

# Request For Proposal

## **Public Works Storage Building**

*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 area **Contractors** with sufficient information to submit proposals for consideration by the City of St. Joseph (“City”) in connection with its needs for a storage building at 1160 Broad Street, St. Joseph, MI.

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 award of this contract. Final decision on 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, inconsistencies, or 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](http://www.sjcity.com), or mailed by contacting the City Clerk.

**REQUEST FOR PROPOSAL: Public Works Storage Building**  
**CLOSING DATE AND TIME: 3:00 pm, March 25, 2025**

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

Supply an estimated price and timeline for the completion of a 32'X148' storage building per drawings attached and incorporated as Exhibit 1, to be located on the Public Works property at 1160 Broad Street, St. Joseph.

Successful bidder must follow all state and local laws and regulations, OSHA safety requirements, industry best practice standards and EPA regulations on this project.

All bids must include cost of permits.

Work on this project can start as soon as construction contract is executed, materials on the construction site are moved by the owner and power pole relocation is completed by AEP.

Along with any manufacturer's warranties, the successful bidder will provide at least a one year workmanship warranty.

## **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](mailto: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, addenda will be issued to all parties who received the original RFP.

## **V. Instructions to Bidders**

Sealed bids are due at the at the St. Joseph City Clerk's Office no later than **3:00 pm, March 25, 2025**

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: Public Works Storage Building**  
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 for submittal of 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 respondents' 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 **3:00pm March 25, 2025** in the City Hall Commission Chambers, 700 Broad Street, St. Joseph, Michigan.

#### **IX. Evaluation of Proposals**

It is the intent of the City to evaluate all proposals quickly and be prepared to recommend an award at the April 7, 2025 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 respondent's proposal, as submitted and/or modified, shall become contractual obligations to be executed by the authorized contracting agents of both parties.

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. **No bid bond is 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, 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 Insurances 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. Bidder’s insurance shall be primary and any other insurance 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. Coverage shall be maintained throughout the term of the agreement.

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.

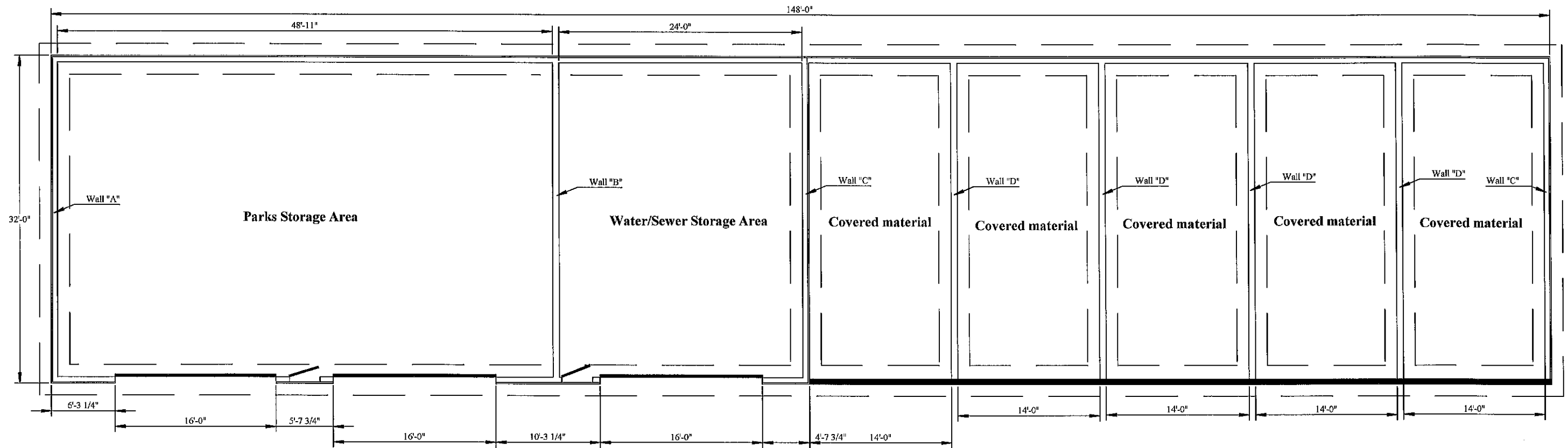
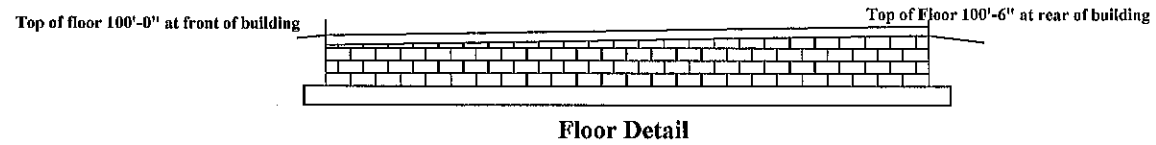
## **XIII. Payment Terms:**

