

2024 BID SPECIFICATIONS FOR:

2024 Mason Consolidated Schools Summer Concrete Project

Mason Consolidated Schools:

2400 Mason Eagles Drive

Erie, MI 48133

Project Location:

2400 Mason Eagles Drive

Erie, MI 48133

Bid Specifications:

Bids: One copy of the Bid must be submitted in a sealed, opaque envelope, and on forms provided by the OWNER with the project name, bidder's name and address clearly written on the outside of the envelope.

All bids shall be accompanied by a sworn and notarized Familial Relationship Disclosure Statement evidencing any familial relationship (or lack thereof) between the Owner or any employee of the bidder and any member of the Mason Consolidated School District Board of Education or the Superintendent of the School District. A copy of General Liability Insurance is also required.

Bids to be delivered to:

Attn: Eric Hoogendoorn
Operations Department
2024 Mason Schools Summer Concrete Project
Mason Consolidated Schools
2400 Mason Eagles Drive
Erie, Michigan 48133

Bids will be accepted until 3:00 P.M. (EST) May 29, 2024 at the above address.

A public bid opening will take place at 3:15 P.M. (EST) May 29, 2024, at the above address.

Bids not received at the noted location by the time and date specified in this notice will not be considered and will be returned to the bidder unopened. The Owner reserves the right to reject any or all bids, to waive irregularities and/or informalities and to make award in any manner deemed for the best interest of the Owner.

Bids shall not be withdrawn for a period of sixty (60) days subsequent to opening of bid.

Submission: Before sealing the bid envelope, check to be sure that:

1. The Bid Form is signed.
2. The Base Bid amount is filled in.
3. All applicable alternate amounts are filled in.
4. Bid Security is included.
5. All Addenda received are acknowledged.
6. All unit prices are filled in.
7. Signature Authorization is included.
8. Familial Disclosure Statement is included.
9. A copy of General Liability Insurance

On the outside of the envelope identify:

1. The project name as noted in this invitation.
2. Bidder's name and complete address.

If the owner approves a proposed substitution or alternate prior to receipt of bids, such approval will be set forth in an addendum/clarification. Bidders shall not rely upon approvals made in any other manner.

No substitutions or alternates will be considered after the contract award unless specifically provided in the Contract Documents, by means of an addendum or other written and signed approval.

BIDDING PROCEDURES

FORM AND STYLE OF BIDS

- A.** Bids shall be submitted on forms identical to the form included with the bidding documents. Facsimiles (faxes) will not be accepted.
- B.** All blanks on the bid form shall be filled in manually in ink.
- C.** Where so indicated by the makeup of the bid form, sums shall be expressed in both words and figures, and in case of discrepancy between the two, the amount written in

words shall govern. All items numbers must add up to the bid total and all items filled.

Failure to fill in items may be considered an incomplete bid.

D. Interlineations, alterations and erasures must be initialed by the signer of the bid.

E. Where two or more bids for designated portions or bids of the work have been requested, the bidder may, without forfeiture of the bid security, state the bidder's refusal to accept the award of less than the combination of bids stipulated by the bidder, the bidder shall make no additional stipulations on the bid form nor qualify the bid in any other manner.

F. Each copy of the bid shall include the legal name of the bidder and a statement that the bidder is a sole proprietor, partnership, corporation or other legal entity. Each copy shall be signed by the person or persons legally authorized to bind the bidder to a contract. A bid by a corporation shall further give the state of incorporation and have the corporate seal affixed. A bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the bidder.

G. Each bidder shall submit a completed copy of the attached Familial Relationship Disclosure Statement.

H. Failure to include any of the above information may render the submitted bid incomplete and may be rejected by the Owner.

SUBMISSION OF BIDS

A. All copies of the bid, the bid security, if any, and other documents required to be submitted with the bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the bids and shall be identified with the project name, the bidder's name and address and, if applicable, the designated portion of the work for which the bid is submitted. If the bids are sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "Sealed Bid Enclosed for: "2024 Mason Consolidated Schools Summer Concrete Project" on the face thereof. Any mailed bids must arrive at the designated drop-off location by the date and time required.

