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# REQUEST FOR PROPOSAL

**City of St. Clair**  
**St. Clair Trail Hub Restroom Project**  
**Palmer Park – City of St. Clair, Michigan**

The City of St. Clair is soliciting sealed bids from qualified contractors for the construction of the **Trail Hub Restroom Building** at Palmer Park. All bids must be submitted in accordance with the requirements of this Request for Proposal (RFP).

Sealed bids shall be clearly marked “**ST CLAIR TRAIL HUB RESTROOM PROJECT**” and delivered no later than:

**10:00 A.M. – Tuesday, July 28, 2026**

City of St. Clair – City Clerk  
547 North Carney Drive  
St. Clair, MI 48079

Bids will be publicly opened and read aloud immediately following the deadline.

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## 1. Project Information

### **Owner**

City of St. Clair  
547 N. Carney Drive  
St. Clair, MI 48079

### **Owner’s Representative**

Steve Duchane, City Manager  
Phone: (810) 329-7121

### **Project Location**

Palmer Park  
200 N. Riverside Avenue  
St. Clair, Michigan 48079

## Project Description

The City of St. Clair is constructing a new **Trail Hub Restroom Building** to support the growing use of Palmer Park, the St. Clair River Trail, and the regional trail network. The project includes:

- A new permanent restroom building
- Architectural, structural, mechanical, plumbing, and electrical systems
- Coordination with City-installed utilities and lift station
- Integration with ongoing contracts.

This facility is intended to serve residents, trail users, and visitors, and will be a key amenity within the Palmer Park Trail Hub.

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## 2. Scope of Work

### Building Construction Scope – Palmer Park Trail Hub Restroom

The work under this contract includes all labor, materials, equipment, and services necessary to construct the new **Trail Hub Restroom Building** at Palmer Park in accordance with the AEW Architectural, Structural, and MEP plans (Sheets A011–A301, S011–S101, M101, E101) and the project specifications. Work includes, but is not limited to, the following:

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### 2.1 General Building Construction

- Construct the complete restroom building as shown on the plans, including all architectural, structural, mechanical, plumbing, and electrical components.
  - Coordinate all work with City-provided utilities (water service and lift station power).
  - Provide all required permits, inspections, temporary facilities, and safety measures.
  - Provide a minimum **2-year warranty** on all work.
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### 2.2 Foundations & Structural Work

- Construct foundation from prepared subgrade per Structural Sheet S101 at Elevation 578.7. Final sand backfill and compaction required in this contract.

- Install concrete footings, foundation walls, and slab-on-grade (Exterior concrete by others—coordinate with Owner).
  - Install reinforcing steel, anchor bolts, and embedded items as detailed.
  - Install CMU load-bearing walls, fully grouted with horizontal and vertical reinforcement per plans.
  - Install roof trusses, bracing, blocking, and structural connectors.
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## **2.3 Exterior Envelope**

### **Masonry & EIFS**

- Install exterior brick veneer (Glen-Gery Old Salem Marquette or Tudor Williamsburg) with through-wall flashing, weeps, and control joints per details.
- Install EIFS system (Sto Corp or approved equal) including substrate prep, insulation, base coat, mesh, and finish coat (“Swirl” texture).

### **Roofing**

- Install complete asphalt shingle roof system (GAF Timberline NS, Weathered Wood color) including:
  - Ice-dam membrane
  - 15 lb. felt underlayment
  - Ridge vent system
  - Drip edge, flashing, and sealants
- Install 1x6 tongue-and-groove painted soffit.

### **Doors & Windows**

- Furnish and install FRP exterior doors and aluminum frames (Special-Lite SL-17 or equal).
  - Install all hardware per Door Hardware Schedule, including closers, thresholds, sweeps, and weatherstripping.
  - Coordinate electronic keying with Owner.
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## **2.4 Interior Construction**

- Install interior CMU partitions, fully grouted and reinforced where required.
- Apply epoxy paint finish to all interior CMU walls and ceilings.
- Install attic insulation to R-38 minimum.
- Install attic access hatch per detail.

