



BAY CITY HOUSING COMMISSION

315 14th Street

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Bay City, Michigan 48708

(989) 892-9581

fax (989) 892-5818

tdd (800) 545-1833 ext 561

Replacement of Exit Door Panic Hardware at Maplewood Manor

This project proposes to replace the exit door panic bar and rigid lever escutcheon at 48 locations at Maplewood Manor, a senior housing development owned and operated by the Bay City Housing Commission.

The existing 36" wide steel door will be retrofitted with the new panic bar, latch and lever. Bids will be submitted on prescribed bid form. A single contract will be issued for this project.

Materials

Commercial Grade 1, exit rim type bar, model F2200EO36 and Grade 1 entrance rigid lever with escutcheon model NESC2200 are Cal-Royal product numbers; 22 Series fire rated exit bar with 320L lever trim are Von Duprin product models. A blank will be placed in the rim keyway. Aluminum powder coat finish.

Product manufacturers. Cal-Royal Products and Von Duprin from Allegion are pre-approved products. Alternative products must be submitted in advance of the bid for approval.

Pre-Bid site Inspections are available upon request. To schedule please contact Karl Opheim, Assistant Director at (989) 892-9581 x107 or email Karl@baycityhousing.com. Maplewood Manor is located at 1200 N. Madison Avenue in Bay City, Michigan.

Bid Submission, Due Date and Time. All bids shall be submitted on **proposal forms** and are due **Tuesday, March 17, 2020 at 12 Noon EST** and must be delivered to:

Replacement Exit Door Hardware at Maplewood Manor
Bay City Housing Commission
315 14th Street
Bay City, Michigan 48708

Bids are acceptable via email to Karl@baycityhousing.com. An original signature copy must follow by three business days.

Non-Debarred / Non-Collusive form. Bidders will need to certify that neither they nor the firm, partnership or association in which he/she has substantial interest is designated as an ineligible contractor by the Comptroller General of the United States pursuant to Section 5.6(b) of the Regulations of the Secretary of Labor, 29 CFR Part 5, or that any part of this contract has been or will be subcontracted to any subcontractor if such subcontractor, firm, corporation, partnership or association in which such subcontractor has a substantial interest is designated as an ineligible contractor as noted by regulatory provisions.

Payroll Reports. Each contractor and/or subcontractor on site will be required to complete and submit payroll form WH-347 and Statement of Compliance, form WH-348, for each week during the course of work. Davis Bacon prevailing wages and benefits rates **will not** apply to this project.

Bid Evaluations and Contract. Bay City Housing Commission reserves the right to reject any or all proposals, to waive any informality in the quote request process, or to terminate this quote process at any time, if deemed by BCHC's to be in its best interests. Under the competitive proposal process negotiations of price and revision of scope may be necessary if available funding is less than the lowest qualified bid received. We are requesting a single bid for this project.

HUD General Conditions Instructions FORM 5370 EZ will apply to all contracts under \$100,000 will be followed with this project. A copy is available upon request. The web address for a copy is: http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/forms/hud5a or you can contact Karl Opheim, Assistant Director at 989-892-9581 ext. 107.

All work on this project shall be in accordance with all applicable federal, state and local codes and regulations having jurisdiction over this project. Bids shall include all state and local permits, fees and taxes. A completed IRS W9 Form is required at contract signing.

The specifications are intended to describe the rehabilitation of a dwelling. If discrepancies are found between the information provided and the actual field conditions, the Contractor shall notify the Owner within one (1) business day of the discrepancy discovery. Failure to do so indicates acceptance by the Contractor.

Site hours. All work shall be performed during regular business hours Monday through Friday between 8:00 a.m. and 4:00 p.m., excluding official Housing Commission holidays. Contractor shall protect all occupied areas from damage. Be certain the building and property shall be clean and free of debris at the end of the workday. Contractor shall replace, at their expense, any property or material damaged during removal or storage of equipment.

Warranty. All materials, equipment and workmanship as described in this specification or amended by any change order shall be guaranteed for a period of one (1) year from the date of completion for all materials and labor. Bidder shall specify if the fixtures have any additional parts warranty. Notification to correct, repair or replace any defective materials or workmanship shall be from the Owner, in writing to the Contractor.

Liability and Worker's Compensation Insurance. No work under any contract or agreement may begin without proof of liability and workman's compensation insurance in force and Certificate(s) of Insurance have been received by BCHC as required by policy including the *Certificate of Insurance* on file with the Executive Director. All policies shall name the Bay City Housing Commission as an additional named insured on a primary and non-contributory basis.