B. Bids shall be deposited at the designated location prior to the time and date for receipt of bids. Bids received after the time and date for receipt of bids will be returned unopened and will not be considered.

C. The bidder shall assume full responsibility for timely delivery at the location designated for receipt of bids.

D. Oral, telephone, electronic (email), or telegraphic (including facsimiles) bids are invalid and will not receive consideration.

***To set up an appointment to view job please call 734-848-9303 (Eric) or 419-261-0516 (Courtney). Please leave a voice mail if you do not get an answer and we will return your call as soon as possible.**

SCOPE OF WORK

PROJECT TIMELINE

A. Project may be started after the bid is awarded by the Mason Schools Board of Education. Set dates for this project are June 10, 2024, to August 20, 2024. Any deviation from this time frame must be agreed upon by the construction company and the owner in writing.

B. Project must be completed by 5:00 p.m. Saturday August 20, 2024.

CONSTRUCTION AREA

A. All work is located on the grounds of Mason Consolidated Schools located at 2400 Mason Eagles Drive, Erie, MI 48133

B. See attached "Mason Schools Campus" property layout for designated concrete areas.

C. Estimated square footage of total project is 7,700 (8 foot wide by approximately 962 feet)

SITE SAFETY

A. Provide protective fencing and barriers at walks and parking to ensure safe passage on site.

B. The contractor is fully responsible for job site safety, including work personnel as well as employees and attendees. Compliance with rules of OSHA, State of Michigan, MDOT, County of Monroe and any other authority having jurisdiction shall cover where applicable.

PERMITS AND FEES

A. **Contractor** will be responsible for any inspection fees required on the project and any reinspection fees if required.

COORDINATION OF WORK

A. Contractor is responsible for coordinating scheduling, submittals, and work of the various specification sections to ensure efficient and orderly sequence of interdependent construction elements.

CONSTRUCTION SCHEDULE

A. Upon award of the contract, the contractor shall present a Critical Path Construction Schedule. This schedule shall become part of the contract documents. The schedule shall identify all major categories of work (including Owner supplied items), done by Owner's subcontractors and others, their start and completion dates, lag times for non critical activities, the dates required for submittals and shop drawing approval, and the completion date of the project, noting allowance for weather delays.

B. This schedule shall be revised and updated as required to incorporate changes in the project due to delays caused by weather, Change Orders, or other factors.

C. Time for extended general conditions will not be approved unless adequately documented on this schedule.

D. Owner shall be given a weather delay schedule in the event the contractor cannot start the project as scheduled originally.

CHANGE ORDER PROCEDURE

A. Any work performed without an approved "Change Order" in writing will not be considered by the Owner for monetary compensation. It shall be the responsibility of the contractor to repair or redo any work that was done without the approval of a change order in order to meet the intent of the drawings and specifications and to the satisfaction of the Owner.

INSURANCE REQUIREMENTS

A. The contractor, prior to commencement of the work, shall obtain and provide all necessary insurance coverage verification as required by law as well as for his subcontractors and shall provide copies or verification of such coverage to the Owner. Coverage is to include Bodily Injury, Property Damage, Workman's Compensation, etc. as carried by an insurer in the State of Michigan. The contractor assumes responsibility for all loss of material and tools, destruction of equipment and other machinery and shall indemnify and save harmless the Owner against all claims arising out of the performance of this contract.