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.

**CITY OF SAINT JOSEPH  
PUBLIC WORKS  
1160 BROAD STREET  
NEW STORAGE BUILDING  
PLOT PLAN  
Exhibit 1**



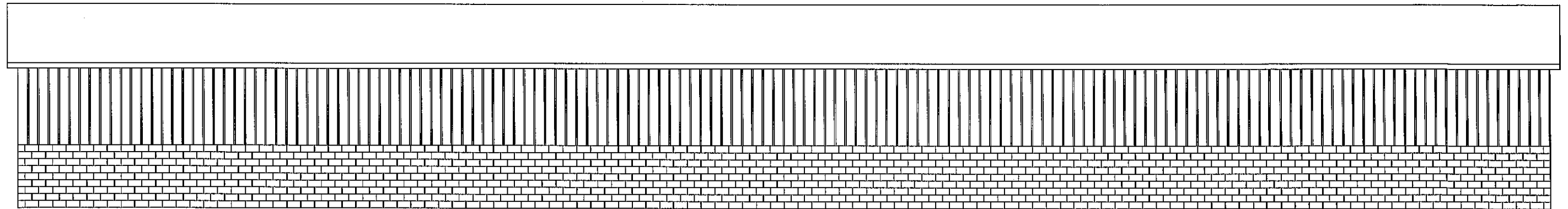
**CITY OF SAINT JOSEPH, PUBLIC WORKS  
 1160 BROAD STREET  
 NEW STORAGE BUILDING  
 FLOOR PLAN AND FLOOR DETAIL PAGE**



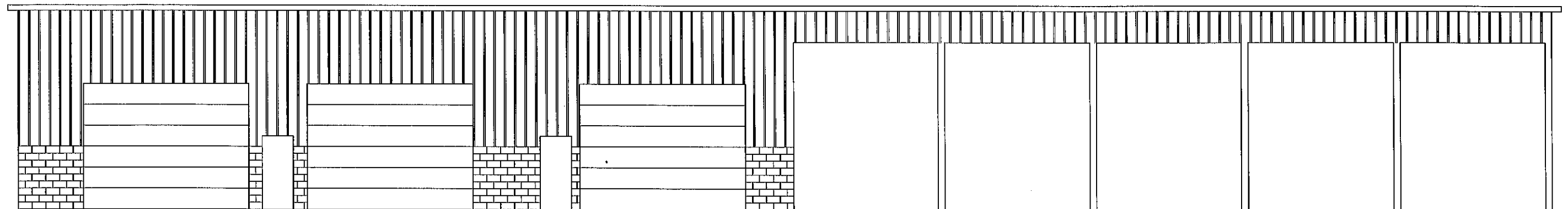
**Foundation and Wall Plan**

**Exhibit 1**

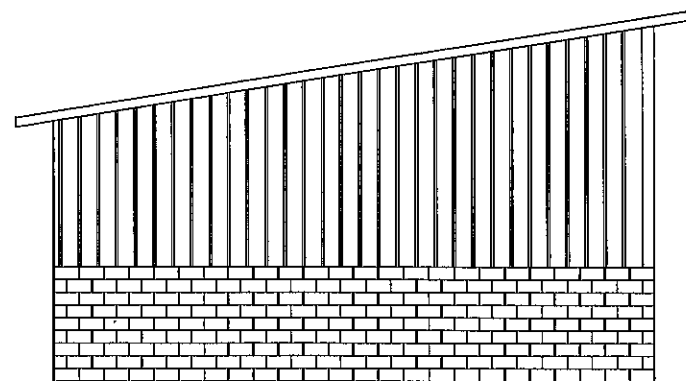
**CITY OF SAINT JOSEPH, PUBLIC WORKS  
1160 BROAD STREET  
NEW STORAGE BUILDING  
ELEVATIONS PAGE**



