

CITY OF RIVER ROUGE

Request for Proposal for Building Department Services

The City of River Rouge is seeking one qualified and insured contractor to provide “Building Department Services” for the anticipated demolition of the DTE River Rouge Power Plant located at 1 Belanger Drive, River Rouge, Michigan, 48218.

The City of River Rouge anticipates awarding one contract to one company for these services.

DATE: August 9, 2023

Section1: Section Guide

Section 1: Section Guide

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SECTION 2: INSTRUCTIONS TO ORGANIZATIONS

1. The City of River Rouge is seeking **one qualified and insured** contractor (also referred to as “vendor”, “firm”, “company”) to provide “Building Department Services” for the anticipated demolition of the DTE River Rouge Power Plant.
2. There is no expressed or implied obligation for the City of River Rouge to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.
3. To be considered, an **original and three (3) copies of the PROPOSAL in a SEALED ENVELOPE** must be received no later than **12:00 P.M. on August 14, 2023**. Proposals should be delivered to: **City of River Rouge, City Clerk’s Office, 10600 W. Jefferson Avenue., River Rouge, MI 48218**.
4. The envelopes should be marked with the name of the submitting firm and **“RFP: BUILDING DEPARTMENT SERVICES”**. We do not accept faxed or emailed proposals. The City of River Rouge reserves the right to reject any or all proposals submitted.
5. During the evaluation process, the City of River Rouge reserves the right, where it may serve the City of River Rouge's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions.
6. The City of River Rouge reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this Request for Proposals, unless exceptions are clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of River Rouge and the firm selected.
7. The City of River Rouge will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, or handicap. The City of River Rouge reserves the right to accept or reject in whole or in part, any and all portions of a submittal, to waive irregularities and to act in the best interest of the City.
8. The Contractor shall not replace or substitute specific team members identified in the Statement of Qualifications or Detailed Proposal without the approval of the City.
9. **VENDOR CHANGES OR ALTERATIONS TO DOCUMENTS INCLUDING SPECIFICATIONS MAY RESULT IN AN RFP BEING CONSIDERED NON-RESPONSIVE.** If a change or alteration to the documents is undetected and the firm is awarded a contract, the original terms, conditions, and specifications in the originally published version of the RFP document will be applicable during the term of the contract unless the City of River Rouge agrees otherwise.
10. *Each request for information within the RFP document must be completed with a*

response. All information requested herein shall be submitted on or before the date and time indicated. Failure to do so may result in rejection of the bid as non-responsive and/or incomplete. The firm must initial any corrections. The bid is to be completed in legible form, preferably typewritten.

11. Any additional written material such as professional records, certifications, etc. your firm deems important may be attached and submitted to augment the data.
12. During the evaluation process, the City of River Rouge reserves the right, where it may serve the City's best interest, to request additional information or clarification from the firms submitting a proposal.
13. Public Information: All submitted proposal documents and information submitted will become a public record upon their submittal.
14. A successful contractor furnishing labor on City/public premises does agree to have his workers covered by Worker's Compensation, and furnish a certificate of insurance showing coverage for bodily injury and property damage and worker's compensation to Kelli Onufrak, Purchasing Manager within 5 days of a verbal request. The "Company Representative" does warrant that by signing the RFP document, the "additional insured endorsement" will be included in the Insurance Coverage supplied to the City as part of the specified requirements.
15. To the fullest extent permitted by law, the successful contractor agrees to defend, pay on behalf of, indemnify, and hold harmless the City of River Rouge, its elected and appointed officials, employees and volunteers and others working on behalf of the City of River Rouge against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of River Rouge, its elected and appointed officials, employees, volunteers or others working on behalf of the City of River Rouge, by reason of personal injury, including bodily injury or death and/ or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract/agreement.

SECTION 3: PROPOSAL CONTENT

Request for Proposal documents must be prepared following the format identified below. The contractor should, at a minimum, include the following information regarding their approach to provide the requested services. The City of River Rouge will review the written material received. Proposals should be succinct.

A. Cover Sheet

A cover sheet must be submitted listing the name of the firm with names and phone numbers of persons who may be contacted to answer questions. Also, the cover sheet shall state who prepared the proposal and their contact information.

B. Table of Contents

The contractor shall insert a comprehensive table of contents denoting all sections of the proposal.

C. Firm Information

Name, address, and brief description of firm. Firm shall identify itself as individual, or if doing business under assumed name, indicate assumed name, partnership (naming partners), corporation, foreign or domestic (naming principal officers), or government agency, and indicate official capacity of persons executing proposal documents.

D. Qualifications and Experience

Describe the firm's capacity to service the City of River Rouge, including appropriately certified and trained plan review personnel, inspectors, support staff, technical capacity (i.e., technology) and experience and support for the services. Include the licenses and qualifications of the specific staff to be assigned to this contract. Indicate any unique qualifications, prior experience or similar projects to bolster your approach and understanding.

E. Work Plan and Project Approach

Describe your understanding of the requested services. Provide a detailed step by step approach that your firm will perform to provide the services outlined in the Scope of Work. The work plan should indicate the firm's ability to meet each specification as outlined in this document. The work plan should address the items of work as described in this RFP. The plan should be simple, easy to read and follow; addresses and satisfies the objectives and specifications as listed in the Scope of Work in this RFP.

F. Fill ins and Supplemental Information

Each request for information within the RFP document must be completed with a response. Any additional written material such as professional records, certifications, etc. your firm deems important may be attached and submitted to augment the data. Supplemental information should be provided in additional sections following the same numbering scheme.

G. References

Provide names, business or agency affiliation and telephone numbers of references

that have had a similar contract relationship with your firm within the last three (3) years that best characterizes your quality and past performance. Provide any additional information your firm feels appropriate to substantiate qualifications, track record, and commitment to provide these services. References should include the following: 1) References from at least two (2) local government jurisdictions where your firm currently provides building department services.

ACKNOWLEDGEMENT: I, _____, certify that I have read the Instructions to Organizations and that the Request for Proposal documents contained herein were obtained directly from the bidnet website or <https://www.cityofriverrouge.com/>.

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

SECTION 4: CRITERIA FOR SELECTION

The City of River Rouge reserves the right to award this proposal to the firm considered the most qualified based upon a combination of factors, in no particular order, including but not limited to the following:

- A. Cost
- B. Experience as related to building department operations and municipal functions
- C. Documented prior experience in handling projects of similar size and scope
- D. Meets qualifications set forth in this RFP
- E. Work plan and project approach's ability to meet the needs identified in this RFP

SECTION 5: INSURANCE AND INDEMNIFICATION REQUIREMENTS

INSURANCE REQUIREMENTS:

The contractor, or any of their approved subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the City of River Rouge. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insurance retentions (SIR's) are the responsibility of the Contractor.

