

**RFQ 974
With Addendum No. 1**

Dive Inspection Services



**Sea-Side Diving, Inc
28612 Harper Ave
St Clair Shores, MI 48081
586-772-7676**

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Section A: Professional Qualifications

Sea-Side Diving, Inc is a Corporation licensed in the State of Michigan. It is located at 28612 Harper Avenue in the city of St Clair Shores, MI 48081. We have been incorporated since 1976. Paul Skoglund is the President, chief negotiator and dive supervisor. He can be reached at 586-772-7676.

Our professional personnel are:

Tom MacQueen – diver

Lives in St Clair Shores, MI

Has been diving with Sea-Side Diving for over 15 years. Tom has been a diver on all the City Municipality water intakes serviced by Sea-Side Diving. Many of these sites are in high current areas on the St Clair River. Besides his diving qualifications Tom is also a certified Healthcare Provider through the American Heart Association.

Dennis Edel – diver

Lives in Clinton Township, MI

Has been diving with Sea-Side Diving for over 10 years. Dennis has been a diver on all the City Municipality water intakes serviced by Sea-Side Diving. Many of these sites are in high current areas on the St Clair River. Besides his diving qualifications Dennis is also a certified Healthcare Provider through the American Heart Association.

Jeffrey Lord – diver

Lives in St Clair Shores, MI

Jeff has been diving with Sea-Side Diving for over 5 years. Recently he has been performing the debris net inspections in zero visibility water on a weekly basis at Consumers Energy. Besides his diving qualifications, Jeff is also a certified EFR (Emergency First Aid Responder) through PADI.

Femia Alberts – diver, videotographer, equipment specialist

Lives in Roseville, MI

Femia has been with Sea-Side Diving since inception. She has been a diver on all the City Municipality water intakes serviced by Sea-Side Diving. Many of these sites are in high current areas on the St Clair River. She also is a certified service technician for the equipment used by the divers.

Section B: Past Involvement with Similar Projects

Sea-Side Diving has been performing Water Intake Clean-Ups and Inspections for City Municipalities for almost 20 years. These jobs required exterior crib cleaning, grate removal and interior crib cleaning. Videos of before and after cleaning were provided. When requested we also:

- Replaced grates
- Assisted with water sampling line installations
- Replaced line retention brackets
- Retrieved sampling lines pulled into intake tubes
- Located and cleaned out emergency shut offs

As you can see by the references below, many of these municipalities are located on the St Clair River and the intakes are in high current locations. Our team of divers are uniquely qualified to work in strong currents.

References:

City of Mt Clemens Water Department

1 Crocker Blvd
Mt Clemens, MI 48043
Theresa Lucci 586-469-6818 Ext 319
Staff Involved: Paul Skoglund, Tom MacQueen, Dennis Edel, Femia Alberts

City of St Clair Water Department

1200 Adams
St Clair, MI 48079
Keith Eiser 810-329-5276
Staff Involved: Paul Skoglund, Tom MacQueen, Dennis Edel, Femia Alberts

East China Township Water Plant

5111 River Rd
East China, MI 48054
Mike McLeod 810-765-4647
Staff Involved: Paul Skoglund, Tom MacQueen, Dennis Edel, Femia Alberts

We have also performed weekly inspections of the fish deterrent nets at the Consumers Energy JR Whiting plant for over 15 years. These inspections are always in zero visibility conditions. Upon request, we assisted plant personnel with removing large debris from their intake grate.

Reference:

Consumers Energy

JR Whiting Plant

Erie, MI 48133

Frank Rand 734-848-2610

Staff Involved: Paul Skoglund, Tom MacQueen, Dennis Edel, Femia Alberts, Jeff Lord

Section C: Proposed Work Plan

How managed/scheduled

We understand that projects performed for the Ann Arbor City Water Department will be task based. Once a contract has been awarded to us, we only require that the names of those individuals who have the authority to request our diving services be identified. Then when diving services are needed, that person(s) needs only call us and identify the task required and how quickly service is needed. If it is an emergency, we will respond within 24 hours. Otherwise we will respond within 14 days (or later, but only if requested).

Data delivered

All dive reports and videos will be mailed to the Water plant. If required earlier, they can be emailed first but a hard copy will still be mailed. If requested, we can send a member of the dive team to discuss with the Water Department personnel.