Minimum insurance limits shall be:

1. Workmen's Compensation coverage as required by all applicable Federal, State or other laws including employer's liability with a limit of at least \$100,000.
2. Comprehensive General Liability including Subcontractor's liability, contingent liability, contractual liability, products and completed operations, all on the occurrence basis with personal injury coverage and broad form property damage. Limits shall be at least the following:
 - a. Each Occurrence \$1,000,000
 - b. General Aggregate \$2,000,000
3. Comprehensive Automobile Liability, including non-Ownership and hired car coverage as well as Owner's vehicles, with at least the following limits:
 - a. Combined Single Limit \$1,000,000
4. Umbrella or excess liability coverage \$1,000,000
5. ***Any deviation from the above specifications, shall be noted in the bid paperwork.***

B. Each subcontractor shall provide proof of insurance to the contractor prior to commencement of work. Insurance coverage shall remain in effect throughout the duration of the subcontractor's work. Should a subcontractor's coverage expire, the subcontractor shall notify the contractor and the Owner thirty (30) days prior to expiration. The Owner or contractor may insure the work and deduct the costs from the subcontractor contract amount.

PROGRESS CLEANING AND WASTE REMOVAL

- A. Contractor shall provide dumpsters as needed for waste removal of all site debris and any of the subcontractor's debris. Use of the Owner's existing dumpsters shall be prohibited.
- B. Contractor shall keep the site and structures clean and free of debris at all times.
- C. Debris shall be picked up and site cleaned daily. Work areas shall be broom cleaned daily if needed and all debris removed.

SOIL MATERIALS

- A. Topsoil, if reused, to be clean and free of rocks larger than ¼" and free of any vegetation.
- B. Imported topsoil, if required, shall be clean, free of rocks larger than ¼", free of debris (such as metal, PVC, etc.), and free of any vegetation.
- C. Subsoil, use stockpile excavated sub soil if acceptable.
- D. All excess stone in the area must be removed or reused on site in agreement with the owner.

EXAMINATION AND PREPARATION

- A. Prior to starting Work:
 - 1. Coordinate excavation with Owner prior to the start of the project.
 - 2. **CALL "MISS DIG" BEFORE YOU DIG.** Contractor is responsible to ensure that all underground utilities have been identified, located, and carefully marked so that services are not interrupted. If services need to be interrupted (only by written permission from the Owner) you must provide a minimum 48-hour notice to the owner and receive written notice to proceed prior to interrupting services.

REJECTING DEFECTIVE WORK

- A. The Owner may disapprove or reject work which the owner believes to be defective, or that the owner believes will not produce a completed project that conforms to the contract documents or that will prejudice the integrity of the design concept of the completed project as a functioning whole as indicated by the contract documents. The owner may also bring in an outside contract service to determine if the work is defective. The owner will also have authority to require special inspection or testing of any work, whether or not the work is fabricated, installed, or completed.

PROJECT CLOSEOUT

- A. Remove any temporary measures and restore site to a finished condition.
- B. Remove all construction debris and construction dumpsters from site.
- C. Cleaning: Broom clean all hard surfaces as needed.
- D. Contractor shall submit to Owner the project manual containing the following:
 - 1. Provide list of all subcontractors and their phone numbers.
 - 2. Copies of warranties from all subcontractors and suppliers.
 - 3. Copies of final lien waivers from all subcontractors.

CONCRETE and RAMP SPECIFICATIONS

SCOPE

Scope of this section includes providing all labor and material required to perform the work described herein and/or as shown on the drawings.

- A. Remove all existing concrete and/or asphalt in existing designated areas and provide concrete as specified in the specifications.
- B. Final grading and preparation for designated concrete areas as per the specifications put forth.
- C. Restore all existing pavement markings, signs, and parking bumpers.
- D. All forms are to be removed and all ground disturbed is to be replaced to grade of the new concrete.
- E. All new concrete is to be broomed finished with tool joints cut the next day per codes.

STANDARDS

- A. Conform to Local and State Departments specifications or as otherwise notified.
- B. Cement to be Portland Cement ASTM C150 or ASTM C175 (deviations to be noted)

CONCRETE AREAS

- A. All "driveway or parking lot areas" are to be a minimum of 8" thickness with wire mesh or rebar enforcement throughout area.
- B. Expansion joints to be provided at all intersections of old to new concrete or asphalt, at building seams, and at seven (7) foot spacing on flat work.
- C. Concrete to be poured on required compacted soil.

