

COUNTY OF SAGINAW



**Request for Proposals
Issued July 23, 2012**

Title:

**Saginaw County Dow Event Center
Parking Ramp Renovations
202 Johnson St., Saginaw, MI 48607
A Prevailing Wage Project**

Mandatory Walk-through Site Inspection

Tuesday, July 31, 2012 @ 10:00am

**Meet in the Dow Event Center Main Facility Entrance Lobby
303 Johnson St., Saginaw, MI 48607**

Sealed Bids Due:

Tuesday August 7, 2012 at 9:00 A.M.

Sealed Bids shall be delivered to the:

**Saginaw County Controller's Office
Attn: Kelly Suppes, Purchasing/Risk Manager
111 S. Michigan Ave.
Saginaw, Michigan 48602
Phone: (989) 790-5505**

Note on outside of envelope: Parking Ramp Renovation Bid

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INTRODUCTION:

Saginaw County is seeking proposals from experienced and qualified vendors for entering into an agreement for the purposes of providing the work illustrated in the attached specifications and drawings.

I. GENERAL INFORMATION & TERMS AND CONDITIONS:

1. Before submitting a proposal, each Bidder shall personally inspect the site of the proposed work to arrive at a clear understanding of the conditions under which the work is to be performed. **A mandatory walk-through meeting will be held as noted on the cover sheet of this manual, meeting in the Main Entry Lobby of the Dow Event Center, 303 Johnson St., Saginaw, MI 48607.**

2. Submit one (1) original and two (2) paper copies of this proposal in a **sealed envelope bearing the title listed on the title sheet of this RFP in the lower left corner**, addressed and delivered to the office of the:

Saginaw County Controller
Attention: Kelly M. Suppes, Purchasing/Risk Manager
111 S. Michigan Ave.
Saginaw, Michigan 48602

3. Proposals or addenda pertaining thereto received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. It is the sole responsibility of the Bidder for ensuring that their Proposals are time stamped by Purchasing Department personnel before the Bidding close date and time. Proposals will be opened publically and will be taken under advisement. The County will select the successful Bidder, and may request additional information from any bidder at any time during the procurement process.

4. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. On the contrary, all responsible firms are encouraged to submit Proposals. However, attendance at the **Mandatory Walk-Through Meeting** is required for your proposal to be considered.

5. **AUTHORITY TO BIND FIRM IN CONTRACT:** Bidders SHALL provide full firm name and address. Failure to manually sign proposal will disqualify it. Firm name and authorized signature shall appear in the space provided on the enclosed "Pricing Sheet".

6. **MINORITY BIDDERS:** The County encourages all businesses, including minority and women-owned businesses to respond to all Requests for Proposals.

7. **ADDITIONAL INFORMATION REQUESTED:** Please indicate if your firm has been cited and/or fined within the last five (5) years by any Federal, State or Local regulatory agency. If so, please provide the following information: Date of Citation, Identity of Agency issuing the Citation, Description of Violation, Final Rulings of Agency

8. **NONDISCRIMINATION CLAUSE:** The Bidder who is selected as the Contractor, as required by law, and/or the Equal Opportunity Employment and Non-Discrimination Policy of Saginaw County, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privilege of employment, or a matter directly or indirectly related to employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, height, weight, marital status, age or political affiliation (except where age, sex or lack of disability constitutes a bona

vide occupational qualification.)

The vendor shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination, including, but not limited to, the following:

- The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 394, as amended, and regulations promulgated there under.
- The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 328 (42 USCA §12101 et seq), as amended, and regulations promulgated there under.
- Davis Bacon Act, Public Law 107-217-AUG. 21, 2002 [as amended] providing for Prevailing Wages and Benefits by the Department of Labor, State of Michigan, for the trades employed on the project.

Breach of this section shall be regarded as a material breach of the agreement.

9. INDEMNIFICATION AND HOLD HARMLESS: The Bidder who is selected as the Contractor shall, at its own expense, protect, defend, indemnify, save and hold harmless the County of Saginaw and its elected and appointed officers, employees, servants and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, all costs from administrative proceedings, court costs and attorney fees that the County of Saginaw and its elected and appointed officers, employees, servants and agents may incur as a result of the acts, omissions or negligence of the Contractor or its employees, servants, agents or subcontractors that may arise out of the agreement.

The Contractor's indemnification responsibility under this section shall include the sum of damages, costs and expenses which are in excess of the sum of damages, costs and expenses which are paid out in behalf of or reimbursed to the County, its officers, employees, servants and agents by the insurance coverage obtained and/or maintained by the Contractor.

10. INSURANCE: The Contractor shall purchase and maintain insurance not less than the limits set forth below. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and with insurance carriers acceptable to Saginaw County and have a minimum A. M. Best Company's Insurance Reports rating of A or A- (Excellent).

