

# REQUEST FOR PROPOSALS

## Milan High School Sidewalk Replacement

<b>Issuing Agency</b>	Milan Area Schools
<b>Project Location</b>	Milan High School, 920 North St, Milan, MI 48160
<b>Contact</b>	Gary Cox, Milan Area Schools
<b>RFP Issue Date</b>	Friday, May 8, 2026
<b>Proposal Due Date</b>	Friday, May 29, 2026, by 12:00 p.m.
<b>Submission Method</b>	Proposals must be submitted electronically and/or in sealed envelopes clearly marked: <b>“Proposal – Sidewalk Replacement at Milan High School”</b>  Submit to: Gary Cox Director of Facilities and Maintenance Milan Area Schools 100 Big Red Drive Milan, MI 48160  <a href="mailto:coxg@milanareaschools.org">coxg@milanareaschools.org</a> 734-439-5901

## 1. Introduction and Purpose

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Milan Area Schools invites qualified contractors to submit proposals for removal and replacement of damaged/weathered concrete pedestrian walkways around Milan High School located at 200 Big Red Drive, Milan, MI 48160. This Request for Proposals (RFP) provides the scope of work, submission requirements, evaluation criteria, and terms governing the procurement process.

The successful contractors will be responsible for performing labor, obtaining all required permits, and furnishing all materials and equipment necessary to complete the project in a professional manner consistent with applicable codes and standards.

## 2. Scope of Work

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The contractor shall perform the following work for the removal and replacement of damaged/weathered concrete pedestrian walkways/sidewalks.

### 2.1 Base Bid

- Obtain necessary and required permits prior to commencing work.
- Remove and dispose of existing damaged concrete.
- Furnish and install new concrete to specified dimensions and standards.
- Subgrade preparation and compaction.

- Re-establishment of grades and drainage patterns.
- Saw-cutting of existing concrete at defined limits.
- Restoration of adjacent disturbed areas (landscaping, yards, curb/gutter, and asphalted areas, etc., should be restored to original condition.)

## 2.2 Technical Specifications

- Concrete mix design (typically 4,000 PSI for sidewalks).
- Minimum slab thickness (4" for sidewalks).
- Reinforcement requirements (1.5 lbs. Per cubic yard polypropylene fibers).
- Control joint spacing at 4-5 feet, ¼ inch depth of slab).
- Expansion joints at buildings, intersections, and every 20-23 feet, ½ inch premolded expansion joint filler.
- ADA compliance requirements (slopes, detectable warning surfaces, ramp specifications).
- Surface broom finish perpendicular to direction of travel.
- Apply curing compound, meeting ASTM C309 specificity, uniformly at manufacturer’s recommended rate.

## 2.3 Site Conditions and Logistics

- Maintain safe pedestrian detours (ADA compliant).
- Coordinate work around school hours and events.
- Utilize noise and dust control measures.

## 2.4 Bidding and Pricing Structure

- Unit price per square foot for saw cutting, removal, disposal, prep work, and new concrete sidewalk (approximately 3,000 square feet) including restoration of adjacent disturbed areas.

## 3. Proposal Pricing Schedule

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Proposers must provide firm, fixed pricing for all of the following line items. Proposals that do not include pricing for all items may be deemed non-responsive.

Item	Description	Proposed Price
1	Base Bid - Unit Price Schedule (per square foot) for Removal	\$
2	Base Bid - Unit Price Schedule (per square foot) for Replacement	\$
3	Mobilization Costs (if any)	
4	Additional Costs Identified by Proposer	\$
<b>TOTAL PROPOSAL AMOUNT</b>		\$

## 4. Permits and Compliance

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- The contractor is responsible for obtaining all required permits, prior to commencing work.
- All work shall comply with applicable local, state, and federal codes and regulations.
- The contractor shall coordinate with the City of Milan and any relevant utility authorities, as required.

## 5. Qualifications and Insurance Requirements

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### 5.1 Contractor Qualifications

- Demonstrated experience performing concrete removal and repair projects of similar scope.
- Valid Michigan Contractor's License appropriate for this work.
- Reference from at least two (2) comparable projects completed within the last five (5) years.

### 5.2 Insurance Requirements

The contractor shall maintain, at a minimum, the following insurance throughout the project duration:

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate.
- Automobile Liability: \$1,000,000 combined single limit.
- Workers' Compensation: As required by Michigan law.
- Umbrella/Excess Liability: \$1,000,000.

Milan Area schools shall be named as an additional insured on all applicable policies. Certificates of insurance must be submitted prior to execution of contract.

## 6. Proposal Submission Requirements

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Proposals must include the following to be considered responsive:

- Completed Pricing Schedule (Section 3) with firm, fixed pricing for Base Bid.
- Company name, address, and primary contact information.
- Copy of applicable contractor's license(s).
- Proof of insurance or a letter of insurability from the carrier.
- List of at least two (2) references for comparable projects, including project name, owner contact, contract value, and year completed.
- Brief description of proposed project schedule and approach.
- Any clarifications, qualifications, or exceptions to the scope of work.
- Warranty information.
- Completed Statement Regarding Familial Relationships (included below).

## 7. Evaluation Criteria

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Proposals will be evaluated based on the following criteria:

Criteria	Weight
Total proposed cost	50%
Relevant experience and references	25%
Proposed schedule and project approach	15%
Completeness and responsiveness of proposal	10%

## 8. Project Schedule

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- RFP Issued: Friday, May 8, 2026
- Mandatory Pre-Bid Meeting: Monday, May 18, 2026, at 10:00 a.m. Student Parking Lot behind school
- Questions Due: Wednesday, May 20, 2026
- Proposals Due: Friday, May 29, 2026, by 12:00 p.m.
- Anticipated Award: June 3, 2026 - Per approval by the Board of Education
- Construction Start: Monday, June 8, 2026
- Substantial Completion: Tuesday, June 30, 2026

## 9. General Terms and Conditions

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- Milan Area Schools reserves the right to reject any or all proposals, to waive informalities, and to accept the proposal deemed most advantageous to the District.
- All materials must be guaranteed to be as specified. All work shall be completed in a professional manner in accordance with standard practices.
- Any alteration or deviation from the scope of work involving additional costs shall be executed only upon written authorization from Milan Area Schools and will be considered an extra charge above the contract amount.
- The contractor shall carry all required Workers' Compensation insurance. Milan Area Schools shall maintain fire, tornado, and other property insurance as the owner.
- The contract is subject to delays beyond the control of either party. The contractor shall notify Milan Area Schools promptly of any anticipated delays.
- This RFP does not commit Milan Area Schools to award a contract, pay any costs incurred in the preparation of proposals, or procure any services.
- Proposals submitted are subject to Michigan's public records laws.
- Bids will be opened and reviewed on May 29, 2026 and recommendations will be brought to the Board of Education meeting on June 3, 2026 for Board approval.

## 10. Questions and Clarifications

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All questions regarding this RFP must be submitted electronically or in writing to:

Contact Name: Gary Cox  
Organization: Milan Area Schools  
Email: [coxg@milanareaschools.org](mailto:coxg@milanareaschools.org)  
Phone: 734-439-5901

Questions must be received no later than Wednesday, May 20, 2026. Responses to all questions will be distributed to all registered proposers.

## 11. Signature and Certification

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By submitting a proposal, the proposer certifies that:

- The information provided is accurate and complete.
- The proposer is properly licensed and insured to perform the described work in the State of Michigan.
- The proposer has read and agrees to all terms and conditions of this RFP.

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

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ License No.: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_