Workers' Compensation and Occupational Disease Insurance. In accordance with federal and Michigan Workers' Compensation laws. Such coverage must specifically identify coverage as required by state law. The employer's liability limit must be a *minimum* of \$100,000 per accident and \$100,000 per disease, per employee with policy limit of \$500,000.

Commercial General Liability. A combined single limit for bodily injury and property damage of not less than \$1,500,000 per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on site(s) not covered by Automobile Liability. If the Contractor has a "claims-made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

Automobile Liability is required on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$500,000 per occurrence.

Voluntary alternate bid. Bidders may submit voluntary alternate proposals for different or enhanced equipment or materials for our consideration. Brochures and any other information must accompany any alternate submissions.

Current corridor/stairwell panic door hardware.



PASTE or TYPE BIDDER'S LETTERHEAD HERE and SUBMIT WITH PROPOSAL

NON-COLLUSIVE AFFIDAVIT

State of (_____) ss.

County of (_____)

_____, being first duly sworn, deposes and says:

That he/she is _____ (a partner or officer of the firm of, etc.) the party making the foregoing proposal or bid, that such-proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the Bay City Housing Commission or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

NON-DEBARRED CERTIFICATION

This is to certify that the below signed bidder is not nor have been debarred, suspended or otherwise prohibited from contacting or entering into construction or modernization agreement with any federal, state or local agency including the U.S. Department of Housing and Urban Development.

Date: _____ Signature: _____

Bidder, if the bidder is an individual
Partner, if the bidder is a partnership
Officer, if the bidder is a corporation

Subscribed and sworn to _____ before me

This _____ day of _____ 20 _____.

My commission expires _____ 20 _____

PROPOSAL FORM

⇒ PLEASE PASTE YOUR COMPANY'S LETTERHEAD AT THE TOP OF THIS PAGE

Bid For: Replacement Exit Door Panic Hardware at Maplewood Manor RFP

To: Bay City Housing Commission (owner)
315 14th Street
Bay City, MI 48708

Gentlemen:

The Undersigned, having familiarized myself with the local conditions affecting the cost of this work, and the Contract Documents (Advertisement and Instructions to Bidders, Non-Collusive Affidavit, HUD 5370 EZ General Conditions, Description of Work) and any Addenda issued, hereby proposes to perform everything required to be performed and to provide and furnish all the labor, materials, tools, expendable equipment, utility and transportation services, etc., necessary to perform and complete in a workmanlike manner all of the Building Trades Work required under the Base Bid for the aforementioned project, all in accordance with the Contract Documents prepared by Bay City Housing Commission in connection with, and any addenda issued thereto, for the sum of:

_____ Dollars (\$ _____)

VOLUNTARY ALTERNATES

Voluntary alternates for substituting material or equipment. Attach detailed specification.

Describe _____ PRICE \$ _____

- 1. In submitting this bid, it is understood that the right is reserved by the Bay City Housing Commission to reject any or all bids. If written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned within thirty (30) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract on the prescribed form.
2. Attached hereto is an affidavit in proof that the Undersigned has not entered into any collusion with any person in respect to this proposal or any other proposal or the submitted proposal for the contract for which this proposal is submitted.
3. The bidder represents that he () has, () has not, participated in a previous contract subject to the Equal Opportunity clauses prescribed by Executive Orders 10925, 11114, or 11246, or the Secretary of Labor, and that he () has, () has not, filed all required compliance reports; and that representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards. (The above representation need not be submitted in connection with contracts or subcontracts which are exempt from the Clause).
4. Completing Date: The undersigned agrees if awarded the contract, to complete the work in full on or before the time proposed below.

SCOPE Estimated completion time (calendar days)

Base Bid _____

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

The information contained in this proposal is to be relied upon by the Bay City Housing Commission, and such information is warranted by the bidder to be true. The bidder agrees to furnish such additional information, prior to acceptance of any proposal relating to the qualifications of the bidder, as may be required. Attach additional sheets if necessary.

Signed: _____ Date: _____, 2020

Print/Type Name: _____ Title: _____

Company Name: _____

Address: _____ City/Zip: _____

Telephone: _____ Email: _____

Bids are due Tuesday, March 17, 2020 at 12:00 Noon EST at Bay City Housing Commission, 315 Fourteenth Street, Bay City, Michigan 48708 via mail or other direct delivery, email to (Karl@baycityhousing.com). All email submissions must be followed by a signed hardcopy within three business days.