

**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 March 16, 2010 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 Police Department (933 Terrace), Public Service Building (1350 E. Keating), and Water Filtration Plant (1900 Beach); for a period of three (3) years beginning May 1, 2010.

Copies of Plans and Specifications may be obtained on or after March 1, 2010 in the City Clerk's office upon the submission of a non-refundable \$25.00 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 City Clerk's Office, Muskegon City Hall.

Attention is called to the fact that all contractors are required to comply with the City of Muskegon's local trade and employment, affirmative action, and anti-discrimination policies. No bid may be withdrawn within sixty (60) days after the bid opening.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 meeting will be held in the second floor conference room 203, at the City Hall, beginning at 1:00 p.m. on March 9, 2010, at which time and place any questions regarding this project should be presented. Minutes from said Pre-Bid Conference will become and Addendum to the Contract. Contact person: JR Gann 231-724-6710.

**CITY OF MUSKEGON, MICHIGAN
By: Ann Becker, City Clerk**

PUBLISH: February 27, 2010

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 Becker, City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 or TDD (231) 724-6773

Acct# 101-60265-5267