



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • www.sawyerairport.com

Airport Administrative Office
(906) 346-3308

Water/Wastewater Department
(906) 346-3137

Maintenance Department
(906) 346-4336

REQUEST FOR PROPOSAL
PROFESSIONAL ENGINEERING SERVICES
Sawyer International Airport - Marquette, MI

Marquette County, Sawyer International Airport (Sponsor), seeks proposals from qualified firms for the engineering, design, and bidding material development for the reconfiguration of the existing roof drainage system on building 727 located at 520 9th Street, Gwinn, MI 49841. Interested consulting firms are requested to submit a Statement of Qualifications (SOQ) and cost associated with the RFP to Mr. Duane DuRay, Sawyer International Airport Manager, 125 G Avenue, Gwinn, MI 49841 no later than 10:00 AM, Monday June 20, 2022. The SOQ should demonstrate the consultant’s interest in providing engineering design and bid document services for the reconfiguration of the roof water drainage system on building 727. The complete Request for Proposal (RFP) may be found at <https://www.co.marquette.mi.us>

SCHEDULE OF EVENTS

- June 3, 2022 RFQ issued to Vendors
- June 13, 2022 Questions from Vendors due (Written only)
- June 15, 2022 Addendum issued (If required) (All addendums will be posted on the Marquette County web site)
- June 20, 2022 Due Date for RFP (by 10:00 am EST; bid opening immediately after)

Responses received after the deadline cannot be considered and if mailed, will be returned unopened. The County is not responsible for delays occasioned by the US Postal Service, the internal mail delivery system of the county, or any other delivery method employed by the Vendor.

Submission: Submit two complete sets of documents.
Method of submittal: By mail or delivery in person.

Although every effort will be made to follow this schedule, the County reserves the right to modify the dates as necessary and to accommodate special circumstances. All RFP’s are due by the time specified. Any RFP received at the designated location after the required time and date specified for receipt shall be considered late and non-responsive.

SCOPE OF SERVICES

Sawyer International Airport is looking to reconfigure the current roof drain system that is currently routed directly from the roof drains into the existing floor drain system that leads to the municipal storm drain system. Due to deficiencies in the drainage system, the request is to assess the roof drain system to accommodate necessary routing and drainage.

- Assess number of roof drains to insure the adequate number of drains are installed;
- Engineer the rerouting of the water discharge lines from the floor drains to an alternate location;
- Develop scope of work for sealing the existing floor drain system and rerouting the drainage plumbing with properly sized piping to necessitate efficient drainage;
- Bid development, review and recommendation.

Note: It is the responsibility of the Consultant to schedule and visit the site for any additional information on the project that is necessary for the project, see contact for scheduling below.

The point of contact (POC) is:

Greg Goodman

Cell: (906) 361-9591

Email: ggoodman@argonics.com

INSURANCE DOCUMENTS

Respondents must be able to meet the County of Marquette's insurance standards as set forth in the attached Exhibit 1 for required coverage.

ADDITIONAL RESPONSIBILITIES

1. All work shall be accomplished in accordance with all applicable Federal, State and local laws and regulations.
2. The contractor shall be responsible to acquire all permits (if any) required for the project.
3. Affirmative Action (41CFR part 60-4)
4. Civil Rights – Title VI Assurance (49 USC § 47123 FAA Order 1400.11)
5. Davis Bacon Requirements (29 CFR Part 5)
6. Debarment and Suspension (2 CFR part 180 (Subpart C), 2 CFR part 1200, DOT Order 4200.5)
7. Disadvantaged Business Enterprise (49 CFR part 26)
8. Trade Restriction Certifications (49 USC § 50104, 49 CFR part 30)
9. Procurement of Recovered Materials (2 CFR § 200.322, 40 CFR part 247, Solid Waste Disposal Act)

Title VI Solicitation Notice:

The County of Marquette, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, [select disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

FORM OF RESPONSE AND SELECTION

Marquette County considers qualified consultants to be those which demonstrate the appropriate experience, capability, knowledge, and financial wherewithal to implement the program. As part of Marquette County's determination regarding a consultant's qualifications, the staff will review and analyze the experience and qualifications of the consulting firm and the fees associated as a whole, and provide a recommendation to the County.

