

CHARTER TOWNSHIP OF MERIDIAN

2022 WELCOMING & WAYFINDING SIGN PROJECT

ADVERTISEMENT FOR BID

Sealed proposals will be received by the Charter Township of Meridian, Ingham County, Michigan, at the Meridian Township Clerk's Office, Municipal Building, 5151 Marsh Road, Okemos, Michigan, 48864-1198, (517) 853-4000, up to **10:30 am, local time on Friday, September 23, 2022** for the removal and installation of new wayfinding signage in Meridian Township, after which time, proposals will be publicly opened and read aloud. **If prospective bidders would like to visit any of the facilities involved, please contact Melissa Massie, Meridian Township Director of Project Management & Operations, at massie@meridian.mi.us to schedule a time. We are happy to assist bidders with inspecting existing electrical or anything else related to this RFP.**

Bids are solicited on unit price basis. The work involves the following major bid items:

1. Removal and disposal of existing signs (refer to the Appendix C, Sign Message Schedule, for a listing of existing signs that need to be removed).
2. Removal of existing letters on Public Safety building (refer to page 6 of Appendix C, Sign Message Schedule)
3. Relocation and restoration of the Historical Village sign (refer to page 9 of Appendix C, Sign Message Schedule).
4. Construction, fabrication and installation of custom welcoming and wayfinding signs (Appendices A, B and C). **Please provide a bid line item for each sign proposed in the sign message schedule (Exhibit C) as the Township will be paying for these signs from two different accounts.**

Please refer to the "Question and Answer Document" for additional instructions on how to bid on this RFP.

5. Installation of vinyl graphics on glass doors at both the Municipal Building and the Police Department (refer to pages 5 and 7 of Appendix C, Sign Message Schedule).
6. Repair or replace any and all damaged landscaping, sidewalks or parking lot areas if damaged during by installing contractor during this project.
7. Provide a full 5-year manufacturer's warranty which covers 100% material and 100% labor for the life of the warranty.

Proposals shall include the furnishing of all labor, material, and equipment to complete the project.

Prevailing wage rates are required for this contract. Meridian Township policy requires vendors contracting with the Township over \$50,000 to pay employees and sub-contractors, directly upon the site of work, at least the prevailing wages and fringe benefits as determined and published by the United States Department of Labor for the Ingham County area. Please refer to prevailing wage rate tables in Appendix D.

Work on the project shall commence within ten days after issuing the Notice to Proceed, and be complete by **February 28, 2023**. Completion is defined as being constructed, tested, placed in service and the site restored.

Each proposal shall be accompanied by a certified check or a bid bond by a recognized surety company similar to a U.S. Government Standard form bid bond, in the amount of five percent (5%) of the bid, payable to the Charter Township of Meridian, Ingham County, Michigan as security for the acceptance of the contract.

The contract documents may be examined at the following locations:

- Meridian Township, Department of Public Works & Engineering, 5151 Marsh Rd, Okemos, MI 48864-1198
- Builders Exchange of Lansing & Central MI, 1240 E. Saginaw St, Lansing, MI 48906-5522
- McGraw-Hill Construction Dodge, 2521 E. Michigan Ave, Lansing, MI 48912-4010

Copies of the contract documents for the work may be obtained from the Department of Public Works & Engineering at 5151 Marsh Road, Okemos, Michigan for no fee.

Questions regarding this contract may be addressed to Meridian Township Director of Project Management & Operations, Melissa Massie, massie@meridian.mi.us.

In submitting this bid, it is understood that the right is reserved by the owner to reject any or all bids, to award the Contract to other than the low bidder, to award separate contracts for each project and/or phase, to waive irregularities and/or formalities, and in general, to make award in any manner deemed by it, in its sole discretion, to be in the best interest of the Owner.