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Brenda Butler-Challender
Clerk

Steve Wiswasser
Treasurer

Karen Hildebrant
Superintendent



Jason Almerigi
Trustee

Joe Benzie
Trustee

Ryan Fewins-Bliss
Trustee

Al Rosekrans
Trustee

**BATH CHARTER TOWNSHIP
INVITATION TO BID**

**DEMOLITION OF STRUCTURES, TREE REMOVAL
AND SITE GRADING**

Bath Charter Township is requesting bids for the DEMOLITION AND DISPOSAL OF STRUCTURES, TREE REMOVAL AND SITE GRADING located at 6491 Park Lake Rd, Bath, MI 48808. Qualified Bidders shall have until 1:00 PM on Friday, July 23, 2021, to submit their bids to Karen Hildebrant, Superintendent, 14480 Webster Rd, Bath, MI 48808. Bids will be publicly opened and read at 1:00 PM on Friday, July 23, 2021 in the Boardroom.

Prospective Bidders are encouraged to attend a Pre-Bid Conference on Tuesday, July 13, 2021 at 8:00 a.m. to be held at the jobsite located at 6491 Park Lake Rd, Bath, MI 48808.

Bids shall comply with the standards set forth in the Invitation to Bid (ITB) posted for download on the Bath Township website at: www.bathtownship.us. Printed copies are also available in the Township Offices, 14480 Webster Rd, Bath MI 48808, during normal business hours. Each bid must be submitted in a sealed envelope, accompanied by the bid bond described in the ITB, and clearly marked on the outside of the envelope "Bid for Demolition of Structure, Tree Removal and Site Grading".

The Superintendent and Department of Public Works Foreman will evaluate all bids submitted. Bath Charter Township reserves the right to reject any and all bids in response to this Invitation to Bid (ITB), and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

Bath Charter Township is an Equal Opportunity Employer. Bidders are required to certify equal employment opportunity and drug-free workplace, among other certifications required in the bid documents.

Publication Date: July 7, 2021.

INVITATION TO BID

1. NOTICE TO BIDDERS

1.1 Purpose

Bath Charter Township is requesting sealed bids for the demolition and removal of all debris, tree removal, along with associated grading and sitework, for existing structures located at 6491 Park Lake Rd, Bath MI 48808.

1.2 Estimated Key Dates

The following are the estimated key dates associated with the ITB process. Bids received after 1:00 PM EST on the Bid Due Date (as defined below) will not be considered.

| | |
|--------------------------------|--------------------------------|
| PUBLICATION DATE: | July 7, 2021 |
| INQUIRY PERIOD BEGINS: | July 7, 2021 |
| PRE-BID MEETING @ SITE: | July 13, 2021 at 8 a.m. |
| INQUIRY PERIOD ENDS: | July 23, 2021 at 1 p.m. |
| BID DUE DATE: | July 23, 2021 at 1 p.m. |
| BID OPENING DATE: | July 23, 2021 at 1 p.m. |

There are references in this ITB to the Bid Due Date, which shall mean the date, and time that the Offeror's bid response is due at the Bath Charter Township office. Sealed Bids received after 1:00 PM on the Due Date will not be evaluated. Each bid must be submitted in a sealed envelope and marked on the outside as "BID for 6491 Park Lake Rd." Bath Charter Township reserves the right to reject any or all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

1.3 Additional Estimated Dates

CONTRACT AWARD NOTIFICATION: July 26, 2021

CONTRACT COMPLETION DATE: By End of Year 2021

1.4 Location for Bid Response Opening

The following is the site for the public opening of Offeror's response(s).

14480 Webster Road * P.O. Box 247 * Bath, MI 48808
517-641-6728 * Fax: 517-641-4170

Bath Charter Township Offices
Boardroom
14480 Webster Rd.
Bath, MI 48808

2. EXECUTIVE SUMMARY

2.1 Purpose

This document is a request for bids to DEMOLISH AND REMOVE ALL DEBRIS OF EXISTING STRUCTURES, TREE REMOVAL AND PERFORM SITEWORK. Bath Charter Township is soliciting competitive, sealed bids for the described work. If a suitable offer is made in response to this Invitation to Bid (ITB), Bath Charter Township may enter into a contract to have the selected Offeror (the “Contractor”) provide the described work.