D. Concrete sidewalk and curb work areas are to be a minimum of 4" thick (4500 psi 6.5 mix concrete) with "gator bar" or mesh, 6" thick with rebar, mesh, or "gator bar" and also to meet or exceed existing concrete depths.

PAVEMENT MARKING

- A. Traffic marking paint to be blue for handicapped parking, yellow for space striping and other markings as noted on drawings, by Pittsburgh Paint, System 11-3, or acceptable alternate. Federal Specification number: TT-P-115F Type 1.
- B. See site plan for location and spacing.

PREPARATION

- A. Verify elevations of all subgrades prior to placing base. Coordinate all finish grading with site drainage and concrete walks and paving.
- B. Any areas that are soft or spongy need to be re-excavated, filled with granular fill, compacted, and re-tested – proof roll with loaded 10 ton truck.
- C. Verify that drive and parking area are graded to drain properly.

SITE CONDITIONS

- A. Do not install concrete when surfaces are wet or frozen or in inclement weather.
- B. Do not install concrete when ambient and surface temperatures are below 40° F.

PARKING AREA LINES

- A. Prepare for and paint lines in strict accordance with manufacturer's specifications and Instructions

ADA RAMP

- A. All ramp areas are to conform to the following:

642.2.2 Curb Ramps

Curb ramps will be provided wherever a sidewalk crosses a curb. Curb ramps should not be installed where there are no sidewalks as they may mislead a person with disabilities to an area where an accessible pedestrian pathway is not provided. However, if there is a commitment to

install sidewalks in the near future, approximately 1 year or less, curb ramps should be installed with a current project if it results in more efficient construction and lower cost. Curb ramps should be installed at each end of an accessible route to allow access onto the route.

The design and construction of curb ramps require thought and planning. The curb ramp must be designed to meet the existing topographical and physical constraints, and the requirements for curb ramp slope, cross slope, landings and connection to the street.

Curb and sidewalk ramps will be designed in accordance with the standard plans or varied to fit the needs at a particular location. Situations that do not fit the standard plans are to be identified on a field check. If a particular curb ramp differs from the standard plans, the ramp will be detailed on the plans. The exact location of the curb ramps and crosswalks for intersections will be shown on the plans.

The following criteria apply to all curb ramp situations:

Width - curb ramps in new construction will have a clear width of 5 ft., exclusive of flared sides. In an alteration, the width will be the same as the adjoining sidewalk or a minimum of 4 ft.

Cross slope - The cross slope on all curb ramps will be a minimum of 1%, up to 2% maximum.

Running slope - The least possible running slope will be used for all ramps. The minimum running slope for drainage purposes is 1%. In new construction, the maximum slope allowed by ADAAG is 8.33% (1V:12H). Consideration should be given to construction accuracy and future settlement.

Grade breaks - Grade breaks at the top and bottom of perpendicular curb ramps shall be perpendicular to the direction of ramp run. Grade breaks shall not be permitted on the surface of curb ramps, blended transitions and landings within the pedestrian access route. Surface slopes that meet at grade breaks shall be flush.

Landings - Curb ramps: A minimum 5 ft. x 5 ft. level landing with a minimum of 1% and no more than 2% cross slope in any direction will be provided wherever two sidewalks cross, or a turn may be required. Perpendicular curb ramps may require a pedestrian to choose a direction from a landing at the top of the ramp. Parallel curb ramps require a landing at the bottom so that a pedestrian can turn to enter the street. A diagonal ramp requires a landing at the top and a 4 ft. x 4 ft. clear space at the bottom protected within the crosswalk markings.

Detectable warnings, or truncated domes - Detectable warnings must be placed at all public

streets and signalized intersections. They will be located at the bottom of each ramp a maximum of 5 ft from the curb face, or 6 to 8 in. from the curb face if the distance to the bottom of the ramp is greater than 5 ft. Additional information may be found in EPG 642.2.3 Detectable Warnings.

Islands and medians - Raised islands and medians in crosswalks will be cut through level with the street and include a level passing space of 5 ft. x 5 ft. The cut through width will meet the requirement of an accessible route. Median cut through length is to be 4 ft.min. Detectable warning will be provided at each entrance to the street.