IMPORTANT: A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements SHALL be attached to the proposal document at the time of submission of the proposal to the Office of the City Clerk.

OTHER: Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of River Rouge.

The selected firm shall procure and maintain the following insurance coverage:

WORKERS' COMPENSATION INSURANCE, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

COMMERCIAL GENERAL LIABILITY INSURANCE on an "Occurrence Basis" with limits of liability not less than \$2,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable. Per job aggregate must be endorsed onto the Policy.

AUTOMOBILE LIABILITY, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

ADDITIONAL INSURED:

Commercial General Liability and Automobile Liability shall include an Additional Insured Endorsement stating the following shall be Additional Insureds: The City of River Rouge including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of River Rouge as additional insured,

coverage afforded is considered to be primary and any other insurance the City of River Rouge may have in effect shall be considered secondary and/or excess.

CANCELLATION NOTICE:

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non- Renewal, Reduction, and/or Material Change shall be mailed to: City of River Rouge Purchasing Manager, 10600 W Jefferson Ave, River Rouge, MI 48218

PROOF OF INSURANCE COVERAGE:

The Contractor shall provide the City of River Rouge, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of River Rouge at least ten (10) days prior to the expiration date.

LETTER VERIFICATION:

The recommended bidder shall submit a letter from the insurance agent or carrier that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at the time of proposal submission at his/her option. The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable.

FINAL INSURANCE CERTIFICATE SUBMISSION:

After approval by River Rouge City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) additional business days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of River Rouge reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of River Rouge for a minimum of three (3) years for failing to meet insurance requirements

CITY OF RIVER ROUGE INDEMNIFICATION (HOLD HARMLESS) CLAUSE

To the fullest extent permitted by law,

_____ agrees to defend, pay on
(Name of Contractor / Firm)

behalf of, indemnify, and hold harmless the City of River Rouge, its elected and appointed officials, employees and volunteers and others working on behalf of the City of River Rouge against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of River Rouge, its elected and appointed officials, employees, volunteers or others working on behalf of the City of River Rouge, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract/agreement, except to the extent that any such loss, claim, damages, or liability are finally judicially determined to have resulted from the gross negligence, bad faith, willful misfeasance, or reckless disregard by Indemnatee of its obligations or duties.

Contract / Agreement

Contractor/Firm representative signature/date

Witness

City of River Rouge representative signature/date

Witness

SECTION 6: TERMS AND CONDITIONS

1. **Signature:** Each authorized representative of the firm must sign the proposal with their usual signature and shall give their full business address. Proposal documents submitted by partnerships shall be signed with the partnership name by one of the members or by an authorized representative. Proposal documents by corporations shall be signed with the name of the corporation followed by the signature and designation of the President, Secretary, or other person authorized to bind it in the matter. Proposal documents from governmental agencies must be signed by the principal authorized to bind it in the matter.
2. **Retain Proposal Documents:** The City reserves the right to retain all proposal documents submitted and to use any ideas in the proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the Contractor of the conditions contained in the RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the Agreement between the City of River Rouge and the contractor(s) selected.
3. **Laws:** All applicable State of Michigan and Federal laws, City and County ordinances, building code, licenses and regulations of all Agencies having jurisdiction shall apply to the Award throughout and incorporated here by reference. The Agreement and all questions concerning the execution, validity or invalidity, capacity of the parties, and the performance of the Agreement, shall be interpreted in all respects in accordance with the Charter and Code of the City of River Rouge and the laws of the State of Michigan.
4. **Agreement:** The City's award of any proposal is subject to and conditioned upon execution of a formal agreement for the proposed services between the successful bidder and the City. In submitting a proposal, the bidder acknowledges that the contents of the RFP will become incorporated within any formal agreement. The selected firm(s) will be expected to sign an agreement for services acceptable to the River Rouge City Attorney. This RFP does not include every term and provision which shall be included in the formal agreement. The City reserves the right to negotiate optional scope of work items and terms and conditions with the successful Contractor(s).
5. **Sub-Contractors:** No portion of the proposal may be subcontracted without the prior written approval by the city
6. The Contractor shall not replace or substitute specific team members identified in the Statement of Qualifications or Detailed Proposal without the approval of the City.
7. **Contract Termination:** The City of River Rouge reserves the right to terminate the contract without penalty upon 10 days written notice due to poor performance or for any reason deemed to be in its best interest. The City of River Rouge's designated representative will be solely responsible for determining acceptable performance levels. His/her decision will be deemed in the City of River Rouge's best interest and will be final. The City of River Rouge reserves the right to re-award the contract in whatever manner is deemed to be its best interest. Payment will be made through their

last day worked.

8. **Termination for Convenience:** The City may cancel the contract for its convenience, in whole or in part, by giving the contractor 10-days written notice. If the City chooses to cancel this contract in part, the charges payable under this contract shall be limited to those services provided (pro-rated) to the date of termination.
9. **Award:** The City of River Rouge will select most qualified firm in accordance with Section 4. The City reserves the right to: negotiate a final contract with the most effective total package which matches the City's needs; to reject a RFP which contains major deviations from specifications; to accept a proposal which has only minor deviations from specifications; to proceed in whatever manner is in the City's best interest.
10. **Qualification/Inspection/Interviews:** Submissions will only be considered from firms normally engaged in providing the types of services specified herein. The City reserves the right to inspect the firm's facilities, personnel, and business at any time, or to take any other action necessary to determine the contractor's ability to perform. The City reserves the right to reject proposals where evidence or evaluation is determined to indicate inability to perform. The City reserves the right to interview any number of responding contractors and/or to eliminate any process if deemed to be in the City's best interest.
11. **Forms:** Firms should complete the Legal Status of Bidder, Non-Collusion and Indemnification (Hold Harmless) Clause, Certification Regarding Debarment, Vendor Certification, Familial Disclosure forms and return them with your proposal documents; complete all fill in information required by this RFP. A contract Agreement will be completed after award.
12. **NOTE:** The City of River Rouge, at their discretion, may require the firm to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.
13. **IMPORTANT:** All City of River Rouge purchases require a MATERIAL SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law.
14. **CURRENCY:** Contract prices will be in U. S. Funds.
15. **Terms and Conditions:** All terms and conditions in the prime contract are incorporated in any sub-contracts.

EXCEPTIONS: Any exceptions, substitutions, deviations, etc. from the City's specifications and this RFP must be stated below. The reasons for the exception, substitution, deviation, etc. are an integral part of this RFP process.