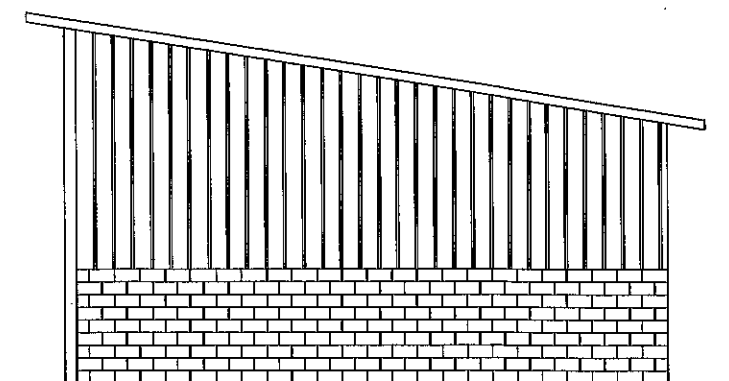
Rear Elevation



Front Elevation



East Elevation

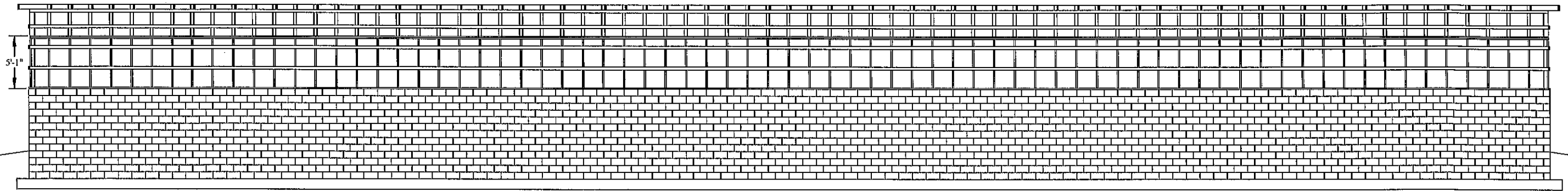


West Elevation

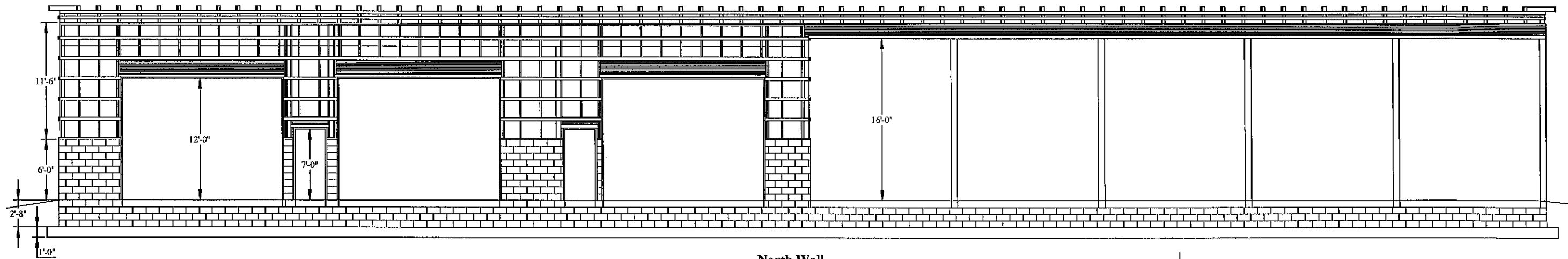
Exhibit 1



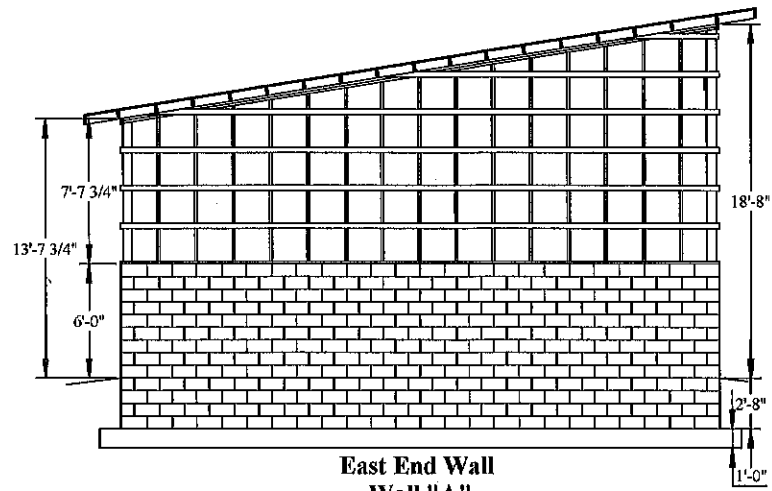
