

LITCHFIELD COMMUNITY SCHOOLS

INVITATION FOR BIDS

DEMOLITION OF OLD LITCHFIELD ELEMENTARY BUILDING

213 N. Chicago St.

Litchfield, MI 49252

DEMOLITION ONLY - ASBESTOS ABATEMENT PREVIOUSLY COMPLETED

Owner	Litchfield Community Schools
Owner Address	210 Williams St., Litchfield, MI 49252
Bid Attention	Cristina Eyre, Superintendent
Bid Due Date	September 30, 2026
Project	Demolition Only - Old Litchfield Elementary

Bid submission and public opening details are finalized in this package.

INVITATION FOR BIDS

Litchfield Community Schools - Old Litchfield Elementary Demolition

Litchfield Community Schools will receive sealed bids for demolition of the former Litchfield Elementary building located at 213 N. Chicago St., Litchfield, Michigan 49252. The project is demolition only. Asbestos abatement has already been completed and is not part of the work to be bid.

OWNER

Litchfield Community Schools District Office
210 Williams St.
Litchfield, MI 49252

PROJECT DESCRIPTION

Complete demolition and removal of the former Litchfield Elementary building and associated building components, foundations, slabs, footings, debris, and other work described in the Demolition Specifications. The successful contractor will also be responsible for lawful disposal, required utility disconnections, permits, site protection, backfill, compaction, and grading.

TYPE OF PROPOSAL

A single lump-sum base bid is requested for the complete demolition scope described in this package. Partial or segregated bids will not be considered unless specifically authorized by written addendum.

DATE OF SUBMISSION

The Owner will receive sealed bids until 1:00 p.m. on September 30, 2026, at the Litchfield Community Schools District Office, 210 Williams St., Litchfield, MI 49252, Attention: Cristina Eyre, Superintendent. Bids received after the stated date and time will not be considered or accepted.

PUBLIC BID OPENING

Bids will be publicly opened and read aloud at 2:00 p.m. on September 30, 2026, at the Litchfield Community Schools District Office, 210 Williams St., Litchfield, MI 49252.

BID SECURITY AND CONTRACT SECURITY

Each bid shall be accompanied by bid security in an amount equal to at least five percent (5%) of the total bid. The successful bidder will be required to furnish satisfactory performance and labor/material payment bonds, each in an amount equal to one hundred percent (100%) of the Contract Sum, within five (5) days after notification of intent to award, unless otherwise directed by the Owner.

SITE INSPECTION

No mandatory pre-bid meeting is established by this package. Each bidder is responsible for inspecting the site and becoming fully familiar with visible conditions and the scope of demolition before submitting a bid. Site-access arrangements may be requested through the Superintendent's office.

OWNER RIGHTS

Litchfield Community Schools reserves the right to reject any or all bids, to waive informalities or irregularities to the extent permitted by law, and to accept the bid determined to be in the best interest of the District.

INSTRUCTIONS TO BIDDERS

1. BIDDING DOCUMENTS

The Bidding Documents consist of this Invitation for Bids, Instructions to Bidders, Demolition Specifications, Proposal Form, Bidder Certifications, and any addenda issued by Litchfield Community Schools.

Asbestos inspection and abatement documents from the sample RFP are intentionally excluded from this demolition bid package because asbestos abatement at 213 N. Chicago St. has already been completed.

2. EXAMINATION OF SITE

Each bidder shall examine the Bidding Documents and the project site and shall satisfy itself as to the extent of the proposed work, access, surrounding conditions, utilities, disposal requirements, and difficulties that may affect performance. No additional compensation will be allowed for conditions that reasonably could have been identified through review of the Bidding Documents or inspection of the site.

3. INTERPRETATION AND ADDENDA

Questions or requests for interpretation shall be submitted in writing to Litchfield Community Schools, Attention: Cristina Eyre, Superintendent, sufficiently in advance of the bid deadline to permit a written response. The District will not be responsible for verbal explanations or interpretations. Any official clarification or supplemental instruction will be issued by written addendum and will become part of the Bidding Documents.

4. BASIS OF BID

The proposal shall be a single lump-sum bid for the complete scope. The contractor shall include all labor, equipment, hauling, disposal, permits, fees, utility coordination, backfill, compaction, grading, supervision, and incidental work required to complete demolition in accordance with the Bidding Documents.

5. PREPARATION AND SUBMISSION

- Submit two (2) signed copies of the Proposal Form and all required certifications in a sealed envelope.
- Clearly mark the envelope: "OLD LITCHFIELD ELEMENTARY DEMOLITION BID." Include the bidder name and return address.
- Address bids to: Cristina Eyre, Superintendent, Litchfield Community Schools District Office, 210 Williams St., Litchfield, MI 49252.
- Bids must be signed by an individual authorized to bind the bidder. Any required evidence of signing authority shall be attached.
- Oral, telephone, or other informal proposals will not be accepted.

6. REQUIRED BID SECURITY

Bid security of not less than five percent (5%) of the amount of the bid shall accompany the proposal. Security shall protect the District from loss or damage due to withdrawal of the bid or failure of the successful bidder to enter into the contract for performance.