Signature of authorized representative: _____

FIRM _____

ADDRESS _____

PHONE _____ FAX _____

FIRM'S REPRESENTATIVE NAME _____

(Print)

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

E-MAIL: _____

SECTION 7: SCOPE OF WORK

BACKGROUND

OBJECTIVES

The City of River Rouge is home to a DTE Energy Company (“DTE”) coal-fired power plant (“Power Plant”) located at 1 Belanger Park Dr., River Rouge, MI 48218. It is anticipated that DTE will be demolishing the Power Plant in phases. The structures currently identified by DTE and/or its contractor for this demolition permit application can be seen in Attachment 6. However, this is subject to change depending on the actual permit application submitted by DTE and/or its contractors. Due to the specialized nature of this demolition, and environmental and infrastructure concerns, the City of River Rouge seeks a qualified and experienced contractor to perform **all building department services related to the demolition permit application process for the DTE Power Plant.**

Responsibilities of the awarded firm:

1. All work performed must comply with approved governmental permit procedures, State of Michigan and Federal laws and regulations, City and County ordinances, and applicable building code.
2. Perform building plan review and/or demolition plan review for compliance with applicable code and ordinances. The firm shall provide a written report of the items that require correction or alteration in order to be in compliance with the appropriate codes and ordinances. The firm shall re-review all such plans to determine whether the corrections that were noted have been made. Similarly, after any applicable re-review, the firm shall provide a written report of the items that require correction or alteration in order to be in compliance with the appropriate codes and ordinances.
3. The firm shall perform all building inspections (Building, Mechanical, Electrical and Plumbing inspections), including re-inspections, once a building permit has been issued by the City to ensure compliance with the appropriate building code, ordinance, and building permit requirements. Once the inspection has been completed, the firm shall provide a written report to the City of each inspection. The written report shall include, but may not be limited to the following: 1) The report shall be signed by the inspector who performed the inspection and 2) the report shall clearly state the items that require correction. Similarly, following any re-inspection, the firm shall provide a written report to the City which shall include, but may not be limited to the following: 1) The report shall be signed by the inspector who performed the re-inspection and 2) the report shall clearly state the items that required correction have been remedied or require further action.
4. Make written recommendations to the Building Official concerning issuance of the demolition permit, permit conditions, compliance during the demolition process, and finalization of permit. The recommendations should be inclusive of all required

information, and in a proper format for execution, such that the Building Official can execute the documents with minimal revision, (i.e. placing on City Letterhead) if the Building Official agrees with the recommendation and deems it in the City of River Rouge's best interest.

5. Perform regular and random checks on-site to ensure compliance with all permit conditions, building codes, and ordinances. Investigate complaints concerning building code violations, and in conjunction with the Building Department, enforce the building code and permit conditions. Assist City departments with various other tasks relating to building codes including but not limited to investigations, attend meetings, etc.
6. Perform regular and random spot-checks to ensure all prescribed dust mitigation and other prescribed requirements are operating as intended.
7. Coordinate and verify submittal of all third party testing for all related permit stipulations.
8. Perform all building department duties, including administrative tasks, related to the demolition, including but not limited to:
 - a. Collect and review demolition application. If application is incomplete or additional information is required, communicate with applicant and request additional information. Blank demolition application is attached as Attachment 7.
 - b. Schedule and facilitate application review and/or plan review with environmental consultant, engineering consultant, and other third parties as necessary.
 - c. Create all necessary reports/documentation as a result of any plan review or inspection.
 - d. Be the main contact with all parties with regard to this project, including but not limited to applicant, City Officials, and all other third parties.
 - e. Perform all tracking, reporting, and documentation, and insert into the BS&A system.
 - f. Draft any necessary report, letter, or correspondence required as a result of this demolition to City of River Rouge, applicant, or third party as required.
 - g. Identify the need for environmental, engineering, and other third party review and schedule and facilitate the same.
 - h. Conduct all communications with applicant and third parties.
 - i. Negotiate fee with applicant, if applicable, in conjunction with Building Official.
 - j. Perform all invoice creation to applicant, invoice collection from third parties, payment collection from applicant, and payment disbursement to third parties.

- k. Set up and manage escrow accounts if applicable.
- l. Schedule and facilitate all environmental, engineering, and other third-party reviews and inspections if applicable.
- m. Provide permit condition recommendations based on Firm's experience and expertise. Provide thoughtful permit condition recommendations to the Building Official that align with the City's objectives and priorities with the understanding the City is very concerned with the environmental impacts, City infrastructure, and environmental condition of the site after the demolition takes place.
- n. Meet regularly with City Attorney, Building Official, Mayor, City Officials, environmental consultants, engineering consultants, and other third parties as necessary.
- o. Be available for City Council meetings as necessary.
- p. Interact, and communicate frequently with all local departments and local, state, and federal agencies (if any) involved in the demolition process.
- q. Work with the Zoning and Planning Administrator to ensure compliance with zoning conditions, site plan, etc.
- r. Attend pre-application meetings if applicable.
- s. Perform other related work as required.

SECTION 8: ORGANIZATIONAL QUESTIONNAIRE

NOTE: SEE SECTION 3 PROPOSAL CONTENT. THIS QUESTIONNAIRE IS REQUIRED IN ADDITION TO THE INFORMATION REQUIRED BY SECTION 3. ALTHOUGH SOME INFORMATION MAY BE DUPLICATIVE, PLEASE PROVIDED SEPARATE RESPONSES FOR EACH. If additional space is needed throughout the questionnaire, please attach additional sheets numbered appropriately for identification.

DATE: _____

FIRM NAME: _____

ESTABLISHED DATE: _____ **STATE:** _____

TYPE OF FIRM: (Circle One)

- a. Individual
- b. Partnership
- c. Corporation
- d. Joint Venture
- e. Other _____

Former organizational name(s) (if applicable)

1. How many years has your firm been providing Building Department Services?

2. Describe your firm's background and its business structure. Describe capabilities specific to the scope of work within this RFP. Include copies of each license, issued by the State of Michigan to perform plan review and inspection services.

3. How many employees does your firm employ that can do the type of work specified?

4. Describe your step-by-step plan that you will use to accomplish the scope of work as specified in this RFP (from receipt of permit application to permit finalization). Provide any unique qualifications, prior experience or similar projects that demonstrate your firms

approach and understanding of this project.

5. Provide any unique qualifications and prior experience on similar projects that demonstrate your firm's approach and understanding of this project

6. Provide a listing of personnel from the firm who would be assigned to this project including appropriate certified and trained plan review personnel, inspectors and support (administrative) staff.

