

CITY OF ROMULUS REQUEST FOR PROPOSALS

RFP 16/17-37 THREE YEAR CONTRACT FOR CONTRACTOR/S FOR EMERGENCY ON-CALL REPAIRS FOR THE CITY'S SEWER & WATERS SYSTEMS

The City of Romulus, Michigan is hereby soliciting sealed proposals for the purpose of selecting a qualified firm or firms to provide on-call emergency work for the City's water and sewer systems. Copies of documents obtained from any other source are not considered official copies. Bids may be rejected unless made on the forms included with the bidding documents.

- (1) Qualified individuals and firms wishing to submit a proposal ***must use the forms provided by the City***. Proposal forms and specifications may be obtained from the MITN system at <http://www.mitn.info/>. Copies of documents obtained from any other source are not considered official copies. Proposals may be rejected unless made on the forms included with the RFP documents
- (2) Questions must be emailed to lconway@romulusgov.com and received no later than 5 business days prior to the deadline for submitting proposals, as indicated in the RFP documents.
- (3) Clarifications, modifications, or amendments may be made to this solicitation at the discretion of the City. Any and all addenda issued by the City will be posted on the MITN system. All interested parties are instructed to view the MITN website regularly for any issued addenda. It is the responsibility of the bidder to obtain all issued addenda and acknowledge receipt of said addenda by including a printed copy of each addendum as part of the required documents for this solicitation and to list the addendum and sign and date the "Acknowledgment of Receipt Addenda Form: supplied in the bid documents.
- (4) A total of three copies (one stamped "ORIGINAL" and two copies stamped "COPY") of the of the proposal must be submitted in a sealed envelope and returned to the ***City Clerk's Office*** no later than 2:30 P.M., **May 16, 2017**. Proposals should be addressed using the proposal label provided.
- (5) At approximately 2:45 p.m., local time all timely received proposals are to be publicly opened and read.
- (6) The City reserves the right to postpone the opening without notification and also reserves the right to reject all bids and proposals and to waive irregularities.
- (7) Proposals shall be good and may not be withdrawn for a period of sixty (60) calendar days after the date for submitting bids/proposals.
- (8) The successful Company will be required to submit proof of all insurance required by the RFP documents and all required endorsements.
- (9) For additional information contact Lynn A, Conway, City of Romulus, Purchasing Director, by calling (734) 955-4568 or by emailing lconway@romulusgov.com.