

Solicitation for Bids
2016 River Corridor Improvements – Tree Cutting
Mt. Pleasant, MI

1. Instructions to Bidders

The City of Mt. Pleasant (Owner) is soliciting proposals for the cutting and clearing of dead ash and other trees at Chipp-A-Waters and Mill Pond Parks.

Contractors interested in completing this work shall submit their proposal to the City of Mount Pleasant, Office of the City Clerk, 320 W. Broadway, Mount Pleasant, MI 48858 by 1:30pm (local time) on October 11, 2016. Proposals shall be delivered in sealed envelopes and labeled **2016 River Corridor Improvements – Tree Cutting**. Proposals will be publically opened and read aloud in Conference Room “C”. Bids shall be submitted on the form included in Section 3.

Interested contractors can visit the City of Mt. Pleasant’s website at www.mt-pleasant.org/Bids and navigate to “2016 River Corridor Improvements – Tree Cutting” to review all related plans, specifications, and addenda for the project. Any addenda issued regarding the project will be found on the above website. Bidders must visit the website to view any addenda issued and must acknowledge acceptance on the bid form in Section 3 prior to submission of bids.

Interested contractors may visit Chipp-A-Waters Park, 1403 W. High Street (M-20), and Mill Pond Park, 607 S. Adams Street, Mt. Pleasant, MI 48858 to become familiar with the sites and other details regarding the proposed work. Questions regarding the proposal or technical requirements of the work should be referred to the Owner’s representative, Director of Parks & Public Spaces, Chris Bundy; email address is cbundy@mt-pleasant.org.

To review the project and answer questions a mandatory pre-bid meeting is scheduled on-site at Chipp-A-Waters Park on October 4, 2016 at 1:30pm in the back parking lot, closest to the river.

The Owner plans to execute a contract with the Bidder which submits the proposal that the Owner determines to be in the Owner’s best interest. The Owner will consider price, completion date, and the Bidder’s experience and qualifications. The Owner reserves the right to reject any or all proposals and to waive informalities or technicalities and to negotiate contract terms with the Successful Bidder. The Owner may request additional information from one or more bidders to aid in evaluating proposals.

2. Background and Scope of Work

This project includes the cutting of approximately 150 trees which are a mixture of dead ash and other species. Within Chipp-A-Waters park, the trees can be felled and left in place. It will be very important that great care is taken to ensure the asphalt pathway, bridges, and boardwalks in the park are not damaged. Since many of the trees are along the pathway, this work will likely require the use of a bucket truck or similar equipment. In Mill Pond Park there are two main areas of work. In one of the areas, the trees are to be felled, trunks to be cut in to 8’ long pieces and piled along the pathway for the city to

remove. All brush shall be chipped and disposed of along the pathway in the woods as necessary. In the other areas of Mill Pond Park, the trees can be cut and felled away from the pathway and left in place. Again, it will be very important that great care is taken to ensure the asphalt pathway, bridges, and boardwalks in the park are not damaged. Since many of the trees are along the pathway, this work will likely require the use of a bucket truck or similar equipment. A map showing the locations and types of cutting is included with this bid package.

3. Bid

The undersigned Bidder proposes and agrees, if this bid is accepted by the Owner, to enter into an agreement to perform all work as described or specified.

The Bidder has examined and carefully studied the proposed work. The Bidder acknowledges the following Addenda as listed on the city's website www.mt-pleasant.org/Bids for this project.

Addendum No.	Addendum Date
_____	_____
_____	_____

The Bidder has notified the Owner's representative of any conflicts, discrepancies, and ambiguities discovered and is satisfied with the written resolution thereof.

Bid:

The Bidder agrees to complete the Work including in accordance with the Contract Documents for the following lump sum price: _____. The Bidder agrees to complete all Work by _____.

This Bid is submitted by:

Name of Contractor: _____

Address: _____

Telephone No.: _____

Authorized Signature: _____

Printed Name: _____

Date: _____

4. General Conditions

A. Working Hours

The Contractor's work at the project site is limited to the regular working hours of 7:00 A.M. to 7:00 P.M. Monday thru Saturday

B. Means and Methods

The Contractor is responsible for establishing the means and methods of completing the required work.

C. Bonds

The Contractor shall provide a payment bond and a performance bond, each equal to the total contract amount.

