

RIVER ROUGE HOUSING COMMISSION

Formal Bid-Sealed Bid

PLEASE RETURN THIS FORM even though you cannot submit a bid and state your Reason. Your name may be removed from Mailing list for failure to bid and/or failure To state reasons for not submitting a bid.

Telephone: 313-382-1414

Code: _____

**SCATTERED SITES-CEMENT REPLACEMENT
Asphalt-Main office & Hyacinth Ct. Parking lots**

FILE NO. _____ Requisition NO. _____

Advertised in the Local Telegram, MI Chronicle and Website

Bids must be submitted on or before 2:00 p.m. on **March 25, 2019**

Public Reading of Bids..... **TBD**

For information regarding bids, attend the pre-bid opening on **March 11, 2019 @ 12:00**, at Hyacinth Court, 460 ½ Lenoir Ct., River Rouge, MI. 48218. Bid information may not be available during the bid evaluation process.

Return Bids To: River Rouge Housing Commission, 180 Visger Road, River Rouge, MI. 48218

I/We, _____

(insert Name of Bidder)

The undersigned, submits this bid on the above referenced file and declares that it is made without collusion and in strict accordance with the Special Conditions, general conditions, Specifications and all other attachments of this Bid Form. Furthermore, the bidder declares that is shall comply with all local, state and federal laws, ordinances and regulations applicable to this Formal Bid and the work to be done hereunder.

CONTRACTOR STATUS (TO BE COMPLETD BY BIDDER)

Place a CHECK MARK in the appropriate space under each heading below to indicate the business by race/ethnicity and the category that describes the type of business.

RACE/ETHNICITY	CHECK TO INDICATE MAJORITY CONTROL (51% OR MORE) OF THE BUSINESS BY RACE/ETHNICITY	TYPE OF BUSINESS	CHECK TO INDICATE THE CATEGORY THAT DESCRIBES THE TYPE OF BUSINESS
Black	_____	Minority Business Enterprise	_____
American	_____	Minority Joint Venture	_____
Hispanic	_____	Woman-Owned Business	_____
Asian American	_____	Small Business Enterprise	_____
White	_____	Section 3	_____
Other	_____	Other	_____

Mailing of Envelopes: Bidder must label envelope containing bid—This envelope contains bid on (Commodity of Service),

(File No.), due on or before _____ on _____.
Time Date

SPECIAL CONDITIONS

1. **Ordinance/Definitions.** Copies related ordinances, executive orders, and definitions of all terms are available upon request by calling the Housing Commission Procurement Division at 313-382-1414.

The following definitions shall apply to the Formal Bid document and all attachments:

RRHC - The River Rouge Housing Commission represented by the RRHC Contracting officer.

Contracting Officer: The contracting Officer shall mean the RRHC representative or other such.

Acknowledged representative, authorized to sign off on the Contract for administrative purposes or to otherwise act on behalf of RRHC on matters related to the administration of this Contract.

Bidder: The person or entity so named in the Formal Bid Document, or his, her, its authorized Representative.

Owner Representative: RRHC acting through the contracting officer's Technical Representative.

For HUD General Conditions of the Contract for construction:

Owner: Shall refer to the Owner's representative as defined above.

2. **Eligible Bidders.** The RRHC has determined that competition for this contract is open to all qualified bidders. (Refer to Paragraph 26 General conditions)

Section 3 Preference Categories (as defined in Paragraph 26 of General Conditions)

If bidder wishes to claim a Section 3 Preference, please indicate below which Section 3

Business Concern category your organization qualifies as, if applicable:

1. That is 51% or more owned by a Section 3 residents
2. Whose permanent, full time employees include 30% Section 3 residents
3. Provides evidence of a commitment to subcontract in excess of 25% of the dollar award of all subcontracts to categories (1) or (2) above

I understand that I may be requested to provide proof of Section 3 Business eligibility and agree to provide such data.