Please provide resumes, copies of certifications, registrations, qualifications, degrees, and/or list any additional training classes taken to increase expertise in this field for the people listed in this section. Note: Please identify all resumes, copies of certifications and licenses, etc. submitted for individuals in this section with the titles listed above.

TITLE	NAME	DEGREE/ CERT(S)	EXPERIENCE/ YEARS

7. Describe your firm's technical capabilities, including technological resources that will be used to support building department functions. Include your firm's experience working with BS&A software.

8. Describe your proposed work plan and your firm's ability to accomplish the scope of work as specified in Section 7 of this document. The proposed work plan should include the following services: Plan Reviews, Inspections, Permit Issuance, Permit Finalization, Quality Analysis and Quality Control.

9. Describe how your firm handles conflicts, disputes, and/or criticism involving private developers, builders, contractors, and property owners.

10. Provide the location address and your firm's approach for coordinating with City of River Rouge staff to facilitate document transfers.

11. References – please list at least two (2) local government jurisdictions where your firm currently provides building department services that are similar in scope to the type of work described in this RFP. Include any appropriate information your firm feels substantiates your qualifications, track record and commitment to providing these services. A contact name and listed information is required.

Entity Name	Address	Business/Agency Affiliation	Contact Name	Phone #

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Firm Representative: _____

Representative's Name: _____

(print)

Firm Name: _____

Address: _____

Phone Number: _____

Fax Number: _____

E-mail: _____

Date: _____

SECTION 9: BUILDING DEPARTMENT SERVICES PRICING PROPOSAL

Bid price shall include but not be limited to all materials, equipment, labor, and all overhead expenses necessary for providing complete services as described in this RFP, except as agreed to by both parties prior to award of agreement.

The City of River Rouge requests that prices be held firm for 60 days or bid award, whichever comes first, except for the successful bidder whose prices shall remain firm for the contract period.

The proposal shall explain the type and amount of compensation desired by the contractor based on hourly rate or fixed dollar amount.

Provide a list of value-added services offered by your firm such as reports, studies etc. that may be beneficial for the City of River Rouge. Identify if the value added services are included in the price proposal. If they are not included in the price proposal, please provide the applicable additional price for each service.

PRICE PROPOSAL:

VALUE ADDED SERVICES

THE FOREGOING PRICING PROPOSAL IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Firm Representative: _____

Representative's Name: _____

(print)

Firm Name: _____

Address: _____

Phone Number: _____

Fax Number: _____

E-mail: _____

Date: _____

SECTION 10: ATTACHMENTS

ATTACHMENT 1

Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

A **corporation** duly organized and doing business under the laws of the State of __ for whom _____, bearing the office title of __, whose signature is affixed to this proposal, is duly authorized to execute contracts.

A **partnership**, all members of which, with addresses, is:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

An **INDIVIDUAL**, whose signature is affixed to the proposal:

_____	_____
-------	-------

Other Organizations identify name, type and principal agents authorized to execute contracts.

ATTACHMENT 2

City of River Rouge
Wayne County, Michigan
Non-Collusion Affidavit

TO WHOM IT MAY CONCERN:

_____ (printed name), being duly sworn and deposed, says that she/he is _____ (state official capacity in Firm). The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of River Rouge or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

SIGNATURE OF PERSON SUBMITTING BID

Printed name

STATE OF MICHIGAN)

)ss

COUNTY OF _____)

NOTARY'S SIGNATURE

Subscribed and sworn to before me this _____ day of _____, 20__ in and for _____ County.

My commission expires:

ATTACHMENT 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three-year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award.

[] I am able to certify to the above statements.

Name of Agency/Company/Firm *(Please Print)*

Name and title of authorized representative *(Please Print)*

Signature of authorized representative Date

[] I am unable to certify to the above statements. Attached is my explanation.

ATTACHMENT 4

VENDOR CERTIFICATION THAT IT IS NOT AN “IRAN LINKED BUSINESS”

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an “IRAN LINKED BUSINESS”, as defined by law.

Vendor	
Legal Name	
Street Address	
City	
State, Zip	
Corporate I.D. Number/State	
Taxpayer I.D. #	

The undersigned, with: 1) full knowledge of all of Vendors business activities, 2) full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an “IRAN LINKED BUSINESS” as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of River Rouge.

Signature of Vendor’s Authorized Agent: _____

Printed Name of Vendor’s Authorized Agent: _____

Witness Signature: _____

Printed Name of Witness: _____

ATTACHMENT 5

Proposer's Sworn and Notarized Familial Disclosure

The undersigned, the owner or authorized officer of _____
(the "Proposer"), pursuant to the familial disclosure requirement provided in the
Request for Proposal, hereby represent and warrant, except as provided below, that
no familial relationships exist between the owner(s) or any employees of _____
_____ (the "Proposer") and any member of the City of
River Rouge City Council or City of River Rouge management.

List any Familial Relationships:

BIDDER:

By: _____

Its: _____

STATE OF MICHIGAN)

