



Notice to Bidders & Request for Proposal
October 10, 2024
Huron Academy – Utica Campus
Lower Elementary School Addition

Cunningham Limp has been selected by the Huron Academy to act as their Construction Manager for modifications and an addition to the Lower Elementary School at 36301 Utica Road, Clinton Township, Michigan 48035.

INSTRUCTIONS TO BIDDERS:

- Huron Academy is soliciting sealed bid proposals from qualified vendors and subcontractors. See below.

PROJECT DESCRIPTION:

- 1-Story Addition to the lower school inclusive of classrooms, restrooms and supporting rooms.

OWNER:

- **Huron Academy**
36301 Utica Road
Clinton Township, Michigan 48035

CONSTRUCTION MANAGER (CM):

- **Cunningham Limp Development Company**
28970 Cabot Drive, Suite 100
Novi, Michigan 48377
Contact: Nick Devlin, Senior Estimator
Mobile: (248) 318-7438
Fax: (248) 489-2310
Email: ndevlin@clc.build

The CM is the Owner's designated field representative and shall have the authority to provide direction regarding coordination and sequencing of all trades and subcontractor's work. Under no circumstance shall the bidder contact the Owner or Architect for clarification of the Bidding Documents.

Architect:

- **Partners In Architecture, PLC**
65 Market Street, Suite 200
Mount Clemens, MI 48043
Contact: Matt Showalter, RA, NCARB
Phone: (586) 469-3600 x 142
Email: mshowalter@partnersinarch.com

DUE DATE:

- Emailed bids prior to the public opening can be sent to Nick Devlin (ndevlin@clc.build).
 - o Provide Electronic Emailed Bid by Monday, 10/21/24 – 12PM.
- Sealed Bids are required to be **hand delivered** and due by Thursday, October 24, 2024, 10AM at Huron Academy – Utica: [36301 Utica Rd, Clinton Township, MI 48035](https://www.google.com/maps/place/36301+Utica+Rd,+Clinton+Township,+MI+48035).
- Public Bid Opening: Bids to be opened at Huron Academy on October 14, 2024, at 10:15 AM ([36301 Utica Rd, Clinton Township, MI 48035](https://www.google.com/maps/place/36301+Utica+Rd,+Clinton+Township,+MI+48035)).

REQUEST FOR INFORMATION:

- To Nick Devlin (ndevlin@clc.build) by Wednesday, October 16, 2024, at Noon.

INSTRUCTION TO BIDDERS

- **BID FORM:**
 - o Subcontractor Bids to be submitted on their standard letterhead but accompanied **the Bid Form Below**.
 - o Include on your letterhead any Clarifications, Exceptions and Voluntary Alternates as necessary.
- **SCHEDULE:**
 - o Construction will commence in the 1st quarter of 2025 and be completed at the start of September 2025 for the school year start. Refer to Huron Academy LE Addition - Preliminary Timeline 10.10.24 v2.
 - o The preliminary construction schedule for bidding is at ShareFile Link.
 - o All subcontractors must staff the project to maintain the scheduled completion date. Trades are anticipated to be scheduled on a phased basis in close coordination with other trades. The owner will not pay for any overtime to maintain the construction schedule. Unless delayed by force majeure events and noted in writing immediately and submitted to Construction Manager, should the subcontractor fail to adhere to the schedule, the subcontractor shall furnish such labor and/or services, or work sufficient overtime as may be necessary to make progress conform to schedule. Failure to adhere to schedule, or failure to take steps to regain schedule shall constitute default within the terms of the contract. Any premium time costs shall not be reimbursable unless previously approved in writing by CM / Owner. Owner / CM reserves the right to interfere as necessary to supplement the project with additional labor forces to ensure the project schedule is maintained. The subcontractor will be advised in writing that a scheduling breach exists with adequate time to correct the schedule. If failure to correct the schedule remains a detriment to the Owner's project goals, Owner / CM reserves the right to secure additional labor as necessary to comply with the project requirements. The direct costs associated with additional labor forces of the Owner / CM and Supervision time involved will be solely borne by the Subcontractor.
- **ALTERNATES:**
 - o See Documents. Voluntary Alternates will be evaluated and are welcome.
- **BID TRADE PACKAGES:**