Steps - Sidewalk ramps will be provided at locations where steps occur, such as at the ends of bridges having sidewalks across the bridge or at pedestrian grade separations.

Obstacles - No obstacles (grates, utility covers, etc.) should be within a ramp. If they cannot be avoided, they will have stable, firm and slip resistant surfaces, have flush transitions, and meet the change in level requirements. Storm drain inlets are to be designed outside of the ramp area but located so as to minimize water runoff or pooling of water at the bottom of ramps.

Parking - Curb ramps will be located or protected to prevent their obstruction by parked vehicles.

Crosswalk markings - Curb ramps at marked crosswalks will be wholly contained within the markings, excluding any flared sides. The minimum crosswalk is 6 ft. Pay items - The designer will estimate the square yardage for curb ramp and include it with the estimate for sidewalks and the quantity will be shown on the 2B sheet(s). A separate pay item is included for detectable warnings since they are not required on all ramps, and in many cases, are required to be retrofitted on existing curb ramps.

See the Sec 608, Standard Plan 608.50 and EPG 642.1.4 for additional information.

642.2.2.1 Curb Ramp Alignment

The accessible route should be perpendicular to the curb being crossed to provide a level cut for wheelchairs and directional cues for the visually impaired. By placing curb ramps perpendicular to the curb, grade changes are at right angles that will allow all four wheels of a wheelchair to be in contact with the ground at all times. Curb ramps located at the tangent point provide the shortest pedestrian crossing. Alignment of curb ramps, crosswalks and raised islands is an important consideration in providing a safe crossing for the visually impaired.

For large radii, it is often not possible to both place curb ramps perpendicular to the curb and inline with the pedestrian crossing. Ramps may be set back from the curb to provide a grade break that is perpendicular to the ramp slope and a landing or blended transition will continue to the

curb. If the bottom of the ramp is more than 5 ft. from the curb, detectable warnings are placed at the back of the curblines. Parallel ramps are often useful in this situation.

642.2.2.2 Flares on Ramps

If a curb ramp is located where pedestrians may walk across the ramp, or the ramp is not protected by handrails, guardrails, or a permanent obstacle, and the landing or the sidewalk at the top of the ramp is 4 ft. or wider, the flared sides of the ramp will have a maximum slope of 1V:10H (10%). If, due to a technical infeasibility, the sidewalk is narrower than 4 ft., the maximum slope will be 1V:12H (8.33%). The sidewalk width, X in Figure 642.2.2.2, must be at least 3 ft. A parallel ramp may be more appropriate in some situations.

Vertical curbs or flares greater than 1V:10H are allowed where the pedestrian path will not cross the ramp. Refer to Figure 642.2.2.2. Handrails are not required on curb ramps.

Figure 642.2.2.2

PROPOSAL FOR

2024 Mason Consolidated Schools Summer Concrete Project

TO THE (Owner)

The undersigned, as Bidder, hereby declares that this Bid is made in good faith without fraud or collusion with any person or persons bidding on the same Contract; that he has read and examined the Information for Bidders, Bid, General Conditions, Agreement, Forms of Bonds, Specifications and Plans, as prepared by the owner, and understands all of the same; that he or his representative has made personal investigation at the site and has informed himself fully with regard to the conditions to be met in the execution of this Contract, and the undersigned proposes to furnish all labor, materials, tools, power, transportation, and construction equipment necessary for the construction of the PROJECT and performing related work in full accordance with the aforesaid Contract Documents:

AWARD OF CONTRACT: The Contract(s) will be awarded to the lowest responsive, responsible Bidder based on a lump sum price.

PROPOSAL PRICE: The Bidder agrees to complete the PROJECT for the following unit prices and/or lump sums:

_____ Dollars
(\$ _____)

(Amount shall be shown in both words and figures. In case of a discrepancy, the amount shown in words shall govern.)

