

Request For Proposal

Historical Lighthouse Repairs

*City of St. Joseph, Department of Public Works
1160 Broad Street, St. Joseph, MI 49085*

I. Purpose

This Request for Proposal (“RFP”) is to provide interested **Contractors** with sufficient information to submit proposals for consideration by the City of St. Joseph (“City”) in connection with its needs for Repair to its historical North Pier Inner and Outer Lights (collectively referred to as the Lighthouses) located on the North Pier at 80 Ridgeway, St. Joseph MI.

The lights were constructed in 1907, were acquired by the City of St. Joseph in 2013 from the federal government, and the lights were rehabilitated and returned to their circa early 1932 configuration. The lights and the catwalk are on the National Register of Historic Places, and all work must be done in accordance with the recommended approaches in *The Secretary of the Interior’s Standards for Treatment of Historic Properties, Standards for Preservation* (Technical Preservation Services for Historic Buildings, National Park Service) in order to preserve and enhance the distinctive materials, features and spaces that caused the Lights to be listed on the National Register of Historic Places.

Favorable pricing will be one element of the selection process, but the experience of the firm, qualifications, experience, and ability of assigned staff, completeness of the level of service proposed, and timeliness of service proposed by the bidder will be significant factors in the award of this contract. The final decision on the selection of the bidder for this project will be determined by the City Commission. The City reserves the right to reject any proposals or parts of proposals. The City also reserves the right to waive any irregularities or inconsistencies, or to take what other action is appropriate as determined by the City to be in the best interest of the City.

A complete Request for Proposal may be viewed or downloaded at www.sjcity.com, or mailed by contacting the City Clerk.

REQUEST FOR PROPOSAL: **Historical Lighthouse Repairs**
CLOSING DATE AND TIME: **3:00 pm, April 16, 2024**

II. Scope of Work, Term, and Bid Specifications:

1. Wire brush rusted areas on North Pier Catwalk supports and Lighthouses and apply OSPHO rust converter; then along with proper preparations, recoat all needed areas with the matching color of Epoxy Polysiloxane paint. There are 48 steel supports that need minor attention and 28 that require a more extensive attention. There are also multiple areas on the interior and exterior of both lighthouse structures that need the same minor attention. (this is already included below)
2. Replace, treat and recoat 5 deteriorated I-beam support brackets in the interior of the Outer Lighthouse.
3. Re-caulk Inner Lighthouse roof panels and fog horn support pole using Dymonic 100 by Tremco color match caulk.
4. Supply, paint and install a custom-made wood storm door to match second floor wood entry door on the Inner Lighthouse to prevent water intrusion from wind and rain events. Primer and paint for this door must be marine grade to withstand severe weather conditions.

All work must be done in accordance with the recommended approaches in *The Secretary of the Interior's Standards for Treatment of Historic Properties, Standards for Preservation* (Technical Preservation Services for Historic Buildings, National Park Service) in order to preserve and enhance the distinctive materials, features and spaces that caused the Lights to be listed on the National Register of Historic Places. Further information on the Lights and catwalk can be found at: <https://catalog.archives.gov/id/75324955>

All prospective bidders must have a minimum of five years of documented history of performing maintenance or renovations to historical lighthouse/marine structures.

A visit by all bidders to the facility is mandatory and separate appointments can be made by contacting Mike Christensen either by phone at 269-930-4408 or email at mchristensen@sjcity.com. The City will only accept bids from bidders who make an appointment and visit the site.

This project must be started as soon as possible after the contract is executed and must be continued as permitted by weather conditions, until completed. The pier and Lighthouses are very busy with public use so proper care must be taken to ensure that this use can continue as safely as possible. There may be tours scheduled during this project and the successful bidder must plan their work accordingly.

The successful bidder must follow all state and local codes, OSHA safety requirements, industry best practice standards, manufacturer's instructions, applicable historical guidelines and regulations, and EPA regulations on this project.

Along with the manufacturer's warranties, the successful bidder will provide at least a one-year workmanship warranty from the date of project completion.