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



Site Removals, Earthwork & Site Utilities	Exterior Concrete & Asphalt Paving
Landscaping & Irrigation	Foundations
Interior Concrete	Masonry
Steel	Roofing & Siding
Glass & Glazing & Windows	Doors, Frames, HW
Rough/Finish Carpentry	Toilet Accessories
Millwork	Painting
Flooring	Plumbing
HVAC	Electrical/Fire Alarm
Fire Protection	

- *Note: Indicate Scope of Work Provided, i.e. a millwork contractor can bid solely on millwork, just indicate as such on the bid scope forms.*
- **LABOR / WAGES:** Prevailing Wage Rates Apply and are Required.
- **SALES & USE TAX:** Required.
- **BID BOND:** Required.
 - Required to be included with each bid, 5% of Bid Amount. Huron Academy requires each bidder for a contract under this section to file with the board, intermediate school board, or board of directors security in an amount not less than 1/20 of the amount of the bid conditioned to secure the school district from loss or damage by reason of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the board, intermediate school board, or board of directors.
- **BID DOCUMENT DOWNLOAD:**
 - **ShareFile:**
 - <https://cunninghamlimp.sharefile.com/public/share/webs1a20a9bdb24e42898b5d7fd5b28d1940>
 - **Bid Documents:**
 - Huron Academy Addition - Plans (Partners in Architecture for Bidding / Construction dated 9/12/2024 and Addendum No. 1 dated 9/23/24).
 - Huron Academy Addition - Specifications (Partners in Architecture for Bidding / Construction dated 9/12/2024 and Addendum No. 1 dated 9/23/24).
 - Bid Scope Packages
 - Iran Compliance Affidavit
 - Familial Disclosure Form
 - C-L Standard Subcontractor Language
 - Preliminary Timeline
 - As-Builts of Existing Building.
 - Original Building Geotechnical 4.27.15
 - Original Building Fire Alarm Drawings (Vanguard)
- **Procedures/Clarifications:**
 - Submitted Proposals will be considered as final, and no alternate or revised Proposals will be accepted after the closing date for receiving bids.
 - Owner and CM reserve the right to accept any bid based on qualifications or price,

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



but not solely on lowest bid. Final vendor selection and award of bids is also contingent upon receiving approvals for the construction project and site plans from all local, state and authorizer as well as financing of the construction project.

- Bidders shall not withdraw Bid Proposals for a period of thirty (30) days after the bid due date. Unit Prices shall be held for the duration of the contract.
- Successful bidders may be required to provide Labor, Material and Performance Bonds for 100% each of contract award, issued by sureties listed by the Treasury Department, as listed in U.S. Dept. of Treasury Circular 570, and licensed to do business in Michigan.
- All subcontractors executing contracts with Cunningham-Limp Development Company must and will comply with the equal opportunity laws and the Requirements of the State of Michigan.
- Huron Academy and the Construction Manager reserve the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities or informalities; and in general, to make awards in any manner deemed to be in the best interests of the Construction Manager, and Owner.
- All blank portions of the proposal forms must be filled in and all questions responded to. Each submitted proposal must include the legal name of the bidder(s) and will be signed by person(s) legally authorized to bind the bidder(s) to a contract. If bids are submitted by an agent, satisfactory evidence of agency authority is required. Include a proposal on your company's letterhead, and the scope of work form provided.
- Proposals shall be based on the methods and materials shown on the Drawings and described in the Specifications and Scope of Work. If the Bidder wishes to bid on alternate material or piece of equipment other than that specified, he shall submit a separate Proposal on the alternate materials or equipment apart from the Base Bid. Substitutions not specifically allowed by the various Specification Sections will not be accepted after signing of the Agreement by both parties.
- All parties must quote the plans and specifications as the base bid. Failure to comply with these requirements may cause disqualification of said Proposal.
- Prices must include material, delivery, equipment, supervision, labor, assembly, taxes, insurance, and fees and set in place for a complete Scope of Work. This project is not tax exempt. All applicable taxes, use, employment and other applicable taxes are to be included in your proposal.
- Manufacturer's specifications and product numbers are intended to establish a minimum standard of design, construction, and quality that will be accepted.
- Subcontractors shall coordinate with other trades that affect the installation of the Work, and with the Construction Manager.
- Each bid shall include any hoisting, delivery, handling and /or storage requirements.
- All contracts for construction will be direct contracts with the Construction Manager, Cunningham-Limp Development Company. Overall administration of the Project will be the responsibility of the Construction Manager. The Owner shall approve subcontract awards in November 2024 or upon financing and the authorizer's approval of the construction project whichever is later, to separate contractors for separate bid divisions or combinations of bid divisions. A Bidder may submit a proposal on more than one Bid Division; however, a separate bid must be submitted for each Bid Division of a combined bid. All bids shall be submitted on a company letterhead, and include the scope of work attached hereto, completely filled in, and