7. REQUIRED BIDDER CERTIFICATIONS

- Sworn and notarized Familial Relationship Disclosure Statement.
- Iran Economic Sanctions Act certification.
- Two (2) references for similar demolition work completed by the bidder.

8. WITHDRAWAL AND PRICE GUARANTEE

The bidder agrees that the bid price will remain firm for one hundred eighty (180) consecutive days from the bid date. A bid may be withdrawn before the submission deadline in accordance with District procedures; after the deadline, withdrawal is subject to the Bidding Documents and applicable law.

INSTRUCTIONS TO BIDDERS - CONTINUED

9. SUBCONTRACTORS

The Owner may require a list of subcontractors from bidders under consideration for award. The Owner reserves the right to require replacement of a proposed subcontractor when the Owner determines the subcontractor is not acceptable for the work.

10. QUALIFICATIONS OF CONTRACTORS

The contractor shall demonstrate not less than five (5) years of successful experience in demolition work of similar character and complexity. The bidder shall provide at least two (2) references for similar completed work. Upon request, the bidder shall provide additional evidence of experience, financial responsibility, personnel, equipment, and resources sufficient to complete the project.

11. IRREGULARITIES AND REJECTION

The Owner reserves the right to disqualify a bid upon evidence of collusion, fraud, illegal practice, material omission, failure to submit required forms, or other grounds permitted by law. The Owner may reject any or all bids and may waive informalities or irregularities where legally permitted.

12. AWARD OF CONTRACT

The Board of Education of Litchfield Community Schools will determine contract award in accordance with applicable law and the District's best interests. Award is not effective until authorized by the District and reflected in an executed contract or purchase order. The successful bidder shall be prepared to commence work on the date established by the Owner.

13. PROJECT SCHEDULE

The bidder shall identify its proposed start date and anticipated substantial completion date on the Proposal Form. Final scheduling will be established with the successful contractor following award.

14. CONTRACT SECURITY

With each bid, the bidder shall furnish performance and payment bonds, each in the amount of one hundred percent (100%) of the Contract Sum, from a surety acceptable to the Owner. A bidder who fails to provide performance and payment bonds may be excluded from any contract award.

15. COMPLIANCE WITH LAW

The contractor shall comply with all applicable federal, state, county, and local laws, rules, ordinances, codes, permit requirements, safety requirements, environmental requirements, and lawful directives applicable to demolition, hauling, disposal, utility work, and site restoration. Prevailing wage is not required for this project, as the Owner is not funding it with state funds.

DEMOLITION SPECIFICATIONS

1. GENERAL SCOPE

The work includes complete demolition and removal of the former Litchfield Elementary building at 213 N. Chicago St., Litchfield, MI 49252. The demolition contractor shall provide all labor, equipment, supervision, permits, hauling, disposal, utility coordination, protection, and site restoration required for a complete demolition project.

2. DEMOLITION WORK INCLUDED

1. Demolish and remove the existing building structure, including masonry, brick, structural steel, miscellaneous steel, roof systems, windows, glass, ceilings, partitions, floor systems, plumbing, mechanical components, electrical components, and remaining building contents not designated by the Owner for salvage.
2. Remove floor slabs, foundations, footings, and other below-grade building components within the building footprint unless the Owner directs otherwise in writing.
3. Remove all demolition debris from the site and dispose of or recycle materials in a lawful manner at approved facilities.
4. Coordinate, provide, and pay for required disconnection, abandonment, removal, or capping of utilities serving the demolished building, in coordination with applicable utility providers and governmental authorities.
5. Obtain and pay for all demolition permits and required inspections.
6. Backfill all below-grade areas and voids resulting from demolition with approved clean fill free of demolition debris, large stones, roots, and organic material; compact and grade the site to a safe, stable condition.
7. Provide barricades, warning signs, dust control, and other measures required to protect workers, adjacent properties, streets, sidewalks, utilities, and the public.
8. Repair damage caused by demolition operations to property that is to remain, including adjacent paving, sidewalks, utilities, and improvements.
9. Maintain the site in a neat and safe condition and perform routine cleanup throughout the project.

3. ASBESTOS - NOT IN CONTRACT

Asbestos abatement at the project site has already been completed by the Owner. Asbestos abatement is specifically excluded from this bid and shall not be included in the base bid price. If the contractor encounters material reasonably suspected to be regulated hazardous material that was not previously identified or abated, the contractor shall stop work in the affected area, avoid disturbing the material, and notify the Owner before proceeding.

4. SALVAGE AND OWNERSHIP

Before demolition begins, the Owner may identify items to be retained. Unless specifically designated for Owner salvage, materials removed as part of demolition may be salvaged or recycled by the contractor, subject to applicable law and the requirement that such materials be promptly removed from the site.

5. BURNING

Burning of removed materials or demolition debris will not be permitted on the site.