- Worker's Disability Compensation Insurance including Employers Liability Coverage in accordance with all applicable Statutes of the State of Michigan.
- Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit. Coverage shall include the following: (A) contractual liability; (B) products and completed operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Endorsement or Equivalent.
- Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles.

- Additional Insured - Commercial General Liability Insurance, as described above, shall include an endorsement stating the following shall be “Additional Insureds”. The County of Saginaw, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.
- Cancellation Notice - All insurances described above shall include an endorsement stating the following: “It is understood and agreed that thirty (30) days advanced written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: Saginaw County Purchasing Department, 111 S. Michigan Ave., Saginaw, Michigan 48602.”
- Proof of Insurance - The vendor shall provide to the County of Saginaw at the time the contracts are returned by it for execution, two (2) copies of certificates of insurance for each of the and policies mentioned above. If so requested, certified copies of all policies will be furnished.

11. RIGHT OF REJECTION: The County reserves the right to reject any or all proposals, to waive any informalities or irregularities in proposals, and/or to negotiate separately the terms and conditions of all or any part of the proposals as determined to be in the County’s best interests in its sole discretion.

12. STANDARD FORMS: Preprinted contract forms the vendor proposes to include as part of the contract resulting from this RFP must be submitted as part of the proposal. Any standard contract provisions not submitted as part of the proposal and subsequently presented for inclusion may be rejected. The County reserves the right to accept or reject in whole or in part any form contract submitted by a vendor and/or to require that amendments be made thereto, or that an agreement drafted by the County be utilized.

13. ADVICE OF OMISSION OR MISSTATEMENT: In the event it is evident to a vendor responding to this RFP that the County has omitted or misstated a material requirement to this RFP and/or the services required by this RFP, the responding vendor shall advise Kelly M. Suppes, Purchasing/Risk Manager, at (989) 790-5505 in the Purchasing Department of such omission or misstatement.

14. COST OF PREPARATION: The County will not pay any costs incurred in the proposal preparation, printing or demonstration process. All costs shall be borne by the vendors.

15. NOTIFICATION OF WITHDRAWAL OF PROPOSAL: Proposals may be withdrawn prior to the date and time specified for proposal submission with a formal written notice by an authorized representative of the vendor. Proposals submitted will become the property of the County after the proposal submission deadline.

16. RIGHTS TO PERTINENT MATERIALS: All responses, inquires, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits and other documentation produced by the vendors that are submitted as part of the proposal shall become the property of the County after the proposal submission deadline.

17. TAXES: Contractors are responsible for all Federal excise and State sales taxes.

18. BONDING: Proposal, Payment, or Performance Bonds are required for this contract. Proposal Bonds shall be submitted with proposal in the amount of 5% of the value of the proposed contract. Payment and Performance Bonds shall be full value of the contract plus any legal costs incurred to solicit and secure alternate contractors to complete the project as intended within the contract documents.

19. **FIRM PRICING FOR COUNTY ACCEPTANCE:** Proposal price must be firm for County acceptance for ninety (90) days from Proposal opening date.

20. **REFERENCES:** All Bidders shall submit at least three (3) references of past projects within the past three (3) years similar in nature both historically and technically to this proposed project. This list shall include company name, person to contact, address and telephone number. Failure to include references may be ample cause for rejection of Proposal as non-responsive.

21. **CONTRACT APPROVAL:** The Saginaw County Board of Commissioners must approve the contract resulting from this solicitation. This process typically takes 1-2 weeks from the date the successful Contractor is identified. The County will prepare a formal AIA-101 Agreement between Owner and Contractor – Stipulated Sum contract specific to this solicitation for execution by the successful Contractor.

22. **FURTHER INFORMATION:**

Questions about the Proposal process shall be directed to Kelly M. Suppes, Purchasing/Risk Manager, at (989) 790-5505, or by Internet E-mail at ksuppes@saginawcounty.com. The county's purchasing policy is available at http://www.saginawcounty.com/docs/commissioners/compiled_county_policies.pdf

Questions about the specifications or scope of work shall be directed to Terry Miner, PE, W.A. Kibbe & Associates at (989) 752-5000, or by Internet E-mail at tminer1475@kibbe.com.

II. SCOPE OF WORK:

The County solicits interested and qualified private and commercial contractors to submit proposals for entering into an agreement for the purposes listed in the attached project manual Section 011000 – Summary. In general, the work is to renovate the existing parking deck facility including but not limited to the following:

1. Civil:
 - a. Remove concrete walks/slabs/curbs as shown on drawings.
 - b. Provide and install new concrete walks/approaches/slabs as shown on drawings.
 - c. Provide and install new trench drains as shown on the drawings.
 - d. Provide new bases and clearance bars and signage as shown on the drawings.