**CITY OF SAINT JOSEPH, PUBLIC WORKS  
1160 BROAD STREET  
NEW STORAGE BUILDING  
DETAILS PAGE**



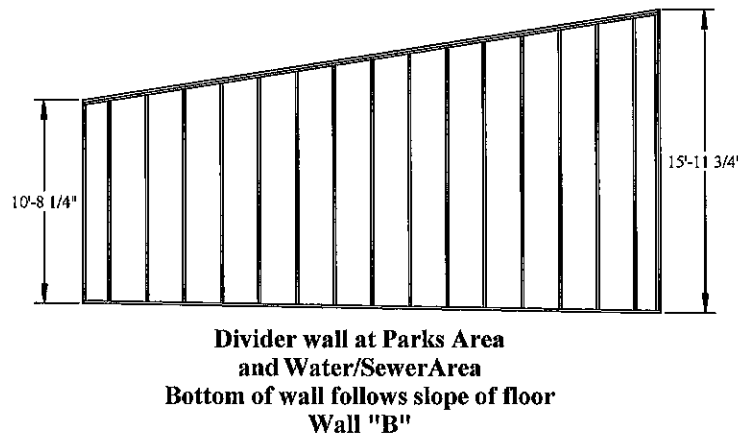
South Wall



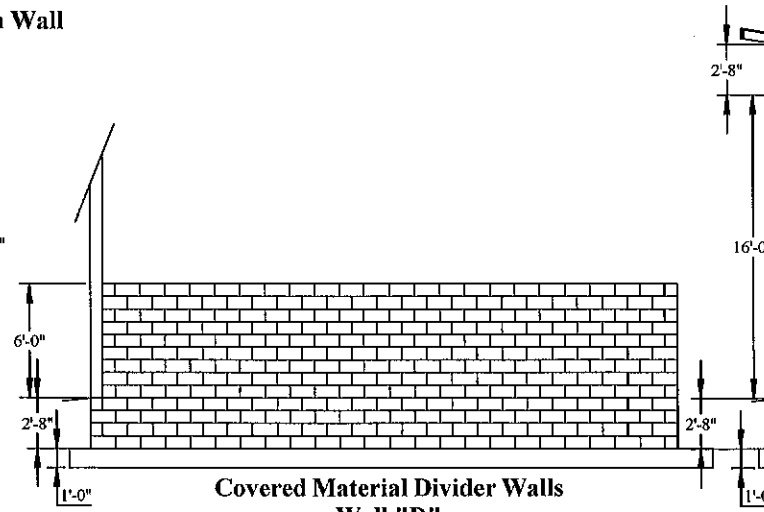
North Wall



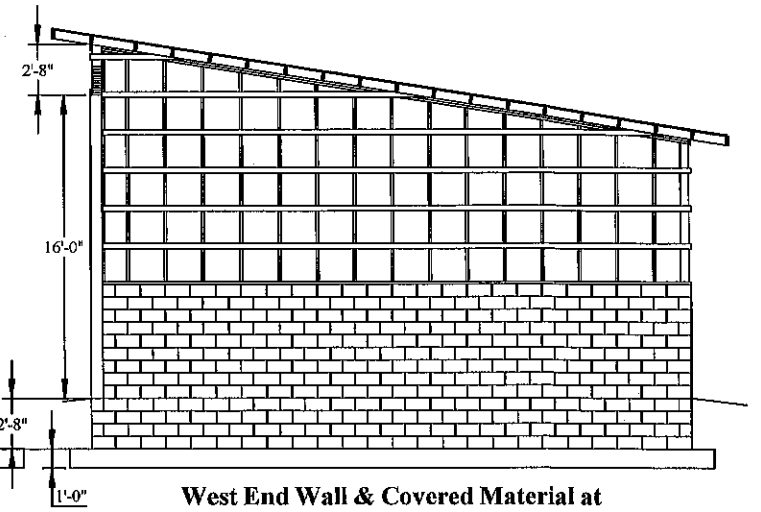
East End Wall  
Wall "A"



