|  |  |  |
| --- | --- | --- |
| wsu-primary-horz-color-600-10-2017-small**Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing** **5700 Cass Avenue, suite 4200****Detroit, Michigan 48202****(313) 577-3734**  |

**September 1, 2020**

**Addendum #1 To**

**Request for Proposal**

**For Law Library – ADA Compliant Basement Restrooms**

**Law Classroom – ADA Compliant Restrooms: Project 046-327280 and 053-327224**

**Minutes of the Pre-bid Conference**

**Dated August 21, 2020**

**The Addendum must be acknowledged on your lump sum bid.**

The pre-bid conference for Request for Proposal for **Law Library – ADA Compliant Basement Restrooms**

**Law Classroom – ADA Compliant Restrooms**, Project **046-327280 and 053-327224** was held on **September 1, 2020,** at **10:00 am** (local time) – at Detroit, MI 48202. **Valerie Kreher** reviewed the highlights of the pre-bid package, especially concerning details such as bid due dates and who Contractors may contact during the live bid process. **Alycsa Valentine** and **Mike Blanek and Martyna Falloni** from **Stucky Vitale Architects** discussed the technical aspects of the project and bid requirements, and conducted the Q & A session.

NOTE: You must have attended a Pre-Bid conference in order to be eligible to bid on a particular project. Receipt of minutes or addenda without being at a Pre-Bid conference does not qualify your company to bid.

Numerous simple questions and answers were addressed at the pre-bid meeting. Some of the issues were as follows:

1. Minimum Participation
2. Pre-registration for the Pre-Bid meeting is required. In the event that we do not have four (4) or more eligible bidders pre-registered, the University reserves the right to postpone the Pre-bid meeting with up to 4 business hour notice.
3. If less than 4 individual contractor firms attend the mandatory pre-bid meeting, the University reserves the right, at its sole discretion, to either reschedule the pre-bid conference or proceed and offer a second pre-bid conference date. (Attendance at only one pre-bid conference will be required).
4. On the day of the bid opening, if less than 3 sealed bids are received, the University reserves the right, at its sole discretion, to rebid the project in an effort to obtain greater competition. If the specifications are unchanged during the rebid effort, any contractor who submitted a bid will be given the option of keeping its bid on file for opening after the second bid effort, or of having the bids returned to them unopened.
5. Smoke and Tobacco Free Policies: Wayne State joined hundreds of colleges and universities across the country that have adopted smoke- and tobacco-free policies for indoor and outdoor spaces. Contractors are responsible to ensure that all employees and all subcontractors’ employees are in compliance anytime they are on WSU’s main, medical, or extension center campuses. The complete policy can be found at **http://wayne.edu/smoke-free/policy/**
6. Diversity Spend: The University tracks its level of spend along a number of socio-economic categories. This includes it’s spend with Diverse organizations, it’s spend with Detroit based organizations, and it’s spend with Michigan based organizations. To assist with this, The University has reporting requirements to be included with the submission of your bid and for Pay Applications submitted by the successful contractor.
7. A Bid Bond is not required for bids below $50,000. Otherwise, a Bid Bond (5%) will be required for the full amount of the bid.
8. Performance Bond and Material & Labor Payment Bond requirements are listed in the specifications of the job. Performance & Material & Labor Payment Bonds must be provided by the awarded Contractor with the submission of the signed contract; which will then be submitted to FP&M management for counter signature.
9. The awarded Contractor must provide the required Certificate of Insurance in compliance with Section 700 – General Conditions, article 4.05 – Contractor’s Insurance, and Section 800 – Supplementary Conditions prior to commencement of any work.
10. Please review the insurance section carefully, including the professional liability insurance and the amounts of required insurance for most of the categories.
11. Several video tours have been released with this project. Please review all of the video tours before submitting your bid packages.
12. There are two section 300 – Form of Proposals for this project. Please submit Two Bid Bonds – one with each bid. Please pdf your entire package for both bids and submit them together.
13. Acknowledge all addendums on both forms of proposal.
14. Both submissions must be complete including the entire form of proposal package.
15. Name your file with the company name and the project name.
16. Please review the sample contract. Any questions regarding the contract must be submitted by the question deadline.
17. There are two different permits required. The Classroom building is to be submitted to the Bureau of Fire Services - State of Michigan. The Library portion of this project is governed by the Wayne State University Fire Marshall and WSU’s 3rd party electrical inspection.