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



- executed. (Facsimile bids will not be accepted).
- The Bidders shall read and review the Bidding Documents carefully and familiarize themselves thoroughly with all requirements.
 - It is the intent to award the contract(s) by mid-November of 2024 or upon site plan approval, financing and the authorizer's approval of the construction project whichever is later. After the proposals are opened, evaluated, and approved, a letter of award confirming its acceptance will be sent to the selected contractor(s). The intended contract language sample is attached hereto. The current anticipated start date for the project is February 17, 2025.
 - **Requirements for Signing Bids:**
 - Bids which are not signed by individuals making them shall have attached thereto a Power of Attorney evidencing authority to sign the bid in the name of the person for whom it was signed.
 - Bids which are signed for a partnership should be signed by all of the partners or by an Attorney-in-Fact. If signed by an Attorney-in-Fact, there should be attached to the Bid a Power of Attorney evidencing authority to sign the bid, executed by the partners.
 - Bids which are signed for a corporation should have the correct corporate name thereof and the signature of the president or other authorized officer of the corporation manually written below the corporate name following the word "by", together with the stamp of the corporate seal. If such a bid is manually signed by an official other than the president of the corporation, a certified copy of the resolution of the Board of Directors evidencing the authority of such official to sign the bid should be attached to it. Such bid should also bear the attesting signature of the secretary of the corporation and the impression of the corporate seal.

GENERAL REQUIREMENTS:

All Bidder / Subcontractors shall include in their bids the cost to accommodate the following:

1. Site Logistics – Work to occur in conjunction with existing school activities isolated from the construction area with temporary walls.
2. Parking/Storage – Available but limited on-site at NW of addition (unpaved overflow parking area), coordinate with on-site superintendent.
3. Traffic and Pedestrian Controls: To be provided by each subcontractor for delivery of materials and equipment, including flagmen, barricades, flashers, signage and warning devices.
4. Field Offices will not be allowed on site.
5. Stored materials are to be covered and protected from environmental conditions and supported off the ground.
6. Deliveries of materials, scaffolding, equipment and any other plant to be coordinated with the Cunningham Limp superintendent the day prior. Each subcontractor to provide their own lifts, hoisting, operators, laborers and flagmen for each delivery.
7. Procore - All construction administration will be done using Procore.
8. Submittals, Substitutions, Coordination Drawings, RFIs, References, Product Requirements and Closeout Materials – per C-L & Partners in Architecture standards.
9. Billings, Affidavits and Waives – per Cunningham Limp standards.
10. Sales & Use Taxes are applicable to the project.