Divider wall at Parks Area  
and Water/Sewer Area  
Bottom of wall follows slope of floor  
Wall "B"



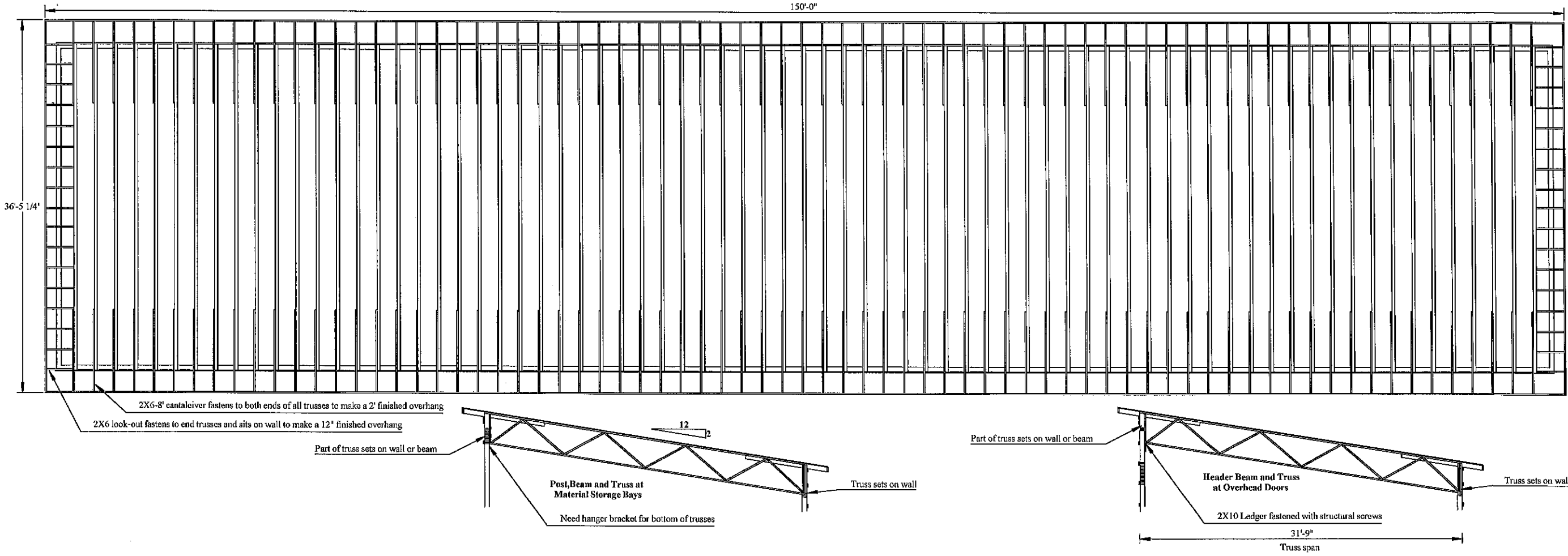
Covered Material Divider Walls  
Wall "D"



West End Wall & Covered Material at  
Water/Sewer Storage Area  
Divider Wall  
Wall "C"