**Law School Notes:**

1. Three separate bathrooms in the Law School. In the Men’s Room - remove urinal system, use existing plumbing and install new urinals.
2. Alternates are to be included in each project.
3. Reworking existing door to the ADA stall as it is too small currently and does not meet ADA standards.
4. All of the floor tiles will be sprayed with Miracle Methods.
5. The project includes splitting one of the ladies restrooms to be a unisex ADA single stall and storage.
6. New emergency light in each restroom will be installed.
7. Installing new circuits for new hand dryers.
8. Drywall walls in the Restrooms will be painted and the specifications are included in the drawings.
9. Classes will be on-going in this building and the start of the project may be delayed until November so that both projects can be worked on at the same time.

**Law Library Notes:**

1. Alternates for the library restrooms are the same as the law school.
2. Alternate also included the spray on of Miracle Methods (or equal) for the storage room.
3. Reworking the entire ladies room.
4. Moving the entrance and redoing the ceilings in existing Men’s Restroom.
5. New hand dryers are included in this project.
6. New lighting and emergency lighting is to be installed in the two restrooms.
7. Restrooms HVAC need to be rebalanced.
8. Corner guards to be supplied as noted on plans.
9. New dedicated circuits will be installed for the new hand dryers.
10. Look at the videos for the location of the outlets on existing fixtures in basement. No underground work is anticipated.
11. Miracle Method or equivalent – if you want to submit your bid with a product other than Miracle Method, please submit your request in writing with proper documentation on the requested substitution by the question due date.
12. Are there access points to items behind the walls? Yes, see videos. Video of existing Men’s restroom to be reuploaded.
13. Taking down partitions to etch them before the Miracle Method goes down? Is it cheaper to replace the partitions? If it is a value engineering issue that will be less expensive, please include it as a voluntary alternate. Make certain your main bid is to the specifications released with the projects.
14. State Lump Sum Deduct Amount if Contractor is Awarded both Law Restroom Renovation projects. Stated amount will be deducted from Law Library Project only
15. **PLEASE NOTE: Bidders late to the meeting will not be allowed to submit a bid to the University.**
16. If your company has not previously done business with the University you may go to the Purchasing website at **www.purchasing.wayne.edu** and look for the “new vendor” link under “Information for Vendors” on the left. You may submit a new vendor request form and an IRS form W-9. This will register your company on in our vendor database. (NOTE: this does not replace the listserv.)
17. This Project Requires the Contractor and any subcontractors to compensate all employees who come to the job site at no less than Prevailing Wage Rates. A Prevailing Wage Rate Schedule is included as Appendix A to the Bid Specifications. Contractors must review these requirements to be sure they are in compliance with the requirements of the University. Contractors must post wages at the job site in compliance with the complete Prevailing Wage Rate listing provided in Bid Documents.
18. 1099 workers and subcontractors using 1099 workers are NOT acceptable.
19. Certified Payroll must be provided with each of the contractor’s pay applications for all workers who worked at the job site, in compliance with the University policy. Failure to provide certified payroll will constitute breach of contract and pay applications will be returned unpaid, and remain so until satisfactory supporting documents are provided.
20. Signed waivers from all Subcontractors and suppliers must accompany Pay Applications or they will be returned for such documentation prior to approval.
21. A properly executed sworn statement is required from all tiers of contractors, and sub-contractors indicating sub-contractors and suppliers which provide services or product of $10,000.00 or greater. Sworn statements must accompany applications for payment
22. All documents listed in the Front End Section 0410-2 “Wayne State Prevailing Wage Requirements” must accompany applications for payment. Failure to do so will result in the entire application package returned for correction.