)ss

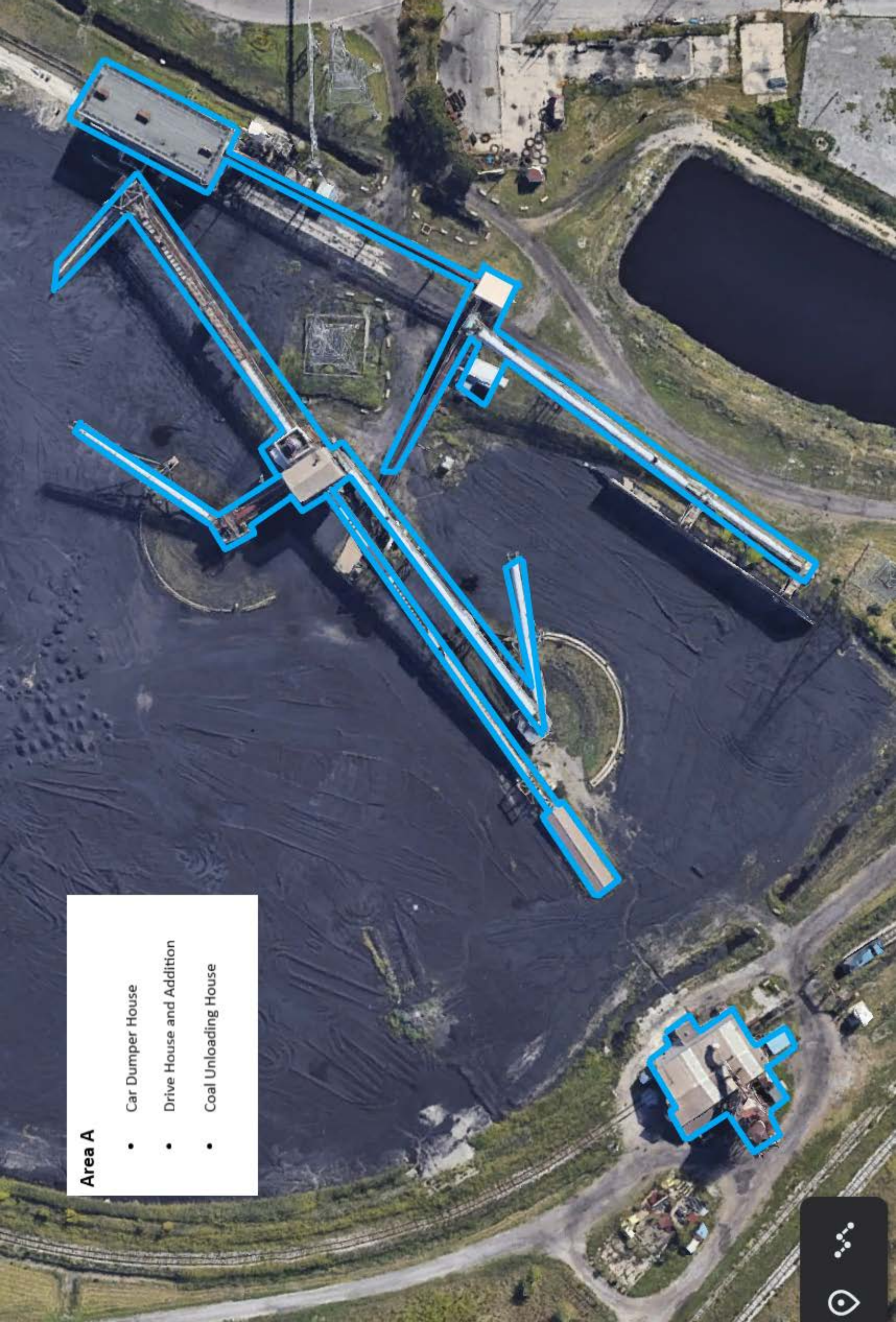
COUNTY OF _____)

NOTARY'S SIGNATURE

Subscribed and sworn to before me this _____ day of _____, 20__ in and for
_____ County.

My commission expires:

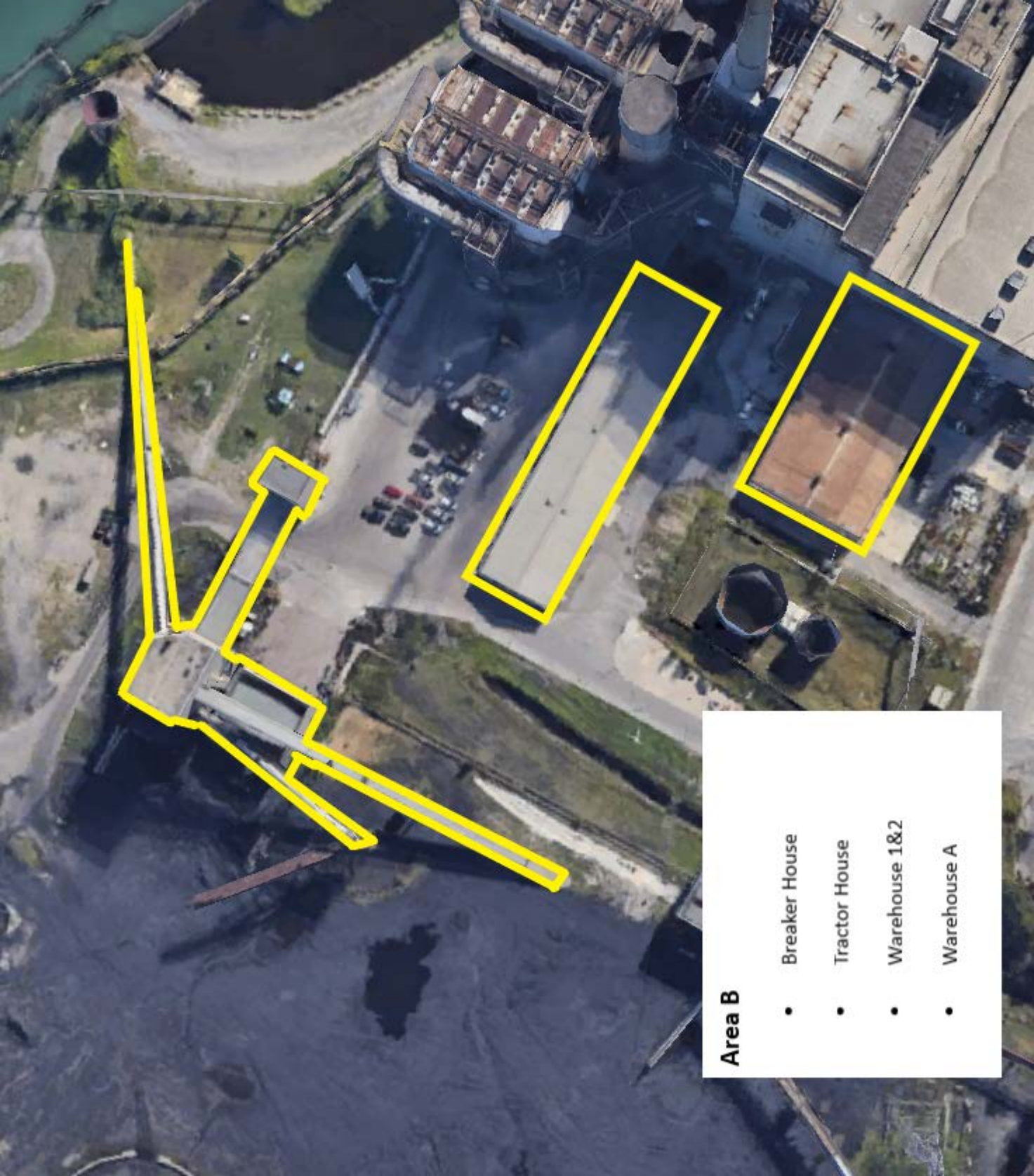
**Attachment 6: Structures currently identified for demolition (subject to change
based on actual submission by DTE and/or its contractor)**