Install all toilet room accessories per A101 and Accessories Schedule and Models listed, including:

- Grab bars
  - Toilet paper dispensers
  - Soap dispensers
  - Hand dryers
  - Sanitary napkin disposals
  - Waste receptacles
  - Baby changing stations
  - Mirrors
  - Drinking fountain/bottle filler (Murdock A171-UG-VR-BF115)
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## **2.5 Mechanical & Plumbing**

- Install all plumbing piping, venting, valves, and fixtures per M101.
  - Provide water heater, mixing valves, and insulation on piping as required.
  - Install floor drains, cleanouts, and connections to the Owner-installed sanitary lift station.
  - Multi-head Mini-split heat pump unit for three zones.
  - Install exhaust fans, ductwork, and exterior terminations.
  - Install urinal, water closets, lavatories, and all ADA-compliant accessories at required mounting heights.
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## **2.6 Electrical**

- Install complete electrical system per E101, including:
    - Primary connection and service conduit, service panel (power source by others)
    - Branch circuits as shown.
    - Conduit and wiring (all wiring in conduit per General Notes)
    - Interior and exterior LED lighting
    - Switching and controls.
    - Hot water heater.
    - HVAC
    - Hand dryer power
    - Drinking fountain power
    - Exhaust fan power
    - Provide grounding, bonding, and code-required labeling.
    - Lift station Circuit. Coordinate with Owner for lift station power connection and controls (by others).
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## 2.7 Site Interface & Final Completion

- Coordinate building elevations, utility penetrations, and slab interfaces with site contractor.
  - Seal all penetrations and provide waterproofing as detailed.
  - Clean building interior and exterior; remove construction debris.
  - Provide as-built drawings and O&M manuals (3 copies).
  - Deliver building ready for occupancy.
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## 3. Bid Requirements

All bids must be submitted as a **lump sum proposal** and must include the following:

### 3.1 Required Bid Components

- Bid on contractor's letterhead
- Completed **Bid Form** (included in this RFP)
- Contractor qualifications, including years in business and relevant experience
- List of subcontractors and trades to be used
- Three (3) references for similar municipal or public restroom projects
- Proposed project schedule or phasing plan
- Acknowledgment of all addenda

### 3.2 Bid Validity

Bids shall remain valid for **60 calendar days** from the date of opening.

### 3.3 Submission Format

- Three (3) complete hard copies
- Sealed envelope clearly labeled with:
  - Project name
  - Bid opening date/time
  - Contractor name and address

Incomplete bids may be rejected.

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## 4. Contract Requirements

### 4.1 Project Schedule

- **Start Date:** August 4, 2026
- **Substantial Completion:** September 30, 2026
- **Final Completion:** October 15, 2026

### 4.2 Liquidated Damages

Liquidated damages of **\$200 per calendar day** will be assessed for failure to achieve substantial completion by the required date.

### 4.3 Insurance Requirements

Contractor shall provide certificates of insurance for:

- General Liability – \$1,000,000 per occurrence
- Automobile Liability – \$1,000,000 combined single limit
- Workers' Compensation – Statutory
- Umbrella/Excess Liability – \$2,000,000

### 4.4 Bonding Requirements

- **Performance Bond – Required**
- **Payment Bond – Required**
- **Bid Bond – Not Required**

### 4.5 Warranty

Contractor shall provide a **minimum 2-year warranty** on all workmanship, materials, and installed systems.

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## 5. Technical Documents

The following documents form part of the contract and are incorporated by reference:

- **Architectural Plans** – AEW (Sheets A011–A301, June 2026)
- **Structural Plans** – AEW (Sheets S011–S101)
- **Mechanical & Plumbing Plans** – AEW (Sheet M101)
- **Electrical Plans** – AEW (Sheet E101)
- **Civil Plans** – AEW (March 2026)

- **Soil Boring Reports** – G2 Consulting Engineers
- **Duplex Lift Station Detail** – Provided by Owner

Contractor is responsible for reviewing all documents prior to bidding.