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



11. Resources - Manpower to be provided as needed with supervision, tools and equipment to meet schedule.
12. Work of multiple subcontractors / trades will be done concurrently. All work and construction operations at the site may need to be phased in to accommodate other trades. The cost of this type of coordination and phasing is to be included.
13. Meetings – Each subcontractor shall have their assigned project manager and / or superintendent attend weekly construction coordination meetings.
14. Superintendents and Project Management personnel (subcontractors) will not be changed without Cunningham Limp’s approval.
15. Layout and engineering for all work shall be provided by each subcontractor from existing wall lines and slab elevations.
16. Current Construction drawings - On site field personnel must have their own current construction drawings and approved shop drawings and shall not rely on Cunnigham Limp’s field docs.
17. As-Builts of the Completed Work to be documented on a daily basis by the subcontractor. This information will be provided to the site superintendent each day for general coordination only. Each subcontractor is responsible for submitting a complete set of as-builts upon completion of their work.
18. Phones and drinking water are to be provided by each subcontractor.
19. Installation of Items Furnished By Others – Should the scope of work for a subcontractor include the installation of items furnished by others, the subcontractor will receive, unload and verify the delivery is complete as part of the installation scope of work.
20. Non-Smoking - This is a non-smoking site (not just building).
21. Street cleaning of any dirt and debris generated by the contractor’s work.
22. Debris and trash generated by subcontractors to be placed in a dumpster provided at no cost to the sub.
23. LEED Requirements – NOT APPLICABLE.
24. Pre-Award Meeting may be held with the low bidders and selected subcontractors prior to award or scope will be discussed prior to issuance of a subcontract.
25. Safety - All work to be completed in accordance with Cunningham Limp’s Safety Procedures which will include but not be limited to the requirement for task specific safety procedures to be completed by the subcontractors.
26. ROW Work – NOT APPLICABLE
27. Permits – All trade permit costs are to be included in bids with the exception of that work covered under the Building Permit.
28. Inspections will be coordinated and called in directly by the subcontractors who has pulled the applicable permit. Scheduling of inspections to be coordinated with the on-site C-L superintendent.
29. Underground Utility Identification - Each subcontractor is responsible to identify potential underground utilities via a private utility location firm (e.g., Power plus Engineering) as well as Miss Dig (no less than 3-days prior to digging) before any site disturbance or excavation of any kind commences.
30. Materials in transport to the site to be insured at their full value.
31. Builders Risk / Property Insurance will be provided by others; however, the subcontractors will be responsible for any deductibles. Subcontractors responsible for loss or vandalism of tools and equipment.

32. Testing and Special Inspections: By C-L's vendor, (3rd Party)
33. All Unit Prices to be inclusive of overhead and profit.
34. Temporary power and light provided by others unless noted otherwise in your scope. Task lighting and chords to be provided as required by the individual contractors.

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



Form of Subcontract:

Successful bidders will be required to review the subcontract language document and sign this form. Review and acceptance of this contract is required with the bid submittal. No modifications to this document will be accepted.

Huron Academy (Utica Campus) – Lower Elementary School Addition

CONTRACTOR:	
-------------	--

Please sign below to confirm you have read and understand the sample contract language document.

(Signature)

Date: _____

(Print Name) **(Please sign, date and return with bid documents)**

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



Bid Form

Bids must be hand delivered to: **Huron Academy**
36301 Utica Road
Clinton Township, Michigan 48035

Bids must be delivered by: **10:00 AM, October 24, 2024**

Bidder, if awarded a contract, agrees to commence work upon receipt of a written "Notice to Proceed/Letter of Intent" and to fully complete his work in accordance with and to conform to the milestone dates and durations set forth in the construction schedule established by Owner/CM. We have reviewed the plans, specifications, bid documents, and have reviewed the existing site conditions.

Name of Bidder: _____

Bid Scope: _____
(Attached Bid Package Scope Form)

Address: _____

Our lump sum bid to complete this work is: _____

Including all applicable sales/services taxes.

Days to Complete Work _____

Includes Prevailing Wage Rates
Includes Bid Bond/Security of 5% of Bid Amount

The undersigned declares the foregoing statements are true and correct.

Prepared By:

Signature: _____ **Date:** _____

Title:

This form should be on top of your bid documents with all other necessary documents attached.

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal



Huron Academy

Bid / Proposal Check List

Please include **all** of the following bid documents in sealed hand delivered format:

- ❑ 1 Original copy of all the documents and 2 copies of all documents
- ❑ Bid Form / Lump Sum Bid Sheet (Must be on top of all bid documents)
 - Complete proposal on your company letterhead
 - Scope of work acknowledgment Form attached/filled out.
- ❑ Bid Bond, 5% of Bid Amount
- ❑ Contract Language acknowledgment form signed.
 - C-L Standard Contract Language Document (Attached)
- ❑ Familial Disclosure Form Sworn, Signed & Notarized (Attached)
- ❑ Iran Disclosure Form Sworn, Signed & Notarized (Attached)

Huron Academy - Utica
Lower Elementary School Addition
Notice to Bidders & Request for Proposal

