

# Addendum No. 1

**Date:** 01.14.2025  
**Project:** Orchard View Schools – High School Lighting Control  
**Location:** 35 South Sheridan Drive; Muskegon, MI 49442  
**CED Project No:** 24010375A

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This Addendum is issued to amend previously issued **Contract Documents and/or Addenda and/or Bulletins**. Except as otherwise specifically mentioned, the general character of the work required by this Addendum shall be the same as originally specified. When an item is mentioned with additional specifications given, reference shall be made to the original specifications.

The General Conditions and Specifications of the original job shall govern, unless otherwise noted. All incidental items required to provide the following modifications shall be included in the Contractor's proposal even though not specifically described. All requirements of the original Specifications and Drawings shall remain in force except as noted by this **ADDENDUM No. 1**.

**1. Revised Table of Contents**

**2. Specification 004313 – Board of Education Policy**

- a. AFFIDAVIT OF BIDDER
- b. NON-DISCRIMINATION IN EMPLOYMENT CERTIFICATION
- c. AFFIDAVIT OF BIDDER – NON-COLLUSION
- d. IRAN ECONOMIC SANCTIONS
- e. BID FORM

**3. PreBid Attendance Sheet**

- a. See attached.

**4. Questions:**

- a. Preferred manufacturer of lighting controls? No preferred vender. MLS agency is familiar with the existing system and the school.
- b. Prevailing Wage required: Yes
- c. Electronic submission of bid is not acceptable. THREE (3) Hard copies need to be submitted in a sealed envelope to the Orchard View Schools, 35 S. Sheridan by 10:00 am on January 23. Mark one copy "ORIGINAL" and two "Copy". Late submissions will not be accepted. Emailed submissions will not be accepted.

- d. Important Dates:
- i. Questions due: Thursday, January 16<sup>th</sup>, 2025 @ 2:00 pm
  - ii. Bid submission deadline: Thursday, January 23, 2025 @ 10:00 am –  
35 S. Sheridan Drive (Administration  
Conference Rm)
  - iii. Public Bid Opening: Thursday, January 23, 2025 @ 10:00 am –  
35 S. Sheridan Drive (Administration  
Conference Rm)
  - iv. Post Bid Interviews (Virtual TEAMS): Monday, January 27<sup>th</sup>, 2025 at  
10:00a.m.
  - v. Project Start: June 10, 2025 (need confirmation)
  - vi. Substantial Completion: August 16, 2025
- e. Note Bid submission and opening is located in the Middle School.

**ADDENDUM NO. 1:** Issued by Angela Robinson, Geographical Discipline Leader

**END OF ADDENDUM NO. 1**

## **VOLUME 1**

### **Division 0 thru 1 – Applicable to all contracts**

#### **DIVISION 0 - PROCUREMENT AND CONTRACTING REQUIREMENTS**

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002112B	INSTRUCTIONS TO BIDDERS
002112C	GENERAL CONDITIONS
002600	PROCUREMENT SUBSTITUTION PROCEDURES
004313	BOARD OF EDUCATION POLICY
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#### **DIVISION 1 - GENERAL REQUIREMENTS**

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017823	OPERATION AND MAINTENANCE DATA
017839	PROJECT RECORD DOCUMENTS
017900	DEMONSTRATION AND TRAINING
024116	SELECTIVE DEMOLITION

**AFFIDAVIT OF BIDDER**

The undersigned, the owner or authorized officer of \_\_\_\_\_(the “Bidder), pursuant to the familial disclosure requirement provided in the \_\_\_\_\_(the “School District”) advertisement for construction bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of \_\_\_\_\_and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

**BIDDER:**

\_\_\_\_\_

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

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

STATE OF MICHIGAN                    )  
  )ss.  
COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_, Notary Public  
\_\_\_\_\_ County, Michigan

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

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

# NON-DISCRIMINATION IN EMPLOYMENT CERTIFICATION

## Certificate of Intent to Comply with “NON-DISCRIMINATION IN EMPLOYMENT” POLICY

I hereby state my intent to comply with the terms and conditions contained therein. Further I agree to furnish the Michigan Civil Rights Commission with such data and records concerning employment as may be requested by that agency in determining compliance with the policy.

Print or type name of Contact Person:

Signed: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

# AFFIDAVIT OF BIDDER - NON-COLLUSION

## AFFIDAVIT OF BIDDER SWORN STATEMENT "Non-Collusion"

DATE: \_\_\_\_\_

The Bidder, by its officers and agents or representatives, present at the time of filing this bid, being duly sworn, on their oaths, say that neither they nor any of them, have in any way, directly or indirectly, entered into any arrangement or agreement with any other Bidder, whereby such affiant or affiants or either of them has paid or is to pay to such other Bidder any sum of money, or has given, or is to give, to such other Bidder anything of value whatever, or such affiant or affiants or either of them has not, directly or indirectly, entered into any arrangement or agreement with any other Bidder or Bidders, which tends to or does lessen or destroy free competition in the letting of the Contract sought for by the attached bids; that no inducement of any form or character other than that which appears upon the face of the bid, will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the said bid or awarding of the Contract, nor has this Bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the Contract sought by this bid.