PROPOSAL FORM
Sawyer International Airport
Engineering Services

Proponent Name:

Address:

Email:

Telephone:

Fax:

AUTHORIZED SIGNATURE AND TITLE

LUMP SUM AMOUNT FOR BID \$ _____

_____ Dollars Written
Amount

Proponent Signature:

Proponents must acknowledge by signature, receipt of addenda if issued.

Addendum No. 1 _____

Addendum No. 2 _____

Exhibit 1

ADDENDUM TO CONTRACT (INSURANCE REQUIREMENTS)

LIABILITY INSURANCE

The Contractor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees, volunteers, or subcontractors.

INSURANCE REQUIREMENTS

The insurance coverage required shall be at least as broad as:

1. Commercial General Liability ("occurrence" form).
2. Automobile Liability, "any auto".
3. Workers' Compensation insurance as required by the laws of the state of Michigan and Employer's Liability insurance.
4. Professional Liability (Errors & Omissions).

LIMITS OF INSURANCE

The Contractor shall maintain limits on said policy of no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.
2. Automobile Liability: \$500,000 combined single limit per accident for bodily injury and property damage.
3. Worker's Compensation and Employer's Liability: Shall be those limits as required by the Worker's Disability Compensation Act for the state of Michigan and Employer's Liability limits of \$500,000 per occurrence.
4. Professional Liability (Errors & Omissions): \$1,000,000 per occurrence.

DEDUCTIBLES

Any deductibles or self-insured retentions must be declared to and approved by the County.

OTHER INSURANCE PROVISIONS

The policies are to contain, or be endorsed to contain, the following provisions:

1. Commercial General Liability and Automobile Liability Coverages:
 - a. The County, its officers, agents, employees, elected and appointed officials, and volunteers shall be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor, or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the County, its officers, agents, employees, elected and appointed

officials, and volunteers.

- b. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, agents, employees, elected and appointed officials, and volunteers. Any insurance or self-insurance maintained by the County, its officers, agents, employees, elected and appointed officials, and volunteers shall be excess of the Contractor's insurance and shall not contribute to it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the County, its officers, agents, employees, elected and appointed officials, and volunteers.
- d. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverages:

- a. Contractor hereby releases County from any claim for recovery for any loss or damage which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance. It is further agreed that this waiver shall apply only when permitted by the applicable policy of insurance.
- b. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the County.

ACCEPTABILITY OF INSURERS

Unless otherwise approved by the County, insurers must be identified as authorized and eligible by the Michigan Insurance Bureau. In addition, insurance is to be placed with insurers with a Best's rating of A or better.

CERTIFICATES/ENDORSEMENTS OF INSURANCE

Contractor shall furnish the County with certificates of insurance and with any and all original endorsements affecting coverage required by this contract. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies, at any time.

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

The said certificates and endorsements shall be forwarded with the contract number to the individual identified below:

CONTRACT NUMBER _____

Lisa Hammill Stone, Risk Manager
234 West Baraga Avenue
Marquette, MI 49855
(906) 225-8165 or Fax (906) 225-8155

ACCEPTANCE OF CERTIFICATE

Acceptance of any certificate(s) and/or endorsement(s) of insurance by the County does not waive the insurance requirements provided in the foregoing paragraphs. Should the County sustain any loss or be required to pay any claim as a result of the Contractor's failure to obtain or maintain insurance as is required by this contract, the

Contractor shall indemnify the County for any such loss. This indemnification shall occur regardless of whether or not the County has accepted any certificate(s) and/or endorsement(s) of insurance provided by the Contractor or its carrier.

ADDITIONAL INSURED ENDORSEMENT

It is understood and agreed that the County of Marquette shall be Additional Insureds, which shall include all elected and appointed officials, all employees, agents, and volunteers, all boards, commissions and/or authorities and their board members, employees, and volunteers.

This coverage shall be primary to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds, whether said other available coverage be primary, contributing or excess.