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## 6. Pre-Bid Meeting and Site Access

A **Mandatory Pre-Bid Meeting and Site Inspection** will not be held:

**Tuesday, July 21, 2026 – 9:30 A.M.**

City of St. Clair  
547 North Carney Drive  
St. Clair, MI 48079

Attendance is required to be eligible to bid.

Contractors may walk the site independently at any time; however, questions must be submitted formally as RFIs.

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## 7. Submission Instructions

### 7.1 Delivery

Submit sealed bids to:

**Annette Sturdy, City Clerk**  
City of St. Clair  
547 North Carney Drive  
St. Clair, MI 48079

### 7.2 Required Copies

- Three (3) complete hard copies
- All documents must be signed by an authorized representative

### 7.3 Envelope Labeling

Envelope must clearly display:

- “St. Clair Trail Hub Restroom Project”

- Bid opening date and time
- Contractor name and address

## 7.4 Late Bids

Late bids will not be accepted.

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# 8. Evaluation and Award

## 8.1 Evaluation Criteria

The City will evaluate bids based on:

- Completeness and responsiveness
- Contractor qualifications and experience
- Ability to meet schedule
- References and past performance
- Price
- Subcontractor team
- Understanding of project requirements

## 8.2 Award

The City of St. Clair will award the contract to the **lowest responsible and responsive bidder**, but reserves the right to:

- Reject any or all bids
- Waive irregularities
- Request additional information
- Negotiate with the selected contractor

## 8.3 Post-Award Requirements

The successful bidder must provide:

- Performance and Payment Bonds
  - Insurance certificates
  - Submittal schedule
  - Safety plan
  - Project contact list
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# BID FORM

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**St. Clair Trail Hub Restroom Project**  
**Palmer Park – City of St. Clair, Michigan**

**Bid Due:** Tuesday, July 28, 2026 – 10:00 A.M.

**Submitted To:**

Annette Sturdy, City Clerk  
City of St. Clair  
547 North Carney Drive  
St. Clair, MI 48079

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## 1. Bidder Information

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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## 2. Lump Sum Base Bid

The undersigned, having examined the Contract Documents, Specifications, and Plans, and having visited the site, hereby proposes to furnish all labor, materials, equipment, and services necessary to complete the **Trail Hub Restroom Building Construction** in accordance with the RFP and AEW drawings.

**Base Bid Amount (Lump Sum):**

\$ \_\_\_\_\_

(Written Amount):

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**Optional Project Contribution **Deduct** (Lump Sum):**

\$ \_\_\_\_\_

(Written Amount):

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**Net Base Bid Amount (Lump Sum):**

**\$** \_\_\_\_\_

(Written Amount):

\_\_\_\_\_

This bid shall remain valid for **60 calendar days**.

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### **3. Acknowledgment of Addenda**

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

### **4. Contractor Qualifications**

Attach the following (required):

- Contractor qualifications
- References
- Subcontractor list
- Project schedule or phasing plan

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### **5. Schedule Commitment**

Bidder acknowledges the required schedule:

- **Start:** August 4, 2026
- **Substantial Completion:** September 30, 2026
- **Liquidated Damages:** \$200/day beyond substantial completion

Bidder confirms ability to meet this schedule:

**Yes** ☐ **No** ☐

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### **6. Bonding & Insurance**

Bidder acknowledges the following requirements:

- Performance Bond – **Required**
  - Payment Bond – **Required**
  - Bid Bond – **Not Required**
  - Insurance Certificates – **Required**
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## 7. Signature

The undersigned certifies that this bid is made without collusion with any other bidder and that the bidder will comply with all requirements of the Contract Documents.

**Authorized Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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