

# Marquette County Transit Authority (MCTA)

## REQUEST FOR PROPOSALS (RFP)

Concrete slab, tank manhole skirt and cover replacement

Project Authorization # 2022-0096/P18

**This Request for Proposal packet contains the following components:**

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**Attachments:**

- Certification of Compliance with Federal Contract Clauses (Form 3139)**
- Federal Contract Clauses for Construction Less than \$350K (Form 3162A)**
- Davis-Bacon wages for Marquette County**

**Key Dates**

Request for Proposals Issued:	6/1/2026
Deadline for Questions to be Submitted:	6/15/2026
Due Date for the Proposal:	6/22/2026

Project completion deadline:

8/24/2026

# SCOPE OF WORK

## **1. INTRODUCTION**

Marquette County Transit Authority (MCTA) (hereinafter referred to as “Agency”) is soliciting sealed proposals from qualified contractors for concrete replacing and extension at our main facility in Marquette, located at 1325 Commerce Dr, Marquette MI 49855.

## **2. SCOPE OF WORK**

The Agency currently has cracking concrete/blacktop around the refueling station. We are seeking to replace the 42” manhole skirt and Fiberlite cover, 1 lid for TS4542 tank sump, 1-18” manhole skirt and steel cover, the concrete around the fuel pumps, and expand the size of concrete. Concrete expansion will include:

- Mobilization of material and equipment
- Removing existing concrete slab and portion of blacktop
- Compact sub grade
- Form 50’ x 40’ x 8” slab with #5 12” EW
- Pour slab with a slight pitch away from tank covers
- Slab is to have a broom finish
- Control joints cut every 10’
- Cure and seal applied

## **3. REQUIREMENTS**

### **3.1 Demolition:**

- Saw cut edges
- Remove existing concrete slab and black top
- Remove and dispose of debris off site
- Protect surrounding structures and utilities

### **3.2 Cement requirements:**

- granular subbase minimum 8” compacted
- 50x40 8”inch slab with #5 12” EW

### **3.3 Slab requirements:**

- Form 50' x 40' x 8" slab with #5 12" EW
- Pour slab with a slight pitch away from tank covers and pump island
- Slab is to have a broom finish
- Control joints cut every 10'
- Cure and seal applied

### **3.4 Tank opening requirements:**

- 1 42" manhole skirt and Fiberlite cover
- 1 replacement lid for TS4542 tank sump
- 1-18" manhole skirt and steel cover

## **4. PERMITTING**

The Contractor shall provide, at their expense, all applicable permits and licenses.

## **5. WARRANTY**

Industry standard warranty, to be detailed in provided bid.

## **6. WAGE REQUIREMENTS FOR LABOR PERFORMED**

This project is subject to the **Davis-Bacon Act (40 U.S.C. §3141 et seq.)**, as applicable, and all related federal regulations.

The contractor and all subcontractors shall pay laborers and mechanics employed on the project wages and fringe benefits at rates not less than those prevailing on similar construction in the locality, as determined by the U.S. Department of Labor. Rates provided in Davis-Bacon Wages attachment.

The contractor shall:

- Comply with all Davis-Bacon Act requirements
- Submit certified payrolls as required
- Ensure compliance by all subcontractors

Failure to comply with prevailing wage requirements may result in contract termination or other penalties as provided by law.

## **7. INSURANCE AND LICENSING REQUIREMENTS**

Proposals must include proof of insurance to the following requirements, at a minimum. Each policy and Certificate of Insurance must be acceptable to the Agency. Nothing contained in these insurance requirements is to be construed as limiting the extent of the Contractor's responsibility for payment of damages resulting from his operations under this contract. The Contractor shall maintain insurances in force at all times during the term of this agreement. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers that have a Best Company's Insurance Reports Rating of A or A-(Excellent).

The Contractor shall be responsible for the maintaining all required licenses. Additionally, the Contractor shall comply with all Federal, State, and local ordinances, rules, and regulations in the performance of this project.

