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INVITATION TO BID

Project: LTBB Odawa Indians
Youth Center Roof Renovations
AEA Project No. 0218-14

Owner: Little Traverse Bay Bands of Odawa Indians
7500 Odawa Circle
Harbor Springs, MI 49740

Architect: Anthony P. Esson, Architect
PO Box 479
Gaylord, MI 49734

Date: August 15, 2014

LTBB Odawa Indians will receive Bids from qualified Bidders for renovations to the LTBB Odawa Youth Center roof located at 1345 US 31 North, Petoskey, Michigan 49770.

Sealed Bids may be mailed or delivered in person to LTBB Odawa Indians, c/o Bryan Gillett; Planning Director; 7500 Odawa Circle, Harbor Springs, MI 49740. Bids must be received prior to 2:00 PM local time on Thursday, September 4, 2014. Bids will be opened at a later date. The Owner will not consider or accept a bid received after the date and time specified for bid submission. Post Bid Interviews with the apparent low Bidder(s) will be scheduled following opening of Bids. All Bids will be evaluated at a later date.

There will be a mandatory Pre-Bid Meeting conducted by the Owner and Architect/Engineer at 2:00 PM local time, Thursday August 28, 2014. The meeting will convene at the Tribal Youth Center, 1345 US 31 North, Petoskey, MI 49770. The Pre-Bid Meeting will consist of a brief informational meeting followed by an opportunity for Bidders to examine the Project site. Attendance by Bidders is mandatory. Attendance by Sub-bidders is not mandatory, but is strongly encouraged.

The Owner will award the contract to a single Contractor for work of all trades.

Bidding Documents will be available on or about August 18, 2014, and will be on file for inspection at the following locations:

LTBB Odawa Indians Planning Department
Builders Exchange Traverse City, Grand Rapids, Lansing, and Saginaw
CDC News Michigan
Construction Association of Michigan
Construction News Service of Michigan
Reed Construction Data
McGraw Hill Construction Dodge, Lansing

Bidding Documents will be available to Bidders in electronic format (.pdf) free of charge. Interested Bidder should email Sherri Temple, Planning Assistant at stemple@ltbbodawa-nsn.gov.

A Bid security in the amount of 5 percent of the Bid Sum in the form of a Bid Bond, or certified check payable to the Owner shall accompany each Bid. A personal or company check does not constitute a Bid security.

Refer to other bidding requirements described in Instructions to Bidders included in the Bidding Documents.

Bids shall be submitted on the Bid Form provided in the Bidding Documents.

Bidders must be licensed in the State of Michigan.

Bidders must not appear as listed parties that are excluded from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Nonprocurement suspension and debarment. Bidders shall include certification regarding suspension and debarment on the Form provided in the Bid Documents.

The Successful Bidder will be required to maintain the following Insurance coverages during the life of the contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan:

1. Workers Compensation and Employer's Liability Insurance Coverage.
2. Commercial General Liability Insurance on an "occurrence basis" with limits of liability of not less than \$1,000,000 per occurrence combined single limit, for Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions:
 - a. Contractual Liability;
 - b. Products and Completed Operations Coverage;
 - c. Independent Contractors Coverage;
 - d. Broad Form General Liability Extensions or equivalent.
3. Vehicle Liability Coverage and Michigan No-Fault coverage including all owned, non-owned, and hired vehicles, of not less than \$1,000,000 per occurrence combined single limit.

The successful Bidder will be required to furnish Performance and Labor/Material Payment Bonds in the amount of 100% of the contract amount.

Bids will be required to be submitted under a condition of irrevocability for a period of 60 days after submission.

The Owner reserves the right to accept or reject any or all Bids, either in whole or in part; to award the Contract to other than the lowest Bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the Owner.

END OF DOCUMENT