Area A

- Car Dumper House
- Drive House and Addition
- Coal Unloading House



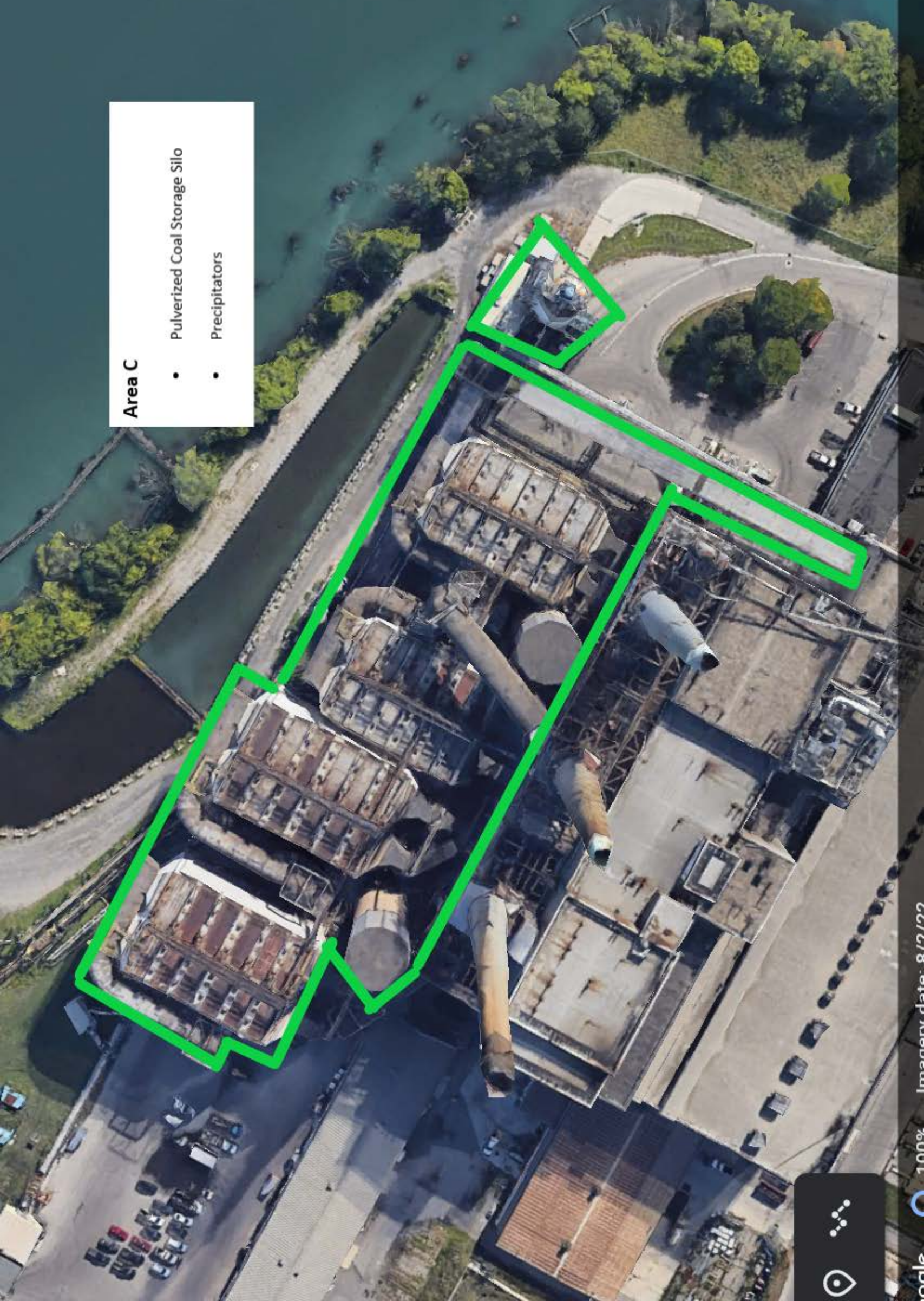


Area B

- Breaker House
- Tractor House
- Warehouse 1&2
- Warehouse A

Area C

- Pulverized Coal Storage Silo
- Precipitators



Attachment 7: Blank City of River Rouge Demolition Permit Application

Application for a Demolition Permit

Use this application to obtain a permit for the demolition of any building, facility or structure. Location, ownership and details must be correct, complete and legible. All information requested must be filed with this application in order for it to be considered complete.

At its sole discretion, the City of River Rouge will determine whether the information and any documentation provided by the applicant is adequately protective of the community prior to, during, and post demolition to include whether any additional information is required to address the needs of the City of River Rouge. The information provided in response to this application and any subsequent communications and/or documentation will be considered in approving or denying issuance of a demolition permit. The City of River Rouge reserves the right to issue a permit with mandatory conditions deemed appropriate to be protective of public health and safety, City infrastructure and the environment. Any failure to fully comply with any permit condition constitutes a violation of the permit subject to applicable fines and penalties or any other action deemed necessary by the City of River Rouge to preserve its rights and obligations to the community. Demolition permits are not transferable without the expressed written approval by the City of River Rouge. Further, the City of River Rouge must be notified of any changes to the plans or information provided in the application and based upon those changes, may require submission of a new or amended application.

Property Address Identify the location of work for the permit. If a specific location applies or only one of multiple buildings, facilities or structures on a site will be demolished, note this additional information in the space provided or in an attached document.	1	Address: _____ Specific Location: _____
Applicant Information Identify how you are associated with the property. Licensed professionals include design professionals, attorneys, and expeditors. A tradesperson must have an active applicable license for their trade.	2	I am the: <input type="checkbox"/> Property Owner <input type="checkbox"/> Equitable Owner <input type="checkbox"/> Licensed Professional or Tradesperson Name: _____ Company: _____ Address: _____ Email: _____ Phone: _____
Property Owner Information Identify the deeded real property owner and the owner of the buildings, facilities and/or structures situated thereon. *If the property owner is a 'company,' identify the contact information for any natural person with more than 49% equity interest in the property and/or structures. If no individual has such an interest, provide contact information of at least two (2) natural persons with the largest equity interest in the property and/or structures. If there was a recent change of ownership, documentation such as a deed or settlement sheet, or an agreement of sale or equivalent will be required.	3	The property owner is a/an: <input type="checkbox"/> Individual <input type="checkbox"/> Company* <u>Owner (1)</u> Name: _____ <input type="checkbox"/> Check box if new owner is being listed Address: _____ <u>Owner (2)</u> Name: _____ Address: _____
Design Professional in Responsible Charge	4	Name: _____ Firm: _____ License #: _____ Expiration Date: _____