Signature of Authorized Representative

Name of Authorized Representative

Date

**RIVER ROUGE HOUSING COMMISSION
GENERAL CONDITIONS**

1. **Procurement Policy.** Procurement of the River Rouge Housing Commission (RRHC) Shall be carried out in manner which provides a fair opportunity to all eligible bidders to participate. This bid shall be made without collusion with any other person, firm or corporation making any bid or proposal, or who otherwise made a bid or proposal.
2. **Non-Discrimination Clause.** In accordance with the U.S. Constitution and all federal legislation and regulations governing fair employment practices an equal employment opportunity including, but not limited to Title VI (42USC 2000d, et seq.) and Title VII (42 USC 2000e, et seq.) of the Civil Rights Act of 1964 (P.L.88-352, 78 Stat. 241) and the U.S. Department of Justice regulations (28 CFR Part 42, et seq.) and the U. S. Department of Labor regulations (29 CFR Part 1601, et. Seq.) issued pursuant to those Titles, Executive Order 11246 (September 24, 1965) as amended, the Michigan Constitution and all state laws and regulations governing fair employment practices and equal employment opportunity, including but not limited to the Michigan Civil Rights Act (P. A. 1976 No. 453) and the Michigan Handicapper Civil Rights Act (P.A. 1976 No. 220), the Contractor agrees that it shall no discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status or handicap that is unrelated to the individual’s ability to perform the duties of a particular assignment or position. The Contractor hereby recognizes the right of the United States and the State of Michigan to seek judicial enforcement of the foregoing covenant against discrimination, against itself or its subcontractors connected directly or indirectly with the performance of this Contract. In addition, the Contractor shall take affirmative action to ensure that applicants are employed an that the employees are treated during employment without regard to their race, color, religion, sex, sexual

orientation or national origin. Such action shall include, but not be limited to employment, upgrading, demotion, transfer, recruitment, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The bidder agrees to include this paragraph number 2 in any subcontract. Breach of this covenant may be regarded as a material breach of the contract.

3. **Unit Prices, Notations, and Workmanship.** Prices and notations must be typed or in ink. Prices shall be for new items only unless specified otherwise in this Formal Bid Document. No erasures are permitted. Mistakes may be crossed out and corrections entered and initialed in ink by the persons signing the bid document. Unit prices shall be stated based on unit specified. The bidder may quote on all or a portion of a quantity as specified. Quote on each item separately and indicated brand name or make. All materials furnished must be new, of latest model and standard first-grade quality, of best workmanship and design, unless expressly specified.
4. **Prices Quoted/Cash Discounts.** Prices quoted must be net discounts. Cash discounts will be considered in the determination of low bidder, provided discounts are based on periods of 30 days or more after acceptance of goods or billing on bidder's invoice, whichever is later. Where net is equal to bid with cash discount deducted, award will be made to the net bid. The bidder shall extend and total the bids.
5. **Sales Tax Exemption.** The River Rouge Housing Commission is exempt from sales tax on those articles which the RRHC buys for its own use. Articles bought by the bidder and incorporated into other products are taxable to the bidder. Such tax should be included in the price and will not be paid as an extra by the RRHC. Sales tax is excluded from incorporated products when the final product is sold to non-profit housings projects.
6. **Specifications, Change of Specification, and Errors or Omissions.** Specifications which refer to brand names are given for reference. Bidders may quote on approved equivalent articles, provided that brand names and catalog number (s) and any deviations are noted on the bid form and complete descriptive literature is furnished. Exceptions will state "Do Not Substitute." The decision of the RRHC shall be final. If any of the terms and conditions prevent you from bidding, or if you wish to request revisions of specifications, or a change in quantity which will result in lower unit cost to the RRHC, or get an interpretation, your request will receive consideration if presented to the RRHC as much in advance of bid submission deadline as possible. If any change is found desirable, the RRHC will notify all bidders by mail and postpone bid submission date, if necessary.
7. Bidders are not permitted to take advantage of any errors or omissions in specifications since full instructions will be given should they be discovered before bid submission date. **Delivery Terms/Time.** F.O.B. delivered prices are preferred. F.O.B. delivered the dock of the institution or department noted on the bid, and will include all charges for packing, draying, etc. bidder may, at their option, quote F.O.B. shipping point. Prices bases on F.O.B. shipping point will be considered after adding transportation charges and insurance cost. Bidders must show shipping weight and point of shipments on all

shipping point bids. Delivery time is a part of the consideration and must be adhered to. If time varies on different items, the bidder shall so state.

