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Road Superintendent

REQUEST FOR PROPOSAL

CHIPPEWA COUNTY ROAD COMMISSION
3949 S. MACKINAC TRAIL
SAULT SAINTE MARIE, MI 49783

May 2023

The Chippewa County Road Commission (CCRC) will accept requests for proposal until **1:00 p.m. on Wednesday, May 24, 2023** for the replacement of three garage doors at the Sault Maintenance Facility. All proposals received will be publicly opened, read and tabulated at that time. Please submit your proposal to the Road Commission office located at 3949 S. Mackinac Trail, Sault Ste. Marie, MI 49783.

Proposals submitted for consideration are to be in sealed envelopes and plainly marked **“2023 Sault Garage Door Replacements”**. Any proposals received after the specified date and time will be returned unopened. **FAXED AND/OR EMAILED BIDS WILL NOT BE ACCEPTED.**

Proposal specification forms can be obtained at the above address or by calling (906) 635-5295. Office hours are Monday through Friday, 7:00 a.m. to 3:00 p.m. It is also available on our website at www.chippewacountyroads.org.

Proposals shall become effective upon award. Each proposal will be rated on both fee and qualifications. Items to be considered in selecting the firm are as follows: Understanding of the service, fee structure and clarity of fee structure, proximity to projects and responsiveness to perform, staffing capabilities, experience on similar projects, testing equipment & facilities, completeness of proposal, qualifications & references.

The Chippewa County Road Commission reserves the right to accept or reject any or all bids, waive irregularities in any bid, and award the bid which, in their opinion, is in the best interest of the Road Commission.

CHIPPEWA COUNTY BOARD OF ROAD COMMISSIONERS

Jeremy K. Gagnon, Chairman
Charles Moser, Vice-Chairman
Kevin E. Sprague - Member

THE WORK INCLUDES THE FOLLOWING TASKS:

1. Demo:
 - Removal and Disposal of three existing overhead garage doors, the motors, rails and the weather-stripping edges.
 - Coordination with Fleet Manager as to not disrupt daily work activities.
2. Examination:
 - Examine wall and overhead areas, including opening framing and blocking, with installer present, for compliance with requirements for installation tolerances, clearances, and other conditions affecting performance of Work in this Section.
 - Proceed with installation only after unsatisfactory conditions have been corrected.
3. Preparation:
 - Prepare surfaces using the methods recommended by the manufacturer for achieving the best results for the project conditions.
4. Installation of one 19'8 x 14' white steel (two sided), commercial, insulated (R-value of 18 or greater), overhead doors with the following:
 - Track width of 3 inches, standard lift tracks with 15 inches radius reverse angle track into steel.
 - One row of three (24"x12") insulated tempered glass windows
 - Torsion spring counterbalance High Cycle Spring (25,000 cycles or more)
 - Trolley Type Continuous Duty Electric Motors
 - ½ hp, 115V, NEMA 4.
 - Remote Control Station to provide momentary contact, 3-button control station with push-button controls labeled "Open", "Close", and "Stop".
 - Interior unit shall be fully guarded, surface mounted, heavy-duty type, with general purpose NEMA ICS 6 enclosure Type 1.
 - Provide each motorized door with a photo-electric device that will stop and reverse the downward door travel if the light beam is broken or blocked. Device shall be: NEMA Type 4
 - Weatherstripping to be installed on header and door jams.
 - 3 button radio transmitters to provide remote open, close, stop functionality.
 - Provide external receiver to enhance radio.
 - A maximum of 10 remotes needed for this door.
 - Remotes must work with all garage doors.
5. Installation of two 18' x 14' white steel (two sided), commercial, insulated (R-value of 18 or greater), overhead doors with the following:
 - Track width of 3 inches, standard lift tracks with 15 inches radius reverse angle track into steel.
 - One row of three (24"x12") insulated tempered glass windows
 - Torsion spring counterbalance High Cycle Spring (25,000 cycles or more)
 - Trolley Type Continuous Duty Electric Motors
 - ½ hp, 115V, NEMA 4.
 - Remote Control Station to provide momentary contact, 3-button control station with push-button controls labeled "Open", "Close", and "Stop".
 - Interior unit shall be fully guarded, surface mounted, heavy-duty type, with general purpose NEMA ICS 6 enclosure Type 1.
 - Provide each motorized door with a photo-electric device that will stop and reverse the downward door travel if the light beam is broken or blocked. Device shall be: NEMA Type 4
 - Weatherstripping to be installed on header and door jams.