Exhibit 1

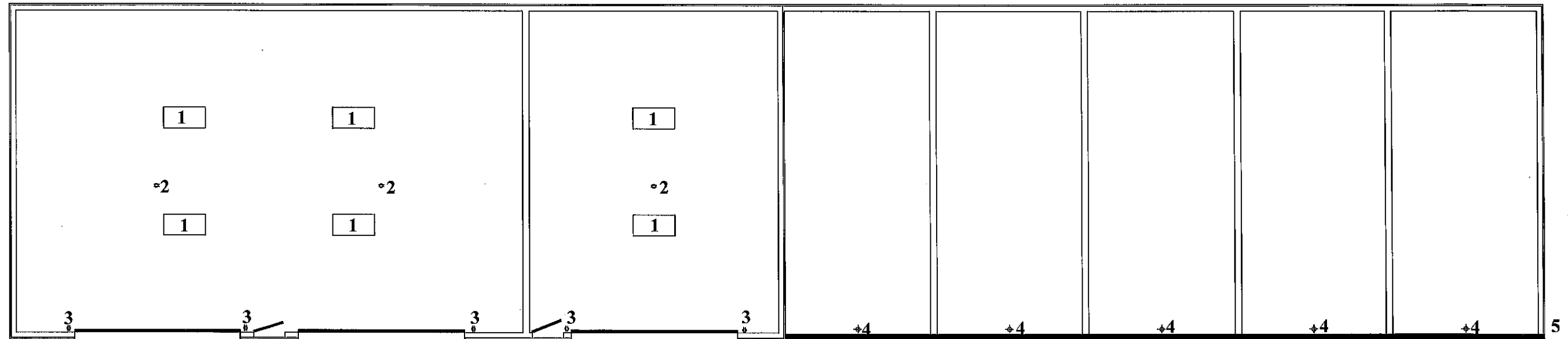
**CITY OF SAINT JOSEPH, PUBLIC WORKS  
 1160 BROAD STREET  
 NEW STORAGE BUILDING  
 ROOF DETAILS PAGE**



Roof framing Plan

Exhibit 1

**CITY OF SAINT JOSEPH, PUBLIC WORKS  
1160 BROAD STREET  
NEW STORAGE BUILDING  
ELECTRIC LAYOUT PAGE**



**Electrical Plan**  
see spec sheet for info on numbers

**Exhibit 1**

**CITY OF SAINT JOSEPH, PUBLIC WORKS  
1160 BROAD STREET  
NEW STORAGE BUILDING  
SPECIFICATIONS PAGE**

**Exhibit 1**

**Wood structure notes:**

- 1.All studs will be 2X6
- 2.All Purlins will be 2X4
- 3.All framing members will be 24" on center or less
- 4.Posts at covered material openings will be 8X8 solid pressure treated or laminated
- 5.Beams over OHDs will be 5.5X24 GluLam or what is specified on truss design sheets
- 6.Beams over man doors will be 5.5X12 GluLam or what is specified on truss design sheets
- 7.Beams over covered materials opening will be 5.5X18 GluLams or what is specified on truss design sheets
- 8.Exterior siding will be 26gage painted steel with trims to match
- 9.OHD jambs, 2X10 pressure treated with steel trim covering
- 10.Where walls meet block, use 2X8 pressure treated lumber with sill sealer
- 11.Where wall meets floor, use 2X6 pressure treated plate
- 12.All wall bottom plates to be fasten on 24" centers and 6" from each joint
- 13.All interior walls of material storage area will be sheeted with 3/4" treated plywood installed horizontally
- 14.Wall between garage and material storage area will be sheeted on the garage side with 3/4" plywood installed horizontally
- 15.Wall between garages will be sheeted both sides with 3/4" plywood sheeting installed horizontally

**Masonry notes:**

- 1.All dimensions are based on block walls being 7 5/8" thick
- 2.All footings are 36"W X 12"H with two evenly spaced 5/8" rebar centered in height
- 3.All rebar joints will overlap 24"
- 4.All block walls are to be smooth faced, unpainted
- 5.Top course of all block walls will be bond beam with two #4 rebar laid horizontally
- 6.All walls are centered on footings
- 7.All walls will have a vertical 5/8" rebar grouted in at 2' centers
- 8.All walls will have ladder reinforcement, placed horizontally at every other row
- 9.Floor is to be 6" thick with 6X6 wire mesh
- 10.Floor is to be placed on 12" compacted sand fill and 6mill visqueen
- 11.Floor will have a slope from back to front

**OPTION:** Formed and poured concrete can be used instead of block walls with comparable reinforcement

**Door notes:**

- 1.Man doors are galvanized hollow core with galvanized frames, primed and painted
- 2.Man door size is 36" X 84" with 2" frame casing width, R.O. 40.25"X86.25"
- 3.Overhead door size is 12' X 12' with windows in one panel
- 4.Overhead doors to be smooth steel with remote control openers that can be programed to existing truck devices

**Roof notes:**

- 1.All roof framing members are built on 24" centers
- 2.All sub fascia is to be 2X6 material
- 3.Roof deck is to be 3/4" plywood
- 4.Roofing is to be single ply membrane adhered to deck
- 5.Perimeter trims to be painted steel
- 6.Soffit and fascia is to be painted steel

**Electric notes:**

1. 2X4 6-bulb LED high bay fixture with motion activation sensor built in. Total, 6 fixtures
2. 20amp outlet for OHD opener. Total, 3 outlets
3. 20amp GFI utility outlets. Total, 5 outlets
4. 200w equivalent LED spotlight. Total, 5 fixtures
5. 100amp exterior service panel connected to existing underground feed.

