

CITY OF ROMULUS REQUEST FOR PROPOSALS
RFP 26/27-02 60'x80'x20' Pole Barn Building - Department of Public Works

The City of Romulus on behalf of the City of Romulus Tax Increment Finance Authority (hereinafter referred to as TIFA), is seeking proposals from qualified vendors for the construction and foundation work for a 60' x 80' x 20' pole barn to be constructed on the grounds of the City of Romulus Department of Public Works property, 12600 Wayne Road, Romulus, Michigan located within the Romulus TIFA District.

- (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](http://www.mitn.info/) 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 bidding documents.
- (2) A pre-bid site visit is not mandatory, but one has been scheduled for August 26, 2026 at 10:00am local time at the City of Romulus Department of Public Works building located at 12600 Wayne Road, Romulus, MI.
- (3) Questions must be emailed to Purchasing@romulusgov.com and received no later 12:00pm (Noon), August 27, 2026
- (4) Clarifications, modifications, or amendments may be made to this solicitation at the discretion of the City. 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 RFP documents
- (5) Proposals should be addressed using the proposal label provided in the RFP documents. A total of three (3) copies (One original and two marked "Copy") and 1 electronic copy in "PDF" form of the documents of the proposal must be submitted together in a sealed envelope or package and returned to the City Clerk's Office no later than 3:00P.M., Tuesday, September 8, 2026. The original proposal may be clipped but should not be stapled or bound. Copies may be stapled and bound. The original and copies should be identical, excluding the obvious difference in labeling.
- (6) One Proposal Pricing Sheet must be sealed in a separate envelope and placed within the envelope/package containing the copies of the proposals. This envelope should be clearly marked **"RFP 26/27-02 - 60'x80'x20' Pole Barn Building - Department of Public Works- PROPOSAL PRICING" DO NOT INCLUDE ANY PRICING OR FEES IN YOUR TECHNICAL PROPOSAL DOCUMENTS**. Failure to submit pricing on the proposal form provided by the City of Romulus may cause the bid to be considered non-responsive and ineligible for award. Proposals should be addressed using the proposal label provided in the RFP documents.
- (7) At approximately 3:15 p.m. local time 09/08/2026, all timely received proposals are to be publicly opened and noted as received.
- (8) TIFA reserves the right to postpone the opening without notification and reserves the right to reject all proposals and to waive any minor informality or irregularity in proposals received. Ultimately, following the evaluation of the proposals received by a committee appointed by the TIFA Director, a contract may be awarded to the lowest most responsive and responsible company, as determined in the sole discretion of TIFA or otherwise in a manner deemed by TIFA to be in its own best interest.
- (9) TIFA reserves the right to reject as non-responsive any proposals that do not contain the information requested in this RFP
- (10) TIFA reserves the right to reject as non-responsive any proposals which are not organized and formatted as described in this RFP.
- (11) TIFA, during the evaluation process, may request additional written information to supplement and clarify the information provided in this response.
- (12) TIFA, at the discretion of the proposal evaluation team, may conduct interviews with some or all the companies that submitted proposals for consideration.
- (13) The successful Contractor will be required to enter into a contract with TIFA and provide all bonds and submit proof of all insurance required by the request for proposal documents and originals of all required endorsements acceptable to TIFA.
- (14) For additional information contact Christina Parker, City of Romulus, Purchasing Director, by calling (734) 955-4568 or by emailing purchasing@romulusgov.com.
- (15) The City of Romulus strictly prohibits the reproduction or publishing of any published document or solicitation without the express written consent of the City of Romulus. Unauthorized posting of any notice of these documents or reference to said documents or solicitations is strictly prohibited.

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