

INFORMATION FOR BIDDERS

DEMOLITION OF ILLEGAL ADDITION ON RESIDENTIAL BUILDING LOCATED AT 3134 FRANCESCA DRIVE, WATERFORD TOWNSHIP, MICHIGAN

1. SCOPE OF WORK

The work under this Contract shall consist of the complete removal of the illegal addition constructed on the rear of the residence located at 3134 Francesca Drive, Waterford, Michigan in accordance with the ORDER of the 51st District Court in Case No. 00564. Specific requirements for this project shall include the following:

Demolition Requirements

- Obtain a Demolition Permit from Waterford Township.
- Removal of all roof covering materials on illegal addition constructed at the rear of the residence.
- Removal of all roof sheeting materials for illegal addition constructed at the rear of the residence.
- Removal of all roof framing materials for illegal addition constructed at the rear of the residence.
- Replace all vinyl wall siding material on the residence that was either removed or damaged during the construction or removal of the illegal addition.
- Removal of wall sheeting materials for illegal addition constructed at the rear of the residence.
- Removal of all columns, beams and framing materials for illegal addition constructed at the rear of the residence.
- Properly dispose of all removed materials away from this residential property.
- Disconnect and properly terminate all electrical, mechanical and plumbing connections between the illegally installed wood burning furnace located in the illegal addition and the residence.
- Remove the illegally installed wood burning furnace located in the illegal addition at the rear of the residence.
- Properly dispose of the wood burning furnace away from this residential property.
- Grade, topsoil, seed and mulch all disturbed areas.

Items that may be eliminated from the Demolition Requirements by the property owner

- Neatly stack and leave all removed roof and wall sheeting materials on the property.
- Neatly stack and leave all removed wood framing materials on the property.
- Leave the wood burning furnace on the property after all electrical, mechanical and plumbing connections have been disconnected and terminated.

2. EXAMINATION OF THE LOCATION

Before submitting a Bid, each Bidder shall visit the site of the proposed work and familiarize themselves with the local conditions that may in any manner affect the performance of the work or the Bid Price submitted for the work. When visiting the site Bidders must be aware that this work is being done by ORDER of the 51st District Court and that the property owner does not agree with the requirements of this ORDER. The property owner has posted this property with

“No Trespassing” signs and all Bidders shall make their observations of this illegal addition from the public right-of-way unless the property owner grants them permission to enter upon his property.

3. SITE AND SUBSOIL CONDITIONS

Each Bidder shall make their own determinations as to the site and subsoil conditions at the project location and shall assume all risk and responsibility and shall complete the work in whatever subsoil material and whatever conditions they may encounter or create at no additional cost to Waterford Township.

4. QUALIFICATIONS OF BIDDERS

To demonstrate their qualifications to perform the work the apparent low bidder must, within ten days from notification that they are the apparent low bidder, submit written evidence of the following:

- A list of similar demolition projects completed within the past two years.
- Evidence of authority to conduct business within Michigan.
- A list of containing the contact information for the owners of similar projects completed in the past two years.

In evaluating the Bids, Waterford Township may consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements. Waterford Township may conduct such investigations as deemed necessary to establish the responsibility, qualifications and financial ability to complete the work to the satisfaction of the Township. Waterford Township reserves the right to reject any or all Bids which do not pass any evaluations performed by the Township.

5. NAME ADDRESS AND LEGAL STATUS OF BIDDER

The name and legal status of the Bidder (as a corporation, partnership, or individual) shall be stated in the Bid Form. A corporation Bidder shall name the state in which its articles of incorporation are held and shall give the title of the official having authority under the corporation’s by-laws to sign contracts, and the corporate seal shall be affixed and attested by the secretary or assistant secretary. A partnership Bidder shall give the full names and addresses of all the partners. In addition, Bids by partnership’s must be executed in the partnership name and signed by a partner, with their title appearing under the signature and the official address of the partnership shown below the signature.

All names must be typed or printed below the signature. Anyone signing the Bid Form as an agent of another or others shall submit with the Bid Form legal evidence of their authority to do so.

The place of residence of the Bidder, or the office of others in the case of a firm or company, including county and state, shall be presented after the Bidder’s signature.

6. BID SECURITY

Each Bid shall be accompanied by a Bid Security in the form of a certified check or bank cashiers check made payable to Waterford Township or a Bid Bond issued by a surety licensed to conduct business in the State of Michigan, in the amount of not less than five percent (5%) of the amount of the Bid as a guarantee on the part of the Bidder that they will, if called upon to do

so, enter into Contract to do the work covered by the Bid at the prices stated therein for its faithful and entire fulfillment.

ANY BID NOT ACCOMPANIED BY THE REQUIRED BID SECURITY WILL BE CONSIDERED NON-RESPONSIVE AND WILL NOT BE CONSIDERED.

7. FORM OF BIDS

All Bids shall be submitted on the Bid Form prepared by Waterford Township. Copies of the Bid Form are available, at no cost, from the Waterford Township Clerk, the Waterford Township Building and Engineering Department (both of which are located at 5200 Civic Center Drive, Waterford, Michigan) or may be downloaded from the Clerk's homepage of the Waterford Township web site at www.twp.waterford.mi.us.

All prices stated in the Bid Form shall be plainly written in legible figures. Illegibility of any figure in the Bid Form may be sufficient cause for the rejection of the Bid form by Waterford Township. Each Bid Form shall be enclosed in a sealed envelope addressed to the Charter Township of Waterford, and clearly identified with the project name as identified in the Advertisement For Bids. If Bid Form is submitted by mail, the sealed envelope shall be enclosed in a larger mailing envelope.

8. BASIS OF BIDS

Bids are solicited on the basis of the Total Base Bid contained on the Bid Form for the complete removal of the illegal addition constructed at the rear of the residence. Several line items identifying possible deductions from the Total Base Bid have been provided on the Bid Form. Acceptance of these possible deductions lies with the property owner and is beyond the control of Waterford Township and therefore these possible deductions will not be considered in evaluating the Bids.

Conditions limiting the acceptance of the Bid Form are strictly prohibited.

9. AWARD OF CONTRACT

A Contract shall be deemed as having been awarded when formal Notice Of Award has been duly served upon the Bidder by Waterford Township.

The Bidder to whom the Contract is awarded will be required to execute the Agreement in the form provided, and to furnish Surety and Insurance Certificates, all as required. In the event the Bidder refuses or otherwise fails to execute the Agreement within ten (10) calendar days after Award, the Bidder shall be considered to have abandoned all their legal rights and interests in the Award, and their Bid Deposit will be forfeited to Waterford Township, and the project may be awarded to another Bidder.

Once the Contract has been executed the successful Bidder will be provided with a copy of the ORDER issued by the 51st District Court. The successful Bidder shall have a copy of this ORDER and the Notice To Proceed in hand any time they enter upon the privately owned land at the project site.

10. INSURANCE REQUIREMENTS

Successful bidder will be required to furnish proof of insurance for the following:

<u>Bodily Injury Liability (Minimum)</u>	
Each Person	\$250,000
Each Occurrence	\$500,000
Aggregate	\$500,000
<u>Property Damage Liability</u>	
Each Occurrence	\$100,000
Aggregate (except auto)	\$100,000
<u>Worker's Compensation</u>	

11. RIGHT TO ACCEPT, TO REJECT, AND TO WAIVE DEFECTS

Waterford Township reserves the right to accept any Bid Form, reject any or all bid forms, and to waive defects in any Bid Form. In particular, any alteration or erasure in the Bid Form shall render the Bid Form irregular and subject to rejection by the Township.

12. WITHDRAWAL OF BIDS

Any Bidder who has submitted a Bid Form may withdraw their Bid at any time prior to the scheduled time for the receipt of Bids. No Bidder may withdraw their Bid after the scheduled time of the Bid opening for a period of sixty (60) days thereafter.

13. CONSTRUCTION PERMITS

Successful Bidder will be required to obtain Demolition Permits from the Waterford Township Building Department prior to commencing any on-site work. The cost of this Demolition Permit is seventy five (\$75.00) dollars and shall be deemed as included in Total Base Bid for the project.