

**CHARTER TOWNSHIP OF WATERFORD**  
**Department of Public Works**  
**Oakland County, Michigan**

**ADVERTISEMENT FOR**  
**Janitorial Services – 2017-2018-2019**

Sealed Bids for the project entitled “Janitorial Services – 2017-2018-2019” in the Charter Township of Waterford (hereinafter referred to as Township) are invited and will be received at the Charter Township of Waterford Township Hall Clerk’s Office, 5200 Civic Center Dr., Waterford, Michigan 48329 on or before, but not later than 2:00 p.m., local time on Tuesday, January 31, 2017. All bids received will be publicly opened and total prices read aloud immediately following in our auditorium.

**All bids shall be delivered to the Township Clerk’s Office in sealed envelopes. The outside of the envelope containing the bid shall bear the name of the Bidder, their address, license number if applicable, and the name of the project for which the bid is submitted.**

**A Mandatory Pre-Bid Meeting will be held on Wednesday, January 18, 2017 at 10:00 a.m. at the Waterford Township DPW Building, located at 5240 Civic Center Drive, Waterford 48329.**

The scope of this contract shall include all labor, materials, equipment, supplies, service and insurance by the Bidder to provide and implement a program at the identified sites in accordance with these entitled specifications.

Bid documents may be obtained, free of charge, on or after Tuesday, January 10, 2017 from the Waterford Township Clerk’s Office, 5200 Civic Center Dr., Waterford, MI 48329.

Each bid shall be accompanied by a bid security in the amount of **\$550** subject to the conditions in the **Information to Bidders**.

A bidder will be permitted to withdraw their bid unopened after it has been deposited, if such request is received prior to the time specified for opening bids and provided that their identity is made known and the responsible party signs for the bid. No bid shall be withdrawn after the opening of the bids without the consent of the Township for a minimum of one hundred twenty days (120) from the scheduled time for closing bids.

The Township reserves the right: to accept any or all alternative bids; to award the Contract to other than the lowest Bidder; to waive any irregularities of informalities, or both; to reject any or all bids; and in general to make the award of the Contract in any manner deemed by the Township, in its sole discretion, to be in the best interest of the Township. Conditional bids will not be considered.

Please contact Dave Papke, Facilities & Operations Superintendent @ 248-618-7452, or Dawn Cito, Purchasing/Accounting Coordinator @ 248-674-6237, if you have any questions.

WATERFORD TOWNSHIP, MICHIGAN  
BY ORDER OF:

Sue Camilleri  
Township Clerk