

## ADVERTISEMENT FOR BIDS

### OWNER:

Monroe Public Schools  
1275 North Macomb St  
Monroe, MI. 48162  
Phone: (734) 265-3000

### ARCHITECT:



### KOHLER ARCHITECTURE

1110 West Front St.  
Monroe, MI. 48161  
Phone: (734) 242-6880

**PROPOSALS:** Separate sealed proposals for Prime Contractors are invited for the following construction work: **Secure Entry Office Addition and Building/Site Updates at Manor Elementary School, 1731 W. Lorain St., Monroe, MI. 48162, for Monroe Public Schools, 1275 North Macomb Street, Monroe, MI. 48162.** Proposals are for all projects and complete, including all trades (Sub-Contractors and Suppliers), as the successful Contractor will be considered a Prime Contractor entering into a direct contract with the Owner.

**DUE DATE:** Proposals will be received by the owner until **Tuesday, November 25, 2025 at 3:00 P.M.**, at the Monroe Public Schools Administration Building, 1275 North Macomb Street, Monroe, MI 48162. Bids will be publicly opened and read aloud at that time at the same location. The School Board will not consider or accept any bid submitted after the due date and time.

**PLANS:** Electronic pdf copies will be available for viewing and/or downloading at no cost from the Monroe Public Schools website at <https://bids.monroe.k12.mi.us>. Hard copies of plans and specifications may be purchased for \$150.00 for each set from the office of Kohler Architecture, Inc. located at 1110 West Front Street, Monroe, MI., 48161.

The project will be advertised on the Buy4Michigan.com website and at Builders Exchange of Michigan, Grand Rapids, MI; CMD (Construction Market Data).Norcross, GA; Construction Association of Michigan, Bloomfield Hills, MI.; Dodge Data & Analytics. Cincinnati, OH. Only bidders registered with the Architect will be sent any addendums and receive any other information regarding this project.

**MANDATORY PRE-BID MEETING:** A mandatory pre-bid meeting will be held at the project site **Wednesday November 12, 2025 @ 3:00pm.**

These meetings are for the Prime Contractors, (NOT Sub-Contractors), to gain knowledge about the project and submit proof of qualifications for pre-approval. The Architect's Project Manager, will be at this meeting to clarify the bidding procedures, scope of work, identify any items of concern and answer questions from the Bidders for their preparation and submission of representative competitive bids. It is the Contractor's responsibility to assure the Architect has been furnished all necessary information as listed in Instructions to bidders at or prior to this meeting. The Architect will assemble an official list of approved bidders two days after the mandatory pre-bid meeting. The list will be limited to Contractors who attend the entire pre-bid meeting, have signed an official attendance list, have checked out official plans and specifications from the Architect, and meet the minimum Contractor qualifications as listed in the Instructions to Bidders. **Bids submitted by Contractors who are not on the approved bidders list or do not meet these pre-bid requirements will not be opened and will be returned to the bidder.**

**PROPOSAL GUARANTEE:** The proposal must be accompanied by a certified check or bid bond by an approved surety company in the amount of five percent (5%) of the proposal submitted payable to the Owner. Proposals shall remain firm for a period of sixty (60) days after official opening of bids.

**CONTRACT SECURITY:** The successful Contractor will be required to furnish performance, labor and material bonds, each in the full amount of the proposal if payments are issued prior to completion and/or the contract is \$50,000.00 or more.

**FAMILIAL DISCLOSURE:** All bidders must provide disclosure in compliance with MCL 380.1267 and attach this information to the bid. The bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the Owner or the employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

**IRAN ECONOMIC SANCTIONS ACT COMPLIANCE:** All bidders must provide a sworn and notarized statement in compliance with Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 and attach this information to the bid. The District shall not accept a bid that does not include this sworn and notarized statement.

**RIGHT RESERVED BY OWNER:** The Owner reserves the right to waive any irregularities, reject any or all bids, or accept the bid that in the opinion of the Owner, will serve the best interests of the Owner.