



*Department of Public Works – 23480 Sumpter Rd. Belleville, MI 48111 – (734) 461-6201*

**INVITATION TO BID  
BID NO. 01012022  
UNDERGROUND SERVICES FOR WATER & SEWER DISTRIBUTION**

Sealed bids for furnishing prices related to underground repair services to maintain water & sewer infrastructure on an “As needed” basis, in accordance with the attached specifications and standard instructions. Technical questions shall be directed to John Danci, Director of Public Works at (734) 787-7244 or Township Supervisor. **Prices to be effective through December 31<sup>st</sup>, 2024.**

Bid response forms will be due by **4pm on Monday February 28th, 2022** and may be submitted in person or via USPS mail. All bids will be held confidential until a predetermined Township board meeting in accordance with township policies and procedures.

Bid documents are available at [www.sumptertwp.org](http://www.sumptertwp.org) or via request at the Department of Public Works building (23483 Sumpter Rd. Belleville, MI 48111).

Invitation to bid and all its pages, documents, and attachments, including those added subsequently by written notice, submitted, and properly executed, shall constitute the contract between Sumpter Township and the successful vendor(s) when approved and accepted by the township board of trustees.

Sumpter Township reserves the right to accept or reject all or any parts of all bids, to waive irregularities and to award successful contract(s) in the best interest of the township.



**Sumpter Township, Wayne County, Michigan**  
**STANDARD INSTRUCTIONS TO BIDDERS**

- 1) **Receipt and Opening of Bids:** Sealed bids will be accepted, and date/time stamped upon receipt from the office of the township supervisor. Bids may also be received by mail via USPS to Township Hall. Sumpter Township Hall, 23430 Sumpter Rd. Belleville, MI 48111. Until the time indicated on the attached Invitation to Bid for goods or services will be help confidential until publicly opened in accordance with the township policies and procedures.
- 2) **Form of Bid:** Bids shall be submitted on the enclosed forms with any exceptions, deviations, or modifications to be clearly noted and explained.
- 3) **Submission of Bids:**
  - a. Envelopes containing bids shall be sealed and clearly marked on the outside of the envelope with the name, address, contact information of the bidder as well as the bid number and description.
  - b. Any bids received after the deadline will not be accepted and will be returned unopened.
  - c. Any bidder may withdraw their bid at any time prior to the opening of all bids.
  - d. In case of a discrepancy between unit prices and their extensions, the unit price bid shall govern until the final date described in the original invitation to bid.
- 4) **Brand Names:** Wherever in the specifications or proposal form brand names, trade names, manufacturer, or catalog numbers are called, it is for establishing a grade of quality level only and the phrase "or equal" is deemed to follow unless a prequalified list of the term "only", "no exceptions", or similar phrase is included.
- 5) **Taxes:** Sumpter Township is exempt from State and Federal taxes. However, property purchased by a contractor to be used in the construction, alteration, repair, or improvement of property owned by the township is taxable to the contractor. Therefore, the price bid for contracts other than construction contracts must be exclusive of taxes and will be so construed. Construction contracts will be construed to include all applicable taxes unless the contract specifies otherwise.
- 6) **Acceptance of Bids:** The township will award the bid to vendor(s) based on discussion by the board of trustees. The township board may award to the lowest, responsive, responsible vendor(s) that meets the functional requirements and needs expressed be the specifications.
- 7) **Township's rights:** The township reserves the right to accept or reject any or all bids, to waive irregularities or defects, to award on a split order or lump sum basis and accept other than the low bid when deemed to be in the township's best interest.
- 8) **Non-Appropriations:** The township shall be bound, hereunder, only to the extent that funds shall have been appropriated and budgeted or are otherwise available for the purpose of this contract. In the event that no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable by any means

whatsoever in any fiscal period of payments due under this contract, then the township shall immediately notify the contractor of such occurrence and this contract shall terminate the last day of the fiscal period for which appropriations were received without penalty or expense to the township.

