

INVITATION TO BID

City of Ann Arbor
Guy C. Larcom Municipal Building
Ann Arbor, Michigan 48107

Ladies and Gentlemen:

The undersigned, as Bidder, declares that this Bid is made in good faith, without fraud or collusion with any person or persons bidding on the same Contract; that this Bidder has carefully read and examined the bid documents, including Advertisement, Human Rights Division Contract Compliance Forms, Notice of Pre-Bid Conference, Instructions to Bidders, Bid, Bid Forms, Contract, Bond Forms, General Conditions, Standard Specifications, Detailed Specifications, all Addenda, and the Plans and understands them.

The Bidder declares that it conducted a full investigation at the site and of the work proposed and is fully informed as to the nature of the work and the conditions relating to the work's performance. The Bidder also declares that it has extensive experience in successfully completing projects similar to this one.

The Bidder acknowledges that it has not received or relied upon any representations or warrants of any nature whatsoever from the City of Ann Arbor, its agents or employees, and that this Bid is based solely upon the Bidder's own independent business judgment.

The undersigned proposes to perform all work shown on the plans or described in the bid documents, including any addenda issued, and to furnish all necessary machinery, tools, apparatus, and other means of construction to do all the work, furnish all the materials, and complete the work in strict accordance with all terms of the Contract of which this Bid is one part.

In accordance with these bid documents, and Addenda numbered 1 & 2, the undersigned, as Bidder, proposes to perform at the sites in and/or around Ann Arbor, Michigan, all the work included herein for the amounts set forth in the Bid Forms.

The Bidder declares that it has become fully familiar with the liquidated damage clauses for completion times and for compliance with City Code Chapter 112, understands and agrees that the liquidated damages are for the non-quantifiable aspects of non-compliance and do not cover actual damages that may be shown and agrees that if awarded the Contract, all liquidated damage clauses form part of the Contract.

The Bidder declares that it has become fully familiar with the provisions of Chapter 14, Section 1:319 (Prevailing wages) and Chapter 23 (Living Wage) of the Code of the City of Ann Arbor and that it understands and agrees to comply, to the extent applicable to employees providing services to the City under this Contract, with the wage and reporting

requirements stated in the City Code provisions cited. Bidder further agrees that the cited provisions of Chapter 14 and Chapter 23 form a part of this Contract.

The Bidder encloses a certified check or Bid Bond in the amount of 5% of the total of the Bid Price. The Bidder agrees both to contract for the work and to furnish the necessary Bonds and insurance documentation within 10 days after being notified of the acceptance of the Bid.

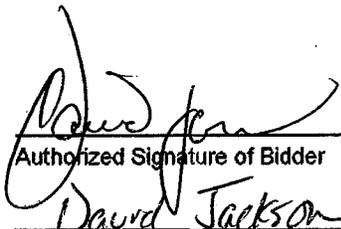
If this Bid is accepted by the City and the Bidder fails to contract and furnish the required Bonds and insurance documentation within 10 days after being notified of the acceptance of this Bid, then the Bidder shall be considered to have abandoned the Contract and the certified check or Bid Bond accompanying this Bid shall become due and payable to the City.

If the Bidder enters into the Contract in accordance with this Bid, or if this Bid is rejected, then the accompanying check or Bid Bond shall be returned to the Bidder.

In submitting this Bid, it is understood that the right is reserved by the City to accept any Bid, to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make the award in any manner the City believes to be in its best interest.

SIGNED THIS 3 DAY OF April, 2013.

Riteway Fence Inc.
Bidder's Name
6539 Burroughs AVE
Stearns Heights, MI, 48314
Official Address
586-262-3730
Telephone Number


Authorized Signature of Bidder
David Jackson
(Print Name of Signer Above)

LEGAL STATUS OF BIDDER

(The Bidder shall fill out the appropriate form and strike out the other two.)

Bidder declares that it is:

* A corporation organized and doing business under the laws of the state of Michigan, for whom Eugene M. Zapczynski, bearing the office title of President, whose signature is affixed to this Bid, is authorized to execute contracts.

