

January 31, 2006

**CITY OF LANSING
NOTICE TO BIDDERS**

B/06/132

HUNTER PARK POOL REPAIRS

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/06/132, HUNTER PARK POOL REPAIRS,**" 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 **FEBRUARY 27, 2006**, 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 from or checks mailed to the Management Services Department located at 124 W. Michigan Avenue, 1st floor, Lansing, MI 48933. A non-refundable charge of \$5.00 will be made for each bid package. An additional pre-paid non-refundable charge of \$5.00 will be made for mailing the bid package if requested. Bid package is 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.

General contractors shall attend a **MANDATORY on-site Pre-Bid and site inspection at Hunter Park, 1400 E. Kalamazoo Avenue, Lansing, Michigan. Any general contractor who fails to attend this meeting will be disqualified from bidding this project. Sub-contractors are not required to attend, but may do so. This meeting will begin at 10:30 AM, local time in effect February 13, 2006.** Bidder's representative at the meeting shall be solely responsible for insuring the Bidder's name, complete address and phone number appearing clearly and correctly on the City's attendance roster. Any addendums sent out are based on the accuracy of this attendance roster. **Vendors in attendance at this meeting shall be responsible for confirming the existence of any addenda prior to the bid opening.** Any proposal received from a bidder whose name does not appear on the City's attendance roster may be declared non-responsive and their bid not opened.

The City strongly recommends that this bid package be picked up and reviewed PRIOR to the pre-bid meeting in order for the contractor's to be prepared to make comments or ask questions regarding concerns based on their review of the specifications therein.

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. **Vendors in attendance at the mandatory pre bid meeting shall be responsible for confirming the existence of any addenda prior to the bid opening.** 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.

Contract items

REPAIRS TO THE POOL AT HUNTER PARK WILL BE AS PER CITY OF LANSING SPECIFICATIONS AND WILL INCLUDE BUT NOT LIMITED TO THE FOLLOWING:

- Remove existing Liner
- Excavation
- Remove old drain
- New Concrete
- Re-surface
- Install new drain

LOCATION OF WORK WILL BE AT: HUNTER PARK, 1400 E KALAMAZOO AVENUE, LANSING MI

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.

The City strongly encourages general contractors to provide opportunities for minority- and women-owned businesses/subcontractors to participate in this project.

If you have any questions please contact John Green, Senior Buyer, at (517) 483-4129. Technical questions should be directed to Tom Weber, Building Maintenance Supervisor, at (517) 483-4498.

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

Attention Bidders

The City of Lansing in partnership with the business community recognizes the need to facilitate economic development in our community. As part of the economic growth strategy, the City has incorporated the Local Preference, Supplier Diversity and Living Wage into the City Purchasing policies.

Local 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.

Projects greater than \$500,000 are exempt from the Ordinance.

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.

Additional Information:

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

www.finance.cityoflansingmi.com/purchasing