



BID PROPOSAL FORM

6060 Fulton Street East ■ Ada, Michigan 49301 ■ P (616) 676-1222 ■ F (616) 676-1676

For: West Michigan Hispanic Chamber of Commerce Headquarters

**To: Erhardt Construction
606 East Fulton
Ada, MI 49301**

<i>Internal Use Only</i>	
Cost Code	_____
Vendor ID	_____
Exceptions Noted?	Y N

The undersigned, having carefully examined the Bid Manual, Contract Documents and the Project Site, certifies its understanding of the work to be performed and the conditions relating to its performance. Bidder further certifies this Bid Proposal is in accordance with the requirements of the appropriate Work Category / Bid Scope identified below.

Company Name: _____

Contact Person: _____

E-mail Address / Phone: _____

Work Category: _____

Base Bid Proposal _____

\$ _____ Dollars

Cost for Performance Bond and Labor & Material Payment Bond:
(Cost, based on total bid, is NOT to be included in your Base Bid Proposal).

\$ _____

Provide added cost, if any, to increase insurance coverage limits (including umbrellas) to \$5,000,000 for Commercial General Liability, \$5,000,000 for Business Automobile Liability and \$4,500,000 for Workers Compensation:

\$ _____

Addenda: The receipt of the following addenda is hereby acknowledged and incorporated into the Base Bid and Alternate Amounts.

Addendum No.: _____	Date: _____	Addendum No.: _____	Date: _____
Addendum No.: _____	Date: _____	Addendum No.: _____	Date: _____

Alternates: Not all Alternates are applicable to each work category or scope of work.

Alternate #1	_____	ADD DEDUCT	\$ _____
Alternate #2	_____	ADD DEDUCT	\$ _____
Alternate #3	_____	ADD DEDUCT	\$ _____
Alternate #4	_____	ADD DEDUCT	\$ _____

Voluntary Alternates:

Unit Prices: See drawings, specifications and/or scope of work for a description of Unit Prices for each work category. Unit Prices are not applicable to all scopes of work. List the descriptions below from your bid package with the corresponding pricing.

_____	\$	/
_____	\$	/
_____	\$	/

Breakout Pricing: Provide breakout pricing per items listed in bid scopes

Item #1 _____	\$
Item #2 _____	\$
Item #3 _____	\$

Lead Times: Provide lead times for required materials

Item #1 _____	_____	wks/mo
Item #2 _____	_____	wks/mo
Item #3 _____	_____	wks/mo

Changes in the Scope of Work: Should there be any changes to your Scope of Work, by Bulletin or Owner/Erhardt Construction Request, please provide your billing rates for the on-site personnel. This rate is to include all small tools applicable insurances and taxes, Social Security and Medicare. Office personnel are to be part of your fee mark-up. Rates submitted on future changes of work for worker classifications not listed below will be rejected.

<u>Trade</u>	<u>Base Rate</u>	<u>Overtime Rate</u>
_____	\$ /	\$ /
_____	\$ /	\$ /
_____	\$ /	\$ /

Mark-up on Scope of Work Changes: Including all office overhead and fees.

Mark-up on self-performed work:	Labor _____ %	Material _____ %
Mark-up on work for subcontracted work under your contract:		_____ %

Second Tier Subcontractors: In addition to the above, bidder proposes to utilize the following second tier subcontractors if awarded this subcontract.

<u>Company Name</u>	<u>Address</u>	<u>Phone Number</u>	<u>Bid Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Bidders Checklist

- 1. All Bid Proposal Prices listed above include all applicable taxes. Y | N
- 2. All Work is to be completed in accordance with the Schedule. Y | N
- 3. Bidder agrees to hold its Bid Proposal Prices for a period of sixty (60) days. Y | N
- 4. Bidder has entered the exact name on the Bid Proposal Form as it wishes it to appear on the Subcontract Agreement or Purchase Order, if awarded. Y | N
- 5. Bidder has reviewed the Subcontract Agreement and Purchase Order Form, as applicable, and Bidder agrees to all conditions therein including insurance and bonding requirements. Y | N
- 6. Bidder has reviewed insurance requirements and maintains minimum coverage limits (including umbrellas) as described. Y | N
- 7. State your worker's compensation Experience Modification Ratio (EMR) for the current year: _____
- 8. If Bidder is providing design-build services, do you carry professional liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 annual aggregate? Y | N
If limits are less, what are your coverage limits? _____

The undersigned does hereby declare the legal status of the bidder to be:

- _____ Individual
- _____ Partnership
- _____ Corporation incorporated under the laws of the State of _____
- _____ Joint Venture *** If you are submitting a bid as a Joint Venture include a copy of the Joint Venture Operating Agreement and use this name for all documents.

This Bid Proposal is submitted by the undersigned, who by executing the Bid Proposal, hereby represents and warrants that he/she has the actual and legal authority to submit same on behalf of the following Bidder:

Company Name: _____

By: _____ **Date:** _____

Signature: _____

Title: _____

Address: _____

City/State/Zip: _____

Phone Number: _____