



# CITY OF DEXTER

## INVITATION TO BID

**BID TITLE:** DEMOLITION OF BUILDINGS LOCATED AT 7651 DAN HOEY RD. AND 8258 HURON ST., DEXTER, MI 48130

**BID DUE DATE:** THURSDAY, AUGUST 13, 2015 2:00 PM

### ISSUING AGENCY INFORMATION

**ISSUED BY:** City of Dexter, 8140 Main Street, Dexter, MI 48130

**ISSUE DATE:** 07-07-2015

**RETURN TO:**  
City of Dexter  
Assistant to the City Manager  
Justin Breyer  
8140 Main Street (mailing)  
8123 Main Street (drop off)  
Dexter, MI 48130

**Phone:** (734) 426-8303 ext. 17  
**Fax:** (734) 426-5614

**Website:** [www.dextermi.gov](http://www.dextermi.gov)

### INSTRUCTIONS TO BIDDERS

COMPLETE THE INFORMATION BELOW AND RETURN THIS PAGE WITH YOUR BID AND ANY REQUIRED DOCUMENTS TO THE ADDRESS LISTED ABOVE UNDER "ISSUING AGENCY INFORMATION."

**Alternate Bids:** Vendors may submit alternate bids (a bid on services other than specified). Alternate bids are considered only if the vendor is the lowest responsible vendor on their primary bid. Bids must be clearly identified as "Primary" and "Alternate".

### BIDDERS MUST COMPLETE THE FOLLOWING

**PAYMENT TERMS: NET 30 DAYS**

**DELIVERY DATE:**

**BIDDER NAME/ADDRESS/CERTIFICATIONS:**

**AUTHORIZED BIDDER SIGNATORY**  
(print and sign in ink):

**BIDDER PHONE #:**

**BIDDER FAX #:**

**BIDDER EMAIL ADDRESS AND WEBSITE:**

**IMPORTANT: SEE STANDARDS AND TERMS**

**DEXTER DOWNTOWN DEVELOPMENT AUTHORITY – DEMOLITION OF BUILDINGS AT 3045 BROAD  
STANDARD TERMS AND CONDITIONS**

**By submitting a response to this invitation for bid, request for proposal, limited solicitation, or acceptance of a contract, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.**

**ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION RESPONSES:** The City reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the City. Bids, proposals, and limited solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

**ACCESS AND RETENTION OF RECORDS:** The contractor agrees to provide the City, or their authorized agents, access to any records necessary to determine contract compliance. The contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of three years after either the completion date of the contract or the conclusion of any claim, litigation, or exception relating to the contract.

**ALTERATION OF SOLICITATION DOCUMENT:** In the event of inconsistencies or contradictions between language contained in the City's solicitation document and a vendor's response, the language contained in the City's original solicitation document will prevail.

**ASSIGNMENT, TRANSFER AND SUBCONTRACTING:** The contractor shall not assign, transfer or subcontract any portion of the contract without the express written consent of the department.

**COMPLIANCE WITH LAWS:** The contractor must, in performance of work under the contract, fully comply with all applicable federal, state, or local laws, rules and regulations. Any subletting or subcontracting by the contractor subjects subcontractors to the same provision.

**CONFORMANCE WITH CONTRACT:** No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without prior written consent of the City of Dexter. Supplies delivered which do not conform to the contract terms, conditions, and specifications may be rejected and returned at the contractor's expense.

**E-MAIL/FACSIMILE RESPONSES:** E-Mail and Facsimile responses will be not be accepted. Bids or portions thereof received after the deadline will not be considered.

**HOLD HARMLESS/INDEMNIFICATION:** The contractor agrees to protect, defend, and save the City, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, causes of action of any kind or character, including the cost of defense thereof, arising in favor of the contractor's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of the contractor and/or its agents, employees, representatives, assigns, subcontractors, except the sole negligence of the City, under this agreement.