III. Issuing Officer (Point of Contact)

Questions regarding the scope of work to be accomplished may be directed to Mike Christensen, Facilities Manager at (269) 930-4408. To schedule an appointment to see the job site, contact Mike Christensen by email at: mchristensen@sjcity.com; or by telephone at (269) 985-0310 (Office) or (269) 930-4408 (Mobile).

IV. Addenda

In the event it becomes necessary to modify any part of this Request for Proposal, an addendum will be issued to all parties who received the original RFP.

V. Instructions to Bidders

Sealed bids are due at the St. Joseph City Clerk's Office no later than **3:00 pm, April 16, 2024**

Proposals may be mailed or delivered to the City of St. Joseph City Clerk, 700 Broad Street, St. Joseph, Michigan 49085. Sealed envelopes should be plainly marked:

Attention: City Clerk
Re: **Historical Lighthouse Repairs**
700 Broad Street
St. Joseph, MI 49085

It is the sole responsibility of the bidder to see that its proposal is received within the required time period. The City is not responsible for any errors or irregularities with the delivery method utilized to submit the proposal. Any proposals received after the closing date and time will be returned unopened.

VI. Incurring Costs

The City is not liable for any costs related to the bidder's preparation of their proposal.

VII. Withdrawal of Proposal

Any bidder may withdraw its proposal in person, by facsimile, or by letter, any time prior to the scheduled closing time for receipt of proposals. Each proposal shall be considered binding and in effect for a period of sixty (60) days after the closing date.

VIII. Opening of Proposals

Proposals will be opened publicly at **3:00 pm, April 16, 2024**, in the City Hall Commission Chambers, 700 Broad Street, St. Joseph, Michigan.

IX. Evaluation of Proposals

The City intends to evaluate all proposals quickly and be prepared to recommend an award at the April 22, 2024, City Commission meeting.

X. Negotiations

The City reserves the right to reject any and all proposals and negotiate with any source, in any manner necessary, deemed to be in its best interest.

XI. Award of Contract / Acceptance of Proposal (Terms and Conditions)

The contents of this RFP and the bidder's proposal, as submitted and/or modified, shall become contractual obligations incorporated in an Agreement to be executed by the authorized contracting agents of both parties. The bidder should include in its response any objections or requested changes to the terms of the Agreement.

In accordance with Michigan law, all projects with a contract amount over \$50,000.00 will require a performance and payment bond covering the entire amount of the contract price, which shall become binding upon the award of the contract. A bid bond is not required.

The successful bidder must procure and maintain the following insurance with carriers acceptable to the City and admitted to do business in the State of Michigan throughout the term of the agreement, and provide proof of the same to the City:

- **Worker's Compensation Insurance**, including employers' Liability coverage, in accordance with Michigan law.

- **Commercial General Liability** Insurance on an “Occurrence Basis” with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: A). contractual liability, B) Broad form general liability extensions or equivalent.

- **Motor Vehicle Liability** Insurance, including Michigan No-Fault coverages, with limits not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owned vehicles, non-owned vehicles, and hired vehicles.

The Commercial General Liability Insurance shall include an endorsement naming as an additional insured the City of St. Joseph, all elected and appointed officials, employees, volunteers, boards, commissions, and/or authorities and boards, including members, employees, and volunteers thereof. The bidder’s insurance shall be primary and any other insurance the City may have in effect shall be considered secondary and/or excess.

The stated insurance requirements should not be interpreted to limit the liability of the successful bidder.

All insurance shall include an endorsement that contains a 30-day advance written notice of cancellation to the City Manager, City of St. Joseph, Michigan, 700 Broad Street, St. Joseph, Michigan 49085.

XII. Nondiscrimination

The successful bidder shall not discriminate in its provision of accommodations or services, nor against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, gender identity, height, weight, marital status, or because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant may be regarded as a material breach of the agreement.

XIII. Payment Terms:

The City shall make payments to the successful bidder for actual services rendered within thirty (30) days following receipt of an acceptable invoice; or as otherwise mutually agreed.