Working relationship

Our policy has always been to be very available to our clients. They may contact at us at any time to discuss upcoming projects or obtain more detail about past projects.

Philosophy regarding providing services

Completing projects on time and to the satisfaction of the customer is our first priority.

Compatibility with city's standards, goals, and objectives

Sea-Side Diving will comply with the city's standards, goals and objectives.

Section D: Fee Proposal

The Fee Proposal is contained in a separate envelope.

Section E: Authorized Negotiator

The authorized negotiator for Sea-Side Diving, Inc is:

Paul Skoglund
28612 Harper Ave
St Clair Shores, MI 48081
586-772-7676 work
586-771-0541 home
586-772-3581 fax
info@diveSSDS.com

Section F: Attachments

- Attachment A – Legal Status of Respondent
- Attachment B – City of Ann Arbor Declaration of Compliance
- Attachment C – Living Wage Ordinance Declaration of Compliance
- Attachment D – Vendor Conflict of Interest Disclosure Form
- Attachment E – W-9
- Attachment F - Insurance Certificate

**ATTACHMENT A
LEGAL STATUS OF RESPONDENT**

(The Respondent shall fill out the provision and strike out the remaining ones.)

The Respondent is:

- A corporation organized and doing business under the laws of the state of MICHIGAN, for whom PAUL SKOGLUND bearing the office title of PRESIDENT, whose signature is affixed to this proposal, is authorized to execute contracts on behalf of respondent.*

*If not incorporated in Michigan, please attach the corporation's Certificate of Authority

- ~~A limited liability company doing business under the laws of the State of _____, whom _____ bearing the title of _____ whose signature is affixed to this proposal, is authorized to execute contract on behalf of the LLC.~~
- ~~A partnership organized under the laws of the State of _____ and filed with the County of _____, whose members are (attach list including street and mailing address for each.)~~
- ~~An individual, whose signature with address, is affixed to this RFP.~~

Respondent has examined the basic requirements of this RFP and its scope of services, including all Addendum (if applicable) and hereby agrees to offer the services as specified in the RFP.

Paul Skoglund Date: May 23, 2016
Signature

(Print) Name PAUL SKOGLUND Title PRESIDENT

Firm: SEA-SIDE DIVING, INC

Address: 28612 HARPER AVE, ST CLAIR SHRS, MI 48081

Contact Phone 586-772-7676

Fax 586-772-3581

Email INFO@DIVESIDS.COM

**ATTACHMENT B
CITY OF ANN ARBOR DECLARATION OF COMPLIANCE**

Non-Discrimination Ordinance

The "non discrimination by city contractors" provision of the City of Ann Arbor Non-Discrimination Ordinance (Ann Arbor City Code Chapter 112, Section 9:158) requires all contractors proposing to do business with the City to treat employees in a manner which provides equal employment opportunity and does not discriminate against any of their employees, any City employee working with them, or any applicant for employment on the basis of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight. It also requires that the contractors include a similar provision in all subcontracts that they execute for City work or programs.

In addition the City Non-Discrimination Ordinance requires that all contractors proposing to do business with the City of Ann Arbor must satisfy the contract compliance administrative policy adopted by the City Administrator. A copy of that policy may be obtained from the Purchasing Manager

The Contractor agrees:

- (a) To comply with the terms of the City of Ann Arbor's Non-Discrimination Ordinance and contract compliance administrative policy.
- (b) To post the City of Ann Arbor's Non-Discrimination Ordinance Notice in every work place or other location in which employees or other persons are contracted to provide services under a contract with the City.
- (c) To provide documentation within the specified time frame in connection with any workforce verification, compliance review or complaint investigation.
- (d) To permit access to employees and work sites to City representatives for the purposes of monitoring compliance, or investigating complaints of non-compliance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services in accordance with the terms of the Ann Arbor Non-Discrimination Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Non-Discrimination Ordinance, obligates the Contractor to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract.

SEA - SIDE DIVING, INC
Company Name

Paul Skoglund May 23, 2018
Signature of Authorized Representative Date

PAUL SKOGLUND, PRESIDENT
Print Name and Title

28612 HARPER AVE. ST CLAIR SHRS, MI 48081
Address, City, State, Zip

INFO@DIVESSDS.COM
Phone/Email address

Questions about the Notice or the City Administrative Policy, Please contact:
Procurement Office of the City of Ann Arbor
(734) 794-6500