**LATE BIDS AND PROPOSALS:** Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to assure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the vendor at the expense of the vendor or destroyed if requested.

**QUESTIONS:** Vendors may submit questions until July 15, 2015 at 5:00 pm by e-mail to [Jbreyer@dextermi.gov](mailto:Jbreyer@dextermi.gov) or phone at 734-426-8303 x 17. Responses to all submitted questions will be posted to the website at <http://www.dextermi.gov/doing-business-village-2> by July 17, 2015 at 5:00 pm.

**PAYMENT TERM:** All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the City is allowed 30 days to pay such invoices.

**TAX EXEMPTION:** The City of Dexter is tax exempt (#38-6004671).

**TERMINATION OF CONTRACT:** Unless otherwise stated, the City may, by written notice to the contractor, terminate the contract in whole or in part at any time the contractor fails to perform the contract.

**COMPLIANCE WITH WORKERS' COMPENSATION ACT**

The Contractor is required to supply the City of Dexter with proof of compliance with the Workers' Compensation Act while performing work for the City of Dexter. Neither the Contractor nor its employees are employees of the City. The proof of insurance/exemption must be in the form of workers' compensation insurance, an independent contractor exemption, or documentation of corporate officer status and must be received by the City, within 10 working days of the Notice of Award and must be kept current for the entire term of the contract.

CONTRACTS WILL NOT BE ISSUED TO VENDORS WHO FAIL TO PROVIDE THE REQUIRED DOCUMENTATION WITHIN THE ALLOTTED TIME FRAME.

### **CONTRACT TERMINATION**

Termination for Cause. The City may, by written notice to the Contractor, terminate this contract in whole or in part at any time the Contractor fails to perform this contract.

### **INSURANCE REQUIREMENTS – BID/PROPOSAL**

**General Requirements:** The Contractor shall maintain for the duration of the contract, at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability, which may arise from or in connection with the performance of the work by the Contractor, agents, employees, representatives, assigns, or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the City of Dexter, Michigan.

**Primary Insurance:** The Contractor's insurance coverage shall be primary insurance as respect to the City, its officers, officials, employees, and volunteers and shall apply separately to each project or location. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

**Specific Requirements for Commercial General Liability:** The Contractor shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$300,000 per occurrence and \$1,000,000 aggregate per year to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverages shall include the following extensions: (a) Contractual Liability; (b) Products and Completed Operations; (c) Independent Contractor's Coverage; (d) Broad Form General Liability Extensions, or equivalent; (e) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

**Additional Insured Status:** The City, its officers, officials, employees, and volunteers are to be covered and listed as additional insureds; for liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations; premises owned, leased, occupied, or used.

**Specific Requirements for Automobile Liability:** The Contractor shall purchase and maintain coverage with limits of not less than \$300,000 per person (personal injury), \$1,000,000 per accident occurrence (personal injury), and \$100,000 per accident occurrence (property damage), OR combined single limits of \$1,000,000 per occurrence to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

**Certificate of Insurance/Endorsements:** Insurance must be placed with an insurer with a Best's rating of no less than A-. This insurance must be maintained for the duration of the contract. The City must receive all required certificates and endorsements within 10 days from the date of the Notice of Award before a contract will be issued. Work may not commence until a contract is in place. The Contractor must notify the City immediately, and no less than 30 days, of any material change in insurance coverage, such as changes in limits, coverage, change in status of policy, etc. The City reserves the right to require complete copies of insurance policies at all times.

**Proof of Insurance Coverage:** The contractor shall provide the City of Dexter, Michigan, at the time contracts are returned for execution, certificates and policies listed below:

- A. Certificate of Insurance for Worker's Compensation Insurance;
- B. Certificate of Insurance for Commercial Liability Insurance;
- C. Certificate of Insurance for Automobile Liability Insurance;
- D. Original Policy, or Original Binder pending insurance policy, or Owner's & Contractor's Protective Liability Insurance;
- E. If so requested, certified copies of all policies mentioned above will be furnished.

