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DATE: 4 February 2010  
TO: All Bidders  
FROM: FCS Capital Program Contracts Department  
RE: **IFB 437-10, Lake Windward ES - Re-Roofing Project**

The Fulton County Schools invites you to submit a bid for furnishing any or all items as listed on the solicitation forms provided herein Lake Windward ES - Re-Roofing Project at 11770 E. Fox Court, Alpharetta, GA 30005.

A pre-bid conference will be held on **17 February 2010, at 11:00 a.m.** at The Meadows Operations Center, 5270 Northfield Boulevard, College Park, Georgia 30349

Sealed Bids will be received subject to the attached terms specified in Section 00200 – Instructions to Bidders, the Operations Division, Capital Program Contracts Department, The Meadows Operations Center, 5270 Northfield Boulevard, College Park, Georgia 30349. The bid will be received up to **2:30 p.m. local time**, as per the Contracting Department time clock, **9 March 2010**.

Questions regarding the bidding process should be directed to Wilma A. Gibbs-Matthews, Capital Program Contracts Department via facsimile at (404) 305-2167 or via email at cpcontracts@fulton.k12.ga.us. Only questions received prior to **4:30 p.m., 26 February 2010** (as per the Capital Program Contracts Department time clock) will be considered.

Bids are subject to rejection if the signature page is not completed and returned with bid on or before the time specified for the bid opening.

Bid security in the amount of five (5) percent of the lump sum base bid shall accompany each bid. Surety issuing the bid bond shall meet the requirements set forth in Articles 5.10 of the General Conditions. A pre-bid conference will be held in accordance with Section 00325. The bidder is responsible for ensuring that they have complete Bidding Documents including all Addenda provided by the OWNER, prior to the bid due date.

**PLEASE BE AWARE OF RECENT REVISIONS TO SECTION 00700 – General Conditions, Paragraph 5.12, which requires certain subcontractors to provide payment and performance bonds.** Please be sure to review this new Paragraph.

## OBTAINING BID DOCUMENTS

Bid Documents may be obtained Monday through Friday from:

ATC Associates, Inc.  
1841 West Oak Parkway, Suite F  
Marietta, GA 30062  
Telephone: 770-427-9456  
Fax: 770-427-1907  
Email: [gregory.yaramishyn@atcassociates.com](mailto:gregory.yaramishyn@atcassociates.com)

The cost for a set of Bid Documents is 100.00. Check must be payable to ATC Associates, Inc. Bidder shall contact and pay printing and delivery charges directly to ATC Associates, Inc. to obtain documents.

Bidders shall utilize a complete set of Bid Documents in preparing a bid.

The failure or omission of bidder to receive any Bid Document, form, instrument, Addendum, or other document shall not relieve bidder from any obligations with respect to the bid and/or Contract.

**BIDS MUST BE SUBMITTED IN A SEALED ENVELOPE, ONE BID PER ENVELOPE, PLAINLY MARKED "INVITATION FOR BID NO. 437-10" ON THE OUTSIDE OF THE ENVELOPE, AS WELL AS DATE OF BID OPENING. "NO BIDS" MUST BE INDICATED AS SUCH ALONG WITH THE BID NUMBER ON THE OUTSIDE OF ENVELOPE. FOR IDENTIFICATION PURPOSES, THE VENDOR'S NAME AND COMPLETE ADDRESS MUST BE CLEARLY PRINTED OR TYPED ON THE OUTSIDE OF THE ENVELOPE. FAXED RESPONSES WILL NOT BE ACCEPTED.**

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