23. A checklist of all Pay Application requirements can be found in Section 00430-1.
24. Section 440 - Contractors Performance Evaluation is a part of the contract and will be performed at the end of every job.
25. The competency and responsibility of Bidders will be considered in making the award. The University is not obligated to accept the lowest or any other bids. The University reserves the right to reject any and all bids and to waive any informalities in the Proposals
26. Parking on WSU campus lots and structures are $8.50/access. Contractor must build parking into their lump sum bid. There is no parking allowed on the malls.
27. Review Section 300 - Form of Proposal carefully and complete in its entirety to avoid disqualification, including our prequalification form.
28. For this particular project, there are two Section 300 - Form of Proposals, both of these forms must be filled out completely. There are two project numbers in this document, be sure you are entering the correct dollar amount on the correct Section 300 - Form of Proposal; double check the project number and your bid before submitting.
29. There are new Section 300 - Form of Proposals at the end of this Addendum/Minutes. There is an alternate number 5 on one of the forms for a deduct amount if the contractor wins both projects.
30. Contractors who have withdrawn a bid after a University bid opening and/or refused to enter into a contract with the University upon notification of award within the last 3 years are not eligible to bid on this project.
31. Project hours of operation are 7:00am – 5:00 pm. Anything else requires advance notice and approval.
32. Prequalification meeting may be held as soon as the first business day after bid openings. Contractors must be available. The Project Manager will coordinate the meetings.
33. Prequalification meeting includes Schedule of Values from the Contractor, including a list of Contractor’s subcontractors and other qualifications required by the documents.
34. If all aspects of the bid are in order, an unsigned contract will be given to the successful Contractor as soon as it’s available. The Contractor has 5 business days to return the contract to the Project Manager for University counter signature. The contractor must also submit a Performance Bond as outlined above and a Certificate of Insurance in the same 5 business day period. In the event the Contractor fails to return the documents in this 5 day period, the University reserves the right to award the contract to the next most responsive bidder.
35. Permit requirements are the responsibility of the awarded contractor as listed in General Conditions, Section 700 Article 4.02.18.
36. Contractor must provide their own dumpster if needed, which must be rubber or plywood padded if placed on concrete. Location and duration must be coordinated with the project manager. Dumpster must be tagged with the name of your company clearly displayed. Any lawn damage must be restored.
37. Questions are due by **September 9, 2020** at 12:00 noon
38. Bids are due **by electronic submission on** no later than 2:00 p.m., **September 16, 2020.** The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **August 21, 2020**.
**No public bid opening will be held.**
39. **Time of Completion:**The Contract is expected to be fully executed on or about 15 calendar days after successful bidder qualification and recommendation of award. The successful bidder (Contractor) agrees to start construction **immediately after** receipt of a fully executed contract and Purchase Order, and to complete the work as follows: Substantial Completion, and State Approved Inspections (if appropriate), no later than **November 13, 2020.**
	1. The construction start date may be pushed back to mid-November due to Classroom schedule. Bidders to confirm their pricing will remain the same for an immediate start or a mid-November start.
	2. Intent is to have both projects under construction simultaneously.
	3. Bidders to provide rough schedule timeline with their bid. Note any material lead times that may affect schedule.
40. A copy of the sign in sheet is available for downloading from the University Purchasing Web Site at **http://go.wayne.edu/bids**.
41. This is an occupied area, awarded Contractor must be considerate of environment (noise, cleanliness, etc.)
42. **IMPORTANT- This is an addendum which MUST be acknowledged on your bid form**

