

**INVITATION FOR BIDS
JANITORIAL SERVICES
CITY OF MUSKEGON, MICHIGAN**

The City of Muskegon, Michigan will receive sealed bids until 2:00 p.m. local time on **Tuesday, March 25th, 2014** at the City Clerk's Office, City Hall 933 Terrace Street, Muskegon, Michigan, at which time and place all bids will be publicly opened and read aloud for the following Project:

Janitorial and Carpet Cleaning Services at the following sites: City Hall, including the Muskegon Police Department (933 Terrace St.), and the Public Service Building (1350 E. Keating), for a period of three (3) years beginning May 1, 2014.

Copies of Plans and Specifications may be obtained on or after **Monday, March 10th, 2014** in the City Clerk's office upon the submission of a **non-refundable \$40.00 fee** for each set. An amount equal to five percent (5%) of the Bid must be submitted with each Bid Proposal in one of three forms acceptable to the City of Muskegon. Contract documents may be examined at the following locations:

City Clerk's Office, Muskegon City Hall

Attention is called to the fact that the City requires: that the Contractor consider hiring local work force insofar as possible; that not less than the salaries and wages set forth in the Specifications must be paid; that 14% minority and 6.9% female are the goals established for participation in each trade; that the Contractor must ensure employees and applicants for employment are not discriminated against based upon their race, creed, color, religion, sex, national origin, handicapped condition nor veteran background; and that all pertinent regulations must be complied with. No bid may be withdrawn within sixty (60) days after bid opening.

The City of Muskegon reserves the right to reject any or all bids or to waive any informalities or irregularities in the bidding.

A **MANDATORY** Pre-Bid Conference will be held in the second floor conference room (Rm. 203) at City Hall at **11:00 a.m. on Tuesday, March 18, 2014** at which time and place any questions regarding this Project should be presented. Minutes from said Pre-Bid Conference would become an Addendum to the Contract. Contact Terry Spyke at 231.724.6710 for general inquiries.

CITY OF MUSKEGON, MICHIGAN
By: Ann Cummings, City Clerk

PUBLISH: March 9, 2014

ADA POLICY

The City will provide necessary appropriate auxiliary aids services, for example, signers for the hearing impaired, audiotapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours' notice to the City. Contact:

Ann Marie Cummings, City Clerk
933 Terrace Street, Muskegon, MI49440
(231) 724-6705 or TTY/TDD DIAL 7-1-1 to Request a Representative to Dial
VISIT OUR WEBSITE AT www.shorelinecity.com