2. Architectural:
 - a. Remove existing four (4) booths and booth anchors on ground floor.
 - b. Remove wood automotive bumpers in areas designated on the 6th floor.
 - c. Remove existing hollow metal doors and frames as designated in the door schedule. Replace with new, and paint
 - d. Remove loose paint and power wash four (4) stair/elevator lobby towers with six (6) floors each for a total of 24 locations.
 - e. Patch and Paint walls and ceilings at all 24 locations. Colors to match existing colors. One color / tower for a total of four (4) colors.
 - f. Remove loose rust from existing base plates and bolts at guardrail supports at locations designated in the Steel Guard Rail Schedule. Prep and prime with three (3) step rust preventative paint. Third and final paint finish to match adjacent support color and finish.
 - g. Remove loose rust from existing handrails in four (4) stair towers (six (6) floors/ tower). Spot prep and prime with three (3) step rust preventative paint. Bid to include finish to include 100 lin. Ft. of 1-1/2" dia. Piping. Third and final paint finish to match adjacent rail color and finish.

- h. Paint all Guard rails including units replaced in steel guard schedule.
 - i. Remove existing elevator cab, equipment, and associated machinery from Northwest and Southeast elevators. Northeast elevator to remain. Southwest elevator and equipment to be removed by elevator contractor in a separate bid package. Contractor assigned to this project will cover elevator contractor with his Performance Bond. See additional work on sheet A5.3. Infill all elevator openings and construct new conc. masonry as designated on the drawings. Patch all wall openings that remain as a result of elevator demolition (all elevator locations)
 - j. Remove aluminum entrances at Northwest, Southeast and Southwest elevator lobbies. Include all six floors at each location.
 - k. Remove and replace all door handles at stairway doors. Units to be replaced with lever action handles.
 - l. Remove existing fall protection at roof level markers. See replacement detail 2/A3.1
 - m. Provide unit pricing on Expansion Joint materials per Section 012200 – Unit Prices.
 - n. Provide unit pricing on Painting per Section 012200 – Unit Prices.
 - o. Provide unit pricing on Temporary Shelter area per Section 012200 – Unit Prices.
 - p. Provide unit pricing on wood guard bumpers per Section 012200 – Unit Prices.
 - q. Provide Panel Signage, both interior and exterior, per Section 101423.
3. Structural:
- a. Perform concrete surface and overhead repairs of 4 stair towers including slabs, beams, walls, stairs, stair treads and curbs.
 - b. Shore existing and remove & replace concrete beams.
 - c. Design all shoring including formwork supports and support of existing structures.
 - d. Reattach existing guardrail affected by repairs.
 - e. Provide and construct new masonry partition walls.
 - f. Seal concrete joints and cracks.
 - g. Remove and replace concrete slabs on grade.
 - h. Provide unit pricing on repairs to concrete surfaces as listed in Section 012200 – Unit Prices.
4. Mechanical:
- a. Replace unit heaters and exhaust fans in existing elevator equipment rooms adjacent to elevator shafts. Revise ductwork as required and shown on drawings.
 - b. Provide new floor grille at ground level duct opening next to elevator pit hatch in north east and north west elevator lobbies.
 - c. Replace exhaust fan in basement storage room. Revise wall opening as needed for new fan housing and connect to existing controls.
 - d. Remove and replace all exposed storm and drainage piping with PVC. Connect new piping to existing drains and provide new floor sinks below the existing expansion joints. Clean all existing roof and floor drains to allow for water flow.
 - e. Provide new 2” galvanized pipe dry fire stand pipes from east and west sides of building and route vertically through building in existing floor openings.
 - f. Provide new 2” galvanized pipe detachable washdown risers next to new fire stand pipes with connection to existing 2” capped water pipe at ground floor.
 - g. Provide new testable RPZ backflow preventer in northwest elevator pit near water meter. Adjust piping as needed to install.
5. Electrical:
- a. Disconnect and remove all lighting and power as shown on drawings.

