

Invitation to Bid

Snow Removal for Parking Lot and Sidewalks at building located at 1110 Hill Street, Three Rivers, Michigan

The Branch-Hillsdale-St. Joseph Community Health Agency is accepting sealed bids for snowplowing and snow removal for the parking lot and sidewalks at their building located at 1110 Hill Street, Three Rivers, Michigan. The term of the contract will be for the term beginning November 19, 2018 and ending November 1, 2020. The closing date for the bid is Tuesday, November 13, 2018 at 2:00 p.m. Proposals not physically received by the deadline will be returned, unopened. To obtain a copy of the invitation to bid, please visit our web site at www.bhsj.org. Bids must be submitted on the specification sheet provided in the invitation to bid package and received in a sealed envelope.

Specific questions regarding the Invitation to Bid may be directed to Theresa Fisher, Administrative Services Director, at 517-933-3031.

Bids will be publicly opened and read aloud on Wednesday, November 14, 2018 at 2:30 p.m. in the conference room of the building located at 1110 Hill Street, Three Rivers, Michigan.

Specifications

Contract:

Plowing, sidewalk clearing, and salting when needed.

Basis of Bids:

Bids for snow removal will be solicited on a “per push” sum, for the work specified.

Description:

The work shall consist of providing all manpower and equipment required to perform the snow plowing, shoveling, and salting tasks specified in the Contract as required by snowfall.

Agency’s Rights:

The Branch-Hillsdale-St. Joseph Community Health Agency reserves the right to accept or reject any or all bids in the best interest of the Agency.

Contract Cancellation:

The Branch-Hillsdale-St. Joseph Community Health Agency reserves the right to cancel any Agreement signed by the parties, by providing a written 30-day notice.

General Requirements

Scope of Work:

Plowing: The Contractor shall provide snow plowing and ice control services for the parking lot and sidewalks each morning that a fresh accumulation of snow, more than 2" in depth, covers the parking surface. Plowing must be completed before 8:00 a.m., EST, or at such additional times at the discretion of the Agency's Administrative Services Director or her appointed representative. The Contractor will not be required to plow on weekends or Agency specified holidays.

Equipment:

The Contractor shall supply all equipment needed to perform the work described in this Contract including plowing naturally accumulated snow, and snow that is deposited by others. All equipment used to perform the work described in the Contract shall be rubber-tired and shall meet all applicable State and Local Regulations.

Performance Standards:

- All designated parking areas shall be plowed with no more than one (1) inch of snow remaining on paved surfaces.
- Application of ice control material after plowing (when needed).
- Plowing must be completed by 8:00 a.m., EST
- Plowed snow is to be stored in the designated area of the lot.
- The Contractor will be responsible for damage to private or public property which was caused by negligent operation of equipment by the contractor. The contractor shall hold harmless and indemnify the Agency against all claims for damages to public or private property and for injuries to persons arising out of and during the progress and to the completion of the work.

Mechanical failures do not relieve the Contractor from responsibility to perform contract requirements. The Agency does reserve the right to give notice to proceed to other competent and willing contractors should the successful bidder not be able to perform the work.

Workmen's Compensation Insurance:

The Contractor shall file a certification that he carries Workers' Compensation Insurance prior to the execution of the contract, or be able to provide an exclusion letter which indicates that they are excluded from the workers' compensation statute.

Bodily Injury and Property Damage:

Prior to execution of the Contract, the Contractor shall file copies of certificates of insurance.

- Bodily injury and property damage, other than automobile.
- Bodily injury liability and property damage liability, automobile.

Payment:

Contractor shall bill monthly for work performed. Billing should be received by the tenth day of the month following the service.

Term:

The contract will be for the term beginning November 19, 2018 and ending November 1, 2020.

Clarifications:

Questions regarding ambiguities or the propriety of these specification shall be addressed, in writing, to Theresa Fisher, Administrative Services Director, prior to the formal bid opening. Such questions will not be entertained after the bids have been opened.



BID SUBMISSION

Bids should be in sealed envelopes, clearly marked as follows, and delivered to:

Branch-Hillsdale-St. Joseph Community Health Agency
SNOW REMOVAL BID – Attn: Stephanie Hough
1110 Hill St.
Three Rivers, MI 49093

Bids Due: Tuesday, November 13, at 2:00 p.m.

Bids Opened Publicly: Wednesday, November 14, 2018 at 2:30 p.m. in the conference room of the building located at 1110 Hill Street, Three Rivers, MI 49093

Bids must be submitted on the specification sheet provided on the following page and received in a sealed envelope.

BIDS SHALL BE IN SEALED ENVELOPES, CLEARLY MARKED, SNOW REMOVAL BID

Proposal Specification Sheet

Proposal of _____ (hereinafter called Bidder), organized and existing under the laws of the State of Michigan, doing business as _____ to the Branch-Hillsdale-St. Joseph Community Health Agency, herein-after called Agency.

- 1. In compliance with the Agency's Invitation to bid, Bidder hereby proposes to perform all work in accordance with the Contract Documents for the unit prices submitted herein.
2. The undersigned, as Bidder, hereby declares that the Proposal is made in good faith, without fraud or collusion with any person or persons bidding on the same contract, that he has read and examined the Invitation to Bid and understands all of the same; that he or his representative has made personal investigation at the site and has informed himself fully with regard to conditions to be met in executing this Contract, and the undersigned agrees to furnish all labor, materials, power, transportation, and equipment necessary for the Contract.

PROPOSAL

Under 4" of snow..... \$ _____
More than 4" of snow \$ _____
Sidewalks & Walkways \$ _____

Respectfully submitted;

Signed _____
Date _____
Printed Name _____
Title _____
Firm _____
Address _____
Phone Number _____