* A partnership, list all members and the street and mailing address of each:

Also identify the County and State where partnership papers are filed:

County of Macomb, State of

* An individual, whose signature with address, is affixed to this Bid:

ESJ
(initial here)

BID FORM
Section 1 - Schedule of Prices

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
1000400	MOBILIZATION AND GENERAL CONDITIONS	LS	1	\$ 2,500.00	\$ 2,500.00
1000410	SAFETY AND SECURITY	LS	1	\$ 3,500.00	\$ 3,500.00
1000535	PERMITS	DLR	1,000	\$ 1,000.00	\$ 1,000.00
1517001	MISC - FENCE REMOVAL AND OFFSITE DISPOSAL	LFT	757	\$ 3.50	\$ 2,649.50
1627001	MISC. - 4' CHAIN LINK FENCE WITH TOP RAIL AND TENSION WIRE	LFT	244	\$ 22.00	\$ 5,368.00
1627001	MISC. - 8' CHAIN LINK FENCE WITH TOP AND BOTTOM RAIL	LFT	175	\$ 32.00	\$ 5,600.00
1627050	MISC. - STOP SIGN WITH GATE INSTRUCTIONS, AS SPECIFIED	EA	12	\$ 425.00	\$ 5,100.00
1627051	MISC. - AUTOMATIC GATE #1 24'x10', AS SPECIFIED	LS	1	\$ 12,100.00	\$ 12,100.00
1627051	MISC. - AUTOMATIC GATE #2A 12'x8', AS SPECIFIED	LS	1	\$ 19,450.00	\$ 19,450.00
1627051	MISC. - AUTOMATIC GATE #2B 12'x8', AS SPECIFIED	LS	1	\$ 19,450.00	\$ 19,450.00
1627051	MISC. - AUTOMATIC GATE #3 20'x8', AS SPECIFIED	LS	1	\$ 19,600.00	\$ 19,600.00
1627051	MISC. - AUTOMATIC GATE #4 20'x8', AS SPECIFIED	LS	1	\$ 19,725.00	\$ 19,725.00
1627051	MISC. - AUTOMATIC GATE #5 20'x8', AS SPECIFIED	LS	1	\$ 19,100.00	\$ 19,100.00
6207050	MISC. - PAVEMENT MARKING, STOP LOCATIONS AS SPECIFIED, WITH REFLECTIVE BEADS	EA	12	\$ 370.00	\$ 4,440.00
TOTAL BASE BID				\$	\$ 139,582.50

BF-1

BID FORM

Section 2 - Material and Equipment Alternates

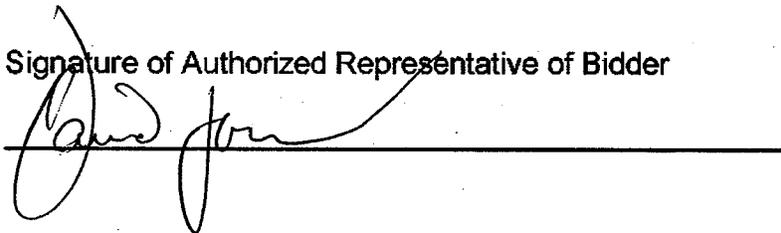
The Base Bid price shall include materials and equipment selected from the designated items and manufacturers listed in the bidding documents. This is done to establish uniformity in bidding and to establish standards of quality for the items named. Award will be made on the base bid only.

The City wishes to have the contractor bid the following alternate item for consideration by the City. A complete description of the item and the proposed price differential has been provided. Unless approved at the time of award, substitutions where items are specifically named will be considered only as a negotiated change in Contract Sum.

This work item will replace work item 162051 Misc. -Automatic Gate # 2A as specified and work item 162051 Misc.- Automatic Gate # 2B, as specified.

<u>Item Number</u>	<u>Description</u>	<u>Amount</u>
8007051	MISC. ALT BID AUTOMATIC GATE 2, 20' x 8' as specified	\$ <u>19,800.00</u>

Signature of Authorized Representative of Bidder



BF-2

BID FORM

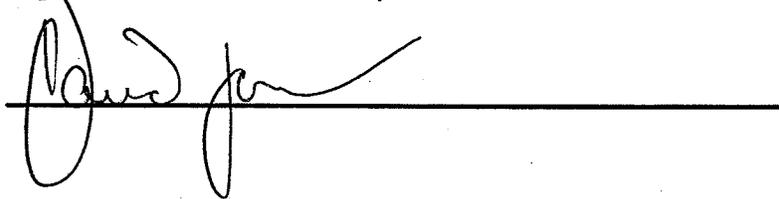
Section 3 - Time Alternate

If the Bidder takes exception to the time stipulated in Article III of the Contract, Time of Completion, page C-1, it is requested to stipulate below its proposed time for performance of the work. Consideration will be given to time in evaluating bids.

