

Affirmative Action
(231)724-6703
FAX (231)722-1214

Assessor/
Equalization Co.
(231)724-6386
FAX (231)724-1129

Cemetery/Forestry
(231)724-6783
FAX (231)724-4188

City Manager
(231)724-6724
FAX (231)722-1214

Clerk
(231)724-6705
FAX (231)724-4178

Comm. & Neigh.
Services
(231)724-6717
FAX (231)726-2501

Computer Info.
Technology
(231)724-4126
FAX (231)722-4301

Engineering
(231)724-6707
FAX (231)727-6904

Finance
(231)724-6713
FAX (231)726-2325

Fire Department
(231)724-6795
FAX (231)724-6985

Human Resources
Co. (Civil Service)
(231)724-6442
FAX (231)724-6840

Income Tax
(231)724-6770
FAX (231)724-6768

Mayor's Office
(231)724-6701
FAX (231)722-1214

Planning/Zoning
(231)724-6702
FAX (231)724-6790

Police Department
(231)724-6750
FAX (231)722-5140

Public Works
(231)724-4100
FAX (231)722-4188

SafeBuilt
(Inspections)
(231)724-6715
FAX (231)728-4371

Treasurer
(231)724-6720
FAX (231)724-6768

Water Billing
(231)724-6718
FAX (231)724-6768

Water Filtration
(231)724-4106
FAX (231)755-5290

MUSKEGON



West Michigan's Shoreline City
www.shorelinecity.com

City of Muskegon, Water Filtration Plant REQUEST FOR PROPOSAL: Muskegon Tank Fence/Gate

Background:

The City of Muskegon is looking for fence and gate contractor to replace and install new fence and gates around three of our elevated tanks.

Facility Information:

Three one million gallon elevated water towers that provide water to the City of Muskegon located at 277 Marshall St, 735 Roberts St, and 1596 Superior St.

Objective:

Items of work to include removal of existing fence/gates at 277 Marshall and 735 Roberts, and installation of new fence/gates at all three sites. Bid will also need to include materials, permits, and inspections needed. Fence at 277 Marshall and 735 Roberts is to be 6' galvanized chain link with manual double swing gates. Fence at 1596 Superior is to be 6 feet black vinyl rapped chain link with manual double swing gate. Awarded bidder will be responsible for disposal of all existing fence/gate components.

Project Requirements:

Vendor's scope of work shall be developed to meet the objectives as described above and to result in the completion of the finished product. Vendor shall provide daily/weekly progress reports of project status, including notification of any critical issues affecting progress. The City withholds the right to waive any bids during the bid process.

Proposal submittals:

The City will receive sealed bids until **2:00 p.m. local time on Tuesday, June 4, 2019**. Send, or deliver, sealed proposals labeled "Muskegon Tank Fence/Gate" to:

City of Muskegon: City Hall
City Clerk's Office
933 Terrace St
Muskegon, MI 49440

Questions:

Pre-bid meeting will be held on May 29, 2019 at 10:00 AM at 1900 Beach St, Muskegon, MI 49441 for questions and answers to be shared with all parties. Please submit questions and appointment requests electronically directed to the appropriate contact listed. This information will become addenda to the proposal request.

MUSKEGON



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Contacts:

City of Muskegon WFP
Burt Straley, Chief Operator
1900 Beach St
Muskegon, MI 49441
(231) 724-4105
burt.straley@shorelinecity.com

City of Muskegon WFP
Josh Parmer, Maintenance Technician
1900 Beach St
Muskegon, MI 49441
(231) 724-4584
joshua.parmer@shorelinecity.com

Required Insurance provided by bidder:

The BIDDER shall furnish a certificate of insurance to the City with the following coverage:

1. **Hold Harmless Agreements:** To the fullest extent permitted by law, BIDDER agrees to defend, pay in behalf of, indemnify, and hold harmless the CITY, its elected and appointed officials, employees, volunteers and others working on behalf of the CITY against any and all claims, demands, suits, or loss, including any costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the CITY, its elected and appointed officials, employees, volunteers, or others working on behalf of the CITY, by reason of personal injury, including bodily injury and death, property damage, including loss of use thereof, and/or the effects of or release of toxic and/or hazardous material which arises out of or is in any way connected or associated with this contract. The obligation to defend and hold harmless extends to BIDDER'S employees, agents, subcontractors, assigns and successors.
2. **Insurance Requirements:** The BIDDER shall not commence work under this contract until obtaining the insurance required under this paragraph. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and Best Rated. All coverage shall be with insurance carriers acceptable to the CITY.
3. **Workers' Compensation Insurance:** The BIDDER shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employer's Liability coverage, in accordance with all applicable Statutes of the State of Michigan.
4. **General Liability Insurance:** The BIDDER 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 \$500,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions:
 - a. Contractual Liability;
 - b. Products and Completed Operations;
 - c. Independent Contractor's Coverage;
 - d. Broad Form General Liability Extensions or equivalent.

MUSKEGON



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5. **Motor Vehicle Liability:** The BIDDER shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan no-fault coverage, with limits of liability of not less than \$500,000 per occurrence or combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles.
6. **Professional Liability Insurance:** The BIDDER shall procure and maintain during the life of this contract and during the performance of all services Professional Liability Insurance covering all performances from the beginning of the bidder's services on a "claims made basis" and shall maintain coverage from commencement of this contract until six (6) months following completion of the bidder's work with limits of liability not less than \$500,000 per claim.
7. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insured": The CITY OF MUSKEGON, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.
8. **Cancellation Notice:** Workers' Compensation Insurance, General Liability Insurance, Motor Vehicle Liability Insurance, and Professional 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 MUSKEGON ENGINEERING DEPARTMENT.
9. **Proof of Insurance Coverage:** The BIDDER shall provide the CITY at the time the contracts are returned by him for execution, certificates and policies as listed below:
 - a. Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance.
 - b. Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance.
 - c. Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance.
 - d. Two (2) copies of Certificate of Insurance for Professional Liability Insurance.
 - e. If so requested, certified copies of all policies mentioned above will be furnished.
10. If any of the above coverage expires during the term of this contract, the BIDDER shall deliver renewal certificates and/or policies to the CITY at least ten (10) days prior to the expiration date.