8. **Containers.** Packing, reels, etc. If chargeable, must be shown as separate items. Return freight must be paid by bidder.
9. **Labeling of Envelopes:** The RRHC requires each Proposer to submit their response to the RFP by mail or hand-delivery. Proposers whose proposals are lengthy (more than five pages) or use of "special" type of paper (any paper besides the standard 8 ½ x 11') will be required to provide hard-copies of their proposals. Four (4) hard copy proposals, the Proposer will be required to submit one (1) original and (3) copies of the written proposal.
10. **Receipt of Bids** Contact information is as follows: River Rouge Housing Commission, 180 Visger Road, River Rouge, MI. 48218. **ATTN: CONCRETE REPLACEMENT/ASPHALTING OF (2) OFFICE PARKING LOTS. (313) 382-1414**
11. **Withdrawal.** Proposals may not be withdrawn for a period of sixty (60) calendar days from the deadline date.
12. **Award.** The RRHC reserves the right to accept or reject any or all proposals; to waive technicalities and to award the contract to the most responsive and responsible proposal that best meets the needs of the RRHC. The RRHC will appoint an Evaluation Panel who will review all proposals' compliance with submission requirements. Proposals that do not meet the submission requirements or are submitted after the deadline will be determined as non-responsive. Any questions concerning the RFP should be directed to Lori D. Long, Executive Director in writing at llong@riverrougehousing.com. Questions and/or concerns should be submitted no later than Wednesday, March 20, 2019. All Awards will be made in accordance with the provisions of the RRHC Procurement policy and procedures which provide for the utilization of Federal procurement procedures by the River Rouge Housing Commission when procuring goods or services consistent with HUD regulations 24CFR 85.36; the RRHC procurement policies and procedures; and the applicable provisions of the Michigan Housing Act, being MCL 125-661, MSA 5.3021. Disputes/Protests: Any contractor or prospective contractor may protest the solicitation or award of a contract for severe violations of the RRHC procurement policy and procedures. Complainant should seek resolutions of their concerns initially with the Contracting Officer. If the matter is not resolved on this basis, then the contractor may file a formal written protest within ten (10) calendar days after the award, detailing the issues involved. A formal written decision will be issued on the matter explaining any appeal right if necessary. The RRHC will issue a written response by Friday, March 22, 2019. Verbal communication is strongly discouraged and the RRHC will not be bound by any such communication regarding the RFP.
13. **Start of Work.** No Contract shall become effective until the contract has been approved and signed by the River Rouge Housing Commission Contracting Officer. Prior to the completion of this approval process, the Contractor will have no authority to begin work

on this contract. RRHC shall not authorize any payments to the Contractor prior to such approval. Nor shall the RRHC incur any liability to reimburse the Contractor regarding any expenditure for the purchase of materials or the payment of services.

- 14. Inspection.** All articles are subject to inspection and testing, in case any articles are defective in material and/or workmanship, or otherwise fail to meet requirements of this bid, RRHC shall have the right to reject or retain and correct such articles. The bidder shall pay RRHC for expenses for handling, packing and transportation.
- 15. Freight Rates.** Unless otherwise stated, any increase in published freight rates after submission deadline will be added to the contract price, and conversely any decrease in the published freight rates will be deducted from the contract price. This applies only to movement of the finished product as sold to the RRHC.
- 16. Subcontracting.** None of the services covered by this Contract shall be subcontracted without the prior, written approval of the RRHC and any grantor agency, if required.
- 17. Assignment.** A contractor shall not assign any purchase order or contract or any monies due therefrom without prior approval of the RRHC. Contact the purchase agent for proper procedure.
- 18. Default.** Default is defined as the failure of the bidder to fulfill the obligations of their Formal Bid. An event of default shall be construed as a material breach of this Contract.
- 19. Damages for Breach of Contract.** The Contractor shall be liable to the RRHC for any damages it sustains by virtue of the Contractor's breach, or any reasonable costs the RRHC might incur enforcing or attempting to enforce this Contract, including reasonable attorney's fees. The RRHC may withhold any payment (s) to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the RRHC from the Contractor is determined. It is expressly understood that the Contractor will remain liable for any damages the RRHC sustains in excess of any set-off.

If the Contract is so terminated for breach of contract, the RRHC may take over the services, and pursue the same to completion by Contract with another party or otherwise, and the Contractor shall be liable to the RRHC for any and all costs occasioned to the RRHC thereby.