If the Bidder does not suggest any time alternate, the Bidder **MUST** complete the following statement:

For the work outlined in this request for bid, the bidder does **NOT** propose any time alternate under the contract.

Signature of Authorized Representative of Bidder



BF-3

BID FORM

Section 4 - Subcontractors

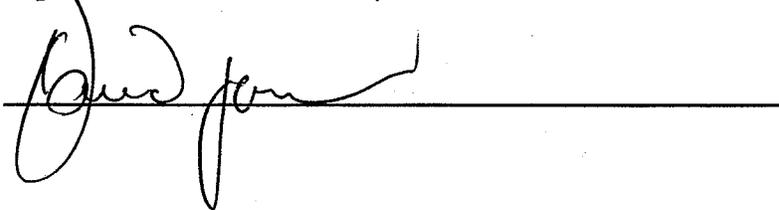
For purposes of this contract, a Subcontractor is anyone (other than the Contractor) who performs work (other than or in addition to the furnishing of materials, plans or equipment) at or about the construction site, directly or indirectly for or on behalf of the Contractor (and whether or not in privity of contract with the Contractor), but shall not include any individual who furnishes merely the individual's own personal labor or services.

<u>Subcontractor (Name and Address)</u>	<u>Work</u>	<u>Amount</u>
International Controls & Equipment, Inc. 35083 Cordelia Clinton Twp, MI 48035	Operators/ Controls/ Electrical	\$55,000.00

If the Bidder does not expect to engage any major subcontractor, the Bidder **MUST** complete the following statement:

For the work outlined in this request for bid, the bidder does **NOT** expect to engage any major subcontractor to perform work under the contract.

Signature of Authorized Representative of Bidder



APPENDIX A - CONTRACT COMPLIANCE FORMS

City of Ann Arbor Procurement Office INSTRUCTIONS FOR CONTRACTORS

For Completing CONTRACT COMPLIANCE FORM

City Policy

The "non discrimination in contracts" provision of the City Code. (Chapter 112, Section 9:161) requires contractors/vendors/grantees doing business with the City not to discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, condition of pregnancy, marital status, physical or mental limitations, source of income, family responsibilities, educational association, sexual orientation, gender identity or HIV status against any of their employees, any City employee working with them, or any applicant for employment. It also requires that the contractors/vendors/grantees include a similar provision in all subcontracts that they execute for City work or programs.

This Ordinance further requires that each prospective contractor/vendor submit employment data to the City showing current total employee breakdown by occupation, race and gender. This allows the Human Rights Office to determine whether or not the contractor/vendor has a workforce that is reflective of the availability of women and under-represented minorities within the contractor's labor recruitment area (the area where they can reasonably be expected to recruit employees). *This data is provided to the City on the Human Rights Contract Compliance Forms (attached).*

To complete the form:

1) If a company has more than one location, then that company must complete 2 versions of the form.

- Form #1 should contain the employment data for the entire corporation.
- Form #2 should contain the employment data for those employees:
 - who will be working on-site;
 - in the office responsible for completing the contract; or,
 - in the case of non-profit grantees, those employees working on the project funded by the City grant(s).

✓ 2) If the company has only one location, fill out Form #1 only.

3) Complete all data in the upper section of the form including the name of the person who completes the form and the name of the company/organization's president.

4) Complete the Employment Data in the remainder of the form. Please be sure to complete all columns including the Total Columns on the far right side of the form, and the Total row and Previous Year Total row at the bottom of the form.

5) Return the completed form(s) to your contact in the City Department for whom you will be conducting the work.

For assistance in completing the form, contact:
Procurement Office of the City of Ann Arbor
(734) 794-6576

If a contractor is determined to be out of compliance, the Procurement Office will work with them to assist them in coming into compliance.