DEMOLITION SPECIFICATIONS - CONTINUED

6. QUALITY ASSURANCE

- The demolition contractor shall have at least five (5) years of successful experience in similar work.
- Use means and methods that do not create uncontrolled fire hazards, water conditions, dust, fumes, or other damaging pollution.
- Perform demolition in strict accordance with applicable laws, regulations, permits, and safety requirements.

7. JOB CONDITIONS AND PROTECTION

- The building will not be occupied during demolition; adjacent properties and public areas may remain occupied and in use.
- Provide safe passage around the demolition area and maintain required barricades, warning lights, signs, fencing, and traffic controls.
- Protect adjacent buildings, structures, utilities, sidewalks, streets, and other improvements from damage.
- Protect utilities and services that are to remain. Properly discontinue or cap abandoned services.
- The Owner assumes no responsibility for the actual condition of the structure or concealed conditions except as expressly stated in the Contract Documents.

8. BACKFILL AND GRADING

Completely fill below-grade areas and voids resulting from demolition. Provide clean earth, sand, gravel, or other Owner-approved fill material suitable for compaction. Place and compact fill in a manner that produces a stable site and prevents unsafe depressions or voids. Grade the site to provide positive drainage and a safe finished condition.

9. CONTRACTOR SUBMITTALS AFTER AWARD

- Detailed demolition work plan describing proposed means, methods, equipment, sequencing, and firms/trades performing the work.
- Detailed project schedule identifying mobilization, utility disconnections, demolition, debris removal, backfill, grading, and completion.
- Copies of required permits and utility confirmations before demolition begins.
- Evidence of required performance and payment bonds.
- Any other safety, disposal, or closeout documentation reasonably requested by the Owner.

10. FINAL COMPLETION

Final completion includes removal of all demolition debris, equipment, temporary controls, and contractor materials; lawful completion of disposal activities; completion of required utility closures; completion of backfill and grading; correction of damage caused by the work; and delivery of a clean, safe site acceptable to the Owner.

PROPOSAL FORM

PROJECT: Demolition of Old Litchfield Elementary Building - 213 N. Chicago St., Litchfield, MI 49252

OWNER: Litchfield Community Schools - 210 Williams St., Litchfield, MI 49252

BASE PROPOSAL

Pursuant to and in compliance with the Invitation for Bids, Instructions to Bidders, Demolition Specifications, and any Addenda, and having carefully examined the project site and Bidding Documents, the undersigned agrees to complete the work for the following lump-sum amount:

BASE BID - Written Amount: _____

Dollars (\$): _____

PRICE GUARANTEE

The bidder agrees that the price stated in this Proposal is guaranteed for one hundred eighty (180) consecutive days from the bid date.

PROPOSED SCHEDULE

Proposed Start Date: _____

Anticipated Substantial Completion Date: _____

REFERENCES - SIMILAR DEMOLITION WORK

1. Project/Owner: _____

Contact Name/Phone/Email: _____

2. Project/Owner: _____

Contact Name/Phone/Email: _____

BIDDER INFORMATION

Vendor/Company Name: _____

Address: _____

City/State/ZIP: _____

Phone: _____

Email: _____

Authorized Representative/Title: _____

Signature: _____

Date: _____

REQUIRED ATTACHMENTS CHECKLIST

- ☐ 5% Bid Security
- ☐ Familial Relationship Disclosure - sworn and notarized
- ☐ Iran Economic Sanctions Act Certification
- ☐ Two similar-project references (if not fully provided above); evidence of signing authority if applicable
- ☐ Performance and Payment Bonds

FAMILIAL RELATIONSHIP DISCLOSURE

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of the bidder identified below, pursuant to the familial disclosure requirements applicable to Michigan school building bids, hereby represents and warrants, except as disclosed below, that no familial relationship exists between the owner(s) or any employee of the bidder and any member of the Board of Education of Litchfield Community Schools or the Superintendent of Litchfield Community Schools.

LIST AND DESCRIBE ANY FAMILIAL RELATIONSHIPS

BIDDER: _____

By: _____

Title: _____

Date: _____

NOTARY

STATE OF MICHIGAN

COUNTY OF: _____

The foregoing instrument was acknowledged before me on _____, 2026, by
_____.

Notary Public: _____

County, Michigan: _____

Acting in the County of: _____

My Commission Expires: _____

AFFIDAVIT OF COMPLIANCE

IRAN ECONOMIC SANCTIONS ACT - Michigan Public Act 517 of 2012

The undersigned, the owner or authorized officer of the bidder identified below (the "Applicant"), pursuant to the certification requirements applicable to bids submitted to a Michigan public entity, certifies, represents, and warrants that the Applicant is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act 517 of 2012, and that, if awarded a contract, the Applicant will not become an Iran linked business during performance of the contract.

The Applicant acknowledges that false certification may result in the penalties and ineligibility provided by applicable law.

APPLICANT: _____

By: _____

Title: _____

Date: _____

NOTARY

STATE OF MICHIGAN

COUNTY OF: _____

The foregoing instrument was acknowledged before me on _____, 2026, by _____.

Notary Public: _____

County, Michigan: _____

Acting in the County of: _____

My Commission Expires: _____

END OF BID PACKAGE