERS REQUEST FOR INFORMATION:** Submission cut-off date is March 19, 2019, 2:00 PM. A fillable RFI form is located on the CSM Group plan room. Typed RFIs are to be submitted to [tracy.harrison@csmgroupp.com](mailto:tracy.harrison@csmgroupp.com).

**TYPE OF CONTRACT:** The base bid shall be a lump sum amount, for the work as set forth in the bid documents.

**CONTRACT SECURITY:** The cost of a Performance Bond and a Labor and Material Bond shall be included within the Trade Contractor's bid price in all packages in excess of \$50,000. Bidders of all bid packages shall supply, with their proposal, proof of their ability to bond work. This proof shall be in the form of a bid bond in the amount of 5% of the quoted price. All packages less than \$50,000 must state, as an alternate, the cost of providing a Performance Bond and a Labor and Material Bond if so required.

**RIGHTS RESERVED:** The Owner reserves the right to accept or reject any and all bids, alternates, or proposals, and to accept bids, alternates, or proposals that, in its sole judgment, serve its best interests.

**POST BID INTERVIEWS:** Post bid interviews to be scheduled for March 26, 2019 – March 29, 2019.