**We will require your lump sum proposals, vendor qualification questionnaire and your bid bond documents as a single PDF in your electronic submission.**

All questions concerning this project must be emailed to: **Valerie Kreher**, Procurement & Strategic Sourcing. Email: **rfpteam2@wayne.edu**, and copy **Kimberly Tomaszewski**, **Senior Buyer**, at **katt@wayne.edu**.

Bids are due **by electronic submission on** no later than 2:00 p.m., **September 16, 2020.** The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **August 21, 2020**.

**Do not contact either FP&M or the Design Firm directly as this may result in disqualification of your proposal.**

Thank you for interest shown in working with Wayne State University.

**Valerie Kreher**

**Senior Buyer**

CC: **Alycsa Valentine** (Project Manager), **Kimberly Tomaszewski**, **Senior Buyer**, Attendee list.

**VENDOR NAME**

**GENERAL CONTRACT - PROPOSAL FORM**

Sealed proposals for lump-sum General Contract will be received at the office of the Procurement & Strategic Sourcing **by electronic submission on** **September 16, 2020,** until 2:00 p.m. (local time). The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **August 21, 2020**.

**Please Note – Vendors must Pre-qualify themselves when responding to this bid opportunity. Our Prequalification questions can be found on page 4 of this section.**

|  |  |
| --- | --- |
| **OWNER:**   | Board of GovernorsWayne State University |
| **PROJECT:** | **Law Library – ADA Compliant Basement Restrooms** |
| **PROJECT NO.:** | WSU PROJECT NO. **046-327280**  |
| **PROJECT TYPE:** | **General Construction Work** |
| **PURCHASING** **AGENT**: | **Valerie Kreher**, **Senior Buyer**WSU – Procurement & Strategic Sourcing5700 Cass, Suite 4200Detroit, Michigan 48202**313-577-3720****rfpteam2@wayne.edu** & copy **katt@wayne.edu** |
| **OWNER'S REPRESENTATIVE:** | **Alycsa Valentine**, Project ManagerDesign & Construction ServicesFacilities Planning & Management5454 Cass AvenueDetroit, Michigan 48202 |
| **TO**: | Board of GovernorsWayne State UniversityDetroit, Michigan |

**BASE PROPOSAL:**

 The undersigned agrees to enter into an Agreement to complete the entire work of the **Law Library – ADA Compliant Basement Restrooms** project (WSU Project No. **046-327280**) in accordance with the Bidding Documents for the following amounts:

 $ Dollars

**ALTERNATES:** The following alternates to the base proposal(s) are required to be offered by the respective bidder. The undersigned agrees that the following amounts will be added to or deducted from the base bid as indicated, for each alternate which is accepted.

**ALTERNATE NO. 1: Install salvaged manual faucets instead of new touchless in all restrooms.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 1 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 2: Reuse existing sink bowls instead of new solid surface integral sinks. Drop in existing sinks in solid surface countertop.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 2 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 3: Spray with Miracle Methods, or approved equal, (non slip) floor in storage [319a].**

 The undersigned agrees to enter into an agreement to complete the Alternate # 3 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 4: Install stainless steel cover panels where plumbing fixtures were removed instead of new wall tile to match existing.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 4 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 5: State Lump Sum Deduct Amount if Contractor is Awarded both Law Restroom Renovation projects. Stated amount will be deducted from Law Library Project only.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 5 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                                    DEDUCT   $ Dollars

**PREVAILING WAGES:** Did your company quote based upon **Union or Prevailing Wage Rates** as required?
Yes No

**CONFICT OF INTEREST:** Are you or any Officer, Owner or Partner in this company an employee of Wayne State University, or have you been an employee within the past 24 months? If Yes, explain below.
Yes No

Are any immediate family members of any Officer, Owner or Partner in this company employees of Wayne State University? If Yes, explain below.
Yes No

**LAWN REPLACEMENT:** The undersigned agrees that, in the event of existing lawn or landscaping damage, due to the Contractor's work, that has not been properly addressed and repaired to the satisfaction of the University, the University may repair/replace the lawn and/or landscaping, and that the expense will be at a **unit cost of $15.00 per square yard for lawn, and landscaping at a rate of 1.5 times the cost of said repairs**, the full cost of which shall be reimbursed by the contractor.

**CONTRACT CHANGE** The undersigned agrees to the following pricing formula and rates for changes in the

**ORDERS:** contract work:

Where changed Work is performed, the Contractor may add to the total estimated actual cost for such Work no more than ten (10%) for subcontractor mark-up and seven and one-half percent (7.5%) for self-performed trade work for profit, overhead, insurance, taxes, indirect supervision, bonds, and any other costs not allowed by section 4.02.01

 **Within 14 days of the project’s contract execution Contractor shall provide to the Owner; Subcontractor’s hourly labor rate breakdown details. This requirement shall extend to the lowest level of subcontractor participation.**

 \* Job and general overhead includes supervision and executive expenses; use charges on small tools, scaffolding, blocking, shores, appliances, etc., and other miscellaneous job expenses.

 \*\* Net labor cost is the sum of the base wages, fringe benefits established by governing trade organizations, applicable payroll taxes, and increased expense for contractor's liability insurance (Workman's Compensation, P.L. and P.D.).

**TIME OF COMPLETION:** The Contract is expected to be fully executed on or about 25 calendar days after successful bidder qualification and recommendation of award. The undersigned agrees to start construction **immediately after** receipt of a fully executed contract, and to complete the work as follows:

 Substantial Completion will be completed no later than **November 13, 2020.**

**LIQUIDATED DAMAGES:** It is understood and agreed that, if project is not completed within the time specified in the contract plus any extension of time allowed pursuant thereto, the actual damages sustained by the Owner because of any such delay, will be uncertain and difficult to ascertain, and it is agreed that the reasonable foreseeable value of the use of said project by Owner would be the sum of **$150.00 per day**, and therefore the contractor shall pay as liquidated damages to the Owner the sum of **$150.00 per day** for each day's delay in substantially completing said project beyond the time specified in the Contract and any extensions of time allowed thereunder.