- 9) **Laws:** The laws of the State of Michigan shall govern the rights, obligations, and remedies of the parties under this bid and any agreement reached through this process. Sumpter Township is a Michigan municipal corporation. Any litigation is required to take place in Wayne County, Michigan.
- 10) **Disclosure:** All the information included in your bid response is subject to the Freedom of Information Act once bids are made public and may be disclosed in its entirety after the formal process has been awarded and completed.
- 11) **Independent Price Determination:** By submission of this proposal, the bidder certifies that the pricing structure offered has been arrived at independently without consultation, communication, or agreement of such prices for the purpose of restricting competition with any other bidder or competitor.
- 12) **Acceptance of Materials:** All components used in the manufacture or construction of materials, supplies, and equipment, and all finished goods, shall be new, the latest make/model, of the best quality, and highest-grade workmanship. In the event the delivered quality is found to be unsatisfactory the township reserves the right to re-evaluate the contracted bid.
- 13) **Safety:** Equipment shall comply with current laws and regulations pertaining to equipment. All equipment used by the contractor shall be in good mechanical order and working properly. Laborers shall be training and familiar with Michigan Department of Labor Construction Safety Standards Part 9 for excavations, trenching, and shoring.



## **SPECIFICATIONS**

**BID NO. 01012022**

### **UNDERGROUND SERVICES FOR WATER & SEWER DISTRIBUTION**

Sumpter Township is soliciting for prices based on the following underground public works tasks, jobs, and emergency repairs. This bid deadline is MONDAY FEBRUARY 28<sup>th</sup> at 4PM. The bid opening process will begin no earlier than the deadline in the township board room. This bid will be effective for work required between March 1<sup>st</sup>, 2022 – December 31<sup>st</sup>, 2024. Contractors may bid on any or all services described within this document. Due to the nature of the emergency repair work, contractors located within a 25-mile radius of Sumpter Township will be given primary consideration by the board of trustees.

The township of Sumpter will be accepting proposals for the following services:

- 1) Water main tap – 6-, 8-, 12-, and 16-inch water main. Short and long tap (boring required)
- 2) Pressurized sewer main tap – Short and long tap (boring required)
- 3) Excavation and repair of existing water and/or sewer service when necessary
- 4) Excavation and repair of hydrants, gate valves, and underground infrastructure
- 5) Excavation and repair of catch basins and outfalls
- 6) Emergency response to water and sewer main breaks
- 7) Repair of areas as scheduled after excavation and work is completed
- 8) Hourly rates for large equipment and labor hours related to public works

### **EQUIPMENT & LABOR**

Equipment utilized by contractor must be in working and safe order. The selected contractor(s) must have the ability to complete each job properly, haul in/out any necessary materials, and be able to repair work sites in a timely manner.

Any successful contractor shall keep on worksite a crew leader, equipment operator(s), and capable laborers in order to complete the job, to the satisfaction of the Sumpter Township department head.

Please include, **price per hour rates for equipment and labor** within your proposal.

### **SAFETY/INSURANCE/BONDING**

Equipment shall comply with current laws and regulations pertaining to equipment and be in good mechanical repair. Laborers shall be trained and familiar with Michigan Department of Labor Construction Safety Standards Part 9 for excavations, trenching and shoring. Contractor shall be responsible for complying with all current laws and regulations pertaining to equipment, employees, and underground excavation. Successful contractors shall have adequate and verified insurance and bond levels in the event of accident and/or work-related injury of employees as well as underground infrastructure being excavated.



REQUEST FOR PROPOSAL – SUMPTER TOWNSHIP, WAYNE COUNTY, MI  
2022-2024 WATER & SEWER UNDERGROUND INFRASTRUCTURE SERVICES

The township of Sumpter will be accepting proposals for the following services:

- 1) Water main tap – 6-, 8-, 12-, and 16-inch water main. Short and long tap (boring)
- 2) Pressurized sewer main tap – Short and long tap (boring)
- 3) Excavation and repair of existing water and/or sewer service when necessary
- 4) Excavation and repair of hydrants, gate valves, and underground infrastructure
- 5) Excavation and repair of catch basins and outfalls
- 6) Emergency response to water and sewer main breaks
- 7) Repair of areas as scheduled after excavation and work is completed
- 8) Hourly rates for large equipment and labor hours related to public works

This contract, when approved and signed by the township board will be effective March 1<sup>st</sup>, 2022, through and including December 31<sup>st</sup>, 2024. Proposals will be accepted by all licensed, bonded, registered, and insured companies (proof required).

Within your proposal, please list contact information, answer the required questions above and include any additional equipment owned. All repair materials and hardware will be provided by Sumpter Township.

Bids will be accepted in person at Township Hall or by mail to 23480 Sumpter Rd. Belleville, MI 48111 Attn: Underground Excavation Proposal – DPW

Any questions may be directed to:

John Danci  
Director of Public Works  
(734) 787-7244



**Sumpter Township**  
**Contractor Safety Qualification Statement**

Description of work or job name: \_\_\_\_\_ Contract No: **112021**

Contract Company: \_\_\_\_\_ Owner/CEO: \_\_\_\_\_ Phone: \_\_\_\_\_

Safety Officer: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor experience modification rate (EMR): \_\_\_\_\_ OSHA Recordable Injury Incident Rate (past year): \_\_\_\_\_

We have an active written safety program which will be provided to Township representatives upon request.