IN TESTIMONY WHEREOF, the Bidder (an authorized individual) has agrees to the above:

\_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_  
(Authorized Signer)

\_\_\_\_\_  
Print or type Name and Title of Signer

Address: \_\_\_\_\_

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

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2016

County of: \_\_\_\_\_ My Commission expires: \_\_\_\_\_

Telephone number: \_\_\_\_\_

## IRAN ECONOMIC SANCTIONS ACT CERTIFICATE

In accordance with the Iran Economic Sanctions Act, Michigan 2012 PA 517, effective April 1, 2013, (MCL 129.311, *et seq.*), (the "Act"), the undersigned certifies in support of its bid or proposal that it is not an Iran linked business as such is defined in the Act.

**Contractor:** \_\_\_\_\_

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

**Dated:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: \_\_\_\_\_
- B. Project Name: Orchard View High School Lighting Controls
- C. Project Location: 16 N Quarterline Road, Muskegon, MI 49442
- D. Owner: Orchard View Schools
- E. Architect: Colliers Engineering & Design
- F. Architect Project Number: 24010375A

1.2 CERTIFICATIONS AND BASE BID

- A. **Base Bid, Single-Prime (All Trades) Contract:** The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Bergmann and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:
  - 1. \_\_\_\_\_ Dollars

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:
  - 1. \_\_\_\_\_ Dollars
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.



1.4 SUBCONTRACTORS AND SUPPLIERS

- A. The bidder agrees to hold all subcontracts and manage those contracts under the prime contract.

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work within \_\_\_\_\_ calendar days.

1.6 ACKNOWLEDGMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:
1. Addendum No.\_\_\_\_, dated \_\_\_\_\_
  2. Addendum No.\_\_\_\_, dated \_\_\_\_\_
  3. Addendum No.\_\_\_\_, dated \_\_\_\_\_

1.7 BID SUPPLEMENTS

- A. The following supplements are a part of the prime bidder.
1. Bid Form Supplement - Alternates.
  2. Bid Form Supplement - Unit Prices.
  3. Bid Form Supplement - Allowances.
  4. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).

1.8 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in State of Michigan, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 SUBMISSION OF BID

- A. Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.
- B. Submitted By: \_\_\_\_\_ (Name of bidding firm or corporation).
- C. Authorized Signature: \_\_\_\_\_ (Handwritten signature).
- D. Signed By: \_\_\_\_\_ (Type or print name).
- E. Title: \_\_\_\_\_ (Owner/Partner/President/Vice President).
- F. Witnessed By: \_\_\_\_\_ (Handwritten signature).
- G. Attest: \_\_\_\_\_ (Handwritten signature).
- H. By: \_\_\_\_\_ (Type or print name).
- I. Title: \_\_\_\_\_ (Corporate Secretary or Assistant Secretary).
- J. Street Address: \_\_\_\_\_
- K. City, State, Zip: \_\_\_\_\_
- L. Phone: \_\_\_\_\_
- M. License No.: \_\_\_\_\_
- N. Federal ID No.: \_\_\_\_\_ (Affix Corporate Seal Here).

END OF DOCUMENT 004113

DOCUMENT 004313 - BID SECURITY FORMS

1.1 BID FORM SUPPLEMENT

- A. A completed bid bond form is required to be attached to the Bid Form.

1.2 BID BOND FORM

- A. AIA Document A312-2010 "Bid Bond" is the recommended form for a bid bond. A bid bond acceptable to Owner, or other bid security as described in the Instructions to Bidders, is required to be attached to the Bid Form as a supplement.
- B. Copies of AIA standard forms may be obtained from The American Institute of Architects; <https://www.aiacontracts.org/>; email: [docspurchasestOaia.org](mailto:docspurchasestOaia.org); (800) 942- 7732.

END OF DOCUMENT 004313



Engineering & Design

# Orchard View Schools

Project: High School Lighting Controls  
Location: 35 S Sheldon, Muskegon, MI 49442  
Project No: CED #24010375A

## Sign-In Sheet

NAME	COMPANY/EMAIL	CELL
1. <u>Angie Robinson</u>	<u>CED</u>	<u>517-927</u> <u>1761</u>
2. <u>Alan Shepherd</u>	<u>Rycenga Elec</u>	<u>Cell 616 38</u> <u>0219</u>
3. <u>JEFF BERWALD</u>	<u>NEWKIRK ELECTRIC</u> <small>Jaberwalde newkirk-electric.com</small>	<u>231-206</u> <u>9369</u>
4. <u>Jesse Brown</u>	<u>Buist</u> <small>jbrown@buist.com</small>	<u>7 (616)</u> <u>263-0523</u>
5. <u>Aaron Cooper</u>	<u>Buist</u> <small>a.cooper@buist.com</small>	<u>616 437 6895</u>
6. <u>Buddy Hudak</u>	<u>CED</u>	<u>616 878-6969</u> <u>(616)</u>
7. <u>JACK TIMMER</u>	<u>OU</u>	<u>540-6937</u>
8. <u>Earl Schaub</u>	<u>OU</u>	<u>231</u> <u>557-3074</u>
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____