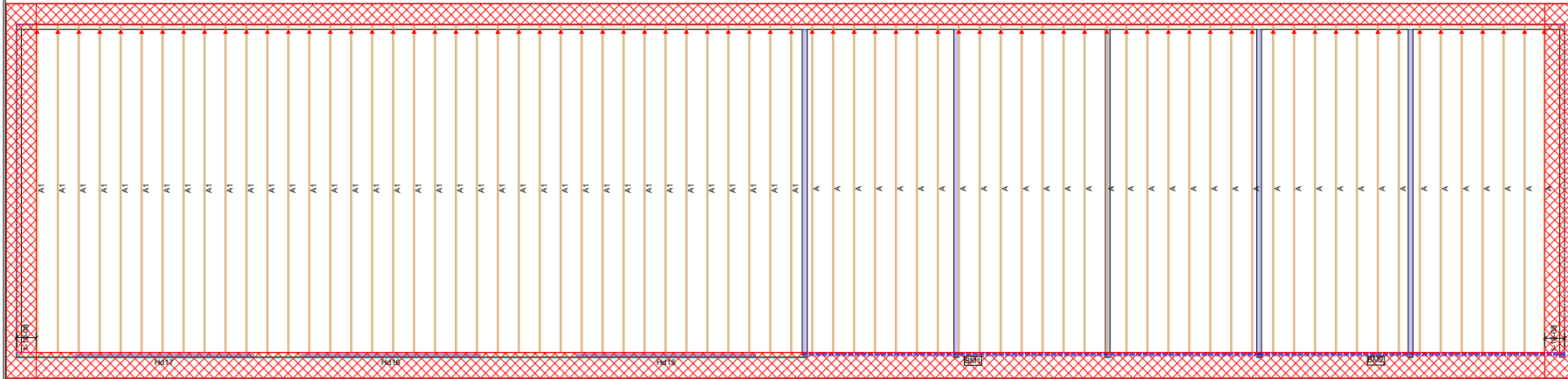
Architectural drawings have IMPORTANT information regarding posts, hangers, blocking, fasteners, and other structural components. When installing Engineered Wood Products, use both this product placement guide and Architectural drawings for reference.

RED Triangle is TAG Side of Truss

Roof Plane Material = 5427.41  
 Fascia Material = 371.99  
 Valley Flashing Material = 0  
 Ridge Cap Material = 0  
 Hip Ridge Material = 0

Job Number:  
 25012975

1/16" = 1'



Products					
PlotID	Length	Product	Plies	Net Qty	Fab Type
BM1	44-00-00	2.1 RigidLam DF LVL 1-3/4 x 16	2	2	MFD
BM2	30-00-00	2.1 RigidLam DF LVL 1-3/4 x 16	2	2	MFD

Wall Framing					
PlotID	Length	Product	Plies	Net Qty	Fab Type
Hd15	19-00-00	2.1 RigidLam DF LVL 1-3/4 x 18	2	2	MFD
Hd16	19-00-00	2.1 RigidLam DF LVL 1-3/4 x 18	2	2	MFD
Hd17	19-00-00	2.1 RigidLam DF LVL 1-3/4 x 18	2	2	MFD

Exhibit 1

Preliminary

Hatch Legend	
	FIELD FRAMING
	OVER BUILD
	PURLIN FRAMING
	PIGGY BACK TRUSS
	AT ITC ROOM

This placement guide is a Reference Guide only for Installation. It is meant to be used in conjunction with the Architectural and Structural drawings, not to replace them.

Storage Building - City of St. Joe  
 700 Broad St. , St. Joseph  
 Chuck Huscher

Job Name  
 Address  
 Salesperson

