

CITY OF ROMULUS INVITATION TO BID
ITB 22/23-08 2022-2023 SNOW REMOVAL & ICE MANAGEMENT SERVICES
FOR ROMULUS ATHLETIC CENTER/RINK MANAGEMENT

The City of Romulus Purchasing Department on behalf of the City of Romulus TIFA (Tax Increment Finance Authority) Board and the facility's management firm, Rink Management is seeking bids from qualified and experienced companies for snow removal and ice management services for the 2022-2023 snow season for the Romulus Athletic Center, 35765, Northline Road, Romulus, MI.

- (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 bidding documents.
- (2) Questions must be emailed to Purchasing@romulusgov.com and received no later than 12:00 P.M. local time on October 14, 2022.
- (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 RFP documents.
- (4) Bids must be received no later than 2:00 P.M. local time, Wednesday, October 26 2022. Companies can either submit hard copies or submit their documents electronically on the MITN Purchasing Group page of BidNet Direct. Companies submitting hardcopies, must submit a total of two copies (one marked "Original" and one marked "Copy") of the bid must be submitted together in one sealed package/envelope and returned to the **City Clerk's Office** no later than 2:00 P.M., Tuesday, **October 26, 2022**. Bids should be addressed using the bid package label provided in the ITB documents.
- (5) At approximately 3:00 p.m., local time all timely received bids will be publicly opened and read.
- (6) The successful Bidder will be required to submit proof of all bonds and insurance required by the ITB documents and copies of all required endorsements.
- (7) The City reserves the right to postpone the opening without notification and also reserves the right to reject all bids and to waive any minor informality or irregularity in bids received and to award the bid in whole or in part. Ultimately, Rink Management may contract with the lowest most responsive and responsible company, as determined in the discretion of Rink Management and the City of Romulus TIFA Board or otherwise in a manner deemed by the City to be in its own best interest.
- (8) For additional information contact Gary Harris, City of Romulus, Purchasing Director, by calling (734) 955-4568 or by emailing purchasing@romulusgov.com.
- (9) 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