



CITY OF DETROIT

OFFICE OF CONTRACTING & PROCUREMENT

REQUEST FOR QUOTE

PW-7048 Downtown Sidewalk Improvement

RFQ NO. 23JW183464

Proposal Due Date: (5/12/23 2:30 PM)

QUESTION DEADLINE (EST): On / Before April 28 2023 at 10:00 A.M. EST
Questions will NOT be entertained after the deadline date/time

*Bids must be uploaded into the Supplier Portal on or prior to the exact date and time indicated above. Late or emailed bids will not be accepted.

Respondents must enroll in the Supplier Portal to download the bid documents and to ensure inclusion in our database www.detroitmi.gov/supplier. Instructions may be found on the City of Detroit website which includes tutorials on how to register. If you have any questions, please send an email to procurementinthecloud@detroitmi.gov or call (313) 224-4600.

Conference Type: (Pre-Proposal)

Participation Type: (Mandatory)

Conference Date: Thursday May 4, 2023 at 11:00 A.M. EST

Conference Details: Zoom

Bid Opening (PW 7048 Downtown Sidewalk Improvement)
Date: Friday May 12, 2023 at 2:45 P.M. EST

Join Zoom Meeting (link below)

<https://cityofdetroit.zoom.us/j/86368255223>

The individual listed below is the bid contact.

Company **City of Detroit**
 Buyer **Jennie Whitfield**
 Location **2 WOODWARD AVENUE**
STE 1100
DETROIT, MI 48226
UNITED STATES

Phone
 Fax
 E-mail **jenwhi@detroitmi.gov**

When submitting your response, include the following information.

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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1 Overview

1.1 General Information

Title	PW-7048 Downtown Sidewalk Improvement		
Synopsis	To furnish all materials and supplies and to provide all labor, construction tools and equipment and to perform and fully complete all the work required for the construction of the above-described project for which unit prices are hereinafter submitted.		
Buyer	Jennie Whitfield	Outcome	Contract Purchase Agreement
E-Mail	jenwhi@detroitmi.gov		

Introduction

The City of Detroit Office of Contracting and Procurement (OCP), requests quotes from qualified firms to provide Downtown Sidewalk Improvements (PW - 7048), for the Public Works Department.

Responses are due on, or before 2:30 PM (EST), **Friday May 12, 2023 via Oracle.**

Questions pertaining to this request for quotations must be submitted **via Oracle.**

*responses should be uploaded into the Supplier Portal on, or prior to the exact date and time indicated. If you have questions about this, or issues completing your registration in time, please email the buyer at jenwhi@detroitmi.gov

- **PLEASE REVIEW THE DOCUMENTATION THOROUGHLY! DOCUMENTATION CAN BE FOUND in the "Overview" section of this bid. Please note the excel Unit Price Schedule shall be completed and returned along with your submission to be considered responsive. Tax Clearance application should be completed at the time of bid, if you do not currently have an approved Tax Clearance.**
- **THE FORMS AFFIDAVITS AND DOCUMENTS 2023 (PW) PACKET MUST BE SUBMITTED ALONG WITH YOUR SUBMISSION.**

No proposals, once submitted, may be withdrawn for 120 days after the due date of this bid. Documents must be submitted, confirming you have met the required specifications.

All Suppliers submitting offers for this bid must submit clearances and, when required, affidavits. If these required qualifications are not submitted, the offer will be considered non-responsive.

The successful bidder may be required to obtain approved clearances from the Income Tax Division, Revenue Collections Division prior to City Council approval of the contract, if applicable. It is the Supplier's responsibility to obtain clearances. Approved clearances

are not required to submit the proposal but will be required of the successful Supplier prior to City Council approval, if applicable.

The City of Detroit expressly reserves the right to reject any and all bids, waive any non-conformity, re-advertise for proposals, to withhold the award for any reason the City determines and/or to take any other appropriate action that is in the best interest of the City.

Firms or individuals whose names appear on the U.S. Comptroller General's list of ineligible contractors will not be considered.

During the period between posting of this solicitation and final award notification, *a bidder must not communicate, directly or indirectly, with the City of Detroit Department(s) for whom the solicitation is posted for, or its employees, agents, contractors, or officials regarding any aspect of this procurement activity, unless otherwise approved in writing by the Chief Procurement Officer.* All communication concerning this solicitation shall be with the Bid Contact(s) listed for this solicitation and shall be through the Q&A portal or email only. No phone calls shall be accepted, unless informed otherwise by the Bid Contact. Failure to adhere to these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law.

1.2 Schedule

Preview Date		Open Date	4/21/23 4:01 PM
Close Date	5/12/23 2:30 PM	Award Date	
Time Zone	Eastern Standard Time		

1.3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **No indicator displayed**
 Ranking Method **Price only**

1.4 Terms

Agreement Start Date		Agreement End Date	
Agreement Amount (USD)			
Payment Terms	Net 30	Freight Terms	Account of Seller
Shipping Method	Lowest Cost Carrier	FOB	Delivered
Negotiation Currency	USD (US Dollar)		
		Price Precision	2

1.5 Attachments

File Name or URL	Type	Description
Revised PW-7048 Unit Price Sch	File	
Revised Bid Packet PW-7048.pdf	File	
Forms Affidavits and Documenta	File	

2 Requirements

**Response is required*

2.1 Section 1. Proposer's Attachments and Affidavits

- *1. Complete the attached form for Combined Certificates of Authority and upload to your response

Attachments:

File Name or URL	Type	Description
Combined Certificates of Autho	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
 b. Not Uploaded (*Response attachments are optional*)

Comments:

- *2. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes
 b. No

Comments:

- *3. Below document is necessary for you to upload along with the proposal:

Reference Form

Attachments:

File Name or URL	Type	Description
Reference Form.doc	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
 b. Not Uploaded (*Response attachments are optional*)

Comments:

4. For information regarding the City of Detroit's Equalization Credit Statement, please download and review the attachment.

Attachments:

File Name or URL	Type	Description
Equalization Credit Statement_	File	

Comments:

*5. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) *(Response attachments are optional)*
- b. No *(Response attachments are optional)*

Comments:

*6. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
- b. Not Completed

Comments:

7. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

Comments:

3 Lines

Instructions
Please insert Total from Price Schedule on line below.

3.1 Line Information

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-PW 7048 Downtown Sidewalk Improvement				

3.2 Line Details

3.2.1 Line 1 PW 7048 Downtown Sidewalk Improvement

To provide an alternate line, see appendix.

Category Name	913.27 Construction, Highway and Road	Alternate Line Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
Allow Alternate Lines	Yes	Estimated Total Amount (USD)	
Target Minimum Release Amount (USD)			
Start Price (USD)			

4 Appendix: Alternate Lines

4.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

4.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Minimum Release Amount	
Note to Buyer	

