

The City of Gladstone is accepting sealed bids for the construction of a pole building to be located at Fernwood Cemetery in Gladstone MI. All bids must be submitted on City of Gladstone Bid Forms which are available on the city website at www.gladstonemi.org.

Bids shall be submitted in a sealed envelope, and marked with the name and address of the bidder. The sealed envelope shall be marked with the notation:

"CEMETERY POLE BUILDING BID"

Kim Berry, City Clerk City of Gladstone
1100 Delta Avenue Gladstone MI. 49837.

Bids will be accepted in the City Clerk's Office until 10:00 a.m., Monday, August 7, 2017. At that time bids will be opened and read.

The City reserves the right to reject any or all bids and/or waive any irregularities, requirements, or conditions in any or all bids and to make the award in any manner deemed in the best interest of City.

DESCRIPTION OF WORK:

The total bid shall include the following specifications for the construction of the pole building at Fernwood Cemetery in Gladstone, Michigan:

- 26' wide x 54' deep
- 10' sidewall height
- 4/12 roof pitch, standard truss
- Overhangs - 2' Wide Vented Side and end wall overhangs with Standard 6" fascia, and soffit
- Siding – Rib Steel Minimum .019
- Wainscot -36" tall Rib Steel Minimum .019 wainscot
- 5" concrete floor with wire mesh and smooth trowel finish.

REQUEST FOR BID

POLE BUILDING CONSTRUCTION

Request for Bids – Maintenance Building

- Roof - Rib Steel Minimum .019 with Vent-A-Ridge
- Service Doors – Three 3' x 6' 8" Commercial Steel Walk Door(s) out-swing left hinge with locksets keyed the same (2 with insulated glass and grills).
- Windows – Four 60"x 48" White vinyl slider with low E glass with argon and grills in airspace
- Overhead Doors – Two 16'0" x 8'0" steel insulated overhead doors with weather stripping and automatic openers.

PROTECTION OF FACILITY AND ENVIRONMENT:

The buildings and surrounding areas will be treated respectfully. Existing conditions are to be carefully respected and no material or building element shall be removed or disfigured unless specifically indicated.

The Contractor agrees to protect the exterior and grounds around the buildings and surrounding areas. Any damages that occur are the responsibility of the Contractor and its sub-contractor(s). The Contractor assumes any/all liability. The Contractor and its sub-contractor(s) shall cooperate to ensure proper and adequate protection of City property, visitors and employees from hazards that may arise because of the scope of work to be performed under this Request for Bids.

BUILDING SITE

The City will provide a level building site. The City will also be responsible for all site restoration after the pole building is complete.

SCHEDULING

The contractor shall submit his schedule for work to be performed, which must meet with the approval of the City.

TIME FOR COMPLETION

Work on this contract shall commence within ninety (90) days from the date of notice of authorization to proceed.

The contractor shall work continuously until the work is completed and shall not leave the job site until all phases are acceptable to the City.

PERMITS AND LICENSES:

The Contractor is responsible for the cost of an engineered stamped plan needed to obtain a building permit.

The Contractor shall secure, from the proper departments, all permits necessary for proper execution of the work prior to starting work on the project site. All fees for securing the permits shall be paid by the Contractor, including all inspection costs.

The Contractor shall provide the necessary materials, equipment, and labor to complete this project in accordance with the bid documents and in a professional and workmanlike manner.

CLEAN UP:

The Contractor shall immediately clear all rubbish caused by the Contractor's operation or the workmen on a daily bases, and shall remove all such rubbish to proper disposal site(s). The contractor shall make a final clean-up of the project to the satisfaction of the City.

INSURANCE:

The Contractor will maintain, at their expense during the term of this project, the following insurance, and will supply copies of said insurance to the City:

A. Workers' Compensation Insurance: The Contractor and its subcontractor(s) shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

B. Commercial General Liability Insurance: The Contractor and its subcontractor(s) shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury, and Property Damage. The City of Gladstone shall be "Named Insured" on said coverage. Thirty (30) days Notice of Cancellation shall apply to this policy.

C. Motor Vehicle Liability: The Contractor and its subcontractor(s) shall procure and maintain, during the life of this contract, Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Cancellation Notice : Workers' Compensation Insurance, Commercial General Liability insurance, and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following : "It is understood and agreed that thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: "City of Gladstone 1100 Delta Avenue Gladstone MI. 49837."

HOLD HARMLESS AGREEMENT:

To the fullest extent permitted by law, the Contractor agrees to defend, pay in behalf of, and hold harmless, the City of Gladstone, its elected and appointed officials, employees, volunteers, and others working on behalf of the County of Ionia against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Gladstone, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which rises out of or is in any way connected or associated with this request for bids.

EQUAL EMPLOYMENT OPPORTUNITY:

The Contractor ensures that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, age, handicap or national origin. The Contractor agrees to comply with the Equal Employment Opportunity Act.

GUARANTEE:

The Contractor shall fill out the information on the Bidder's Information Form for the complete maintenance and warranties that are provided with this job. The Contractor shall promptly make corrections as deemed necessary by the City. If the City finds it must have work corrected, the difference in value, together with a fair allowance for the damages, shall be deducted from any payments due to the Contractor. If the Contractor and its sub-contractor(s) are unable to proceed with the work, or fails to correct, replace, and/or re-execute faulty or defective work because of any action by one or more of their employees or labor organizational conflicts, the City reserves the right to take over this contract and proceed with all materials, tools, and appliances of the Contractor on the City's premises to complete the remainder of this contract. Under such circumstances, the City shall have the right to withhold any or all payments to the Contractor until such costs.

