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Request for Proposal

The Village of Fowlerville is seeking proposals for
Sidewalk Replacement Services

Proposals must be submitted on the specification forms attached.

Return all quotes by May 20, 2019, by 1:00 p.m., to:
The Village of Fowlerville
213 South Grand Avenue
Fowlerville, MI 48836
Attention: Kathryn Arledge, Village Clerk/Manager

Telephone: 517-223-3771, extension 14

The Village of Fowlerville reserves the right to reject any or all bids, accept any bid and to waive any informalities or technicalities when deemed to be in the best interest of the Village.

Village of Fowlerville

213 South Grand Avenue

Fowlerville, MI 48836

517-223-3771

Sidewalk Replacement Services

Bid Specifications

President

Carol Hill

Council Trustees

Jerry Bell

Kathryn Heath

Mary Helfmann

Jim Mayhew

Jane Mills

Scott Schultheis

Village Clerk/Manager

Kathryn Arledge

Bids must be submitted on or before **Monday, May 20, 2019, at 1:00 p.m.**
in a sealed envelope marked,

"SIDEWALK REPLACEMENT SERVICES"

Village of Fowlerville

213 South Grand Avenue

Fowlerville, MI 48836

517-223-3771

NOTICE IS HEREBY GIVEN that sealed bids will be received in the office of the Village Clerk/Manager, 213 South Grand Avenue, Fowlerville, MI 48836 on or before **May 20, 2019, at 1:00 p.m.** for the following:

Sidewalk Replacement Services

Proposals must be submitted on forms furnished by the Village Clerk, in a sealed envelope marked "Sidewalk Replacement Services". Bid specifications and bid forms are available at the Village Office or at www.fowlerville.org.

The Village of Fowlerville reserves the right to reject any or all bids, accept any bid and to waive any informalities or technicalities when deemed to be in the best interest of the Village.

Kathryn M. Arledge, CMMC
Village Clerk/Manager

Published: Fowlerville News & Views

AFFIDAVIT REQUESTED

Village of Fowlerville
213 South Grand Avenue
Fowlerville, MI 48836

General Conditions
Sidewalk Replacement Services

The Village of Fowlerville is requesting responses to this Request for Proposal (RFP) to enter into a contract to provide miscellaneous sidewalk replacement services for the Village of Fowlerville.

Purpose and General Information

This program was implemented in an effort to promote safety in the Village of Fowlerville neighborhoods, as well as improve the appearance of the community.

It is the intent of this request for Proposal to solicit bids for professional sidewalk replacement services for The Village of Fowlerville. The Village of Fowlerville compiles a list of sidewalk flags that are in need of replacing. The Village does not guarantee a minimum or maximum quantity of sidewalk replacements. The Village reserves the right to increase or decrease the quantity based on available funding.

All Sidewalks shall conform to the Village of Fowlerville Sidewalk Standards.

Description of work to be performed:

Job Expectations:

- This project consists of removing and replacing defective sidewalk flags in the Village of Fowlerville **and/or** replacing defective sidewalk flags with the Village of Fowlerville Department of Public Works removing the old sidewalk.
- The contractor will be expected to complete all jobs within the time arranged with the Village of Fowlerville Department of Public Works.
- The contractor must be able to work/re-locate to several different locations in one day, within the Village of Fowlerville.
- The contractor must invoice the Village for services within 7 days.
- The contractor must supply a 'before and after picture' attached to the invoice as verification of replacement.
- The contractor's invoices will give a detailed description of the location/address, dates, and time work was performed.

Contract Termination:

The Village of Fowlerville may, by written notice, and at any time, terminate the agreement if, in the judgment of the Village of Fowlerville, the contractor has failed to comply with the terms of the agreement. In the event of such termination, the contractor shall be entitled to payment for work performed through the date the notice is delivered to the contractor. No sums shall be owed to the contractor for work performed after such notice is delivered.

Bid Proposal

"SIDEWALK REPLACEMENT SERVICES"

The Village of Fowlerville is accepting Bids for Sidewalk Replacement Services as specified in the "Sidewalk Replacement Services" Bid Specifications dated May 20, 2019.

The Village of Fowlerville reserves the right to reject any or all bids, accept any bid and to waive any informalities or technicalities when deemed to be in the best interest of the Village of Fowlerville.

Proposal #A Removal and replacement of four inch (4'') concrete sidewalk per square foot per location, including installation and/or removal of sand/dirt as needed to meet grade. Back-filling with clean fill sand/dirt and removal of forms.

Unit Price	\$ _____ per sq. foot
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Proposal #B Replacement of four inch (4'') concrete sidewalk per square foot per location. The Fowlerville DPW to remove flag to be replaced. Back-filling with *clean fill sand/dirt and removal of forms.

*Clean sand/dirt supplied by the Village of Fowlerville

Unit Price	\$ _____ per sq. foot
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Notes/Additional Information:

The Bidder agrees and certifies that the above Unit Price bid and qualifications shall be the basis for determination of award of the Contract and agrees to adhere to the Unit Price for the 2019 Sidewalk Repairs. The contract may be extended if both the Contractor and the Village of Fowlerville agree to the terms; prices shall remain the same during the extended term.

Name of Company: _____

Address: _____

Name of Representative (print): _____

Signature of Representative: _____

Date: _____ Telephone: _____

Village of Fowlerville
213 South Grand Avenue
Fowlerville, MI 48836

Bid Proposal
REFERENCES

Please include the name and contact information for at least three (3) references from customers with similar projects or municipal contracts.

1. Name of Customer: _____

Contact information: _____

Type of Work Performed: _____

_____.

2. Name of Customer: _____

Contact information: _____

Type of Work Performed: _____

_____.

3. Name of Customer: _____

Contact information: _____

Type of Work Performed: _____

_____.

CONTRACTOR INSURANCE REQUIREMENTS

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the Village of Fowlerville. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

The Contractor shall procure and maintain the following insurance coverage:

1. **Worker's Compensation Insurance:** including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
2. **Commercial General Liability Insurance:** on an "Occurrence Basis" with limits of liability not less than \$300,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.
3. **Automobile Liability:** including Michigan No-Fault Coverages, with limits of liability not less than \$300,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
4. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability, as described above, shall include an endorsement stating the following shall be ***Additional Insureds:*** The Village of Fowlerville, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the Village of Fowlerville as additional insured, coverage afforded is considered to be primary and any other insurance the Village of Fowlerville may have in effect shall be considered secondary and/or excess.
5. **Cancellation Notice:** All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (Kathryn Arledge, Village of Fowlerville, 213 South Grand Avenue, Fowlerville, MI 48836).
6. **Proof of Insurance Coverage:** The Contractor shall provide (Village of Fowlerville), at the time the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.

Village of Fowlerville
213 South Grand Avenue
Fowlerville, MI 48836

The president thereupon declared this bid approved and accepted by the Village Council of the Village of Fowlerville this _____ day of _____, 2019.

X

Carol K. Hill,
Village Council
President

I hereby certify that the foregoing constitutes a true and complete copy of the approved and accepted bid by the Village Council of the Village of Fowlerville, County of Livingston, Michigan at a regular meeting held on _____.

X

Kathryn M. Arledge,
Village Clerk/Manager