

SECTION 00020 - NOTICE TO BIDDERS

February 22, 2012

TO: Prospective Vendors

RE: **NOTICE TO BIDDERS, CATA INVITATION TO BID # 2012 - 202**
(DLZ Project No. 0941.6302.00)

Notice is hereby given that sealed proposals will be received as follows:

By: Capital Area Transportation Authority
For: Administrative Office Partial Roof Replacement

Proposals shall be delivered to the following location by the date and time as indicated below.

Location: Capital Area Transportation Authority
Attn: Beverly Anderson
Purchasing and Contracts Manager
Capital Area Transportation Authority
4615 Tranter Street
Lansing, MI 48910

Date/Time: 10:00 A.M., Eastern, April 2, 2012

Proposals will be opened and prices publicly read at that time.

Proposals received after the date and time set for receipt of bids as herein indicated may not be considered for award.

One unified proposal will be received for the complete fulfillment of all the work.

A person authorized to conduct negotiations on behalf of the Bidder must attend the Bid Opening. Post-Bid interviews may be conducted after the Bid Opening with the apparent low bidder.

Plans, Specifications, and Bidding Documents may be examined at:

DLZ Michigan, Inc.	Phone: (517) 393-6800
1425 Keystone Avenue	Fax: (517) 272-7390
Lansing, MI 48911	Contact: Mr. Paul Weber

Plans, Specifications, and Bidding Documents may be examined/obtained at:

Commercial Blueprint, Inc.	Phone: (517) 372-8360
416 North Cedar Street	Fax: (517) 372-1504
Lansing, MI 48912	

A purchase price of \$16.31 is required for each set of Bidding Documents, plus shipping. Only complete sets will be issued.

The owner reserves the right to accept or reject any or all bids, and to waive any irregularities in bidding. Base bids may be held for the following period before award of Contract: Ninety (90) Days

Proposals shall be properly and completely executed on the Bid Form provided. The Contractor shall state in his bid the number of calendar days required to complete the project, if different from the schedule stated on the Bid Form.

Should a successful Bidder withdraw his bid or fail to satisfactorily execute all of the requirements and enter into a written Contract within ten (10) days after notice of acceptance of his bid, the Owner may declare the Bid null and void and the Bid Security forfeited, not as a penalty, but as liquidated damages.

The successful Bidder shall furnish a Performance and Labor and Material Payment Bond from an approved surety company, which will remain in full force and effect for a period of two (2) years after date of final acceptance of work. Performance and Labor and Material Payment Bond shall be in an amount equal to the following percentage of the Contract Sum:

One Hundred Percent (100%)

All prospective bidders are invited to attend a Pre-Bid Conference to review the scope of work and clarify any aspect of the work that may be in question. The meeting will be held on:

**March 2, 2012 at 10:00 A.M., Eastern
CATA Administrative Office
4615 Tranter Street,
Lansing, MI 48910**

All questions regarding this NTB must be submitted to CATA in writing. The final day for submitting questions to CATA regarding this NTB is Noon, February 28, 2012.

END OF NOTICE TO BIDDERS