**DEMOLITION OF BUILDINGS AT 7651 DAN HOEY RD. AND 8258 HURON ST.  
PROJECT SCOPE**

**Project Location:**

7651 Dan Hoey Rd., 8258 Huron St.  
Dexter, MI 48130

**Site Information:**

Asbestos abatement and removal on both properties has been coordinated and completed by the City prior to the issuance of this Invitation to Bid.

Electric, gas, water and sewer services will be shut-off and removed by the City prior to the start of demolition. The selected vendor shall coordinate with the City's Department of Public Works to ensure that the timeline for this work matches the proposed demolition schedule.

Septic field abatement will be conducted independent of this Invitation to Bid.

The building located at 8258 Huron St. is a single-level residential home and garage totaling 1087 sqft. The building sits on a concrete slab with no crawl space. There is a detached garage that will also be demolished as a part of this Invitation to Bid. Please note that the gazebo located on the property will not be demolished. The property is located adjacent to the Huron River and the City's Wastewater Treatment Facility. A map of the primary structure and detached garage are included as attachments.

The building located at 7651 Dan Hoey Rd. is a multiple-level residential farm house of approximately 1711 sqft. This structure sits on a full basement. There are two detached structures that are included for demolition in addition to the primary structure. A map of these structures are included as attachments.

**Permitted Activity:**

The project consists of the demolition of buildings as shown on the attached map. Both locations are former residential properties that have fallen into disrepair. The property located at 8258 Huron St. is located adjacent to the Huron River. The selected vendor shall remove all above and below ground structures as presented, including basement. Properly fill and compact area.

The vendor will be required to determine if a soil erosion permit is necessary, especially with regards to the 8258 Huron St. property.

Demolition permits will be required from the Washtenaw County Building Department and the City of Dexter.

The vendor will be required to request an open hole inspection.

Any areas disturbed by the demolition must be restored, including seeding.

**Site walks will be scheduled upon request.**

**Contractor Requirements:**

Contractors bidding must be qualified to complete the work as proposed.

City Staff and/or consultants will perform the inspection of the project.

**Project Timeline:**

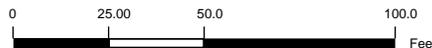
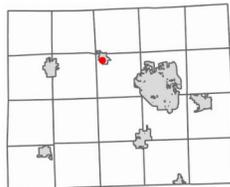
This project shall be completed before October 31, 2015.

<b>COMPANY NAME:</b>	
<b>PLEASE PROVIDE THE COMPANIES/SUPERVISORS QUALIFICATIONS AND EXPERIENCE PERFORMING SUCH WORK. MUNICIPAL REFERENCES ARE REQUIRED:</b>	
<b>PLEASE PROVIDE TWO REFERENCES SPECIFIC TO DEMOLITION OF A "FACILITY" AS DEFINED BY STATE LAW:</b>	
<b>LIST BID CONTINGENCIES/CONDITIONS/DEVIATIONS:</b>	
<b>DEMOLITION COST – 7651 DAN HOEY RD AND ATTACHED STRUCTURES:</b>	
<b>DEMOLITION COST – 8258 HURON ST:</b>	
<b>REDUCTION DUE TO SALVAGE MATERIALS:</b>	
<b>TOTAL BID PRICE:</b>	
<b>START DATE:</b>	<b>END DATE:</b>
<b>TERMS:</b>	
<b><i>BID MUST BE FIRM IN ACCORDANCE WITH PLANNED SCHEDULE</i></b>	<b>F.O.B CITY OF DEXTER</b>



Red - Demolish  
Green - Do Not Demolish

**7651 Dan Hoey**



1: 600

7/10/2015

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.



**NOTE: Parcels may not be to scale.**

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.



Huron St

**8258 Huron St.**



1: 600

7/10/2015



**NOTE: Parcels may not be to scale.**

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.