



City of Tomball

Gretchen Fagan
Mayor

George Shackelford
City Manager

SECTION 00100 INVITATION TO BIDDERS

The City of Tomball, Texas shall accept sealed bids for “**Brown Hufsmith Phase II**”. The Bid Documents may be obtained for **no charge** by downloading them at www.civcastusa.com (account setup required) or at the office of CLR, Inc., 19530 F.M. 362, Waller, Texas 77484, with a **\$125.00** non-refundable charge for each complete set of documents obtained. Make checks payable to CLR, Inc.

Sealed bids shall be addressed to the City Purchasing Agent, City of Tomball, 501 James Street, Tomball, Texas 77375, and shall be labeled “**Project Bid Number 2012-01, DO NOT OPEN –BID ENCLOSED**”. Bids shall be submitted no later than **2:00 p.m., Local Time on Tuesday, December 06, 2011.**

A pre-bid conference will be held on November 30, 2011, at 10:00 a.m. at the City of Tomball, Public Works Building, 501 James Street, Tomball, Texas 77375, to familiarize the Bidders with the goals for this project. The pre-bid conference is not mandatory.

DRAWINGS and SPECIFICATIONS are on file at the following locations and may be examined without charge:

- Dodge Reports - 4101 Greenbriar Suite 320, Houston, Texas 77098
- Associated General Contractors – 2400 Augusta Street Suite 180, Houston, Texas 77057

Cashier’s Check, Certified Check, or Bid Bond in an amount equal to five percent (5%) of the total amount bid must accompany the BID. The Owner reserves the right to reject any or all bids or to accept any bid deemed advantageous to it and waive informalities in bidding. All bids received after the closing time designated will be returned unopened.

Upon consideration of the bids, the City of Tomball reserves the right to accept or to reject any and all bids, to waive technicalities and to make any investigation deemed necessary concerning the bidder's ability to provide the services as covered by the specifications, and to accept what in their judgment is the most advantageous bid.

George Shackelford
City Manager

CERTIFICATION

I certify that the above “Notice to Bidders” was posted on the bulletin board of City Hall, City of Tomball, Texas on the 15th day of November, 2011.

Betsy Gates for Doris Speer
City Secretary