<p>Identify the licensed design professional who is legally responsible and applicable licenses.</p>	<p>License #: _____ Expiration Date: _____ Email: _____ Phone: _____</p>
<p>Application Scope</p> <p>Use this section to summarize the project scope (attach supporting documentation as necessary to provide the requested information).</p> <p>(a) The last use of each building, facility or structure must be noted. If used as a multi-family dwelling, specify the number of units.</p> <p>(b) Select 'major' or 'minor' demolition based on the listed limitations.</p> <p>(c) Select the demolition method for each building, facility or structure (attach a list as appropriate).</p> <p>(d) The estimated total cost of work for the proposed demolition must be provided for any and all buildings, facilities and/or structures.</p> <p>(e) Specify project area detail values in all fields.</p> <p>(f) If 'Yes' is selected, an Owners' Acknowledgement of Receipt form must be provided for each affected property.</p>	<p>5</p> <p>(a) Last Use of Each Building, facility or Structure (if multiple buildings, facilities or structures please attach list or other equivalent information):</p> <p><input type="checkbox"/> Single <input type="checkbox"/> multi-family (# of units: _____) <input type="checkbox"/> Non-residential <input type="checkbox"/> Other, please describe _____</p> <p>(b) Type of Demolition (select one for each building, facility or structure; attach list as appropriate):</p> <p><input type="checkbox"/> Major Demolition (Any building, facility or structure 3 stories or more, exceeding 30 ft. in height, or with a footprint over 10,000 sq. ft.)</p> <p><input type="checkbox"/> Minor Demolition (Any building, facility or structure limited to 2 stories, must be 30 ft. or less in height, and footprint may not exceed 10,000 sq. ft.)</p> <p>(c) Demolition Method</p> <p><input type="checkbox"/> Non-Explosive <input type="checkbox"/> Explosive <input type="checkbox"/> Both</p> <p>(d) Demolition Cost: \$ _____</p> <p>(e) Work Area Details: (for each building, facility and/or structure; attach list as appropriate).</p> <p>Number of Stories: _____ Building Height: _____ (Ft.-In.)</p> <p>Building Footprint: _____ (Sq.Ft.) Building Gross Floor Area: _____ (Sq.Ft.)</p> <p>Area of Earth Disturbance: _____ (Sq.Ft.)</p> <p>Building Type: _____ (i.e., Residential, Commercial, Industrial).</p> <p>(f) Impacts on Adjacent Property:</p> <p>This project includes work described below: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <ul style="list-style-type: none"> Demolition that includes: <ul style="list-style-type: none"> - Modification to a party wall including demolition of adjoining or abutting structures. - Severing of structural roof or wall covering spanning properties. <p>(g) Insurance:</p> <p>Provide any and all applicable insurance policies which cover any and all costs and liabilities associated with the proposed demolition including that which protects the City of River Rouge including its residents, businesses, and properties located with the City of River Rouge. The coverages must also include those associated with environmental impairment anywhere within the City of River Rouge caused or contributed to by any and all activities conducted associated with the proposed demolition with the City of River Rouge named as additionally insured for the aforementioned coverages. At the sole discretion of the City of River Rouge, more insurance than the minimum coverages cited below may be required depending upon the nature of the demolition and related factors.</p>

	5	<p>Minimum General Liability Each Occurrence - \$2,000,000 Personal & Advertising Injury - \$2,000,000 General Aggregate - \$2,000,000 Products and Completed Operations Aggregate - \$2,000,000 Minimum Excess/Umbrella Liability Each Occurrence - \$25,000,000 General Aggregate - \$25,000,000</p> <p>The insurance policy(ies) shall include the following as additionally insured: the City of River Rouge, its agents, employees, and volunteers are named as additionally insured and as certificate holders with respect to the issuance of permits associated with this demolition permit.</p> <p>(h) Demolition Projects Involving Non-residential Property and/or Implosion:</p> <p>Demolition projections involving non-residential property or implosion must comply with the Attachment A items.</p>
<p>Other Permits Required</p> <p>Use this section to note pre- requisite approvals.</p> <p>(a) All complete demolition projects require a Zoning Permit in accordance with the City's Zoning Ordinance.</p> <p>(b) A Building Permit is required where a party wall will be exposed as a result of demolition. Alternatively, wall covering may be included in the scope of this demolition permit.</p> <p>(c) A Plumbing Permit is required to cap and seal any existing sewer lateral(s). Please enter the associated permit number here.</p> <p>(d) Any existing water service(s) must be disconnected. The City of River Rouge must grant a permit for the discontinuance of any water services. An Electrical Permit is required to properly de- energize and/or disconnect cap and seal any existing electrical service lines. A Mechanical Permit is also required to assure that all systems as noted therein for each building, facility or</p>	6	<p>(a) Zoning Permit</p> <p>Provide the Zoning Permit Number: _____</p> <p>(b) Party Wall Protection Permit</p> <p>Provide the Building Permit Number: _____</p> <p><input type="checkbox"/> Check this box if wall covering is included in the scope of this demolition permit application.</p> <p>(c) Plumbing Permit</p> <p>Provide the Plumbing Permit Number: _____</p> <p>(d) Disconnection of Utility Permits/Services:</p> <p><input type="checkbox"/> Gas _____ <input type="checkbox"/> Electricity _____</p> <p><input type="checkbox"/> Cable/Internet _____ <input type="checkbox"/> Water/Sewer _____</p> <p>Provide the associated permit numbers here. _____</p> <p>(e) Demolition Bond (see Attachment B):</p> <p>Date Approved: _____</p>

structure are appropriately accounted for in preparation for demolition.		
Licensed Demolition Contractor All demolition must be completed by a contractor licensed for demolition by the City of River Rouge. Select the license class for the named contractor and note the demolition supervisor and site safety manager's names for this job.	7	<p>Name: _____ Firm: _____</p> <p>License Number: _____ Expiration Date: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>Federal Employer I.D. No. or Reason for Exemption: _____</p> <p>Demolition Supervisor Name: _____</p> <p>Worker's Comp. Insurance Carrier or Reason for Exemption: _____</p> <p>MESC Employer No. or Reason for Exemption: _____</p> <p>Site Safety Manager Name: _____</p> <p>Date: _____ Authorized Signature: _____</p> <p>7 The following are also authorized to secure permits for the above-named company:</p> <p>_____</p> <p>_____</p> <p>Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subject to civil fines.</p>

City of River Rouge Building Department
10600 W. Jefferson
River Rouge, MI 48218
(313) 842-4209 Fax: (313) 842-4208

Job Number: (for office use only)

(DP-YEAR-NUMBER)

Declaration & Signatures

All provisions of the Building Code and other City Ordinances will be complied with, whether specified herein or not, including, but not limited to, the City of River Rouge Zoning Ordinance, the River Rouge Pollution Prevention Ordinance and all other applicable Federal, State and local laws and regulations. Plans approved by the Building Department and/or the Zoning Administrator form part of this application. I hereby certify that the statements and any and all information contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statements or provide materially inadequate information or representation herein, I am subject to such penalties as may be prescribed by law or ordinance, inclusive of the penalties contained therein.