The RRHC may assess upon the Contractor, for failure to meet any provision or condition of the Formal bid, damages up to the amount of 15% or the amount of the costs incurred for the breach.

Other remedies shall also be available to the RRHC. The previous provisions outlined herein shall be in addition to any and all other legal or equitable remedies permissible.
- 20. Termination.** The Contractor agrees that the RRHC shall have the right to terminate any award to the Bidder for cause, as determined by the Housing Director, without any liability whatsoever, upon the giving of ten (10) day notice.
- 21. Audit, Inspection of Records, and Cost Verification.** The RRHC reserves the right to audit all data and records of the Contractor relating to its performance under this Contract during the term of the Contract and for three (3) years after final payment. All

records relating to this Agreement shall be retained by the Contractor during the term of the contract and for three (3) years after final payment for the purpose of such audit and inspection

22. Compliance with Laws and Security Regulations. The Contractor shall comply with and shall require its associates to comply with: (1) applicable federal, state and local laws, ordinances, code (s), (2) regulations and policies, including, but not limited to, all security regulations in effect from time to time on the RRHC or developed in relationship to this Project externally: and (3) with the requirements of the grantor agencies when grant funds that are specifically related to this Contract are expended.

The Contractor shall hold the RRHC harmless with respect to any damages arising from any violations of the same by it or its associates. The contractor shall commit no trespass on any public or private property in performing any of the Services encompassed by this Contract. The Contractor shall require, as part of any subcontract that subcontractors comply with all applicable laws and regulations.

23. Patents. The Contractor shall protect and indemnify the RRHC against and expense of any nature, shall bear the cost of any law suits which may arise and shall pay damages which may be awarded against the RRHC for the use, under this specification, of any patent device, process, apparatus, material or invention.

24. Indemnity. The Contractor agrees to save harmless the RRHC against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, losses and expenses (including without limitation, fees and expenses for attorneys, expert witnesses and other consultants), which may be imposed upon, incurred by or asserted against the RRHC by reason of any negligent or tortious act or any failure by the Contractor to perform its obligations during the term of this Contract.

25. Conflict of Interest. The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of the services under this contract. The contractor further covenants that in the performance of the Contract no person having any such interest shall be employed. The Contractor further covenants that no officer, agent, or employee of the RRHC and no other public official who exercise any functions or responsibilities in the review or approval of the undertaking or carrying out of this Contract has any personal or financial interest, direct or indirect, in this Contract or in the proceeds thereof via corporate entity, partnership, or otherwise.

The contractor also hereby warrants that it will not and has not employed any Person to solicit or secure this contract upon any agreement or arrangement for payment of a commission, percentage, brokerage, contingent fee, other than bona fide employees working solely for the Contractor either directly or indirectly, and that if this Warranty is breached, the RRHC may, at its option, terminate this Contract without penalty, liability or obligation, or may, at its election, deduct from any amounts owed to the Contractor hereunder, any amounts of any such commission, percentage, brokerage, and contingent fee.

26. Section 3 Preference. In determining the lowest bid, the following criteria will be used in accordance with Section 3 of The Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701 U (Section3):

Preference in the award of **Section 3 covered contracts*** that are awarded under a sealed bid process will be provided as follows:

Bids shall be solicited from all businesses (Section 3 business concerns, and Non-Section 3 business concerns). An award shall be made to the qualified Section 3 business concern with the highest priority ranking and with the lowest responsive bid, if that bid:

<u>When the Lowest Responsive Bid is:</u>	<u>X-lesser of:</u>
Less than \$100,000	10% of that bid, or \$9,000
At least \$100,000, but less than \$200,000	9% of that bid, or \$16,000
At least \$200,000, but less than \$300,000	8% of that bid, or \$21,000
At least \$300,000, but less than \$400,000	7% of that bid, or \$24,000
At least \$400,000, but less than \$500,000	6% of that bid, or \$25,000
At least \$500,000, but less than \$1 million	5% of that bid, or \$40,000
At least \$1 million, but less than \$2 million	4% of that bid, or \$60,000
At least \$2 million, but less than \$4 million	3% of that bid, or \$80,000
At least \$4 million, but less than 4 million	2% of that bid, or \$105,000
At least \$7 million or more	1-1/2% of the lowest responsive bid (with on dollar limit)

If the River Rouge Housing Commission (RRHC) elects to award the Contract, the RRHC will make the award to the Bidder who submitted the lowest responsive bid (including the Section 3 Preference) conforming in all material respects with the concern meets the requirement stated above, the contract shall be awarded to a responsible Bidder with the lowest responsive bid.

