

DOCUMENT 00 11 13 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.
- B. Project Identification: Village of Cassopolis – New Municipal Complex.
  - 1. Project Location: 121 North Disbrow Street, Cassopolis, MI 49031.
- C. Owner: Village of Cassopolis 117 S. Broadway Street, Suite 100.
  - 1. Owner's Representative: Emilie Sarratore – Village Manager.
- D. Architect: Wightman Associates.
- E. Project Description: The new Cassopolis Municipal Complex building is to be built on the Village owned property currently occupied by the DPW at 121 N. Disbrow St. The current DPW building is to be demolished by the owner prior to commencing construction on the new facility and site improvements. The new facility is to house the Village Hall and its associated staff, Police Department, Department of Public Works offices (hereafter “DPW”) and DPW equipment warehouse. A single breakroom will serve all three departments and have outdoor access to site amenities including a patio space.

The complex is comprised of two main building types. The “front” building, housing the office functions, is to be approximately 6,100 square feet. This building will be wood framed exterior walls and light gauge metal stud interior walls, with wood roof trusses and asphalt shingles. The exterior materials will be a cultured stone veneer on the front façade and the meeting hall building with fiber cement trim and board and batten siding above the band board transition. The remainder of the building will be fiber cement board and batten siding and trim. Attached to the village office building, via an enclosed breezeway, is an 11,100 s.f. DPW equipment warehouse, with a 1,300 s.f. mezzanine. The warehouse is to be a pre-fabricated metal building with 18’ eave height. The exterior finish material is to be an AVP type metal panel, and the roof is standing seam metal. Both buildings will be insulated to meet energy code standards.

The site is to contain parking on Disbrow street to accommodate guests. There will also be parking on the north side for Office and DPW staff use and parking along the west wall of the DPW warehouse for staff. A driveway will be included on the north of the building for access into the site. Behind the Municipal Complex building will be exterior storage areas for DPW materials. The office complex portion of the building is on one level, and the DPW equipment storage building is at a lower elevation.

- F. Construction Contract: Bids will be received for the following Work:
  - 1. General Contract (all trades).

## 1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
  - 1. Bid Date: Tuesday August 6, 2019.
  - 2. Bid Time: 2:00 p.m., local time.
  - 3. Location: 117 S. Broadway Street, Council Chamber Room, second floor, Council Chamber Room, Cassopolis, MI 49031.
- B. Bids will be thereafter publicly opened and read aloud.

## 1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 90 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

## 1.4 PREBID MEETING

- A. Prebid Meeting: See Document 002513 "Prebid Meetings."
- B. Prebid Meeting: A Prebid meeting for all bidders will be held at 121 North Disbrow Street, Cassopolis, MI 49031 on Tuesday, July 16, 2019 at 10:00 a.m., local time. Prospective prime bidders are required to attend.
  - 1. Bidders' Questions: Architect will provide responses at Prebid conference to bidders' questions received up to two business days prior to conference.

## 1.5 DOCUMENTS

- A. Printed Contracting Documents: Obtain after July 8, 2019, 1p.m. by contacting Architect. Documents will be provided to prime bidders only; only complete sets of documents will be issued.
  - 1. Deposit: \$200.00 made payable to Wightman.
  - 2. Shipping: Additional shipping charges of \$20.00 will apply.
- B. Online Contracting Documents: Obtain access after July 8, 2019, 1p.m. by contacting Architect. Online access will be provided to prime bidders only all registered bidders and suppliers.
- C. Viewing Contracting Documents: Examine after July 8, 2019, 1p.m. at the locations below:
  - 1. [www.gowightman.com](http://www.gowightman.com)

2. Wightman  
433 E. Ransom Street  
Kalamazoo, MI 49007
3. Builder's Exchange of Kalamazoo  
3431 E. Kilgore Rd  
Kalamazoo, MI 49001
4. Builders Exchange of Michigan  
Address: 678 Front Ave NW #330  
Grand Rapids, MI 49504

#### 1.6 TIME OF COMPLETION

- A. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.

#### 1.7 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

#### 1.8 NOTIFICATION

- A. This Advertisement for Bids document is issued by Shelby Kintz, Project Architect, Wightman.

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