



City Hall
118 Orchard Street
Morenci, MI 49256
(517) 458-6828

NOTICE TO BIDDERS

Asset Management Plan

The City of Morenci is seeking sealed-bid proposals for the creation of an asset management that will encompass sewer, streets, and water services that are provided by the City.

General Specifications

The City is looking to contract with a professional engineering firm to assist the City in the creation of an asset management plan. The City anticipates that the creation of an asset management plan will be a three step process that will take about a year from the time the date the contract is signed to the date of completion of the plan. The steps and phases that the City anticipates is the following:

Phase 1 – Inventory Mapping of Assets

For Phase 1 of the project, the City is looking for the first part of the process to include an inventory map of existing assets. It is anticipated that such mapping will include the water distribution system in the city, along with mapping of the sanitary and storm sewer systems. Line sizes, locations, storage sites, hydrant locations, flow direction, and pump station locations are a few examples of what is expected to be mapped. The City will work hand-in-hand with the professional engineering firm during the mapping phase.

It is also anticipated that streets, curbing, and sidewalks will be mapped, as well.

Phase 2 – Water and Waste Water Master Plan & Street Condition Inventory

During Phase 2 of the project, the City is looking for the creation of a Water and Waste Water Master Plan. It is anticipated that during the creation phase of such plans that the requirements of the Michigan Department of Environmental Quality (MDEQ) are satisfied when it comes to the following: a Water System Reliability Study (Capital Improvement Plan) and a Waste Water Capital Improvement Plan. The plan should include capital improvements that are projected to need to be completed on the systems within the next 1, 5, 10, and 20 years.

Also the City would like Phase 2 of the project to include a Street Condition Inventory that could be incorporated into the Inventory Map that is part of Phase 1. Such inventory should be done using the Pavement Surface Evaluation and Rating (PASER) manual for street surface condition rating. It is expected that estimated costs of recommended maintenance treatments are included in such street inventory.

Notice to Bidders Regarding Asset Management Plan

Phase 3 – System Improvements Costs, Life Cycle Costs, Prioritized Improvements, and Funding

As part of Phase 3 of the project, the City hopes to gain an understanding of how such improvements will be paid for by conducting a survey into the overall costs that are identified and provide solutions on how the City can raise such funds to fund improvements. The City hopes that an emphasis is placed on studying and recommending changes, if any, to water / sewer rates, along with identification of revenue mechanisms to improve street maintenance conditions.

Notes to Bidders

1. Please indicate clearly any substitutions contained in your bid and which alternates or combinations of same are included in your bid. Provide details as to the method of completion for each Phase, including deliverables and time expected of City officials.
2. Provide a clear plan for achieving the results of the different phases of the project along with a schedule for completion of the items if the City were to bid the project to your company by April 1, 2015.
3. Prior consultation with City officials is encouraged prior to submission of a bid, including a meeting with City officials. The contact for such consultation should be Michael S. Sessions, City Administrator / Clerk for the City of Morenci.
4. Quoted prices for the different phases should be tailored in a way that they not exceed the quoted price provided.
5. Quoted prices in the proposal of not to exceed need to be guaranteed for the duration of each phase of the Asset Management Plan project.
6. Sealed-bids must be clearly marked that they are a sealed-bid.
7. Payment will be made for each phase once it is completed.

Sealed-bids must be received by 5:45 p.m. on Tuesday, March 17, 2015, at 118 Orchard Street, Morenci, MI 49256.

The right is reserved by the City of Morenci to reject any and all bids or any part of same, to waive irregularities and / or informalities, and to make the award or acceptance in part or entirety as may appear to the best interest of the City of Morenci. Any dispute arising as to any bid shall be settled in the sole discretion of the Morenci City Council.

Michael S. Sessions
Morenci City Administrator / Clerk

Date Posted: _____

Date Published: _____

**Asset Management Plan
City of Morenci
Bid Sheet**

Phase 1 (not to exceed amount) \$ _____

Phase 2 (not to exceed amount) \$ _____

Phase 3 (not to exceed amount) \$ _____

Total Cost: \$ _____

Bids Submitted By:

Date: _____

Name of Firm

Telephone Number Fax Number

Address

Printed Name Title

City, State, Zip Code

Authorized Signature

Please see Notice to Bidders sheet which contains information on the general specifications required for the bid.