

INVITATION TO BID

OWNER - The **Houghton, Hancock, and Laurium Housing Commission**, 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 projects.

PROJECT – The work shall consist of: Carpentry work (new garage door seals, door hardware, new flooring, bathroom, and kitchen remodel (kitchen in Hancock, Lake View will have new countertop, kitchen sink and faucet replaced), electrical work (smoke detectors), mechanical/plumbing work (new gable vents, new fixtures), and site work (retaining wall repair, trench drain installation) at various sites for Houghton, Hancock and Laurium Housing Commissions.

TIME - Sealed bids will be received until 2:00 p.m. ET, local time, on Thursday, December 1, 2022, in the Executive Director's office at 401 E. Montezuma Avenue, Houghton, Michigan at which time bids will be publicly opened and read aloud.

PRE-BID WALK-THRU - A pre-bid walk-thru will be conducted on Friday, November 11, 2022, 11:00 a.m. ET, to review work items. Contractors shall meet at Executive Director's Office, Houghton, Michigan.

BIDS - All bids shall be addressed to **Mrs. Sherry Hughes, Executive Director, Houghton Housing Commission, 401 E. Montezuma Avenue, Houghton, Michigan, 49931**. 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 Bidders shall bid in accordance with and upon the Bid Forms included in the Contract Documents.

EXAMINATION OF CONTRACT DOCUMENTS - The Contract Documents are on file for inspection at the **Executive Director's Office, Houghton, MI; U.P. Engineers & Architects, Inc., 100 Portage Street, Houghton, MI**.

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 \$50.00 nonrefundable handling fee for a hard copy or \$15 for a pdf. Documents will also be available for viewing at the following Builders Exchanges: Builders Exchange of Northwest Michigan and Marquette Builders Exchange.

BID SECURITY - No Bid shall be received unless accompanied by a certified check or satisfactory Bid Bond payable to the Houghton Housing Commission in an amount not less than five percent (5%) of the maximum bid as a guarantee.

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.

Sherry Hughes, Executive Director
Houghton, Hancock, Laurium Housing Commission