

**INVITATION TO BID**  
**PARKING LOT RECONSTRUCTION**

Mason Public School District will accept sealed bids for parking lot reconstruction in the North lot at Mason Public Schools Middle School as described in the specifications found at [www.masonk12.net](http://www.masonk12.net) in the “Bids” tab. Bids will be accepted until 11:00am on 2/28/2018. No oral, telephone, E-Mail, telegraphic or facsimile proposals will be accepted. No proposals will be accepted after the time of closing. **This is a non-prevailing wage project.**

Bids shall be firm for ninety (90) days from the date of their opening. All bids must meet or exceed all the specifications contained herein. Bids must be submitted using the form provided in the Bid Pack and be signed by the bidder. Two (2) signed copies of the form should be addressed to the attention of:

Kevin J. Doty  
Operations Director  
Mason Public Schools  
400 S Cedar St  
Mason, MI 48854

**“PARKING LOT RECONSTRUCTION BID”**

The Board reserves the right to reject any and all bids and to waive omissions, irregularities or clerical errors not affecting substantial compliance with the plans and specifications. Preference shall be given to Michigan-based business, as provided by law. Further, State of Michigan law prohibits smoking or use of tobacco products in the school buildings and on the surrounding grounds.

Mason Public School District may have asbestos containing building materials present in it. Consult the AHERA plan located in the Maintenance Office for specific locations or contact Kevin Doty. All material used in this project must be asbestos and lead free. In accordance with MiOSHA regulations, contractor employees who work in areas where they may contact, but not disturb asbestos-containing materials, must receive asbestos awareness training from their employer.

Any questions should be referred to Kevin Doty, Director of Operations, at (517) 676-6492. [dotyk@masonk12.net](mailto:dotyk@masonk12.net)

# MASON PUBLIC SCHOOL DISTRICT PARKING LOT RECONSTRUCTION

## **1.0 GENERAL SCOPE OF PROJECT:**

- 1.1 The scope of the project is to provide materials and labor to reconstruct the north parking lot and courtyard at the Mason Public Schools, Middle School as detailed in a separate document found at [www.masonk12.net](http://www.masonk12.net) under the “Bids” tab.

## **2.0 INSTRUCTIONS TO BIDDERS:**

- 2.1 Specifications and plans are to be considered as the minimum accepted standard. Alternates will be accepted for evaluation only. The primary bid shall be as specified in these documents.
- 2.2 The Board of Education reserves the right to accept or reject any or all proposals; to waive any informality therein; or to award the contract to other than the lowest bidder, which is in the best interest of the District.
- 2.3 Contractor shall submit appropriate documents of insurance (certificates of accord); workers compensation \$100,000, liability \$300,000, coverage pertaining to vehicles, property damage and public liabilities, personal injury, etc., and shall hold the school district blameless in any incident involving the contractor, his employees, his/her equipment, and vehicles.
- 2.4 Bidders shall provide a bid bond equal to at least 5% of the bid total with bid submission.
- 2.5 The successful bidder shall provide a performance, labor and materials bond covering 100% of the bid as required under PA 213, sec 129.201
- 2.6 Bidders shall visit the site area and familiarize themselves with the scope of the project.  
Project location is:

**Mason Middle School  
235 Temple St.  
Mason, MI 48854**

- 2.7 The contractor shall submit a list of references complete with names, address, phone number and a contact person, which will allow the Owner to verify ability to meet the terms of this document.
- 2.8 The contractor shall provide items of a minor nature, not specifically noted in these specifications, so as to provide a complete, operable and Owner acceptable installation.
- 2.9 Following award of the contract, work may commence on or after June 11<sup>th</sup>, 2018. All work must be completed on or before August 17<sup>th</sup>, 2018.
- 2.10 The contractor shall clean their job area daily and dispose of all trash. **The Owners dumpster is not to be used for contractor’s trash.** A suitable area for storage may be arranged with prior agreement with the Owner.
- 2.11 **It is the responsibility of the contractor / bidders to field verify all existing conditions.** The maps/prints provided are for reference and direction only and are not to scale.
- 2.12 The contractor and his/her/their sub-contractors must follow all the conditions of the Owner’s Safety Program, a copy of which is enclosed.

## **3.0 SPECIFICATIONS:**

Detailed in separate “scope of work and specifications” document

## MASON PUBLIC SCHOOL DISTRICT

### Safety Rules and Accident Prevention

MASON PUBLIC SCHOOL DISTRICT is committed to safety on all of its projects. All contractors and sub-contractors shall be made aware of the Project Safety Rules listed below:

1. All contractors (sub), before beginning the project will give their employees a safety orientation and explain the Project Safety Rules.
2. Hard hats shall be worn in all instances where required by OSHA rules and regulations.
3. Any accident shall be reported to the site supervisor immediately. All contractors (sub) are required to maintain current SDS sheets and to train their employees in the identification and safe handling of hazardous chemicals.
4. Eye, face, and hearing protection must be used when cutting, grinding, chipping, burning, welding, air cleaning or using power actuated tools. Personal protective equipment shall be maintained and kept in clean working order.
5. Proper work clothing and work boots are required. No shorts, cut-offs, street shoes or gym shoes are allowed.
6. The use of alcohol, illegal drugs or tobacco products will be ground for immediate removal from the project.
7. Any horseplay, pranks, or any action which may endanger others, will not be allowed.
8. Mobile scaffolding on castors with work platforms higher than four (4) feet will use a guard rail system.
9. Safety belts / harnesses, lanyards, rope grabs and lifelines will be used above six (6) feet if no other means of fall protection would be in effect as outlined in OSHA subpart M.
10. Compressed gas cylinders must be tied off in an upright manner.
11. All ladders and scaffolding must be erected and used properly. Any broken or defective equipment must be removed from service and disposed of properly.
12. All work areas, walkways, and stairs must be kept clean of debris and scattered materials.
13. All tools must be kept in good working order with guards and safety devices in place and working properly.
14. Only authorized personnel may operate equipment. No riders are allowed on handling equipment.
15. All gasoline or other flammable materials must be stored in approved containers / cans. Machinery and equipment must be shut down / off prior to fueling.
16. Areas where burning or welding are being done must be clear of debris and the operator must have a fire extinguisher adjacent to the work area.
17. Electrical tools and cords shall be checked at regular intervals. Those items worn or defective must be removed from service. Ground Fault Interrupters (GFIC) devices will be used for electrical tools when used outside and in any wet or damp environment when an extension cord is connected to a power outlet without GFCI protection.
18. Contractors (sub) employees must comply with all safety and health rules issued by OSHA, MiOSHA, Michigan Dept. of Public Health, NESHAP, Michigan Bureau of Construction Codes, Office of Fire Safety and the Owner’s rules and regulations.

# AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the "Bidder"), pursuant to the familial disclosure requirement provided in the **Mason Public School** advertisement for construction bids and in compliance with MCL 380.1267, hereby represents and warrants, except as provided below, that no familial relationships exist between the owner(s) or any employee of \_\_\_\_\_ (the "Bidder") and any member of the Board of Education or the Superintendent of Mason Public Schools.

List any Familial Relationships:

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**BIDDER:**

\_\_\_\_\_  
Business Name

By: \_\_\_\_\_  
\_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, by

\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_