Upon selecting the selected Offeror, Bath Charter Township shall enter into a Contract with such person or entity. A contract for the described work shall be prepared by Bath Charter Township and submitted to the selected Offeror. This ITB provides details on what is required to submit a Bid for the Work, and what will be required of the Contractor in providing the described work. As used herein, the term “Bath Charter Township” shall also include any of their employees, agents, or representatives.

This ITB also gives the estimated key dates for the various events that are part of the submission process, selection process, and work commencement. While these dates are subject to change, Bath Charter Township will make efforts to adhere to the dates contained herein. Once a contract is awarded, the described work must be completed by the completion date agreed upon by Bath Charter Township and the Contractor.

2.2 Objectives

The purpose of this Invitation to Bid (ITB) is to solicit bids that fulfill the requirements, performance expectations, and deliverables as outlined in the Scope of Work and Technical Specifications (see Section 4). It shall be the successful Bidder’s obligation to ensure that their personnel providing any work or services in accordance with this ITB are qualified to perform such work or services.

2.3 Calendar of Events

Significant dates in connection with this ITB are shown above and are subject to change. Bath Charter Township may change any one or more of the key dates at any time, however significant schedule changes before the Inquiry Period Begins are not expected. If schedule changes occur after the Inquiry Period Begins, all participants will be notified via email. Any such email announcements shall be considered as addendum(s) to this ITB. It will be the responsibility of the prospective Offerors to notify the Township that they intend to bid, and to check his/her email on a regular basis for posted addendums, changes and other ITB information.

3. INSTRUCTIONS TO BIDDERS

3.1 Purpose

The following sections provide details on how to respond to this Invitation to Bid (ITB). All responses must be complete and in the prescribed format subject to the right of Bath Charter Township to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB as set forth above.

3.2 Contacts

The following individual will be the representative of Bath Charter Township who may be contacted in connection with this Invitation to Bid (ITB).

Karen Hildebrant
Township Superintendent
(517) 641-6728
khildebrant@bathtownship.us

Ben Zeeb
DPW Foreman
(517) 641-6728
bzeeb@bathtownship.us

A complete set of the Invitation to Bid (ITB) document will be posted on the Bath Township website at: www.bathtownship.us for downloading. Prospective bidders should notify Karen Hildebrant of their intention to bid and provide her with their contact information. Bidders may also obtain complete sets of the Invitation to Bid document at the Bath Charter Township Offices, 14480 Webster Rd, Bath MI 48808.

3.3 Inquiries

Bidders may make inquiries regarding this ITB any time prior to the conclusion of the Inquiry Period set forth above in the Estimated Key Dates. Bidders must use email to make their inquiries. All inquiries must be addressed to and sent to Karen Hildebrant: khildebrant@bathtownship.us. **The submission of oral, telephonic, facsimile or telegraphic inquiries will not be accepted.**

3.4 Preparation of Bid

- 3.4.1 Submit a bid amount on the original Bid Form furnished by Bath Charter Township, in this document.
- 3.4.2 Sign Bid Form with name printed below signature.
- 3.4.3 All bids submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the party responding to the ITB.
- 3.4.4 Oral, telephonic, facsimile or telegraphic bids in response to this ITB will not be accepted.

- 3.4.5** Provide all the required attachments to the Bid Form as follows:
A) EEO Certification
B) Drug-Free Work Place
- 3.4.6** Submit sealed bids in an opaque envelope plainly marked on the outside with the project title “BID FOR DEMOLITION OF 6491 PARK LAKE RD”, bid date and time, and name of the Offeror.
- 3.4.7** If the bid is mailed, the sealed bid shall be enclosed in a separate mailing envelope with the notation “BID for 6491 Park Lake Rd.” on the face of the bid envelope.
- 3.4.8** Mailing and delivery address is:
Bath Charter Township
14480 Webster Rd.
PO BOX 247
Bath, MI 48808
- 3.4.9** Bidders shall be solely responsible for the timely delivery of their bid in response to this ITB in the manner and time prescribed. No bid shall be considered if it arrives after the time scheduled, as determined by Bath Charter Township.
- 3.4.10** Bids in response to this ITB that are unsigned, improperly prepared, contain mathematical errors, alterations or irregularities of any kind, may, at Bath Charter Township discretion be declared unacceptable.