## **8. COMPLETION TIMELINE REQUIREMENTS**

The entire project must be completed no later than 8/24/2026; therefore, the proposer must also show capability and attest it can complete the job within that schedule.

# INSTRUCTIONS TO CONTRACTORS

## **PROPOSAL SUBMISSION PACKET REQUIREMENTS:**

1. Company Information and Experience:
  - A. State the legal name under which the Contractor carries out business, the year the company was established, and the size of the company in terms of total employees and annual revenues.
  - B. Identify the office's location from which work described will be managed and the year that office was established if it differs from above.
  - C. Provide the contact information (name, title, telephone number, and email) for the Bidder's representative submitting the proposal.
  - D. Documentation showing the Contractor is not debarred in SAM.gov federal system. To fulfill this requirement, submit a screenshot showing a search, or searches, for Contractor official name(s), selecting "all words" and search results that should show either (1) "No matches found" or (2) a green "Entity" indicator box at the top of the Contractor entry in SAM.gov, both of which indicates the Contractor is not on the federal debarred or suspended list
  - E. Provide information for a minimum of 3 similar projects that were completed by Contractor, including associated contact information for reference checks.
2. Contract Agreement and Costs:
  - A. Completed Certification of Compliance with Federal Contract Clauses (MDOT Form 3139).
  - B. Completed Federal Contract Clauses for Construction Less than \$350,000 (MDOT Form 3162A).
  - C. Completed Cost Proposal document. Must be signed in ink by the Contractor representative.
  - D. Davis-Bacon Wages must be reviewed and utilized (included attachment).
3. Project timeline.
4. Warranty and ongoing support information.
5. Proof of Insurance Coverage.

## **PROPOSAL SUBMISSION INSTRUCTIONS AND QUESTIONS:**

Proposal packets must be received by 10am on 6/22/2026. Late submissions will not be accepted.

Contractors may email a copy of their proposal packet with the subject line "RFP 2022-0096/P18 Concrete" to [bgeller@martq-tran.com](mailto:bgeller@martq-tran.com).

OR

Contractors may mail or deliver a hardcopy proposal packet in an envelope marked “RFP to:

Marquette County Transit Authority, ATTN. Bill Geller  
1325 Commerce Drive  
Marquette, MI 49855

Proposals must remain valid for 120 days after the proposal’s due date.

Questions on the RFP are due by 6/15/2026 10am and should be submitted to Bill Geller, MCTA Executive Director, at [bgeller@martq-tran.com](mailto:bgeller@martq-tran.com) with the subject line “RFP 2022-0096/P18 Concrete - Inquiry”.

The Agency will compile and review all questions received from all contractors and post the responses to the Agency’s website at [www.marq-tran.com](http://www.marq-tran.com) as an RFP clarification. Written questions and responses will also be sent to all firms that submitted an RFP or contacted Agency Director in writing with a question. Verbal comments, such as those via phone calls, will not be accepted and are not part of the official question and answer responses.

Proposals may be withdrawn in writing at any time prior to the due date and time. A proposal may also be withdrawn in person by a proposing firm, provided the withdrawal is made prior to the due date and time. The proposing firm must sign a receipt of withdrawal. No proposal may be withdrawn after the due date unless there is a material error in the proposal. Withdrawn proposals may be resubmitted, with or without modifications, up to the due date and time.

### **PROPOSAL EVALUATION:**

During the evaluation process, the Agency reserves the right to request additional information or clarifications from the Contractor or to allow corrections of errors or omissions. In evaluating proposals and awarding contracts, the Agency will use the following evaluation criteria, in order of importance:

- Experience and qualifications (40%)
- Quality and reliability of proposed equipment (25%)
- Warranty and support services (20%)
- Price and overall value (15%). Proposed prices will be scored using the formula: lowest proposal price divided by the price of the proposal being evaluated x allotted points.

The selection panel members will include (1) the Agency’s Executive Director and (2) Operations Manager.