**TAXES:** The undersigned acknowledges that prices stated above include all applicable taxes of whatever character or description. Michigan State Sales Tax is applicable to the work. Bidder understands that the Owner reserves the right to reject any or all bids and to waive informalities or irregularities therein.

**ADDENDA:** The undersigned affirms that the cost of all work covered by the following Addenda are included in the lump sum price of this proposal.

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

**CONTRACTOR'S PREQUALIFICATION STATEMENT & QUESTIONNAIRE:**

**Our Minimum Requirements for Construction Bids are:**

**WSU considers this project: General Construction Work.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria | Small Projectbid less than $50,000 | Medium Projectbid between $50,001 and $250,000 | Large Projectbid between $250,001 and $2 million | Very Large Projectbid greater than $2 million |
| EMR Rating **(Experience Modification Rating)** | 1.0 or Less | 1.0 or Less | 1.0 or Less | 1.0 or Less |
| Bondable Vendor | N.A. | Required | Required | Required |
| Length of Time in Construction Business | 2 Years | 3 Years | 5 Years | 5 Years |
| Demonstrated Experience in Projects Similar in Scope and Price in the last 3 years | 1 or more | 1 or more | 2 or more | 3 or more |
| Unsuccessful Projects on Campus in last 3 years | None Allowed  | None Allowed | None Allowed | None Allowed |
| Failure to comply with Prevailing Wage and/or Project Labor requirements | None Allowed | None Allowed | None Allowed | None Allowed |
| Withdrawn University Bid (with or without Bond forfeiture) within the last 3 years  **\*\*** | 1 or less | 1 or less | 1 or less | 1 or less |
| Company currently not in Chapter 11 of the US Bankruptcy Code | 1 Year | 2 Years | 3 Years | 3 Years |

\*\*   Withdrawal of a bid is subject to the University suspension policy, for a period up to one year.

**Contractors must complete the following information to determine their eligibility to participate in this bid.** This information is required with your Bid to the University

**Failure to complete this form in its entirety will result in your bid being disqualified.**

Check one of the following on the makeup of your company:

|  |  |
| --- | --- |
|  Corporation |  Individual |
|  Partnership |  Joint Venture |

 Other (Explain below):

**Diversity Classification:** Please indicate the appropriate diversity classification for your company. The University recognizes the following groups as diverse or disadvantaged:

* Majority Owned
* Minority Business Enterprises (MBE)
* Women Business Enterprises (WBE)
* Disabled Veteran Enterprises (DVBE)
* Disabled Person Enterprises (DBE)
* Veteran Owned Businesses (VBE)
* Small Businesses per the US Small Business Administration (SBE)
* Other (Please Explain):
1. How many years has your organization been in business as a contractor?
2. How many years has your organization been in business under its present business name?
3. List states in which your organization is legally qualified to do business.

1. Provide the Name and Address of your Liability Insurance Carrier.

1. What is your current EMR Rating?
The minimum requirement is an EMR Rating of 1.0 or less for all projects. Bidders with a rating higher than 1.0 understand that their bid may be disqualified, at the sole discretion of the University.
2. What percentage of work performed on projects are by company employees; excluding any hired subcontracting and outsourced relationships, for the bid submitted? \_\_\_\_\_\_\_ %
3. What percentage of work performed on your companies behalf are by subcontracted business relationships; disallowing 1099 contracting work forces, for the bid submitted? \_\_\_\_\_\_\_ %
4. Have you ever failed to complete any work awarded to you? If so, attach a separate sheet of explanation. Include the name of the Project, the customer, the dates of the work, and the amount of the contract?

1. Have you withdrawn a bid after a University bid opening and/or refused to enter into a contract with the University upon notification of award within the last 3 years? If so, state the Project Name and Number, and the date of bid submission below.

1. Has any officer or partner of your organization ever been an officer or partner of another organization that failed to complete a construction contract? If so, attach a separate sheet of explanation.

