

SECTION 00 1000 - ADVERTISEMENT FOR BIDS

- PROJECT:** Project Name and Project Number:
Shelby Township
Service Counter Remodel
- 52700 Van Dyke Ave.
Shelby Township, MI 48316
- OWNER:** Charter Township of Shelby
52700 Van Dyke Ave.
Shelby Township, Michigan 48316
- PROPOSAL:** Proposal No. 1
Service Counter Remodel
- ARCHITECT:** French Associates, Inc.
236 Mill Street
Rochester, MI 48307
(248) 656-1377
FAX 656-7746
- DUE DATE:** Sealed proposals are due on or before **October 27, 2016, 2 p.m.** local time to the owner, at the **Charter Township of Shelby Municipal Offices – Clerk’s Department, 52700 Van Dyke, Shelby Township, Michigan, 48316.** Proposals received after this date and time will not be accepted.
- No oral, facsimile, or electronic proposals will be considered.
- Proposals shall be submitted on the “**Form of Proposal**” and include the “**Schedule of Alternates**” provided in the specifications manual, in a sealed envelope labeled “**Service Counter Remodel Project Proposal**”. Proposals received will be publicly opened and read aloud immediately.
- QUESTIONS:** Any questions regarding this project shall be directed to the owner representative, Timothy Wood at (586) 731-5969 or via email to twood@shelbytp.org.
- Any requests for information or clarifications shall be made in writing via email so that all prospective respondents may be notified.
- BID DOCUMENTS:** Available to qualified General Contract bidders only via email from the owner’s representative.
- Contact:
Timothy Wood, Building Director
(586)731-5969
twood@shelbytp.org
- ACCESS TO PLANS:** Plans can be emailed to you upon request to the owner’s representative.

PROPOSAL GUARANTEE: A bid bond executed by a U.S. Treasury Listed Surety Company in favor of the Owner or a cashier's check in the amount of at least five percent (5%) of the base bid payable to Charter Township of Shelby shall be submitted with each proposal in excess of \$17,932.00. This shall accompany each bid. Successful bidder will be required to furnish and pay for satisfactory Performance and Payment Bonds.

FAMILIAL RELATIONSHIP DISCLOSURE: All bidders must provide familial disclosure in compliance with MCL 380.1267 (P.A. 232 of 2004) and attach this information to the bid. The bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of board, or chief executive officer of the Charter Township of Shelby. The Owner will not accept a bid that does not include this sworn and notarized disclosure statement.

IRAN ECONOMIC SANCTIONS ACT: Bidders will also need to comply with Public Act 517 of 2012, an act to prohibit persons who have certain economic relationships with Iran from submitting bids on requests for proposals with this state, political subdivisions of this state, and other public entities; to require bidders for certain public contracts to submit certification of eligibility with the bid; to require reports; and to provide for sanctions for false certification. The bids shall be accompanied by a sworn and notarized statement certifying compliance with this act. The Owner will not accept a bid that does not include this sworn and notarized disclosure statement.

PRE-BID MEETING: A mandatory pre-bid meeting to review the work areas and discuss scheduling limitations will be held for this project on **October 17, 2016 at 2 pm** at the Shelby Township Building Department, 52700 Van Dyke, Shelby Township, MI.

Respondents are required to register for the meeting by providing an email notification to the Owner Representative, Timothy Wood, at twood@shelbytwp.org no later than Friday, October 14 at 5 p.m. local time.

RIGHTS RESERVED BY THE OWNER: The Owner reserves the right to waive any informalities in bidding, reject any or all bids, accept any bid when, in the opinion of the Owner such action will serve the best interests of the Charter Township of Shelby consistent with competitive bidding requirements.

SIGNED: Owner's Representative: Timothy Wood
Representative's Title: Building Director
52700 Van Dyke
Shelby Township, MI 48316
Phone: 586-731-5969

END OF SECTION 00 1000