

City of Mt. Pleasant, Michigan

# **CONTRACT DOCUMENTS**

For Bid  
of

**2015 PATCHINGS MATERIALS - ASPHALT**



**SHARON TILMANN**  
Mayor

**NANCY RIDLEY**  
City Manager

Prepared By:  
Division of Public Works

**JOHN ZANG**  
DPW Director

November 2014

City of Mt. Pleasant, Michigan

**TABLE OF CONTENTS**

2015 Patching Materials - Asphalt

**Bidding Information**

Notice to Bidders  
Instructions to Bidders

**Contract Documents**

Proposal

**Specifications**



# THE CITY OF MT. PLEASANT, MICHIGAN

---

**CITY HALL**

320 W. Broadway St. • 48858-2447  
(989) 779-5300  
(989) 773-4691 fax

**PUBLIC SAFETY**

804 E. High • 48858-3595  
(989) 779-5100  
(989) 773-4020 fax

**PUBLIC WORKS**

1303 N. Franklin • 48858-4682  
(989) 779-5400  
(989) 772-6250 fax

## 2015 BID FOR PATCHING MATERIALS – ASPHALT

The City of Mt. Pleasant, Michigan, is requesting sealed bids at the Office of the City Clerk, City Hall, 320 West Broadway Street, Mt. Pleasant, Michigan 48858, until 1:30 p.m. (local time), on Tuesday, December 9, 2014, at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked "2015 Patching Materials – Asphalt – December 9, 2014".

Proposals are solicited on a unit price basis, for the following estimated quantities:

<u>Item Description</u>	<u>Quantity</u>	<u>Unit</u>
Surface Mix	400	TONS
Fine Mix	50	TONS

No bid deposit, performance, labor, or material bond will be required.

Specifications are available at the Public Works Building, 1303 North Franklin Street, Mt. Pleasant, Michigan, 48858, (989) 779-5401, Monday through Friday, 8:00 a.m. to 4:30 p.m., or by visiting the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org), and clicking on the "Bids and Quotes" tab under the Quick Links section on the lower left hand portion of the webpage.

The City of Mt. Pleasant reserves the right to accept or reject any or all bids, to waive any irregularities in the bids, and to select the bid considered most advantageous to the City.

John Zang  
DPW Director  
(989) 779-5401

Jeremy Howard  
City Clerk

City of Mt. Pleasant, Michigan  
**INSTRUCTIONS TO BIDDERS**  
FOR MATERIALS

1. **Proposals**

Proposals must be made upon the forms provided, therefore, with the Bid amount both written and shown in figures, and all other data required submitted.

The Proposal, bound together with all Proposal Documents, must be enclosed in a sealed envelope marked as specified in the Notice to Bidders for such Bid and clearly indicating the name and address of the Bidder and must be received by the City Clerk, City Hall, 320 West Broadway Street, Mt. Pleasant, Michigan 48858, no later than the time and date specified in the Notice to Bidders. At such specified time, Proposals shall be publicly opened and read aloud.

2. **Basis of Proposals**

Proposals are solicited on the basis of unit price(s) and/or lump sum(s), as specified on the Proposal form.

The City of Mt. Pleasant, (also referred to as "Owner"), reserves the right to accept any Bid, to reject any or all Bids, and to waive any irregularities in the Bids, and to select the Bid considered most advantageous to the city.

3. **Comparison of Bids**

In comparing Bids, consideration shall be given to the time proposed for completion of the Contract, qualifications of Bidder, price differentials, alternate Proposals for those items listed in the proposal (if applicable), and any other pertinent factors. The Owner reserves the right to make an award to the Bidder whose Proposal is deemed to be in the best interest of the Owner.

4. **Time**

Time is of the essence in the performance of the Contract, and each Bidder, by submitting a Proposal, certifies his/her acceptance of the time allowed by the Contract for the completion of the work specified.

