

PENINSULA TOWNSHIP
13235 Center Road, Traverse City MI 49686
Ph: 231.223.7322 Fax: 231.223.7117
www.peninsulatownship.com

Peninsula Township Park Commission Advertisement for Bids

Peninsula Township Park Commission is soliciting sealed bids to award a service contract for Repair and Painting of Bowers Harbor Park Tennis /Pickle Ball Courts

Issue Date: **DECEMBER 15, 2017**

Bid Deadline: **FEBRUARY 1, 2018 AT 5:00pm**

BID #1

The service contract shall include:

1. The current surface (109'x122') shall be thoroughly cleaned and scraped to remove irregularities, dirt and debris. Areas that are dirty, stained or flaking or peeling will be power washed to clean court surface
2. Minor depressions, rough areas or any other area deemed necessary for repair shall be filled and leveled according to manufacturer's specifications. After cleaning of dirt and debris cracks shall be filled with acrylic base crack filler designed for use on asphalt courts per manufacturer's instructions.
3. Apply 2 coats of acrylic filler coat binder to help fill, level seal and bond surface of court.
4. Apply 1 course of color acrylic surfacing material as a texture filler course.
5. Apply 1 course of color acrylic surfacing material as a finish course.
6. Apply playing lines per U.S.T.A. specifications. Lines to be masked with tape and hand brushed.
7. In addition, one tennis court to be line with 4 pickle ball courts.
8. Move 4 tennis court net posts and reset

THIS WORK TO BE COMPLETED IN SPRING 2018

BID # 2

Bid #2 to include ALL of BID #1 WITH THE ADDITION of INCREASING the asphalt COURT AREA by 5 ft in width; the full court area to thus become 5'x122' (total area of 610 sq. ft.) with bidder to remove and reset the WEST court FENCING to allow for the additional area.

SIGNED BIDS TO BE MAILED TO OR DROPPED OFF AT

Peninsula Township Park Commission
PENINSULA TOWNSHIP OFFICES
13235 CENTER RD
TRAVERSE CITY, MI 49686

Address inquiries to:
DON ATKINSON, Peninsula Township Park Commission

If needed, make arrangements for a site visit prior to bidding with
Don Atkinson
atkinsondon@yahoo.com or 616-540-1937

The Peninsula Township Park Commission reserves the right to reject any and all bids and to waive any informality in bids received, deemed to be in the best interest of the Peninsula Township Park Commission. No officer or employee of Peninsula Township shall have a financial interest, direct or indirect, in any contract with relation to this work.

LEGAL NOTICE

Peninsula Township Park Commission Advertisement for Bids

Bids/proposals will be received by the Peninsula Township Park Commission at the Township Offices located at 13235 Center Road, Traverse City, MI 49686.

Bid/Proposals Deliveries: It is recommended that bid proposal deliveries be made either in person, mail or an alternate delivery method ensuring delivery to the address below. *Bidder shall bear full responsibility for ensuring that the bid proposal is delivered to the specified location by due date and time.* Late bids will be rejected as non-responsive.

Bids to include all labor and materials and must be valid for one (1) year.

PROPOSALNAME:

Bowers Harbor Tennis courts repair/resurfacing

MAIL OR DELIVER TO:

Peninsula Township Park Commission
13235 Center Road
Traverse City, MI 49686

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GENERAL CONDITIONS OF BIDDING

A. BIDS – All bids must be clearly marked. The bidder must furnish a copy of insurance with the bid. Bids shall be B. submitted in a sealed envelope.

C. AUTHORIZED SIGNATURES – The bid must be executed personally by the vendor or duly authorized partner of the partnership or duly authorized officer of the corporation. If executed by an agent, a power of attorney or other evidence of authority to act on behalf of the vendor shall accompany the bid to become a valid bid.

D. LATE BIDS – Bids must be in the Township Office before or at the specified time and date bids are due. Bids received after the submission deadline shall be rejected as non-responsive bids.

E. WITHDRAWAL OF BIDS PRIOR TO BID OPENING – A bid may be withdrawn before the opening date by submitting a written request to the Peninsula Township Park Commission. If time allows, and the bidder desires, a new bid may be submitted. Bidder assumes full responsibility for submitting a new bid before or at the specified time and date bids are due. The Peninsula Township Park Commission reserves the right to withdraw a request for bids before the opening date.