- 3 button radio transmitters to provide remote open, close, stop functionality.
 - Provide external receiver to enhance radio.
 - A minimum of 70 remotes needed for this door.
 - Remotes must work with all garage doors

6. Protection:

- Protect installed products until completion of project.
- Touch-up, repair, or replace damaged products before Substantial Completion.

***PLEASE ARRANGE ON-SITE MEETING TO OBTAIN MEASUREMENTS, PICTURES, ETC WITH MIKE DONAJKOWSKI (FLEET MANAGER) AT THE CCRC OFFICE @906-635-5295.**

General Proposal Requirements – (Qualification Statement)

1. Firm name, address, telephone number and contact person.
2. Statement of interest and qualifications for this service. Include any concerns regarding scheduling, staffing, etc. (one page maximum)
3. Detailed/thorough explanation of the billing process.
4. Key personnel proposed as project team members.
5. Descriptions of recent and related projects completed by the firm.
6. Provide up to (3) references for which the firm has provided similar professional services. Reference information must include:
 - Name of Owner
 - Project name
 - Very Brief description of firm's involvement
 - Contact person
 - Address
 - Telephone number

GENERAL INFORMATION:

The Contractor shall furnish all services and labor necessary to conduct and complete the services described herein. The Contractor shall also furnish all materials, equipment, supplies, and incidentals necessary to perform the services and check/calibrate and/or test the materials, equipment, supplies, and incidentals as necessary in carrying out this work. The services shall be performed to the satisfaction of the Chippewa County Road Commission (CCRC) consistent with applicable professional standards.

The Contractor will be selected based on availability/schedule, quality of service, and fee. The selection team will review the information submitted and will select the firm considered most qualified and able to expedite this project in a cost-effective manner.

CONTRACTOR RESPONSIBILITIES:

Safety: Prior to start of work, the Contractor shall submit in writing, their company's safety policy for CCRC's approval. The Contractor shall perform field operations including the usage of PPE in accordance with the approved company safety policy or current MIOSHA regulations and accepted safety practices, whichever is stricter.

Coordination: Provide appropriate coordination contact, and cooperation with all affected CCRC Staff prior to engaging in any phases of work.

Changes/Extras/Adjustments: Notify the CCRC immediately of any unanticipated Project conditions and any changes, extras, or adjustments to the contract before processing a Work Order and/or Recommendation.

Contentious Issues: Resolve any problems, issues, discrepancies, or other items brought to the attention of the Contractor by onsite staff. Involve the CCRC Facilities Manager in all discussions. Provide written documentation of the resolution of such issues.

Design Changes: The Contractor shall only make necessary design changes with prior approval from the Management of the CCRC.

Liability: The Contractor shall provide Liability Insurance with a 1-million-dollar limit for each occurrence with the CCRC listed as additional insured.

Workman's Comp: The Contractor shall provide a current Certificate of Workman's Comp covering the entire timeframe until Project completion.

CCRC RESPONSIBILITIES:

The CCRC shall furnish to the Contractor all Project-specific construction contracts, written instructions, and other information and/or data as deemed necessary by the CCRC for the Services required herein.

The CCRC shall provide general monitoring and quality auditing inspection of the Project to assure that the Project has been completed in reasonable conformance with applicable standards performed to date by the Contractor for Services rendered verifying it is reasonable and appropriate before approving the Contractor's requests for progress payments.

PROPOSER/BIDDER INFORMATION:

NARRATIVE: PROVIDE A BRIEF DESCRIPTION OF PROPOSED WORK AND TIMELINE – PLEASE ATTACH PRODUCT LITERATURE AND OTHER PERTINENT INFORMATION.

PRICE:

MOBILIZATION: _____

DEMO: _____

ELEC/MECH: _____

DOOR INSTALL: _____

TOTAL LUMP SUM: _____