5. **Indemnification**

The Contractor shall save and hold harmless the city and its employees from and against all claims, damages, losses, or expenses, including attorney's fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act of omission of the contractor, subcontractor, employee, or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

**6. Interpretation of Documents**

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any Contract Document, he/she may submit to the Owner a written request for an interpretation thereof. Any interpretation made in response to such query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be mailed or duly delivered to each prospective Bidder. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents.

**7. Execution of Bid Proposal**

A Bid Proposal which is not signed by the individual making it should have attached thereto a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the person for whom it is signed.

A Bid Proposal, which is signed by a partnership, shall be signed by all of the partners or by an Attorney-in-Fact. If signed by an Attorney-in-Fact, there should be attached to the Bid, a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the partnership and such Power of Attorney shall be signed by all partners of the partnership.

A Bid Proposal, which is signed for a corporation should have the correct corporate name thereof and the signature of the President, or other authorized officer(s) of the corporation, manually written below the corporate name and on the line indicating "By: \_\_\_\_\_." If such Bid Proposal is manually signed by an officer other than the president of the corporation, a certified copy of the Resolution of the Board of Directors evidencing the authority of such officer(s) to sign the Bid Proposal should be attached thereto. Such Bid Proposal should also bear the attested signature of the Secretary of the corporation and an impression of the corporate seal.

**8. Delivery**

The successful Bidder shall deliver equipment and/or materials as specified to the City of Mt. Pleasant, Division of Public Works, 1303 N. Franklin Street, Mt. Pleasant, Michigan, 48858, or as specified in the proposal. The proposal amount should include delivery F.O.B. Mt. Pleasant. All equipment, literature, manuals, warranty papers, and any other items listed in the specifications of the equipment or materials, must be delivered before payment in accordance with this contract.

\_\_\_\_\_

City of Mt. Pleasant, Michigan  
**PROPOSAL**  
2015 BID FOR PATCHING MATERIALS – ASPHALT

TO: Office of the City Clerk  
City Hall  
320 West Broadway St.  
Mt. Pleasant, MI 48858

BID DATE: December 9, 2014  
TIME: 1:30 p.m.

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below. **This is a firm bid for a period of sixty (60) days, for purpose of review and award.** Contract pricing shall be effective January 1, 2015 to December 31, 2015.

<b>Item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Surface Mix	400	Tons	\$ _____	\$ _____
Fine Mix	50	Tons	\$ _____	\$ _____
<b>TOTAL BID</b>			\$ _____	

\_\_\_\_\_ Dollars and \_\_\_\_\_/100 Cents  
Written

Please identify the location of materials being bid:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

*RESPECTFULLY SUBMITTED BY:*

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Print Name & Title \_\_\_\_\_

Email \_\_\_\_\_

City of Mt. Pleasant, Michigan  
**SPECIFICATIONS**  
2015 Bid for Patching Materials – Asphalt

---

Instructions

1. Any questions pertaining to the bid documents shall be directed to the Division of Public Works office at (989) 779-5401.
2. The City of Mt. Pleasant reserves the right to accept or reject any or all bids, to waive any irregularities in the bids, and to select the bid considered most advantageous to the City.

Specifications

1. All materials shall meet the 2012 MDOT Standard Specifications for Construction:

**SURFACE MIX** - The surface mix shall be Bituminous Mixture designation 1100 20AA, meeting mix design criteria and specifications in the MDOT 2012 Standard Specifications for Construction.

**FINE MIX** - Fine mix shall meet Bituminous Mixture Number 36A specifications in the 2012 MDOT supplemental specifications for Bituminous Mixture.

2. Each supplier shall list the exact address of the exact location where the material will be available.
3. All prices shall be considered firm from January 1, 2015 to December 31, 2015. Pricing must be all-inclusive. No fuel or additional charges will be allowed.
4. All quantities are approximate and may vary up to twenty-five percent (25%) from quantities herein stated: