



Request for Proposals

Demolition

The City of Grand Haven, Michigan will accept proposals for the demolition of all structures at the following location:

Plantega's Cleaners
33 Franklin
Grand Haven, Michigan

TIN: 58-70-03-20-407-17

E 47 FT OF LOT 73 ORIGINAL PLAT

Demolition to include review of Baseline Environmental Assessment, prepared by Westshore Consulting and dated May 14, 2007, abatement of environmental concerns detailed in the assessment, including asbestos removal and the removal of any underground storage tanks found to exist on the property. All rubbish to be removed from site and be properly disposed of with certifying logs/documents to be submitted with payment request. Site to be filled, leveled and graded with clean fill material as approved by City.

Bids will be accepted until 10:00 AM on Wednesday, September 12, 2007 at Grand Haven City Hall, 519 Washington Avenue, Grand Haven, Michigan 49417, at which time the bids will be opened and read aloud in the City Hall Council Chamber. To assure that the respondent's submittal arrives at the proper place, on time, and to prevent opening by unauthorized individuals, submissions must be clearly identified on the outside, as follows:

Demolition Services – 33 Franklin

Faxed or electronic submissions will not be accepted. Once received, submissions will not be returned. Formal communication, such as requests for clarification and/or information concerning this solicitation shall be submitted to Pat McGinnis, City Manager, City of Grand Haven via email addressed to pmcginnis@grandhaven.org, or by mail to 519 Washington Avenue, Grand Haven, MI, 49417.

The anticipated schedule for this project is as follows:

ACTIVITIES COMPLETE	DATE
RFP Available	August 23, 2007
Submittals Due	September 12, 2007

Award of Contract	September 18, 2007
Begin Demolition	October, 2007 ¹
Complete Demolition	30 days later
Site restoration/project complete	1 week later

The City reserves the right, in its absolute discretion, to reject any or all proposals, to waive irregularities, informalities and/or non-conformities in any submission, to select the proponent and proposal deemed to be in the best interests of the City, and to negotiate with the selected proponent(s).

SELECTION PROCESS

The City Manager will review submissions and select vendor. Selection is subject to public review and approval by the Grand Haven City Council.

The proposals will be evaluated through consideration of several factors. The review of all documents submitted will be in accordance with the following criteria:

- Experience and references of contractor
- Proposed cost.
- Ability to execute contract in accordance with City policies and in full compliance with all applicable laws, ordinances and regulations.
- The proponent's familiarity with the City and West Michigan.
- Other factors deemed relevant by the City Manager.
- The City reserves the right, in its absolute discretion, to reject any or all proposals, to waive irregularities, informalities and/or non-conformities in any submission, to select the proponent and proposal deemed to be in the best interests of the City, and to negotiate with the selected proponent(s).

The above criteria will be used to evaluate the submittals. Following a review of the submittals, a firm will be selected and a recommendation will be transferred to the City Council immediately.

If for any reason, a proponent cannot commence demolition activities within one week of the property being vacated, the City may unilaterally terminate the contract and negotiate with other proponents.

- a. The respondent warrants that to the best of its knowledge and belief and except as otherwise disclosed it does not have any organizational conflict of

¹ Demolition is to commence within two weeks of notification of vacation of structures by current occupant. Moving plans depend on build out schedule of Grand Landing Village project on north end of Grand Haven.

interest. Conflict of interest is defined as a situation in which the nature of work under this solicitation and the firm's organizational, financial, contractual or other interests are such that:

1. Respondent may have an unfair competitive advantage; or
 2. The respondent's objectivity in performing the work solicited may be impaired. In the event the respondent has an organizational conflict of interest as defined herein, the respondent shall disclose such conflict of interest fully in the proposal submission.
- b. The respondent agrees that if after award he, she or it, discovers an organizational conflict of interest with respect to this solicitation, he she or it, shall make an immediate and full disclosure in writing to the City Manager that shall include a description of the action which the respondent has taken or intends to take to eliminate or neutralize the conflict. The City may, however, disqualify the respondent or if a contract has been entered into with the respondent, terminate said contract, in its sole discretion.
- c. In the event the respondent was aware of an organizational conflict of interest before the award of a contract and intentionally did not disclose the conflict to the City Manager the City may disqualify the respondent.

INSURANCE

- a. Insurance. The successful bidder shall, upon issuance of notice to proceed with project, obtain and maintain during the execution of the contract, an insurance policy meeting the following requirements and shall provide to the City a certificate showing the premiums to be fully paid as well as a copy of the applicable policy, including all endorsements.
- General Liability Insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.
 - Statutory Worker's Compensation coverage.
 - The City, including its officers and employees shall be named as an additional insured on the policy.
- b. Waiver. The selected firm shall not hold the City of Grand Haven liable for any personal injury incurred by their respective employees, agents or consultant, contractors or subcontractors while working on this Project. The firm agrees to hold the City harmless from any such claim by its employees, agents, consultants, contractors or subcontractors, unless a Court having jurisdiction finds there is gross negligence of an employee of the City while acting within the scope of their employment.
- c. Qualification. The insurance company covering the firm must be licensed to do business in the State of Michigan and have a best's Guide rating of "A+" or higher.

PROOF OF LIABILITY INSURANCE

The successful firm shall furnish to the City a certified copy of the policy or policies covering the work as required in the specifications as evidence that the insurance required will be maintained in force for the entire duration of the contract with the City. The City must be listed as an additional insured.

ADDITIONAL FACTORS

The successful firm shall be responsible for maintaining satisfactory standards of its employee's competence, conduct, courtesy, appearance, honesty, and integrity. It shall be responsible for taking such disciplinary action with respect to any of its employees as may be necessary.

The successful firm shall provide adequate competent supervision at all times during the performance of the contract. The firm or designated representative shall be readily available to meet with City personnel. The successful firm shall provide the telephone numbers where its representative(s) can be reached.

The firm agrees that it will abide by all applicable laws, rules and regulations and with the requirements of all grants and other governmental funding contracts governing equal opportunity and affirmative action.