1. List the construction experience of the principals and superintendents of your company.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. List the construction Projects, and approximate dates, when you performed work similar in Scope to this project.

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. List the construction Projects, and approximate dates, when you performed work similar in Dollar Amount to this project.

Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is your Company “bondable”? Yes No
2. What is your present bonding capacity? $
3. Who is your bonding agent?

NAME:

ADDRESS:

PHONE: ( )

CONTACT:

1. Does your company agree to provide financial reports to the University upon request? Failure to agree may result in disqualification of your bid? (select one): Yes No
2. Does your company agree that all of the Terms and Conditions of this RFP and Vendor’s Response Proposal become part of any ensuing agreement? (select one): Yes No
3. Does your company agree to execute a contract containing the clauses shown in Section 00500 “Agreement between Contractor and Owner for Construction”? (select one): Yes No

If “No”, clearly note any exceptions to any information contained in the contract documents and include with your proposal. Otherwise, a “No” response without documentation will be considered a non-responsive proposal. In addition, any proposed exceptions may or may not be accepted by the University.

1. Does your company agree to comply with the University **Smoke and Tobacco Free Policies**? Yes No

**Note**:  Contractors submitting proposals for this project may, at the discretion of the University, be required to submit references including contact information to be used to assist in the post bid evaluation process for the subject project

**ACKNOWLEDGEMENT OF** The undersigned has read and understands the minimum qualifications

**MINIMUM QUALIFICATIONS:** for University construction projects, and has completed the Prequalification section completely and accurately. The undersigned understands that a contractor, who fails to meet the minimum qualifications **in the category identified for this project, will be disqualified from consideration for the project**.

**ACCEPTANCE OF PROPOSAL:** The undersigned agrees to execute a Contract, being the Wayne State University standard form titled "Agreement Between Contractor and Owner for Construction" (see section 00500 of the bid documents), provided that we are notified of the acceptance of our Proposal within sixty (60) days of the date set for the opening thereof.

**The undersigned below understands that the bid will be disqualified if the Prequalification information above is not completed in its entirety.**

NAME OF COMPANY:

OFFICE ADDRESS:

PHONE NUMBER: DATE

SIGNED BY:

 Signature

 (Please print or type name here)

TITLE

EMAIL ADDRESS: @

**VENDOR NAME**

**GENERAL CONTRACT - PROPOSAL FORM**

Sealed proposals for lump-sum General Contract will be received at the office of the Procurement & Strategic Sourcing **by electronic submission on** **September 16, 2020,** until 2:00 p.m. (local time). The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **August 21, 2020**.

**Please Note – Vendors must Pre-qualify themselves when responding to this bid opportunity. Our Prequalification questions can be found on page 4 of this section.**

|  |  |
| --- | --- |
| **OWNER:**   | Board of GovernorsWayne State University |
| **PROJECT:** | **Law Classroom – ADA Compliant Restrooms**  |
| **PROJECT NO.:** | WSU PROJECT NO. **053-327224** |
| **PROJECT TYPE:** | **General Construction Work** |
| **PURCHASING** **AGENT**: | **Valerie Kreher**, **Senior Buyer**WSU – Procurement & Strategic Sourcing5700 Cass, Suite 4200Detroit, Michigan 48202**313-577-3720****rfpteam2@wayne.edu** & copy **katt@wayne.edu** |
| **OWNER'S REPRESENTATIVE:** | **Alycsa Valentine**, Project ManagerDesign & Construction ServicesFacilities Planning & Management5454 Cass AvenueDetroit, Michigan 48202 |
| **TO**: | Board of GovernorsWayne State UniversityDetroit, Michigan |

**BASE PROPOSAL:**

 The undersigned agrees to enter into an Agreement to complete the entire work of the **Law Classroom – ADA Compliant Restrooms** project (WSU Project No. **053-327224**) in accordance with the Bidding Documents for the following amounts:

 $ Dollars

**ALTERNATES:** The following alternates to the base proposal(s) are required to be offered by the respective bidder. The undersigned agrees that the following amounts will be added to or deducted from the base bid as indicated, for each alternate which is accepted.

