



DETROIT METRO • WILLOW RUN
WAYNE COUNTY AIRPORT AUTHORITY

**REQUEST FOR BIDS
FOR
EAST APRON AND TAXILANE B REHABILITATION
AT WILLOW RUN AIRPORT
SOLICITATION NO. 25-03965
(NON-FEDERALLY FUNDED)**

Action	Date	Time
RFB issued	9/29/25	
Pre-Bid (Virtual) Conference (Recommended/Not Mandatory)	10/6/25	11:00 AM
Pre-Bid Question Deadline (purchasing.questions@wcaa.us) Reference RFB #25-03965 in all emails	10/13/25	2:00 PM
Bid Deadline	10/28/25	2:00 PM
Public Bid Opening*	10/28/25	2:15 PM
Board Date**	2/18/26	

*As Read Bid Totals will be posted to MITN the next the Business Day.

**Anticipated dates. Subject to change.

Pre-Bid Meeting: **ZOOM meeting:** To expedite preparing the virtual sign-in list of attendees, for the record and distribution, **submit a list** of potential virtual participants via email to purchasing.questions@wcaa.us by 10/3/25 close of business. The list should include the participant's name, company name and phone number.

Join Zoom Meeting

<https://wcaa-us.zoom.us/j/84670932822?pwd=1u7dLL5zpaUj3enbkJ0Mkpl7hITxN5.1>

Meeting ID: 846 7093 2822

Passcode: 25-03965

One tap mobile

+13017158592,,84670932822#,,,,*87775020# US (Washington DC)

+13052241968,,84670932822#,,,,*87775020# US

Join instructions

<https://wcaa-us.zoom.us/join/84670932822/invitations?signature=4n7xorkP4GZSfyiGlH5UrHlxb9CMwpB-hLn2y8iPYME>

Bid Submittal Location: <https://www.bidnetdirect.com/mitn/wayne-county-airport-authority>

Registration and Submittal technical assistance: 1-800-835-4603

Monday – Friday, 8:00 am – 7:30 pm (Eastern Time)

Free and paid subscription registration options available

Public Bid Opening: In lieu of an onsite meeting, a virtual (audio-only) Bid Opening will be held, at the date, and time indicated on the cover of this RFB. The telephone access information is as follows:

Phone number: 888.278.0296 Access Code: 2554780#

To expedite preparing the virtual sign-in list of attendees, for the record and distribution, submit a list of potential virtual participants via email to purchasing.questions@wcaa.us. The list should include the participant's name, company name and phone number.

Procurement Contact: Darwin Hadley, Assistant Deputy Director
Phone: (734) 247-7900, Fax: (734) 955-5648
purchasing.questions@wcaa.us

All questions regarding this RFB must be submitted to the Procurement Contact at the above number and email address. Contact concerning this RFB with any other employee, officer or Board Member of the Airport Authority is not permitted during the solicitation process.

DESCRIPTION: The Wayne County Airport Authority (Airport Authority) is soliciting bids from general contractors, construction managers and other businesses for the for the East Apron and Taxilane B (South Apron) Rehabilitation project at Willow Run Airport (YIP). This project includes approximately 156,000 syd of asphalt milling, 3,000 syd of concrete milling, concrete joint repair, concrete joint resealing, approximately 159,000 syd asphalt paving and airfield markings. **(The Contract resulting from this solicitation is subject to Airport Authority Prevailing Wages Requirements.)**

It is the Bidder's responsibility obtain and view all solicitation documents and addenda issued by the Wayne County Airport Authority (Airport Authority) for this RFB.

This RFB, all attachments (except Attachment I), and addenda are available via the Michigan Intergovernmental Trade Network (MITN) website. All bids must also be uploaded and submitted to MITN. Free and paid subscription registration options are available.

This RFB may be viewed or obtained as follows:

1. To download a copy of this RFB, all attachments (except Attachments I), and all addenda, access the RFB directly from the MITN website at: <https://www.bidnetdirect.com/mitn/wayne-county-airport-authority>,
2. The document may also be accessed at the Wayne County Airport Authority website at: <https://www.metroairport.com/business/doing-business-wcaa/business-opportunities/solicitations>
3. To **obtain by purchase** only Attachments I - Construction Documents, send an email request to Detroit@Eng-Repro.com. Reference **RFB #25-03965 in the subject line** and provide **your company contact info**.