D. Insurance

The Contractor shall maintain the following insurance, at a minimum, through the life of the contract:

Worker's Compensation:	Statutory
Worker's Compensation-Employer's Liability:	
Accident:	\$100,000
Disease:	\$100,000
Aggregate Disease:	\$500,000
General Liability	
Bodily Injury – Each Occurrence:	\$500,000
Bodily Injury – Aggregate Limit:	\$500,000
Property Damage – Each Occurrence:	\$250,000
Property Damage – Aggregate Limit:	\$500,000
OR	
Combined Single Limit:	\$1,000,000
Aggregate Limit:	\$1,000,000
Comprehensive Automobile Liability	
No Fault:	Statutory
Bodily Injury – Each Occurrence:	\$500,000
Property Damage – Each Occurrence:	\$250,000
OR	
Combine Single Limit:	\$1,000,000
Umbrella or Excess Liability:	\$1,000,000

The City of Mount Pleasant, Saginaw Chippewa Indian Tribe, and ROWE Professional Services Company shall be named as additional insureds on the Contractor's insurance certificates.

E. Safety

The Contractor is responsible for initiating, maintaining, and supervising all safety precautions to prevent damage, injury, or loss to persons who may be affected by the work, the work and materials incorporated into the work, and other property at the work site.

F. Payments to the Contractor

Payment maybe made periodically through the life of the contract, but not more frequent than monthly intervals. Prior to executing a contract, the Contractor shall provide the Owner a schedule of values, which after acceptance by the Owner, will be used as the basis for making progress payments. If payment is requested for materials not installed at the work site, the Contractor shall provide suitable documentation assuring the owner's interest and protection.

Beginning with the second application for payment, each Application for Payment shall include an affidavit stating that all previous progress payments received have been applied on account to discharge Contractor's legitimate obligations associated with prior Applications for Payment.

Retainage will be held from periodic payments as follows:

- Ten percent of the payment amount will be held by the Owner.
- When 50% of the contract amount is earned by the Contractor, no additional retainage will be held provided that the Contractor's work is on schedule and being completed in accordance with the contract requirements.
- Retainage being held will be paid to the contractor at final completion. At substantial completion, a portion of the retainage may be paid to the contractor; however, sufficient retainage will be held by the Owner to assure completion. The Owner will determine the amounts to be held for retainage.
- Retainage held by the Owner will earn interest at an annual rate of 2%. Interest earned on the contractor's retainage will be paid to the Contractor at the time of Final Payment.

Payments will be made by the Owner within 30 days of recommendation by the Owner.

G. Final Payment

After the Owner has determined that the work is completed and ready for final payment, the Contractor shall provide the following:

- Consent of Surety, if any, for final payment
- A list of all claims against the Owner that the Contractor believes are unsettled
- Complete and legally effective releases or waivers (satisfactory to the Owner) of all lien rights arising out of or liens filed in connection with the work or copies of receipts or releases in full and an affidavit that the releases and receipts include all labor, services, materials, and equipment and all payrolls, material and equipment bills, and other indebtedness connected with the Work have been paid or otherwise satisfied.

H. Termination

The Owner may terminate the contract in the event of any of the following:

- Contractor's failure to satisfactorily perform the work in accordance with the requirements
- Contractor's disregard for Laws or Regulations

- Contractor's disregard for the authority of the Owner

In the event the Owner terminates the contract, the Owner may complete the work as the Owner deems expedient. The Owner may incorporate all materials and equipment stored at the site or which the Owner has paid for but is stored elsewhere.

In the event of termination, the Contractor shall not be entitled to additional payments until the Work is completed. If the unpaid balance of the Contract Price exceeds any claims, costs, losses, and damages sustained by the Owner arising out of or relating to completing the work, the excess will be paid to the Contractor. If the total of any claims, costs, losses, and damages sustained by the Owner arising out of or relating to completing the work exceed the unpaid balance of the Contract Price, the Contractor shall pay the difference to the Owner.

I. Dispute Resolution

In the event of a dispute, the Owner and Contractor will attempt to resolve the dispute by non-binding mediation, prior to pursuing other legal remedies.

J. Governing Laws

This agreement and the work are governed by the laws of the State of Michigan

Appendix A – Maps