EXTENSIONS OR CHANGES TO THE CONTRACT:

Any changes or extension(s) to the contract must be in writing, and must be signed as acknowledged by both parties to be in effect with the City of Gladstone for performing their services.

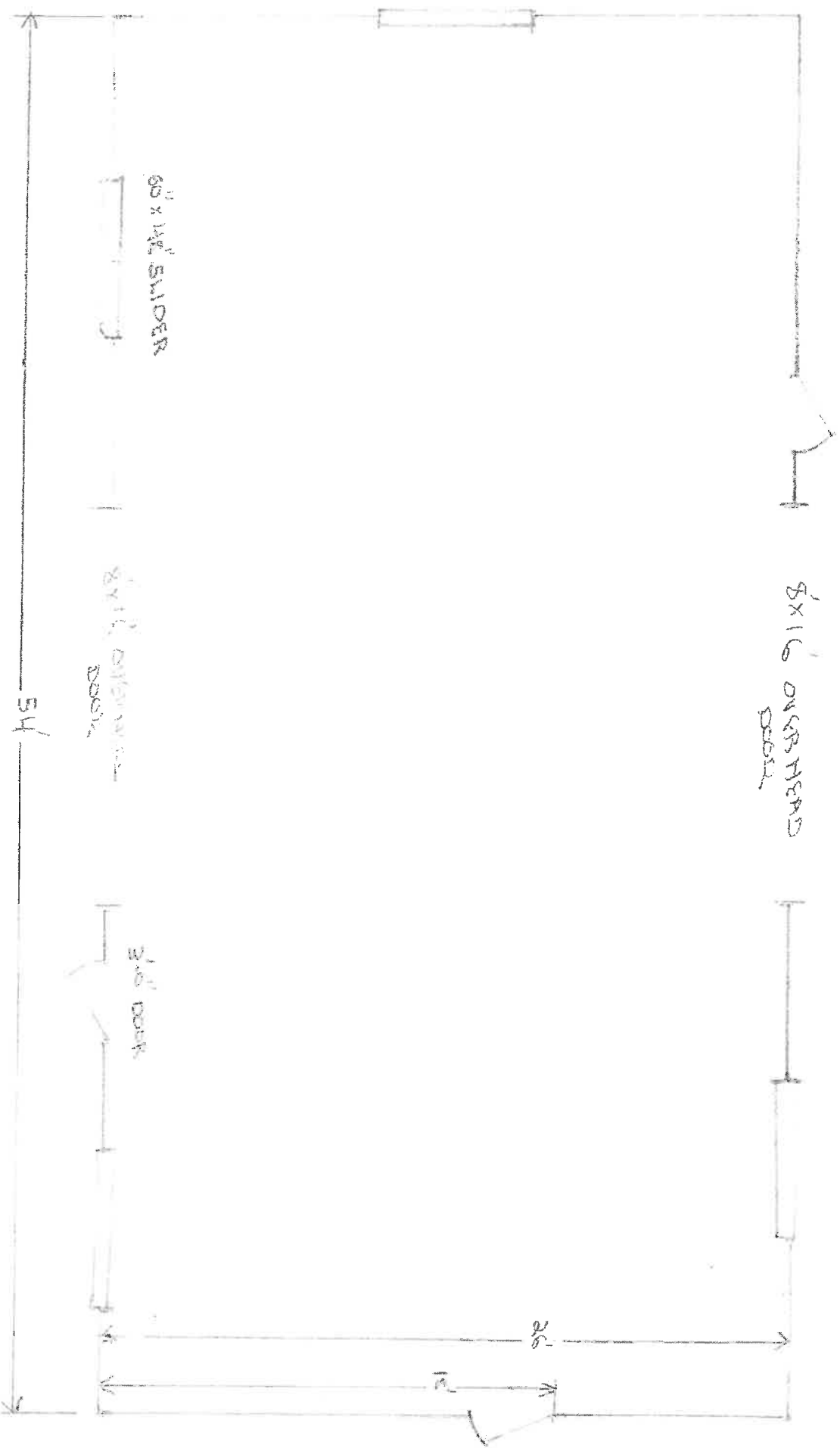
PAYMENT:

Payment will be made on the following schedule:

- Twenty five percent (25%) of total bid paid within 15 days of acceptance of bid.
- Twenty five percent (25%) of total bid paid within 15 days after delivery of materials.
- Final payment will be made on the first City check release date after work is completed to the City's satisfaction. The contractor will be present for all inspections and a mandatory walk-through will be completed before final payment is made.

Having carefully examined the general bidders conditions, general requirements, advertisement for bids, instructions to bidders, proposed specifications, and understanding the scope of work involved in this work category, and those that interface with it (them), the Contractor does hereby propose to furnish all labor, materials, insurance, taxes, tools, equipment and services to complete all work required have been paid in full, and the contract completed.

City of Gladstone
Fernwood Cemetery
Pole Building



**City of Gladstone
Fernwood Cemetery
Bid Form**

Company Name _____

Address _____

City, State Zip _____

Contact Name _____

Phone Number _____

Email _____

BID TOTAL _____

List all warranties _____

Signature _____

Date _____