Any submitter falling within a competitive range as determined by the selection panel may be asked to present the submitter's abilities and qualifications to the selection panel and to answer any questions about the submitted qualifications. The original scoring of evaluation criteria may be modified based on the interview results. The Agency reserves the right to award the RFP based on qualifications that provide the best value to the Agency and to award to a Contractor other than the lowest price proposal. The award will only be given to a responsive and responsible firm.

### **EVALUATION PROTESTS:**

All protests shall be addressed in writing to the Agency via e-mail at [bgeller@marq-tran.com](mailto:bgeller@marq-tran.com) or mailed to Marquette County Transit Authority, ATTN. Bill Geller, 1325 Commerce Drive, Marquette, MI 49855. Protests about RFP specifications must be received ten (10) days before the proposal due date. Post award protests may be received no later than five (5) business days after notification to all proposers of the contract award decision. The Agency will review and respond in writing within ten (10) days of receiving the protest. The Agency is the final arbitrator on any question or dispute pertaining to proposals, proposal forms, and awards. This "disputes" clause does not preclude consideration of questions of law in connection with decisions provided for above; provided that nothing in this contract shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

#### **Proposal protests shall contain:**

1. The name and address of the protester.
2. Identification of the project.
3. A statement of the grounds for the protest and any supporting documentation. The grounds for protest shall be fully supported to the extent feasible. Additional materials in support of an initial protest may be permitted only at the sole discretion of the Agency.
4. The relief desired from the Agency.

### **CONTRACT AWARD AND PAYMENT TERMS:**

The award will be a firm-fixed-price contract. The prime contractor will complete the project AND submit an invoice to the Marquette County Transportation Authority at 1325 Commerce Dr., Marquette, MI 49855 to guarantee payment. No payment will be submitted to the State of Michigan for reimbursement until the Agency verifies that the project meets the bid specifications and an acceptable inspection of the finished project

has been completed by the Agency. Upon acceptance, the Agency will submit a request to the State of Michigan which will take up to thirty (30) days to be processed. No payment will be made by the Agency until the reimbursement check is received from MDOT. All invoices shall be itemized.

Award, if made, will be to the responsible Contractor whose proposal is determined to be the most advantageous to Agency, considering evaluation criteria listed, and will need to be approved by the Michigan Department of Transportation. Notification letters will be sent to each Contractor who submitted a proposal.

The Agency reserves the right to cancel the solicitation or reject all proposals for sound, documentable, business reasons. The Agency also reserves the right to accept the proposal or any part thereof that it determines best serves the Agency's needs and waive any informalities or irregularities in the proposals.

This RFP does not commit the agency to award a contract or to pay any costs incurred in the preparation of a proposal.

The selected Contractor must comply with all applicable federal, state, and local laws, ordinances, rules, and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract.

# Marquette County Transit Authority

## Cost Proposal

**Direct Any Questions and Submit To:** Bill Geller, Executive Director  
[bgeller@marq-tran.com](mailto:bgeller@marq-tran.com)

Please direct questions by 6/15/2026  
 Questions and answers will be posted at [www.marq-tran.com](http://www.marq-tran.com) by 6/8/2026

**RFP Issue Date:** 6/1/2026

**RFP Bids Due:** 6/22/2026 10 am.

Once completed, the following cost table shall establish the pricing to be charged unless otherwise negotiated and agreed upon in writing.

PROJECT TASKS	NOT TO EXCEED COST
<b>MATERIALS AND SUPPLIES</b>	\$
<b>INSTALLATION AND LABOR</b>	\$
<b>TRAINING</b>	\$
<b>OPTIONAL OR RECURRING COSTS</b>	\$

### Certification

The bid shall be firm for a minimum of 120 days from the RFP submittal deadline and signed by the following individual authorized to certify pricing and enter into agreements. The undersigned certifies that he/she offers to complete project and furnish materials in strict accordance with the requirements of this bid including the specifications and Terms and Conditions that are attached; that prices quoted are correct.

Contractor Name:	
Contractor Address:	
City, State, Zip:	
Representative Name (Print):	
Representative Signature:	
Date of Representative Signature:	
Representative Title:	

## Photos of Work Site