Applicant Signature: _____ Date: _____

If an application is made by a person other than the owner without the owner's signature, it shall be accompanied by an affidavit of the owner to the effect that the proposed work is authorized by the owner and that the applicant is authorized to submit this demolition permit application.

Owner's Signature: _____ Date: _____

The City of River Rouge is available by appointment should the permit applicant have any questions regarding the requested information cited herein including Attachment A.

ATTACHMENT A

Hazardous Materials/Substances/Waste Management, Environmental Related Permit Requirements and Project Plans

Required documentation in support of the proposed demolition project is as follows:

1. Any and all Phase I and/or Phase II Site Assessment or equivalent reports and/or data in any form documenting the subsurface stratigraphy, geophysical investigation for the presence of subsurface anomalies, nature and extent of any contamination present within the subsurface (e.g., soils, bedrock and/or groundwater whether perched or continuous) whether said contamination exceeds any current Part 201 of P.A. 451,1994, Risk Based Screening Level (RBSL) or Federally promulgated applicable standard regarding environmental contamination including that associated with polychlorinated biphenyls (PCBs), asbestos, Technologically Enhanced Naturally Occurring Radioactive Material (TENORM).
2. Any and all documentation associated with any and all interim and/or final environmental remedial actions implemented or proposed at the property including any supporting investigatory data of any kind.
3. Any and all documentation associated with any pre-demolition activities whether planned or completed associated with the assessment and/or mitigation of any hazardous substances and/or materials to include asbestos containing material; lead-based paint or equivalent; hazardous and non-hazardous waste; PCBs whether in equipment, containers or otherwise present at the property including infrastructure (i.e., utilities, sumps, pits, etc.) and/or surficial or subsurface media; mercury present in any form to include that which may be present in equipment or infrastructure or on any and all surface features.
4. Any and all administrative filings with the Michigan Department of the Environmental, Great Lakes and Energy (EGLE) or the U.S. Environmental Protection Agency (U.S. EPA) associated with the closure and/or ongoing monitoring associated with any Coal Combustion Residue (CCR) and/or equivalent or similar waste storage, disposal of process units present at the property.
5. Any and all documentation associated with the following to-date and that known or anticipated to be developed during or post demolition prior to vacating the property:
 - surface water discharges per Part 31 of P.A. 451,1994, as amended and/or 40 CFR 122;
 - air emissions per Part 55 of P.A. 451, of 1994, as amended and/or 40 CFR 50 to 40 CFR 90 C;
 - liquid industrial discharges per Part 121 of P.A. 451, 1994, as amended;
 - 40 CFR Part 279 and R299.9809: Standards for the Management of Used Oil;
 - 40 CFR 761.65: Generators of Polychlorinated Biphenyl (PCB) Waste;

- 40 CFR 280 and Parts 211 and 213 of P.A. 451, 1994, as amended: Underground Storage Tanks (USTs);
 - 40 CFR 355: Designation, Reportable Quantities, and Notification. SARA Title III Section 302 Emergency Planning Notification;
 - CFR 370.25 and 370.40 and 370.41: Hazardous Chemical Reporting: Community Right-to-Know; SARA Title III Section 312 Hazardous Material Inventory Reporting;
 - 40 CFR 372: Toxic Chemical Release Reporting: Community Right-to-Know; SARA Title III Section 313;
 - 40 CFR 110: Discharge of Oil;
 - 40 CFR 112: Oil Pollution Prevention;
 - Part 115 of P.A. 451, 1994, as amended: Solid Waste Management;
 - 40 CFR 82 Protection of Stratospheric Ozone; and
 - Part 5 Administrative Rules of Part 31 of PA 451, 1994, as amended: Spillage of Oil and Polluting Materials.
6. Any and all notifications or filings with any local, state or federal agency pertaining to the proposed demolition project to include the Michigan Department of Occupation Safety and Health (MiOSHA), Michigan Public Service Commission (MPSC), Michigan Department of the Environment, Great Lakes and Energy (EGLE), United States Environmental Protection Agency (U.S. EPA), Michigan Department of Licensing and Regulatory Affairs (LARA), Wayne County, and/or the City of River Rouge.
7. Any and all project plans and schedules pertaining to the scope, sequencing, methodology, execution, and criteria for modification, termination and/or closure of any demolition activity including preparation for demolition of any building, facility or structure as well as any and all supporting initiatives such as fugitive emissions control or abatement, seismic and air quality monitoring activities at any time before, during and post completion of the demolition of each and every building, facility and/or structure.
8. List of any and all contractors, subcontractors, consultants, analytical laboratories, or any other entity engaged in any demolition related activity including pre-and post-demolition activities as noted herein. The list should include the following information: company name, Tax ID No., principal contact information (i.e., name address, telephone number including), emergency contact particulars, project role and responsibility, person responsible for the entity's activities, and insurance coverages specific to the demolition project with the City of River Rouge, its agents and assigns named as additionally insured.

City of River Rouge Building Department
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Job Number: (for office use only)

(DP-YEAR-NUMBER)

ATTACHMENT B
City of River Rouge, Michigan
Demolition Bond

KNOW ALL MEN BY THESE PRESENTS, that we, _____,
as principal, address _____ and
_____, as surety, and address _____,
are held and firmly bound unto the City of River Rouge, Michigan, in the penal sum of _____
dollars (\$ _____), lawful money of the United States of America, to be paid to the City of River
Rouge to which payment, we, and each of us, do jointly and severally bind ourselves, heirs, executors,
administrators, successors, and assigns, firmly by these presents. NOW THEREFORE, the condition of this
obligation is such that the above-named principal _____ has duly
applied for a permit for the demolition of building(s), facility(s) and/or structure(s) at _____,
in the City of River Rouge. If such permit is issued to said principal, then said principal shall indemnify and
save harmless the City of River Rouge from any and all liability including, but not limited to, all claims,
damages, expenses, suits, and proceedings of every kind and nature, caused by or arising from the
aforesaid demolition work and the issuance of the aforesaid permit. If said principal shall execute the faithful
performance in accordance with the terms of the Building Code and all other ordinances of the City of River
Rouge, including, but not limited to, the City of River Rouge Zoning Ordinance, the River Rouge Pollution
Prevention Ordinance and all other applicable Federal, State and local laws and regulations, and of the
aforesaid permit, then this obligation to be null and void, otherwise this obligation remains in full force and
effect.

Signed and sealed this _____ day of _____ 20_____
in the presence of

Principal

Surety

APPROVED: _____
City Attorney

DATE: _____