The undersigned agrees that if the foregoing Bid shall be accepted by the OWNER, he will, within two (2) days (Sundays and legal holidays excepted) after receiving notice of such acceptance, enter into a formal Contract and will complete the PROJECT, ready for use, at the price and within the time stated in this Bid, and that he will furnish the OWNER satisfactory certificates of insurance coverage.

The undersigned further agrees that if the foregoing Bid shall be accepted, he will commence work immediately after the Contract has been awarded, the Agreement executed, and upon receipt of Notice to Proceed (anticipated 2 days from bid date providing contractor requirements for work commencement have been met) and the entire scope of work shall be completed no later than Saturday August 20, 2024, unless noted otherwise by owner.

SITE WORK SHALL NOT BE PERMITTED TO BEGIN PRIOR TO June 10, 2024. THE ENTIRE SCOPE OF WORK SHALL BE COMPLETED BY August 20, 2024: UNLESS AGREED AND NOTED OTHERWISE by the Operations Director or Superintendent of Schools.

In submitting this bid, it is understood that the right is reserved by the OWNER to accept any bid, to reject any or all bids, and to waive irregularities in bidding in the interest of the OWNER. NOTICE IS HEREBY GIVEN that OWNER is requesting sealed proposals for services on proposed project.

OWNER must receive completed bids for the project before the time and date noted on the Invitation to Bid. Opening of the bids will commence as soon as reasonably practical thereafter. OWNER may reject any and all bids for any reason it deems in their best interest and may accept a bid other than the lowest bid, if it is determined to be in the best interest of the OWNER. The Bidder has completed the accompanying "Legal Status" form.

Lump Sum Total of Bid:

\$ _____

TOTAL OF BID:

_____ Dollars

(write out the total bid sum in words)

Contractor Signature: _____

Printed Name and Title: _____

Date: _____

Quantities are not guaranteed. Final payment will be based on actual quantities.

Bidder agrees that the work will be completed and ready for final payment in accordance with the General Conditions.

All work on the 2024 Summer Concrete Project to be completed by **August 20, 2024** and as detailed in the Time of Completion section above unless pre-approval for later date is agreed upon in advance and in writing with the Operations Director or Superintendent of Schools.

If Bidder is:

An Individual

By: _____
Individual's Name

Doing Business As: _____

Business Address: _____

Phone No.: _____

A Partnership

By: _____
Firm Name

General Partner _____

Business Address: _____

Phone No.: _____

A Corporation

By: _____
Corporation Name

State of Incorporation _____

By: _____
Name of Person Authorized to Sign

Title _____

Business Address: _____

Phone No.: _____

**AFFIDAVIT FAMILIAL RELATIONSHIP
THE AFFIDAVIT SET FORTH BELOW MUST BE EXECUTED ON BEHALF
OF THE VENDOR AND FURNISHED WITH EVERY BID**

*The Board of Education will not accept this bid without this completed, signed and
notarized form.*

STATE OF: _____

COUNTY OF: _____

_____, being sworn, says
(Affiant's printed name)

1. I am the _____ of _____,
(Title) (Vendor-bidder)

which has submitted to Mason Consolidated Schools, a bid for the summer concrete project.

2. I state that there is NO familial relationship between the owner or any employee of above Vendor-Bidder and any member of the Board of Education or the Superintendent of Mason Consolidated School District, said exceptions being as follows:

Signed: _____

Printed: _____ Date: _____

SWORN TO and subscribed before me, a Notary Public, in and for the above-named state and county this _____ day of _____, 20__

My commission expires on _____

Signature: _____, Notary Public

**CERTIFICATION OF COMPLIANCE –
IRAN ECONOMIC SANCTIONS ACT
Michigan Public Act No. 517 of 2012**

The undersigned, the owner, or authorized officer of the below-named company (the “Company”) hereby certifies, represents, and warrants that the Company (which includes its officers, directors and employees) is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Monroe County ISD as a result of an RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Mason Consolidated Schools investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to submit a bid/proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

Name of Company

Name and Title of Authorized Representative

Signature

Date