A Section 3 Business Concern is defined as:

- (1) That is 51 percent or more owned by Section 3 residents; or
- (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with business concern were Section 3 residents; or
- (3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of "Section 3 Business Concerns."

Section 3 covered contract means a contract or subcontract (including a professional

Contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered Project. Section 3 covered contracts do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation System (see 48 CFR, chapter 1). "Section 3 covered contracts" also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract. For example, a contract for the purchase and installation of a furnace would be a Section 3 covered contract because the contract is for work (i.e., the installation of the furnace) and thus is covered by Section 3.

Section 3 covered projects means the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

BIDDER'S COMPANY NAME _____ **File No:** _____

MINOR DEVIATIONS:

Specifications referred to herein are used to indicate desired type, and/or construction, and/or operation. Other products and /or services may be offered if deviations from specifications are minor and if all deviations are properly outlined stated in the bid document. Failure to outline all deviations may be grounds for rejection of your bid.

The decision of the River Rouge Housing Commission, acting through the Housing Commission, shall be final as to what constitutes acceptable deviations from specifications.

FURNISH:

All labor, materials, tools, equipment and services necessary to complete the job of Cement Repairs/Replacement and Resurfacing of the Main office & Hyacinth Court parking lots:

GENERAL CONDITIONS:

All work performed under this contract will be covered by the General conditions of the Contract for Construction, Form HUD-5370 (Attached)

SCOPE OF WORK:

Concrete Sidewalk Replacement (Minimum 4" Depth or Existing whichever is Greater)

1. Lay out and mark all areas of replacement (marked in blue)
2. Demo and remove areas to be replaced to the nearest joint or saw cut. Dispose of all debris off site.
3. Cut walls of demolition to produce vertical edges.
4. Install forms as necessary to retain and support concrete.
5. Roll existing sub grade materials to achieve maximum density.
6. Install full depth 3,500 PSI air entrained concrete to match existing adjacent curbs. Install expansion joint material at beginning and end of short radii and at the structures. Concrete surface should be light broom finished to ensure traction.
7. Apply curing compound and/or provide protection against elements necessary to promote curing of new installation.
8. Remove forms and backfill adjacent areas using onsite materials.

Concrete sidewalks shall be constructed in accordance with these standard specifications and the requirements of the Housing Commission. The Contractor shall construct one-course sidewalks of a minimum thickness of four (4) inches in accordance with the plans and

specifications. Sidewalk through a driveway section shall be a minimum of thickness of six (6) inches. Concrete walkway approaches shall be a minimum thickness of six (6) inches.

ASPHALT – Parking Lots @ The Main Office & Hyacinth Court office

Resurfacing the Parking Lots at the Main office & Hyacinth Court

1. Prepare the parking lots by cleaning them thoroughly.
2. Fill the cracks.
3. Repair any damaged area with cracks and sunken places.
4. Prepare the resurface material, mix well before application get resurface material with bonding polymers in it, which will ensure flexibility, durability and weather resistance. Finally resurface layer of 3" thick compacted asphalt to be installed.
5. Make sure that new asphalt will slope away from the building & carry the rain water to the street or to a catch basin.

SUBGRADE

A new sub-base may be required by Owner, the soil in the subgrade is soft or spongy in places and will swell or shrink with changes in its moisture content. If a new sub-base is required, it shall consist of granular material and shall be spread to a depth of at least three (3) inches and thoroughly compacted. While compacting the sub-base the material shall be thoroughly wet and shall be wet when the concrete is deposited but shall not show any pools of water. If the Contractor undercuts the subgrade two (2) inches or more, he/she shall, at their expense bring the subgrade to grade by using gravel fill and it shall be thoroughly compacted. Where sidewalk is placed over excavations such as tree roots or sewer laterals, four (4) one-half (1/2) inch reinforcing bars shall be placed to prevent setting or one (1) foot on each side of the walk before slopping down at a 3:1 slope.

