

INVITATION TO BID

OWNER - The **Sault Ste. Marie Housing Commission**, Sault Ste. Marie, Michigan, acting through its Board of Commissioners, hereby gives notice that sealed bids will be received at the Executive Director's office for the following described project.

PROJECT - The work shall consist of Elevator Modernization for two elevators at Riverview Terrace, Sault Ste. Marie, MI.

TIME - Sealed bids will be received until 1:00 p.m., on November 13, 2018, in the Executive Director's office at 608 Pine Street, Sault Ste. Marie, Michigan 49783 at which time bids will be publicly opened and read aloud.

BIDS - All bids shall be addressed to **Ms. Wendy Beaudoin, Executive Director, Sault Ste. Marie Housing Commission, 608 Pine Street, Sault Ste. Marie, Michigan, 49783.** Bids shall be sealed and shall have the name and address of the Bidder and the Contract for which the bid is being submitted on the outside of the envelope. All Bids shall bid in accordance with and upon the Bid Forms included in the Contract Documents.

PROJECT WALK-THRU for Contractors submitting a bid to the Housing Commission is scheduled for October 31, 2018 at 2:00 p.m. Meet at the project site, 300 Water Street, Sault Ste. Marie, MI.

EXAMINATION OF CONTRACT DOCUMENTS - The Contract Documents are on file for inspection at the **Executive Director's Office, and U.P. Engineers & Architects, Inc., 707 Ashmun Street, Sault Ste. Marie, MI 49783.**

PROCUREMENT OF CONTRACT DOCUMENTS - Copies of the Contract Documents may be obtained from U.P. Engineers & Architects, Inc., 707 Ashmun Street, Sault Ste. Marie, MI 49783, for a \$25.00 nonrefundable handling fee for a hard copy or \$5 for a pdf.

BID SECURITY - 5% Bid Security Required. The successful Bidder will execute and file the Contract, 100% Payment Bond, 100% Performance Bond and Insurance Certification, as required by the Contract Documents, within ten (10) days after the Notice of Award.

BID REJECTION - The OWNER reserves the right to reject any and all Bids or waive any informalities in bidding, and to award that which is in the best interest of the OWNER.

WITHDRAWAL OF BIDS - No Bid shall be withdrawn for a period of forty-five (45) days after the scheduled opening without the consent of the OWNER.

GOVERNING LAWS AND REGULATIONS - The Contractor shall be required to pay not less than the wage rates established for the project by the United States Department of Housing and Urban Development. Copies of these wage rates are incorporated in the Contract Documents.

Bidders will be required to comply with the Executive Order No. 11246, as amended. The requirements for bidders and contractors under this order are explained in the bid documents.

A surety which secures a bond must be acceptable to the United States Government. U.S. Treasury Circular No. 570 lists those sureties which are acceptable. This may be obtained by requesting it from:

Audit Staff
Bureau of Government Financial Operations
U.S. Treasury Department
Washington, D.C. 20226

The surety must also be licensed to do business in the State of Michigan.

Wendy Beaudoin, Executive Director
Sault Ste. Marie Housing Commission