

August 31, 2005

**CITY OF LANSING  
NOTICE TO BIDDERS**

**B/06/038**

**LEAD-BASED PAINT RISK INSPECTION, ASSESSMENTS AND CLEARANCES**

*The City of Lansing officially distributes all Purchasing documents through the Michigan Inter-governmental Trade Network (MITN) and the City of Lansing Purchasing Office. Our office no longer mails bid documents, notices or addendums to our vendors.*

*To register for the MITN system or access bid information, including addendums, go to <http://www.govbids.com/scripts/mitn/public/home1.asp>*

Sealed bids marked "**B/06/038, LEAD-BASED PAINT RISK INSPECTION, ASSESSMENTS AND CLEARANCES**" will be accepted at the City of Lansing, Finance Department, Purchasing Section, 8th floor, City Hall, 124 W. Michigan Avenue, Lansing, Michigan 48933 until, but not later than 3:00 PM local time in effect **OCTOBER 4, 2005**, at which time and place the bids will be publicly opened and read aloud.

A Bid Guaranty (in accordance with Federal Circular No. 570) in the amount equal to but not less than 5% of the total amount of the proposal shall accompany all bids. Certified checks, bank drafts, negotiable U.S. Government Bonds (at par value), Small Business Administration Guaranteed Securities, or a Bid Bond will be acceptable. (See page 3 of specifications for complete requirements for Bid Guaranty). Bonding agencies must be approved for doing business in the State of Michigan. **No "off-shore" bonding agencies will be accepted.**

\*\*\*\***Two (2) copies of the bid proposal section required.**\*\*\*\*

Plans and specifications of the work to be completed may be picked up after September 8, 2005, from or checks mailed to the Department of Planning & Neighborhood Development located at 316 N. Capitol Avenue Ste D-2, Lansing, MI 48933-1234. A non-refundable charge of \$10.00 will be made for each set of plans. An additional pre-paid non-refundable charge of \$2.00 will be made for mailing plans if requested. Plans are available for inspection at: Builders Exchange of Greater Lansing, 1240 E. Saginaw, Lansing 48906; Construction Association of Michigan, 43636 Woodward Avenue Ste 100. Bloomfield Hills 48302, Michigan; Builders Exchange, 4461 Cascade Rd. SE, Grand Rapids, Michigan 49546; F. W. Dodge, 1311 S. Linden Rd. Suite B, Flint, Michigan 48532; Construction News Service of Michigan, Inc., 1793 R.W. Berrends Dr. SW, Grand Rapids, MI 49509.

The City reserves the right to accept any bids, to reject any or all bids and to make the award in the best interest of the City.

Any changes made to the plans and/or specifications shall be made in the form of an Addenda prepared by the City of Lansing and mailed to each plan holder. All addenda shall become part of the Contract Document and all bidders shall be bound by such Addenda, whether or not received by the Bidder. All addenda received shall be listed on the outside of the bid envelope by number, and date received. Any proposal received without each addendum listed by number on the outside of the bid proposal envelope, may be declared a non-responsive bid.

**If you have any questions please contact John Green, Senior Buyer, at (517) 483-4129. Technical questions should be directed to Barb Kimmel, Lead Building Rehabilitation Specialist, at (517) 483-4053. The City of Lansing encourages bids from all vendors including MBE/WBE vendors.**

Antonia M. Kraus C.P.M.  
Business Services Manager

## **Attention Bidders**

Effective June 21, 2002, the Mayor renewed the Executive Order creating a preference for Lansing based businesses. The Executive Order will be in effect until December 31, 2005.

### **Qualifications for Lansing Based Business status:**

- 1) Pay City income taxes on Net Profits
- 2) Pay City property taxes on a plant or office and equipment used for the performance of the contract bid upon - or - other real or personal property in the City of Lansing equivalent in value to such plant or office and equipment for not less than one year prior to determination.

### **Preference Statement:**

A Lansing based business that has been deemed responsive and responsible according to the requirements of the Purchasing Ordinance that is within 5% of the low bid will be given an opportunity to match the low bid amount to receive the contract. If there is more than one qualified, responsive and responsible Lansing based bidder, the first opportunity to match the low bid will go to the Lansing based firm with the lowest bid.

If the Lansing based business refuses to match the low bid, the contract will be awarded to the responsive and responsible low bidder.

### **Additional Information:**

The full copy of the Executive Order is on file in the Purchasing Offices, the City Clerk's office or on the City of Lansing Purchasing Web site located at:

<http://finance.cityoflansingmi.com/purchasing>