

HOUGHTON LAKE COMMUNITY SCHOOLS
6001 W Houghton lake Dr
Houghton Lake, MI 48629

INVITATION TO BID

The Houghton Lake Community Schools Board of Education will receive firm, sealed bids for (2) 6-inch wells. Alternative plans will be considered.

Your proposal marked **(2) 6 inch Well Proposal** may be delivered no later than 12:00 p.m. on June 7th, 2019 to:

Houghton Lake Community Schools
Central Office
ATTN: Well Proposal
6001 W Houghton Lake Dr
Houghton Lake, MI 48629

Bids will be opened and read at that time.

The Board of Education reserves the right to reject any and/or all bids in whole, or in part and to waive any informalities therein. If in the Board's opinion, it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.

Bid instructions may be picked up at the Administrative Center at 6001 W Houghton Lake Dr, Houghton Lake, MI 48629.

Questions may be directed to Houghton Lake Community Schools, John Earley, at (989) 366-2010 or Camie Hansen at (989) 366-2033.

INSTRUCTIONS TO BIDDERS

PREPARATION OF BIDS:

- A. Bidders are expected to examine all instructions and specifications. Failure to do so and comply with requirements will be at the bidder's risk and is cause for rejection of the bid.
- B. If any person contemplating submitting a bid is in doubt as to the true meaning of any part of the specifications or other conditions within the invitation, a written request for clarification must timely be submitted to the attention of Camie Hansen. Any clarification will be by written request by bidding Company. Verbal explanations will not be binding.

SUBMISSION OF BIDS:

- A. All bids shall be submitted in sealed envelopes and shall include the following information on the face of the envelope: Bidder's name, address, and statement: "Bid Proposal- (2) 6 inch Well Proposal." Failure to do so may result in a premature opening of, or failure to open, such proposal.
- B. Bids must be received at the 6001 W Houghton Lake Dr, Houghton Lake MI 48629 on or before the following closing date and time: 12:00 p.m. on June 7, 2019. Any bids received after this time will be returned unopened if marked, or not considered if inadvertently opened.

CONSIDERATION OR PROPOSALS:

- A. Julie A Brown, Superintendent shall represent the Houghton Lake Community Schools in all matters pertaining to this proposal and contact in conjunction therewith. The Owner reserves the right to reject any or all proposals and to disregard any informality in the bids and bidding.
- B. Proposals submitted on bid forms are understood to be according to specification data, unless deviations or exceptions are clearly stated with the same form.
- C. The Owner reserves the right, when it deems to be in the best interest of the Owner, to award the bid in part or in whole.

INSURANCE:

Bidders shall furnish with their bid proposal, Public Liability and Property Damage Certificates of Insurance

- A. Prior to the commencement of installation, Contractor shall obtain the following insurance, at its own expense, to be maintained until completion of the Work or its final acceptance.
 - 1. Comprehensive General Liability and Automobile Liability insurance covering personal injury or death in the amount of \$500,000 per person, \$1,000,000 per occurrence, and property damage of \$250,000 per occurrence, unless otherwise specified by Owner, and Workmen's Compensation and Employer's Liability insurance accordance with applicable law and to indemnify and hold Owner and (Company) harmless against damages, claims, losses, and expenses, including reasonable attorney's fees and court costs, resulting from injuries or damages, including death, to persons or property arising from Contractor's

performance under contract.

2. Certificates of insurance, in duplicate, indicating the job site and evidencing all required coverage must be submitted to and approved by Owner's Agent and Owner prior to the commencement of any of the work. Submit to:

Camie Hansen
Houghton Lake Community Schools
6001 W Houghton Lake Dr
Houghton Lake, MI 48629

CONTRACT AWARD:

The Contract shall be awarded when a Bidder has been issued either a letter of intent followed by a Purchase Order, or a Purchase Order only.

AMOUNT OF CONTRACT:

After a contract agreement has been executed, the Bidder shall not be allowed any sum above the price(s) specified in the contract agreement without the expressed written consent of the Owner.

BIDDER'S RESPONSIBILITY:

It is the Bidder's responsibility to note any detail or specification that, in his/her opinion is not practical or functional.

Specifications referred to herein are used to indicate desired type, and/or construction, and/or operations. Alternate suggestions may be offered if deviations from specifications are minor and if all deviations are properly outlined on an attached sheet. Failure to outline all deviations may be grounds for rejecting your bid.

ADDITIONS AND DELETIONS:

Owner reserves the right to add or deduct item quantities from the original specification as necessary to meet budget and/or to adjust for site conditions.

STARTING DATE AND TIMES:

Contractor must be prepared to start after 6/14/2019 when school is no longer in session.

SCOPE OF THE WORK:

The work shall consist of utilizing the existing building supply lines and electrical runs will be adapted to new wells. Contractor is responsible for all permits, fees, and inspections. Site shall be restored to smooth mow-able grade.