

INVITATION TO BID

OFFICIAL NOTICE

Sealed bids will be received by the City Clerk, 421 Michigan Street, Sturgeon Bay, WI 54235, until **2:30 P.M. local time on Monday, February 15th, 2021**. All bids will be publicly opened at 2:30 P.M. on Monday, February 15th, 2021 at City Hall, 421 Michigan Street, Sturgeon Bay and read aloud for:

Removal of Dock Pilings

All bidders of materials, services and equipment will be required to post Performance Security as described in Instructions to Bidders.

The City of Sturgeon Bay reserves the right to reject any or all bids, parts of any or all bids, or to waive technical errors or omissions in bids.

Mike Barker
Director of Municipal Services

DATE: 29 January 2021

Enclosed are bid documents which may be of interest to your company.

Please note the scheduled date and time for the public bid opening.

This bid document must be returned intact (the same order as received). Failure to do so may invalidate your proposal.

All bids shall be submitted in an opaque, sealed envelope addressed to:

City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Prior to the time and date set forth for the bid opening as indicated in the Notice to Bidders. Each bid, so addressed, shall bear on the face of the envelope, the name of the bidder, and a statement that it is a "SEALED BID PILING REMOVAL", to be opened for the contract consideration, at the date and hour set forth in the Invitation to Bid.

Any questions concerning the bid document or the specification may be directed to the Director of Municipal Services at: (920) 746-6922.

Oral or written comments received from any other person, other than the appropriate persons, will not be considered, and may invalidate your proposal.

Respectfully,

Mike Barker
Director of Municipal Services

CITY OF STURGEON BAY

INSTRUCTIONS TO BIDDERS

NOTE: By submitting a bid, the bidder warrants that he has familiarized himself with all requirements of the Contract Documents.

Definitions:

The following definitions shall apply wherever they appear in the contract documents.

City – City of Sturgeon Bay

Owner – City of Sturgeon Bay

Bid – The offer of the bidder

Bidder – Any individual, corporation or partnership who submits a bid.

Contract Documents – Invitation to Bid, Instructions, General Conditions, Specifications, Drawings, Addendums, Proposal (in so far as it is not inconsistent with other contract documents).

1. Bids – General: Instruction bids shall be made in accordance with the instructions. Failure to execute proposals as required may, in the discretion of the City, be cause for rejection of the bid.
2. Forms: Bids shall be submitted on the forms provided by the City. Each bid must be submitted bound with the other contract documents.
3. Blanks / Corrections: All blank spaces on any contract documents shall be filled in with typewritten figures or ink. Any erasures or corrections shall be dated and initialed by the bidder.
4. Submission: Bids shall be submitted in an opaque sealed envelope to the City Clerk, 421 Michigan Street, Sturgeon Bay, WI 54235, prior to the time and date set forth for bid opening in the Notice to Bidders. Each bid shall be addressed to the City Clerk and shall bear on the face of the envelope the name of the bidder, and a statement that it is a sealed bid to be opened for the contract at the date and hour as set forth in the invitation to bid.
5. Execution: Proposals shall be signed by the bidder. If the bidder is a corporation, the proposal shall bear the name of the corporation, signed by an officer authorized to bind the corporation, and sealed with the corporate seal.

6. Withdrawal: Bids may be withdrawn previous to the time of bid opening by written request; however, no bid shall be withdrawn within the thirty (30) day period after the time set for bid opening. Bidders withdrawing their bids prior to the time and date set for bid opening may still submit another bid if done in accord with these instructions.

7. Words and Figures: Where amounts are given in both words and figures, the words will govern.

8. Unit Prices: When unit prices are called for, bids shall include all unit cost items and alternatives shown on the proposal. When an error is made in extending total prices, the unit price shall govern.

9. Net Price: Bid prices shall be net, including therein transportation and handling charge F.O.B. City of Sturgeon Bay, and shall further include all charges whatsoever sort for labor and materials contained in the work or materials designated in the specifications and proposal.

