CITY OF LINCOLN PARK

PARKS & RECREATION

QUANDT PARK BALLFIELD LIGHTS

TERMS AND CONDITIONS OF BID PROCESS

1. **Preparation of Bids:**
2. Contractors are expected to examine attached specifications and all instructions. Bids are to be submitted for stated specifications only.
3. If any contractor is in doubt as to the meaning of any part of the specifications or other conditions within the bid process he should contact Dennis Anderson, Assistant Director, Parks & Recreation, 313 622-4516.
4. Each bidding contractor must furnish all information required on the bid form.

1. **Submission of Bids:**
2. Bids may not be withdrawn for a period of thirty (30) days after the bid is submitted.
3. All bids must be sealed, have a return address, be clearly marked “sealed bid – Quandt Park Ballfield Lights” and received by 10:00 a.m. Wednesday, August 21, 2019.
4. Sealed bids must be delivered to the following address:

Kerry Kehrer, City Clerk

City of Lincoln Park

1355 Southfield Road

Lincoln Park MI 48146

1. **Consideration of Proposals:**
2. The City of Lincoln Park reserves the right to reject any and all proposals and to waive irregularities in bidding, or to accept the lowest responsible proposal that, in the opinion of the City, will serve its best interest.
3. The City of Lincoln Park will not be obligated to accept the lowest proposal.
4. **Insurance and Licenses**
5. General Contractors and sub-contractors are responsible for submitting proof of insurance before any bid is considered.
6. Minimum statutory levels of insurance for general contractors and sub-contractors are as follows
7. Workmen’s compensation and employer’s liability
8. General liability
	1. Property damage: no less than $100,000
	2. Bodily injury: no less than $300,000
	3. Contractors are required to submit proof of their State of Michigan Electrical License . Sub-contractors are required to submit proof of all required licenses before any bid is considered.
9. **Contractor:**

A. The City of Lincoln Park will notify the approved contractor stating the

 specific contract amount and authorizing work to begin after contracts are

 signed.

B. Work requires a permit from the City of Lincoln Park Building

Department fee will be waived. Work is expected to begin within 30 days after the contract is signed by the City of Lincoln Park and the contractor.

C. With the approval of the final inspection(s), payment will be processed and

 issued in the form of a check to the contractor for full payment.

TIMELINE:

August 6-21, 2019 – advertise for bids

August 21, 10:00 a.m. – bids due

August 21, 10:00 a.m. – open bids

September 3 – award bid

Work must be completed within 60 days of contract being executed.

A valid binding contract is not created until all parties execute underlying agreements.





**Sealed Bid**

**City of Lincoln Park Michigan**

**1620 Dix Hwy.**

**Quandt Park Ballfield Lights**

**S.W and N.E. Fields Only**

**Scope of work**

**Mandatory Site Visit Required**

The bid package is for lighting of two small ball fields. Both fields will be measures at 200-foot baseball fields. Each field has 8 poles with existing horizontal cross bars to install lights. Each field needs to have 18 light fixtures to illuminate the park.

The following are the minimum performance standards for lights:

Statistics:          avg       max       min      max/min       avg/max

Description

 cal zone #3       31.6     67.5      13.0       5.2:1               2.4:1

 cal zone #4       34.4     48.8      25.6       1.8:1               1.3:1

LED tronics        Lumens             wattage

-G-650w              96800               638.2

40 deg.

All work must be performed by Licensed Contractor.

REQUIRED INSURANCE:

All general contractors and subcontractors on all WORK done under this project are required to carry full Worker’s Compensation Insurance and Comprehensive Public Liability Insurance coverage protecting the City, for no less than One Hundred Thousand ($100,000.00) Dollars in the event of property damage arising out of the WORK performed by the CONTRACTOR, and Three Hundred Thousand ($300,000.00) Dollars in the event of bodily injury including death, and otherwise in form and content satisfactory to the City of Lincoln Park and the PROGRAM, and shall furnish evidence of said insurance coverage naming the City of Lincoln Park as an additional insured on your commercial general liability insurance.

Installation of ballfield lights and fixtures on S.W. and N.E. Fields of Quandt Park – 1620 Dix Hwy., Lincoln Park MI 48146

1. Remove & Replacel 36 (18 per field) new light fixtures on existing polls and crossbars.
2. Install using 220 volt wiring harness system and connect to central control box.
3. Aim and focus lights per diagram provided using luminaries of ballfield. See attached diagram.
4. Electrical permit to be pulled, fee will be waived.

 Fixture Manufacturer,/Part # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FIXTURES: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LABOR: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL COST: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unforeseen cost to be submitted and approved before work is performed. All selections to be approved before work begins.

A valid binding contract is not created until all parties execute underlying agreements.

**Send all sealed bids to:**

Kerry Kehrer, City Clerk

City of Lincoln Park

1355 South field Road

Lincoln Park, MI 48146

**Deadline for receiving bids is 10:00 a.m., Wednesday August 21, 2019. No late bids will be accepted.**

**\*All bids should be sealed and clearly marked “Quandt Park Ballfield Lights”.**

Bids shall be publicly opened and read at:

**10:00 a.m. (local time), Wednesday August 21, 2019**

City of Lincoln Park

 City Council Chambers

 1355 Southfield Road

 Lincoln Park, MI 48146

