

SECTION 000120 - INVITATION TO BID

Sealed bids will be received by the Board of School Directors of the Muhlenberg School District for supplying and installing Exterior Signage for the Muhlenberg School District Campus located at 801 Bellevue Avenue, Laureldale, Berks County, Pennsylvania. Bids must be received by 2:00 p.m. Tuesday, June 22, 2010 at the Business Office located in the Administration Office Building at 801 Bellevue Ave., Laureldale, PA 19605. Faxed bids will not be accepted. Bids will be publicly opened and read aloud at that time in the Administration Office Building. No award of the contract will be made at the bid opening.

The Work shall be performed under a single Prime Contract for General Construction for installation of exterior signs.

The scope of work for this project includes supplying and installing exterior signs, including post and panel signs, wall-mounted letters, electronic message centers, and painted signs. The Scope also includes repair of existing exterior stucco wall surfacing and minor electrical work associated with same sign panels. Contractor shall be responsible for complete installation requirements.

One set of Contract Documents may be secured by qualified General Construction or Signage Contractors by contacting Muhlenberg Greene Architects, Ltd. by faxing a request to 610-376-0720 or email to debc@mgarchitects-ltd.com. Documents will be available, Tuesday, June 1, 2010. A non-refundable fee of \$45.00 is required for each paper document set or \$15.00 (non-refundable) fee for an electronic copy of bid documents on a CD. Checks are to be made **payable to Muhlenberg Greene Architects, Ltd.** The Bidders should include in their check a fee of \$10.00 to cover the cost of shipping and handling of the paper documents, or shall provide their Federal Express account number. Send checks to Muhlenberg Greene Architects, Ltd., 400 Washington Street, Suite 1000, Reading, PA 19601 along with all pertinent bidder contact information, including company name, contact name, full address, telephone, fax, e-mail address, and Prime Contract you are bidding. All addenda will be issued via email.

All Prime Contract Bidders MUST be registered with Muhlenberg Greene Architects, Ltd. in order to receive all pertinent Addenda and bidding information.

The bids must be accompanied by a bid security in the amount of ten percent (10%) of the total bid amount. Bids may not be withdrawn for 60 days after they are opened and announced.

Successful bidders will be required to furnish and pay for 100% performance and payment bonds. The cost of these bonds shall be included in the bid amount.

Attention is called to the fact that employees shall not be discriminated against because of their race, color, age, religion, sex, or national origin.

All bids must be enclosed in an envelope marked "Sealed Bid - Muhlenberg School District: Exterior Signage."

The Muhlenberg School District reserves the right to accept or reject any or all bids submitted, to waive any irregularities or technicalities in any bid, and to make awards in the best interest of the District.

Board of School Directors
Muhlenberg School District

END OF SECTION 000120