FORMS

Forms shall be of wood or metal and shall be straight and of sufficient strength to resist spring, tipping or other displacement during the process of depositing and consolidating the concrete. If of wood, forms shall be surfaced plank of at least two (2) inch nominal thickness stock except for curved sections; and if of metal they shall be of approved section and shall have a flat surface on top. The forms shall have a depth of at least equal to the depth of the

sidewalk. They shall be securely staked and braced to the required line and grade and shall be sufficiently tight to prevent leakage of mortar. All forms shall be cleaned thoroughly and oiled before the concrete is placed against them the transverse slope toward the curb shall be one-quarter (1/4) inch per foot unless otherwise directed.

CONCRETE

Concrete used for sidewalks shall be according to pertinent sections of Section 501 of the Standard Specifications for Grade A-2 Concrete.

PLACING AND FINISHING CONCRETE

The foundation, forms and reinforcement, when required, shall be checked and approved by RRHC before the concrete is placed. The concrete shall be placed on a moist foundation, deposited to the required depth and consolidated and spaded sufficiently to bring the mortar to the surface, after which it shall be struck off and floated with a wooden float. Before the mortar has set, the surfaces shall be steel troweled and lightly brushed.

JOINTS

Sidewalks shall be divided in sections by means of contraction joints.

Insofar as feasible, sidewalk shall be divided into sections not less than three (3) feet nor more than twelve (12) feet in any dimension.

A contraction joint in sidewalk shall consist of a slot or groove, at least one (1) inch in depth and one-fourth (1/4) inch in width.

One-half (1/2) inch transverse expansion joint filler shall be placed through the sidewalk at uniform intervals of not more than 96 feet.

Expansion joint filler shall extend to the full depth of the concrete and the top shall be slightly below the finished surface of the sidewalk.

One-half (1/2) inch expansion joint filler shall be placed between the sidewalk and back of abutting parallel curb and gutter and one (1) inch between sidewalk and buildings or other rigid structures.

One-half (1/2) inch expansion joint filler shall be placed between sidewalk approaches and the back of curb and gutter or edge of pavement.

The concrete at the faces of all joints shall be thoroughly spaded and compacted to fill the voids and the surface shall be finished smooth and true to grade. The edges of the sidewalk along forms and joints shall be rounded with an edger of one-fourth (1/4) inch radius.

CURING OF CONCRETE

All concrete work shall be cured by the impervious coating method, the wet fabric method or the paper method.

For the initial curing, while the concrete is fresh, water shall be applied in a fine spray to avoid injury, and the burlap shall be kept wet.

On the day following the placing of concrete, for the wet fabric method or the paper method, and on the final curing the concrete surface shall show the presence of free water under the covering for the following 72 hours.

PROTECTION OF WORK

The Contractor and property owner shall furnish and maintain adequate barriers and lights to protect the work and the public both by day and night. They will be held responsible for any damages caused by themselves, their agents or employees neglecting to take such precautions.

Cement replacement are throughout our scattered sites:

Addresses and the required work are attached

BIDDER'S COMPANY NAME _____ **FILE NO.** _____

A pre- bid conference and walk through will be held **Monday, March 11, 2019 @ 12:00 noon**
at Hyacinth Court Center, 460 ½ Lenoir Ct., River Rouge, MI. 48218. All interested
Bidders can contact our office at 313-382-1414 to confirm your participation or if you should
have any other questions or concerns.

AWARD: An award will be made on a lump sum basis to the lowest responsive and responsible
bidder for the properties. The River Rouge Housing Commission reserves the right to make
multiple awards, delete or add additional items to this award and/or award one or more items
to a single bidder.

PLEASE CHECK:

We have read the specifications thoroughly and we:

() Are able to meet specifications without deviation

() Have properly outlined all deviations below:

SIGNED: _____

TITLE: _____

Note: LABOR RATES: DAVIS BACON WAGE RATES

Note: Make Sure All Insurances & Certifications are included with submission

BIDDER'S COMPANY NAME _____ **FILE NO.** _____

WORK SCHEDULE:

We can complete work within _____ calendar days after receipt of Purchase Order/Contract.

RRHC desires that work to be completed within 60 calendar days after receipt of Purchase Order/Contract.