- b. Provide new lighting in the parking ramp and all stairwells.
 - c. Provide new conduit and wire to all electrical systems.
 - d. Provide new electrical service, but reuse existing transformer.
 - e. Provide Heat Trace to all roof conductors, one in each stair tower.
 - f. Replace heat trace on water service.
 - g. Replace all disconnects for exhaust fans, heaters and elevators.
 - h. Provide card readers at both entrances and new gates at four exits and two entrance. Provide in concrete loops for detection.
 - i. Provide power to exterior signs.
 - j. Provide a control system of the lighting.
 - k. Provide power to illuminated signs.
 - l. Provide a 40KW diesel generator with concrete base, guards and ATS for emergency lighting.
6. The Contractor shall be responsible for measuring, calculating, and providing all quantities of materials and labor needed to complete the work of the project. All work is subject to prevailing wages per Davis Bacon Act along with other requirements.
 7. The contract will be for a single General Contract to integrate the design into turn-key system to be installed complete and operating in all respects. Individual trade sub-contractors shall provide labor and materials to complete their work and receive payments as directed by the General Contractor. It is encouraged, but not limited, that all contractors and suppliers be local to the Saginaw-Midland-Bay County areas per the Saginaw County Purchasing Policy.
 8. Proposals shall be complete in all respects, with all included labor, material, fees, and costs related to the provision and installation of the system.
 9. The Contractor shall be responsible for measuring, calculating, and providing all quantities of materials and labor needed to complete the work of the project. All work is subject to prevailing wages per Davis Bacon Act along with other requirements.
 10. The contract will be for a single General Contract to integrate the design into turn-key system to be installed complete and operating in all respects. Individual trade sub-contractors shall provide labor and materials to complete their work and receive payments as directed by the General Contractor. It is encouraged, but not limited, that all contractors and suppliers be local to the Saginaw-Midland-Bay County areas per the Saginaw County Purchasing Policy.
 11. Proposals shall be complete in all respects, with all included labor, material, fees, and costs related to the provision and installation of the system.
 12. Type of Contract: Project will be constructed under a single prime General Trades contract.
 13. Documents for bidding are on file to see at the Saginaw County Courthouse, Purchasing Department, 111 South Michigan Avenue, Saginaw, MI 48607, 989-790-5120; or available for free download at
<http://www.saginawcounty.com/Departments/Purchasing.aspx> or
http://www.kibbe.com/current_bids.html
 14. Plans are also expected to be on file or purchase at the following locations:
 - a. McGraw-Hill Dodge, 401 Hall Street SW, Suite 128B, Grand Rapids, MI 49503
 - b. Construction Association of Michigan, 43636 Woodward Ave, Bloomfield Hills, MI 48304

- c. Construction News Service, 1793 R.W. Berends Drive SW, Wyoming, MI 49513
- d. Prints Plus, 2301 N. Michigan Ave., Saginaw, MI 48602, 989-755-7773

BIDDERS DATA SHEET

(Please type or print clearly in ink only)

RFP - Proposal for Parking Ramp Renovations

****TO BE COMPLETED BY BIDDERS AND SUBMITTED WITH PROPOSAL****

QUALIFICATIONS OF BIDDERS: The Contractor shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the County.

Indicate the length of time you have been in business as a company providing the type of service required for this contract.

_____ years _____ months

Provide a minimum of three (3) references that may substantiate your past work performance and experience in the type of work required for this contract.

Name, Address, Phone Number, Scope of Services Performed, and Contact Person

1. _____

2. _____

3. _____

PRICING SHEET

(Please type or print clearly in ink only)

RFP - Proposal for Parking Ramp Renovations

****TO BE COMPLETED BY BIDDERS AND SUBMITTED WITH PROPOSAL****

1. Total **BASE BID COST** to provide complete labor and materials described herein

_____ \$ _____
(Insert bid amount in words) (Insert numerical bid amount)

2. List **Addendums** Received and Included: _____

3. Alternates to the BASE BID COST are as follows:

a. **Alternate No. 1:**

ADD \$ _____

4. Earliest Starting Date _____ Project Completion _____

5. Contractor Company Name: _____

6. Company Address: _____

7. Company Phone: _____

8. Fax Number: _____

9. Contact Name/Title: _____

10. Contact Phone/Fax: _____

11. Contact Email Address: _____

12. Name and title of person authorized to sign on behalf of your company:

13. Signature: _____ Date _____

Attach pages as required to describe and propose contractor offered voluntary alternates.

PRODUCT AND LABOR SOURCING SHEET

(Please type or print clearly in ink only)

RFP - Proposal for Parking Ramp Renovations

****TO BE COMPLETED BY BIDDERS AND SUBMITTED WITH PROPOSAL****

1. Location of **Firm and Workforce Labor**:

Firm _____ Location _____

2. List at least three (3) Prior Projects for **Past Performance and Experience**:

Project _____ Location _____

Project Description _____

Contact Information _____

Project _____ Location _____

Project Description _____

Contact Information _____

Project _____ Location _____

Project Description _____

Contact Information _____

SIGNATURE PAGE

(Please type or print clearly in ink only)

RFP - Proposal for Parking Ramp Renovations

****TO BE COMPLETED BY BIDDERS AND SUBMITTED WITH PROPOSAL****

My signature certifies that the Proposal as submitted complies with all Terms and Conditions as set forth in this RFP. My signature also certifies that the accompanying Proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce.

I hereby certify that I am authorized to sign as a Representative for the Firm:

Complete Legal Name of Firm:

Order from Address:

Remit to Address:

Fed ID No.:

Signature:

Name (type/print):

Title: _____

Telephone: (____) _____ Fax No.: (____) _____

Date: _____

(Affix your firms Corporate Seal here if available)