10. Alternate Equipment or Materials:

a. Bids shall be evaluated and considered on equipment and/or material complying substantially with the contract specifications. If any bidder deviates from the contract specifications or provides a substitute for any required equipment and/or material listed in the contract specifications, that bidder shall list such deviations and/or substitutions, including technical data when applicable, in a letter attached to the bid or on a form that may be provided by the City with the bid documents.

b. Brand names which may be mentioned in the contract specifications are used only as a reference to the type and quality of equipment and/or materials desired. However, any deviation from or substitution in brand name stated in the contract specifications shall be listed as required.

c. The City reserves the right to determine whether any deviations and substitutions listed by the bidder are within the intent of the specifications and will reasonably meet the service requirements of the using department.

d. A bidder's failure to list any deviations from or substitutions in the specifications as required under paragraph (a) of this section may result in the rejection of the bid.

11. Descriptive Literature: Equipment or Materials: Each bidder bidding on contracts to furnish equipment or materials shall furnish with his proposal two (2) copies of descriptive literature on the supplies or equipment being bid and manufactures specifications in complete detail. Said brochure and manufacturer's specifications shall be in sufficient detail to permit proper evaluation of the bid.

12. City's Right to Accept or Reject: The City of Sturgeon Bay reserves the right to accept any bid, any part of a bid, or any combination of two (2) or more bids which may be deemed to be in the best interest of the City. The City further reserves the right to reject any or all bids.

13. Awarding of Contract: The lowest responsible bidder based on criteria as set forth in these documents and in accordance with applicable City ordinances and State statutes will be awarded the Contract.

14. Bid Performance Security: Each proposal shall be accompanied by a certified check, or bank draft, payable to the City of Sturgeon Bay, or satisfactory bid bond, in the amount of 5% of the gross bid as a guarantee that if the bid is accepted as the successful bid, such successful bidder will execute and file the proposed contract and performance bond within ten (10) days after notice of award of contract. The certified check will be returned to all unsuccessful bidders after awarding the contract to the lowest responsible bidder. The certified check of the lowest responsible bidder will be returned upon delivery of the equipment. Failure to submit the performance security may result in rejection of bid.

15. Lowest Responsible Bidder: The lowest responsible bidder for the purchase of equipment shall be the lowest priced bid that best meets the needs of the City as described in the specifications. Some deviation from the specifications is expected and will be evaluated as part of the owner's review and determination of the "lowest responsible bid".

FORM OF PROPOSAL

The undersigned proposes to remove existing pilings from the lakebed in the area noted on the attached map. The City of Sturgeon Bay does not have any documentation of the dock being constructed therefor we do not know exactly how many piles remain. There is an estimated 50 piles in the area.

The pier at the site of the piles can be used to offload the pilings onto a truck. If there is not sufficient water depth at this location, arrangements can be made to use the pier at Sawyer Park.

Minimum Requirements:

- Provide a written report to the City of Sturgeon Bay of exact number of pilings before commencing removal. This should be verified by using a diver.
- The contractor is to complete any required permitting through the WI DNR
- Remove all existing pilings from lakebed, if the piles cannot be dislodged from the lakebed they may be cut off as closely to the lakebed as possible.
- Remove all pilings from site.
- All work shall be done in accordance with local, state, and federal regulations.
- Contractor must provide Certificate of Insurance showing coverage for this type of work.
- All piles will become the property of the contractor or disposed of in accordance with local regulations.

	Description	Price
a.	Determine exact number of pilings in the designated location and Provide a written report to the City of Sturgeon Bay.	\$
b.	Mobilization	\$
c.	Price of pulling and disposing of piles. Please give in a price per pile. (do not include in total price)	\$
d.	Extended price of line c. multiply price per pile by 50 piles	\$

Total Price: \$ _____

Submitted by: _____
Print Company Name Title

By: _____
Printed Name Signature

Address: _____

Phone: _____

Date: _____

Email: _____