RRHC reserve the right to reject bids based on unsatisfactory work schedule.

TERMS OF PAYMENT:

A discount of 5% will be allowed for payment of invoice within thirty days of delivery and acceptance of the above items and vendor's invoice. Terms less than sixty (60) days will not be considered. Payments terms will not be considered in determining the award of the contract (s). However, discounts may be offered to facilitate prompt payment.

The River Rouge Housing Commission reserves the unqualified right to reject any bid which includes a provision for a service charge levied by a vendor when payment by the RRHC is not made within a specified time period.

This paragraph supersedes paragraph 4 of the General Conditions.

INSPECTION:

Bidder will be held to have visited the premises and examined the site (s), to familiarize him or herself with conditions under which he/she will conduct their work. No extras will be allowed due to his/her failure to examine the site (s) before completing their bid, or neglect to include all material and labor to complete the work.

F.O.B. JOB SITE

CONTRACT ACCEPTANCE:

The successful bidder shall be notified of the execution of a contract by the River Rouge Housing commission upon issuance of a Contract Award Notice or a Purchase Order. The Contract Award Notice shall contain the date the contract award was approved.

BIDDER'S COMPANY NAME _____ **FILE NO.** _____

The signed, accepted bid of the successful bidder will be the contract between the bidder and the RRHC, containing the full description of all contractual terms and conditions. A Copy of your signed bid will **not** be mailed to you. Each bidder shall keep a copy of his/her signed bid for future reference.

INSURANCE:

1. **Workers Compensation Insurance** which meets Michigan's statutory requirements and Employer's Liability insurance with minimum limits of \$500,000 each accident \$500,000 each disease, \$500.00 each disease/employee.

Commercial General Liability Insurance with a minimum combined single limit of \$100,000 per occurrence subject to a minimum aggregate limit of \$2,000,000. coverage include blanket contractual liability. The river rouge Housing Commission shall be additional insured. **See Note below.**

Automobile Liability Insurance covering all owned, hired and non-owned vehicle with personal protection insurance and property protection insurance to comply with the provisions of the Michigan No-Fault Insurance Act, including residual inability insurance with a minimum combined single limit of \$1,000,000.

Professional Liability Policy with a minimum combined single limit of \$100,000 per occurrence subject to a minimum aggregate limit of \$2,000,000. coverage include blanket contractual liability. The river rouge Housing Commission shall be additional insured. **See Note below.**

2. If, during the term of this Contract, changed conditions or other pertinent factors, should in the reasonable judgement of the RRHC, render inadequate the insurance limits, the Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be affected at the contractor=s expense, under valid and enforceable policies.
3. All policies shall name the contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice to the RRHC. The Public Liability insurance policy shall name the RRHC as an additional insured. Certificates of insurance evidencing such coverage shall be submitted to the River Rouge Housing Commission,

prior to the commencement of performance under this contract and at least fifteen (15) days prior to the expiration dates of expiring policies.

BIDDER'S COMPANY NAME _____ **FILE NO.** _____

BONDS AND INSURANCE:

Receipt of bonds and /or insurance is part of the process of determining which bidder may be recommended for award. If cause is found to change recommendation that your company be awarded the contract, RRHC shall not be liable for any costs incurred by you in the bid process, including the cost of acquiring bonds and /or insurance.

PROTECTION OF WORK, PERSON AND PROPERTY:

During performance and up to date of final acceptance, the contractor shall be under absolute obligation to protect the finished and unfinished work against any damage, loss or injury. The contractor shall take all reasonable precautions to protect the persons and property of the RRHC from damage, loss or injury during performance under this contract.

CLEANLINESS OF THE WORK STREETS:

The work itself, and all property used therewith, shall be kept in a neat and orderly condition at all times. Excess waste and rejected materials, rubbish and debris shall not be allowed to accumulate. Construction equipment, and excess materials shall be promptly removed from site when no longer needed for the progress of the work. Upon completion of the work, the contractor shall restore the site to original condition.

EXPERIENCE AND REFERENCES:

Past performance and experience may be factors in making the award.

We have furnished goods and/or services of a similar nature, as follows (Complete in entirety):

BIDDER'S COMPANY NAME _____ **FILE NO.** _____

Company	Address	Phone #	Contact info.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