**CITY OF ANN ARBOR HUMAN RIGHTS OFFICE
CONTRACT COMPLIANCE FORM**

Form #1

Entire Organization (Totals for All Locations where applicable)

Name of Company/Organization Rite Way Fence Inc Date Form Completed 4/3/13
 Name and Title of Person Completing this Form Tina Woodin Name of President Eugene Zapczynski
 Address 6539 Burroughs Ave Sterling Hgts, 48314 County Macomb Phone # 586-262-3730 x100
(Street address) (City) (State) (Zip) (Area Code)
 Fax# 586-262-3731 Email Address twoodin@ritewayfence.com
(Area Code)

EMPLOYMENT DATA

Job Categories	Number of Employees (Report employees in only one category)												TOTAL COLUMNS A-L
	Male						Female						
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	
A	B	C	D	E	F	G	H	I	J	K	L		
Exec/Sr. Level Officials	1												1
Supervisors	7												7
Professionals							1						1
Technicians													0
Sales	2												2
Admin. Support							3						3
Craftspeople													0
Operatives													0
Service Workers													0
Laborers/Helper	22	1		4		1							27
Apprentices													0
Other													0
TOTAL													42
PREVIOUS YEAR TOTAL	40	1		2		0	4						47

N/A

CITY OF ANN ARBOR HUMAN RIGHTS OFFICE
CONTRACT COMPLIANCE FORM
Local Office (Only those employees that will do local or on-site work, if applicable)

Form #2

Name of Company/Organization _____ Date Form Completed _____

Name and Title of Person Completing this Form _____ Name of President _____

Address _____ County _____ Phone # _____
 (Street address) (City) (State) (Zip) (Area Code)

Fax# _____ Email Address _____
 (Area Code)

EMPLOYMENT DATA

Number of Employees

(Report employees in only one category)

Job Categories	Number of Employees												TOTAL COLUMNS A-L	
	Male						Female							
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native		
	A	B	C	D	E	F	G	H	I	J	K	L		
Exec/Sr. Level Officials														
Supervisors														
Professionals														
Technicians														
Sales														
Admin. Support														
Craftspeople														
Operatives														
Service Workers														
Laborers/Helper														
Apprentices														
Other														
TOTAL														
PREVIOUS YEAR TOTAL														

APPENDIX B – LIVING WAGE FORMS

City of Ann Arbor
LIVING WAGE ORDINANCE
DECLARATION OF COMPLIANCE

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that employers providing services to the City or recipients of grants for financial assistance (in amounts greater than \$10,000 in a twelve-month period of time) pay their employees who are working on the City project or grant, a minimum level of compensation known as the Living Wage. This wage must be paid to the employees for the length of the contract/project.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from the Ordinance. If this exemption applies to your firm, please check below:

_____ This company is exempt due to the fact that we employ or contract with fewer than 5 individuals.

_____ This non-profit agency is exempt due to the fact that we employ or contract with fewer than 10 employees.

The Ordinance requires that all contractors/vendors and/or grantees agree to the following terms:

- a) To pay each of its employees performing work on any covered contract or grant with the City, no less than the living wage, which is defined as \$12.17/hour when health care is provided, or no less than \$13.57/hour for those employers that do *not* provide health care. It is understood that the Living Wage will be adjusted each year on April 30, and covered employers will be required to pay the adjusted amount thereafter. The rates stated above include any adjustment for 2012.
- b) Please check the boxes below which apply to your workforce:
 - Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage without health benefits Yes _____ No _____

OR

 - Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage with health benefits Yes No _____
- c) To post a notice approved by the City regarding the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.
- d) To provide the City payroll records or other documentation as requested; and,
- e) To permit access to work sites to City representatives for the purposes of monitoring compliance, investigating complaints or non-compliance.

The undersigned authorized representative hereby obligates the contractor/vendor or grantee to the above stated conditions under penalty of perjury and violation of the Ordinance.

Rite Way Fence Inc
Company Name

6539 Burroughs Ave
Address City State Zip

Tina Wood
Signature of Authorized Representative

Sterling Hgts MI 48314
581-262-3730
Phone (area code)

Tina Woodin - Contract Admin
Type or Print Name and Title

twoodin@ritewayfence.com
Email address

4/3/13
Date signed

Questions about this form? Please contact:
Procurement Office City of Ann Arbor
Phone: 734/794-6576

LW-2