**ALTERNATE NO. 1: Install salvaged manual faucets instead of new touchless in all restrooms.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 1 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 2: Reuse existing sink bowls instead of new solid surface integral sinks. Drop in existing sinks in solid surface countertop.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 2 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 3: Spray with Miracle Methods, or approved equal, (non slip) floor in storage [1517a].**

 The undersigned agrees to enter into an agreement to complete the Alternate # 3 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**ALTERNATE NO. 4: Install stainless steel cover panels where plumbing fixtures were removed instead of new wall tile to match existing.**

 The undersigned agrees to enter into an agreement to complete the Alternate # 4 work of the project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**PREVAILING WAGES:** Did your company quote based upon **Union or Prevailing Wage Rates** as required?
Yes No

**CONFICT OF INTEREST:** Are you or any Officer, Owner or Partner in this company an employee of Wayne State University, or have you been an employee within the past 24 months? If Yes, explain below.
Yes No

Are any immediate family members of any Officer, Owner or Partner in this company employees of Wayne State University? If Yes, explain below.
Yes No

**LAWN REPLACEMENT:** The undersigned agrees that, in the event of existing lawn or landscaping damage, due to the Contractor's work, that has not been properly addressed and repaired to the satisfaction of the University, the University may repair/replace the lawn and/or landscaping, and that the expense will be at a **unit cost of $15.00 per square yard for lawn, and landscaping at a rate of 1.5 times the cost of said repairs**, the full cost of which shall be reimbursed by the contractor.

**CONTRACT CHANGE** The undersigned agrees to the following pricing formula and rates for changes in the

**ORDERS:** contract work:

Where changed Work is performed, the Contractor may add to the total estimated actual cost for such Work no more than ten (10%) for subcontractor mark-up and seven and one-half percent (7.5%) for self-performed trade work for profit, overhead, insurance, taxes, indirect supervision, bonds, and any other costs not allowed by section 4.02.01

 **Within 14 days of the project’s contract execution Contractor shall provide to the Owner; Subcontractor’s hourly labor rate breakdown details. This requirement shall extend to the lowest level of subcontractor participation.**

 \* Job and general overhead includes supervision and executive expenses; use charges on small tools, scaffolding, blocking, shores, appliances, etc., and other miscellaneous job expenses.

 \*\* Net labor cost is the sum of the base wages, fringe benefits established by governing trade organizations, applicable payroll taxes, and increased expense for contractor's liability insurance (Workman's Compensation, P.L. and P.D.).

**TIME OF COMPLETION:** The Contract is expected to be fully executed on or about 25 calendar days after successful bidder qualification and recommendation of award. The undersigned agrees to start construction **immediately after** receipt of a fully executed contract, and to complete the work as follows:

 Substantial Completion will be completed no later than **November 13, 2020.**

**LIQUIDATED DAMAGES:** It is understood and agreed that, if project is not completed within the time specified in the contract plus any extension of time allowed pursuant thereto, the actual damages sustained by the Owner because of any such delay, will be uncertain and difficult to ascertain, and it is agreed that the reasonable foreseeable value of the use of said project by Owner would be the sum of **$150.00 per day**, and therefore the contractor shall pay as liquidated damages to the Owner the sum of **$150.00 per day** for each day's delay in substantially completing said project beyond the time specified in the Contract and any extensions of time allowed thereunder.

**TAXES:** The undersigned acknowledges that prices stated above include all applicable taxes of whatever character or description. Michigan State Sales Tax is applicable to the work. Bidder understands that the Owner reserves the right to reject any or all bids and to waive informalities or irregularities therein.

**ADDENDA:** The undersigned affirms that the cost of all work covered by the following Addenda are included in the lump sum price of this proposal.

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

**CONTRACTOR'S PREQUALIFICATION STATEMENT & QUESTIONNAIRE:**

**Our Minimum Requirements for Construction Bids are:**

**WSU considers this project: General Construction Work.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria | Small Projectbid less than $50,000 | Medium Projectbid between $50,001 and $250,000 | Large Projectbid between $250,001 and $2 million | Very Large Projectbid greater than $2 million |
| EMR Rating **(Experience Modification Rating)** | 1.0 or Less | 1.0 or Less | 1.0 or Less | 1.0 or Less |
| Bondable Vendor | N.A. | Required | Required | Required |
| Length of Time in Construction Business | 2 Years | 3 Years | 5 Years | 5 Years |
| Demonstrated Experience in Projects Similar in Scope and Price in the last 3 years | 1 or more | 1 or more | 2 or more | 3 or more |
| Unsuccessful Projects on Campus in last 3 years | None Allowed  | None Allowed | None Allowed | None Allowed |
| Failure to comply with Prevailing Wage and/or Project Labor requirements | None Allowed | None Allowed | None Allowed | None Allowed |
| Withdrawn University Bid (with or without Bond forfeiture) within the last 3 years  **\*\*** | 1 or less | 1 or less | 1 or less | 1 or less |
| Company currently not in Chapter 11 of the US Bankruptcy Code | 1 Year | 2 Years | 3 Years | 3 Years |

