

REQUEST FOR BIDS

DPS LIGHTING REPLACEMENT

March 2023



Department of Public Services

1015 S Lincoln Avenue

Three Rivers, MI 49093

(269) 273-1845

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Bidding Information

Performance Bids

The City of Three Rivers is committed to the concept of performance bids. All vendors are encouraged to submit bids which conform to the stated specifications, as well as, suggest deviations from the specifications, which in the vendor's opinion would be beneficial to the City in terms of price and performance. The City reserves the right to accept or reject any bid under these terms.

I. Instructions

- A. Bids must be typewritten or clearly printed in ink and signed by a duly-authorized representative of the firm submitting the quote.
- B. A non-mandatory pre-bid meeting will be held **Tuesday March 14, 2023** at **1:00 pm** local time. The purpose of the meeting is to allow the contractors an opportunity to visit all buildings planned for lighting replacement.
- C. Bids must be submitted in sealed envelopes, clearly marked on the outside, "**Bids for DPS Lighting Replacement**".
- D. Bids will be received by the Office of the City Clerk, City Hall, 333 West Michigan Avenue, Three Rivers, Michigan, 49093, until **2:00 p.m. local time, Thursday, April 6, 2023**. All bids will be date stamped and time marked when received.
- E. Faxed or emailed bids shall not be accepted.
- F. If you received this document from our website, please e-mail your contact information to aroth@threeriversmi.org so we can place you on the bidders list for addenda.

II. Conditions Applicable to Bids

- A. Applicable Laws: The Ordinances and Charter of the City and laws of the State of Michigan concerning competitive bidding, contracts and purchases will be employed.
- B. Taxes: The City of Three Rivers is generally exempt from Federal Excise and Michigan State Sales Tax. Prices should not include tax.
- C. If the bidder elects to deviate from the specifications stated, all exceptions or other changes must be clearly noted.
- D. The City reserves the right to reject any and all bids, waive informalities or defects in bids, or accept such bids as it shall deem to be in the best interest of the City of Three Rivers.
- E. The City does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.
- F. The Contractor shall provide proof of Liability and Workman's Compensation Insurance and a completed W-9 form prior to award.
- G. The successful bidder shall provide the City with a copy of their liability insurance policy in the amount of \$2,000,000 (Two million Dollars) which names the City of Three Rivers as second insured.
- H. Anticipated award is at the **April 18, 2023** Commission meeting. Final completion of this project shall be no later than **September 30, 2023**.

III. General

References

All materials and installation shall follow all current standards for electrical.

Scope

Remove existing lighting. Replace either in kind with new layout and lighting style. Must meet or exceed current lumens in all areas. Special attention shall be paid to the vehicle maintenance bay with a plan to increase the lumens and improve lighting locations to prevent shadowing.

If bid alternatives are accepted, all work is completed as one project.

Measurement and Payment

The measurements which shall be used for payment are listed on the included bid form.

Pricing shall include removal of all exiting equipment and securing all necessary permits.

Traffic Control

DPS will be responsible for moving vehicles, equipment, parts or materials that are in the way of lighting replacement. Close coordination is required with DPS staff so adequate advance notice is provided.

Timing Limitations

The September 30, 2023 completion date shall be met or exceeded (completed on or before that date).

The DPS buildings are staffed M-F 7:00 am to 3:00 pm. Special coordination can be made for hours different than our staffed hours, but require prior approval.

Specifications

The details listed below are intended only as a guideline. Each contractor shall detail their basis of bid and submit it with the bid form. Details shall include lighting manufacturer with light description and drawing(s) showing the proposed layout of the lighting and sensors.

Contractor is responsible for obtaining all necessary permits. Contractor is also responsible for disposing of all lighting materials that the City does not want to retain for re-use.

Base Bid

Maintenance area:

- Office: Replace in kind with 4' strips
- Loft parts area: replace with 6- 8' strips (motion sensors added)
- Lunch room: replace in kind 4- 4' strips (motion sensor added)
- Meter repair: replace in kind 4' strips (motion sensor added)
- Women's locker, water office, waiting area/ office: replace in kind 10- 4' strips (Motion sensors added)
- Men's Locker room: Replace in kind 5-2 X4 lay in replace 1 shower light (motion sensor added to locker room area only)

Shop Area:

- Redistribute Lighting for maximum effect 24- High bays motion sensing
- Install "task lighting" in SE corner angled toward vehicle bay
- 1-row of 3-8' Strip light 9' approximate mounting height, these will have separate switching
- 1-row of 3-8' Strip light ceiling mounting height, these will be used as night lights (24/7)

- Replace in kind 3 Ceiling fans 52"

Bid Alternative #1

Parking Area:

- Replace /realign 24 high bay fixtures motion sensing
- Replace realign 1-8' Strip light in connector hallway with motion sensor
- Replace in kind 3- 52" ceiling fans

Bid Alternative #2

Outbuildings:

- North building (per each) 2 buildings
 - Replace with 2- 8' Strip light (2 rows of 2) motion switch
 - Replace mini wall pack
- Salt barn
 - Replace with 4- High Bay fixtures
- West building/ warehouse
 - Replace in kind with 12- 8' strips (motion sensors)
 - Replace 4- mini wall packs
- Exterior Main buildings
 - Replace in kind 6- fixtures with wall packs

Bid Form

The undersigned having familiarized (himself/themselves) with the local conditions affecting the cost of the work and the Contract Documents hereby proposes to perform all work, furnish all labor, materials, necessary tools, equipment, utility and transportation services necessary to complete in a workmanlike manner everything required for project in accordance with the specifications as prepared by the Department of Public Services, City of Three Rivers, Michigan, for, including Addenda No. ____ issued thereto, the following unit prices:

COMPANY _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

NAME _____ TITLE _____

TELEPHONE _____ DATE _____

EMAIL _____

DPS Lighting Replacement

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1	Maintenance Area	1	LS		
2	Shop Area	1	LS		
Total Base Bid					
3	Bid Alt #1 - Parking Area	1	LS		
4	Bid Alt #2 - Outbuildings	1	LS		
Total Alt Bid					