Yes ☐ No ☐ Comments: \_\_\_\_\_

We understand the essential requirements of the following applicable safety regulations and agree to make a goodfaith effort to follow them. We further certify that these applicable regulations are readily accessible to employees:

	Yes	N/A		Yes	N/A
a. Use of reflective safety vests	<input type="checkbox"/>	<input type="checkbox"/>	h. Welding and cutting	<input type="checkbox"/>	<input type="checkbox"/>
b. Confined space entry	<input type="checkbox"/>	<input type="checkbox"/>	i. Hazard communication ("right-to-know")	<input type="checkbox"/>	<input type="checkbox"/>
c. Control of hazardous energy	<input type="checkbox"/>	<input type="checkbox"/>	j. Alcohol and drug use	<input type="checkbox"/>	<input type="checkbox"/>
d. Elevated work	<input type="checkbox"/>	<input type="checkbox"/>	k. Bloodborne pathogens	<input type="checkbox"/>	<input type="checkbox"/>
e. Excavations, trenches & shoring	<input type="checkbox"/>	<input type="checkbox"/>	l. Respiratory protection	<input type="checkbox"/>	<input type="checkbox"/>
f. Personal protective equipment	<input type="checkbox"/>	<input type="checkbox"/>	m. Other applicable regulations:		
g. Work area protection and traffic control	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
			_____	<input type="checkbox"/>	<input type="checkbox"/>

✓ *Project-specific concerns of applicable safety regulations and safety control measures will be discussed and documented at the pre-project meeting with City representatives.*

Other comments: \_\_\_\_\_

We attest that the above information is true to the best of our knowledge and can be substantiated if requested

**Received by:**

Contract Representative: \_\_\_\_\_ Contracting Dept.: \_\_\_\_\_

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

Date: \_\_\_\_\_ Original to: Contracting Department

MI Contractor's License No. (if applicable): \_\_\_\_\_ Copy to: Contract

**SUMPTER TOWNSHIP – BID No. 112021**  
**23480 Sumpter Rd. Belleville, MI 48111**

In compliance with Sumpter Township's specifications and Standard Instructions to Bidders, the undersigned hereby proposes to supply for the price of:

	REGULAR RATE PER HOUR	OVERTIME RATE PER HOUR
A. BACKHOE/LOADER WITH OPERATOR	\$	\$
B. 1 TO 1-1/4 YD EXCAVATOR WITH OPERATOR	\$	\$
C. 1-1/2 TO 2 YD EXCAVATOR WITH OPERATOR	\$	\$
D. 2 TO 2-1/2 YD EXCAVATOR WITH OPERATOR	\$	\$
E. DUMP TRUCK - WITH DRIVER	\$	\$
F. UTILITY LABORER	\$	\$
G. UTILITY CREW	\$	\$
H. HYDRANT REPAIR/REPLACE	\$	\$
I. GATE VALVE REPAIR/REPLACE	\$	\$
J. REPLACE STACK & ROD ASSEMBLY (Standard cost)	\$	\$
K. SEWER WATER (Standard cost)	\$	\$
L. SEWER SEWER (Standard cost)	\$	\$
M. WATER MAIN TAP (1"/1.5"/2") – Short & Long	\$	\$
N. SEWER MAIN TAP (Forced main & gravity main)	\$	\$

\*Add additional services and prices if desired\*

**IF VARIATIONS ARE PROPOSED, LIST ON SEPARATE SHEET OF PAPER AND RETURN WITH THE BID RESPONSE FORM.**

I hereby state that all information I have provided is true, accurate, and complete. I hereby state authority to submit this bid, which will become a binding contract if accepted by Sumpter Township.

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COMPANY NAME

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BY (Signature)

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STREET ADDRESS OR PO BOX

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(Print Name & Title of Above)

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CITY, STATE, ZIP CODE

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DATE OF OFFER

---

TELEPHONE NUMBER

---

MOBILE NUMBER

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TERMS OF PAYMENT

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ESTIMATED DELIVERY

Bids shall be returned to the Office of the Township Clerk, 23480 Sumpter Rd. Belleville, MI 48111 per announcement instructions no later than the time and date listed above. Bids shall be marked with the bid number, title, and opening date.

**LATE BIDS WILL BE REJECTED.**