



# CITY OF MARINE CITY

303 S. Water Street  
Marine City, Michigan 48039  
(810) 765-8846 • (810) 765-4010 Fax

## REQUEST FOR WRITTEN PROPOSAL FOR PARKING LOT REPAVING AT 300 BROADWAY STREET

### LOCATION OF WORK

300 Broadway Street, Marine City, Michigan 48039

### INTRODUCTION

Marine City is making parking lot improvements at the 300 Broadway Street. The improvements will consist of removing the asphalt from the existing parking lot in front of 300 Broadway Street and replacing it with 4" of asphalt.

### SCOPE OF SERVICE

300 Broadway Street

- a) Remove existing asphalt and replace with 4" of asphalt

### SCHEDULE

1. All paving can be started after July 1, 2019 and must be finished by August 31, 2019. Due to the Maritime Days Festival, work cannot be conducted during August 1 – 5, 2019. If work is not completed prior to the festival dates, then work may not commence until August 6, 2019.
2. All work must be initiated and completed during Department of Public Works business hours: 7:30 am to 4:00 pm, Monday thru Friday.

### GENERAL SERVICE NOTES

1. 70' x 10' easement from sidewalk to road
2. 70' x 50' main parking lot
3. Asphalt must be HMA, LVSP
4. Asphalt shall be done in two lifts with a tack coat in between
5. There shall be a 2 ½ leveling course and 1 ½ top course
6. All labor and materials must be included in Proposal pricing
7. General Liability and Workman's Compensation is required; a copy from carrier must be provided with the Proposal
8. All permits are required and are the responsibility of the proposer
9. All work is to be carried out in workman like manner. All local ordinances of the City must be fully honored and complied with
10. Any changes or additions to the scope of service by the proposer must be submitted in writing and receive approval from the City.

### SUBMITTAL OF WRITTEN PROPOSALS

All Proposals must be submitted by 1:00 p.m. on June 13, 2019 to the Marine City Clerk's Office in a sealed envelope labeled "300 Broadway Parking Lot". The City Offices are located at 303 S. Water

Street, Marine City, MI 48039. The Proposals will be opened at that time, and a recommendation for the award will be made at the June 20, 2019 meeting of the City Commission.

### **GUARANTEE**

All work and materials must have a one (1) year written guarantee.

### **CONTACTS**

All questions and site inspections for Proposal presentation purposes must be scheduled through the Department of Public Works Superintendent, Michael Itrich, by calling (810) 765-9711.

### **REVIEW AND REJECTIONS**

The City reserves the right to reject all Proposals for any reason. The City will review the Proposals submitted to determine which Proposal is best suitable to meet the needs of the City. The City also reserves the right to not consider any Proposal that the City determines to be unresponsive or deficient. The City reserves the right to contact references as disclosed in any Proposal.

### **IRREGULARITIES IN PROPOSAL**

The City reserves the right to waive any irregularities in any Proposal and to make an award of the services in any manner the City believes best meets the needs of the City.

### **FOIA**

The Proposals are subject to Michigan Freedom of Information Act for disclosure purposes.

### **REFERENCES AND PROJECT HISTORY**

The Proposal shall include a list of the last three (3) similar projects completed within the past five (5) years.

### **INSURANCE COVERAGES**

1. Comprehensive general liability with minimum limits of liability in the amount of \$1,000,000 per occurrence to cover bodily injury to persons other than employees, and for damage to property, including loss of use.
2. Comprehensive automobile liability insurance with minimum limits of liability in the amount of \$1,000,000 per occurrence to cover bodily injury and property damage arising out of the ownership, maintenance, or use of any motor vehicle, including owned, non-owned, and hired vehicles and including Michigan "no fault" (PIP and PPI) coverage.
3. Workers' compensation insurance, including Employer's Liability (Coverage B) in the minimum amount of \$500,000, as established by statute to cover employee injuries or disease compensable under the Michigan workers' compensation statutes.
4. Certificates of insurance should indicate that not less than 30 days notice shall be given to the municipality if insurance is cancelled, materially reduced, or not reviewed. All insurance should be endorsed indicating coverage is issued upon an "occurrence", and not on "claims made" basis.

### **INDEMNITY AND DUTY TO DEFEND**

The City will require contractual provisions that proposer releases, covenants not to sue the City and its agents, officers and employees, to the fullest extent permitted, shall protect, indemnify and hold harmless the City, its agents, officers and employees from and against all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits or actions and reasonable attorneys' fees and shall defend the City, its agents, officers, employees, (including appeals) for personal injury or death or for loss, theft or damage to property arising out of the acts or omissions of the contractor, its employees, agents, contractors or anyone whose acts may be liable under the contractor's obligations under the agreement.

**CHOICE OF LAW AND VENUE**

The City will require a contract provision that states Michigan and appropriate county or federal court as the choice of law and venue.

**FORMAT OF PROPOSAL**

Proposals must include the minimum following information: Company name, contact information, references, billing information, pricing, insurance coverage, and indemnity statement.

The City appreciates the time and effort of each proposer. The City looks forward to receiving and reviewing all Proposals accordingly.

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Michael Itrich  
DPW Superintendent  
Dated: 05-30-2019