3.5 Contractor Pre-Qualification Verification Requirements

- 3.5.1** The selected contractor will be required to submit the following documents before entering into a contract with the Bath Charter Township Board of Trustees:

- 1) A completed W-9 Tax Form (if not on file)
- 2) A copy of your Workers Compensation Certificate
- 3) Any required licenses and identification numbers
- 4) Liability Insurance Certificates as follows:

Commercial General Liability: Minimum \$1,000,000 per occurrence
Minimum \$1,000,000 aggregate

Auto Liability: Minimum \$1,000,000 per occurrence
Minimum \$1,000,000 aggregate

Umbrella/Excessive Liability: Minimum \$3,000,000 per occurrence

3.6 Laws and Regulations

3.6.1 The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities, including Michigan Occupational Safety & Health Administration (MIOSHA), having jurisdiction over this project shall apply to this contract.

3.7 Award of Contract

3.7.1 Criteria for Service and Quality

- 1.1. In addition to cost criteria, the Township may consider other criteria such as quality, reliability, life-cycle cost, service, timing of delivery, warranty, vendor's ability and capacity to perform, local vendors, and or prior experience with a vendor.
- 1.2. Local Purchasing. The Township will purchase from local or regional merchants when appropriate, taking into account price, service and quality.

3.8 Time of Completion

3.8.1 All work shall be completed by the end of calendar year 2021, unless an approved time extension is granted by approval of Owner change order to the contract.

3.9 Payment Applications

3.9.1 Full payment shall be made upon satisfactory completion of the work, and all contract close-out requirements.

4. TECHNICAL SPECIFICATIONS

- 4.1 **Scope of Work:** The purpose of this Invitation to Bid (ITB) is to obtain bids for the complete demolition and removal of debris, along with utility modifications, earthwork grading and filling, and final sitework, for an existing Township owned building structures located at 6491 Park Lake Rd, Bath, MI 48808.
- 4.2 The contractor will be required to obtain all applicable permits for the work of this project. **There will be NO cost for the permits obtained from the Building and Zoning Departments at Bath Charter Township as the work is being performed on behalf of the owner, Bath Charter Township.** The contractor will be required to arrange inspections for permits.
- 4.3 The Owner has terminated all existing utility services. The contractor is responsible for any cutting and capping of those services to meet Township permit requirements, regardless of location on the Township property or in the street right-of-way.

- 4.4 The contractor is responsible to cap and fill the existing sanitary sewer connection. The capping of the sanitary sewer shall be per Bath Charter Township standards and coordinated with the Southern Clinton County Municipal Utilities Authority.
- 4.5 The contractor is responsible to cap the existing well connection. The capping of the well shall be per Mid-Michigan District Health Department standards and coordinated with the Department.
- 4.6 Provide all necessary filling, leveling, and final grading of the site.

5. ADDITIONAL REQUIREMENTS

In addition to any other requirements herein, the Contractor shall comply with the requirements listed below:

- a. General Requirements
- b. Coordination
- c. Security
- d. Fire Safety
- e. Hazardous Materials
- f. Cleaning

5.1 General Requirements

- 5.1.1 The Contractor shall comply with all applicable ordinances, laws, and regulations.
- 5.1.2 The Contractor will remove, as required, loose equipment and furnishings remaining in the building as part of the demolition.
- 5.1.3 The Contractor shall provide a Liability Insurance Certificate, and Workers Compensation Certificate to the Township prior to the start of work.

5.2 Coordination

- 5.2.1 The Contractor shall coordinate all demolition activities with the authorized representative of Bath Charter Township, and provide a written schedule of the work.

5.3 Security

- 5.3.1 The Contractor shall maintain security of the project site and its contents at all times during the term of the contract and any extensions thereto.

5.4 Fire Safety

- 5.4.1 The Contractor shall comply with all local fire safety requirements.

5.4.2 The Contractor shall take every precaution to prevent fires.

5.5 **Hazardous Materials**

5.5.1 The Contractor is cautioned to check the premises where the existing structure is located for the existence of hazardous materials during the progress of the work.

5.5.2 In the event materials are encountered during the work which may present a health hazard to workers, occupants, or the public, the Contractor shall take the following actions:

- a. Take immediate action to limit the exposure or hazardous condition.
- b. Cease work in the area until suspected hazardous material can be identified.
- c. Notify the Bath Charter Township representative of the condition. Such notification shall be made by the most expedient means with subsequent written confirmation.

5.5.3 Testing, identification, removal, or other processes to render hazardous materials safe within legal limits is to be provided by the Contractor, upon approval by the Owner.

5.6 **Final Clean-Up**

5.6.1 Upon final completion of the demolition work, the Contractor shall perform sweeping of the roadway and surrounding parking areas to remove all dirt, mud, or debris.