F. WITHDRAWAL OF BIDS AFTER BID OPENING – Bidder agrees that offer may not be withdrawn or cancelled by the vendor for a period of thirty (30) days following the date and time designated for the receipt of bids unless otherwise stated in the bid and/or specifications.

G. BID AMOUNTS – Bids should show net prices, extensions where applicable and net total. In case of conflict between unit price and extension, the unit price will govern. Any ambiguity in the bid as a result of omission, error, unintelligible or illegible wording shall be construed in the favor of the Peninsula Township Park Commission.

H. BID ALTERATIONS – Bids cannot be altered or amended after submission deadline. Any inter-lineation, alteration, or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

I. TAX EXEMPT STATUS – The Township is exempt from federal excise tax and state sales tax. Unless the bid form or specifications specifically indicate otherwise, the price bid must be net exclusive of above-mentioned taxes and will be so construed. Therefore, the bid price shall not include taxes.

J. BID AWARD – Award of contract shall be made to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality. The Township reserves the right to be the sole judge as to whether items bid will serve the purpose intended. The Township reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the Township. The Township reserves the right to award based upon individual line items, sections or total bid.

K. BEST VALUE – In determining best value, the Peninsula Township Park Commission may consider: 1) Bid price; 2) reputation of the bidder and of the bidder's goods or services; 3) quality of the bidder's goods or services; 4) extent to which the goods or services meet the Park Commission's needs; and 5) bidder's past relationship with the Peninsula Township Park Commission.

L. SILENCE OF SPECIFICATIONS FOR COMPLETE UNITS – All materials, equipment and/or parts that will become a portion of the completed work including items not specifically stated herein but necessary to render the service(s) complete and operational per the specifications are to be included in the bid price. Vendor may be required to furnish evidence that the service, as bid, will meet or exceed these requirements.

M. ADDENDA – Any interpretations, corrections or changes to the specifications and plans will be made by addenda no later than forty-eight hours prior to the bid opening. Addenda will be posted on the Township web site. Vendors shall acknowledge receipt of all addenda with submission of bid.

N. GENERAL INSURANCE REQUIREMENTS – The Contractor is required to provide the minimum following coverages:

- General Liability: \$2,000,000
- Personal Injury: \$1,000,000
- Property Damage \$500,000
- Builder's Risk \$200,000

All of the above insurance policies shall name Peninsula Township as an additional insured.

- Workers Compensation insurance as required by Michigan law

Failure to furnish Affidavit of Insurance will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.

O. RESPONSIVENESS – A responsive bid shall substantially conform to the requirements of this Request for Proposal and/or specifications contained herein. Bidders who substitute any other terms, conditions, specifications and/or requirements or who qualify their bids in such a manner as to nullify or limit their liability to the contracting entity shall be deemed non-responsive and the bid will not be considered for award. Also, bids containing any clause that would limit contracting authority shall be considered non-responsive.

P. RESPONSIBLE STANDING OF BIDDER – To be considered for award, bidder must at least: have the ability to obtain adequate financial resources without limitation; be able to comply with required or proposed delivery/completion schedule; have a satisfactory record of performance; have a satisfactory record of integrity and ethics; be otherwise qualified and eligible to receive award.

PERFORMANCE REQUIREMENTS

A. QUALITY – Quality of workmanship must conform to the highest standards of these practices.

B. COMPLIANCE WITH FEDERAL, STATE, COUNTY, AND LOCAL LAWS – Bids must comply with all federal, state, county and local laws, to include but not be limited to, all applicable standard safety, emission, and noise control requirements. Any vehicles or equipment shall contain all standard safety, emission, and noise control requirements required for the types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or service, to comply with all applicable codes and ordinance of Peninsula Township, Grand Traverse County, or State of Michigan as they may apply, as these laws may now read or as they may hereafter be changed or amended.

PRICING

Name and Contact Information of Contractor Submitting Bid:

Please include:

- 1. Itemized description of services with pricing summary.**
- 2. A schedule of planned activities.**
- 3. A description of any special conditions required to complete the proposed work.**
- 4. Manufacturer and product information for products intended for project use.**
- 5. Documentation of previous experience repairing historic log structures including references.**
- 6. Affidavit of Insurance.**

Bids to include all labor and materials and must be valid for one (1) year.

Acknowledgement of Addenda (if applicable) _____

Authorized Signature

Date