\*\*   Withdrawal of a bid is subject to the University suspension policy, for a period up to one year.

**Contractors must complete the following information to determine their eligibility to participate in this bid.** This information is required with your Bid to the University

**Failure to complete this form in its entirety will result in your bid being disqualified.**

Check one of the following on the makeup of your company:

|  |  |
| --- | --- |
|  Corporation |  Individual |
|  Partnership |  Joint Venture |

 Other (Explain below):

**Diversity Classification:** Please indicate the appropriate diversity classification for your company. The University recognizes the following groups as diverse or disadvantaged:

* Majority Owned
* Minority Business Enterprises (MBE)
* Women Business Enterprises (WBE)
* Disabled Veteran Enterprises (DVBE)
* Disabled Person Enterprises (DBE)
* Veteran Owned Businesses (VBE)
* Small Businesses per the US Small Business Administration (SBE)
* Other (Please Explain):
1. How many years has your organization been in business as a contractor?
2. How many years has your organization been in business under its present business name?
3. List states in which your organization is legally qualified to do business.

1. Provide the Name and Address of your Liability Insurance Carrier.

1. What is your current EMR Rating?
The minimum requirement is an EMR Rating of 1.0 or less for all projects. Bidders with a rating higher than 1.0 understand that their bid may be disqualified, at the sole discretion of the University.
2. What percentage of work performed on projects are by company employees; excluding any hired subcontracting and outsourced relationships, for the bid submitted? \_\_\_\_\_\_\_ %
3. What percentage of work performed on your companies behalf are by subcontracted business relationships; disallowing 1099 contracting work forces, for the bid submitted? \_\_\_\_\_\_\_ %
4. Have you ever failed to complete any work awarded to you? If so, attach a separate sheet of explanation. Include the name of the Project, the customer, the dates of the work, and the amount of the contract?

1. Have you withdrawn a bid after a University bid opening and/or refused to enter into a contract with the University upon notification of award within the last 3 years? If so, state the Project Name and Number, and the date of bid submission below.

1. Has any officer or partner of your organization ever been an officer or partner of another organization that failed to complete a construction contract? If so, attach a separate sheet of explanation.

1. List the construction experience of the principals and superintendents of your company.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. List the construction Projects, and approximate dates, when you performed work similar in Scope to this project.

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. List the construction Projects, and approximate dates, when you performed work similar in Dollar Amount to this project.

Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is your Company “bondable”? Yes No
2. What is your present bonding capacity? $
3. Who is your bonding agent?

NAME:

ADDRESS:

PHONE: ( )

CONTACT:

1. Does your company agree to provide financial reports to the University upon request? Failure to agree may result in disqualification of your bid? (select one): Yes No
2. Does your company agree that all of the Terms and Conditions of this RFP and Vendor’s Response Proposal become part of any ensuing agreement? (select one): Yes No
3. Does your company agree to execute a contract containing the clauses shown in Section 00500 “Agreement between Contractor and Owner for Construction”? (select one): Yes No

If “No”, clearly note any exceptions to any information contained in the contract documents and include with your proposal. Otherwise, a “No” response without documentation will be considered a non-responsive proposal. In addition, any proposed exceptions may or may not be accepted by the University.

1. Does your company agree to comply with the University **Smoke and Tobacco Free Policies**? Yes No

**Note**:  Contractors submitting proposals for this project may, at the discretion of the University, be required to submit references including contact information to be used to assist in the post bid evaluation process for the subject project

**ACKNOWLEDGEMENT OF** The undersigned has read and understands the minimum qualifications

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NAME OF COMPANY:

OFFICE ADDRESS:

PHONE NUMBER: DATE

SIGNED BY:

 Signature

 (Please print or type name here)

TITLE

EMAIL ADDRESS: @