Engineering Reproduction, Inc. will respond to the email request with a security form (found in Attachment I) to be completed by the potential Plan Holder for return to Engineering Reproduction, Inc. When the completed form has been received, Engineering Reproduction, Inc. will give the Requestor all the information related to the job, including Cost and availability. **No partial sets will be issued.**

Engineering Reproduction, Inc. is located at:
13550 Conant Ave.
Detroit, MI 48212
Detroit@eng-repro.com
Telephone: 313.366.3390
Fax: 313.366.3393

Paper and electronic files are available for purchase. The Contractor must purchase the paper files, which are the official documents of record for this RFB, and the electronic files. The following is a list of

the attachments that are available for purchase. The estimated cost for all is approximately \$250.00 excluding shipping.

The Bidder is responsible for the cost of printing/reproduction and shipping. The Bidder may contact Engineering Reproduction, Inc. for an exact amount and shipping options and costs.

Att.	Date	Attachment Description	No. of Pages / Drawings / Size
I1	09/05/2025	Construction Documents (East Apron Rehabilitation Drawings – 22" x 34")	24
I2	09/05/2025	Construction Documents (Taxilane B Rehabilitation Drawings – 22" x 34")	7
I3	09/05/2025	Technical Specifications (Specifications – 8-1/2" x 11" double sided)	247
I4	09/05/2025	Construction Safety Phasing Plan (8-1/2" x 11" double sided)	63
I5	07/25/2025	Geotechnical Investigation and Pavement Testing Report for the East and South Aprons (8-1/2" x 11" double sided)	271

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SECTION 1 – GLOSSARY OF TERMS

To the extent in this solicitation document the following are defined as:

- 1) **Airports:** Detroit Metropolitan Wayne County Airport and Willow Run Airport.
- 2) **Air Trade Area (ATA):** Michigan counties of Genesee, Lapeer, Lenawee, Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne.
- 3) **Bid Guarantee:** sum of money or a bond provided by a Bidder to the Airport Authority with a Bid to guarantee that the Bidder will not withdraw the Bid for a specified period of time, and will enter into a contract with the Airport Authority within the time specified in the Bid, based upon the substantive terms and conditions contained in the RFB or Form of Agreement included in the RFB.
- 4) **Bidder:** Business that submits a Bid in response to an RFB issued by the Airport Authority.
- 5) **Board:** the governing body of the Airport Authority.
- 6) **Broker:** a firm does not itself perform, manage or supervise the work of its contract or subcontract in a manner consistent with the normal business practices for contractors or subcontractors in its line of business.
- 7) **Business:** an individual, firm, vendor, association, corporation, limited liability company, partnership, joint venture, sole proprietorship, or other legal entity.
- 8) **Certified Small Business Enterprise (SBE):** Business certified by the Wayne Country Airport Authority as being headquartered within the ATA, and not exceeding the Small Business Administration (SBA) Size Standards.
- 9) **Contractor:** the successful awarded Bidder of a solicitation, who is legally bound to the contract.
- 10) **Currency:** All monetary references in this document are in U.S. Dollar.
- 11) **Detroit Metropolitan Wayne County Airport or DTW:** Detroit Metro Airport
- 12) **Experience:** For the purposes of this solicitation, Experience shall equal a standard Michigan construction season, which ranges from April to November.
- 13) **Form of Agreement or FOA:** the contract document for the solicitation.
- 14) **Freedom of Information Act (FOIA):** regulates and sets requirements for the disclosure of public records and defines when, how, and what information may be obtained from the Airport Authority by an interested party.
- 15) **Holiday:** the legal holidays observed by the Airport Authority. (New Year's Day, Martin Luther King Jr. Birthday, Friday before Easter, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve)
- 16) **Insurance:** all projects require insurance naming the Wayne County Airport Authority and the Charter County of Wayne as additional insured.
- 17) **Joint Venture:** A partnership or other legal cooperative agreement between two or more persons or entities.
- 18) **LEED:** Leadership in Energy and Environmental Design
- 19) **Managed:** For the purpose of this solicitation, Managed shall be defined as being in full responsible charge of, and administering all facets of, a project.
- 20) **Metro Airport or DTW:** Detroit Metropolitan Wayne County Airport.
- 21) **Nonresponsible Bid:** a Bid submitted in reply to an RFB issued by the Airport Authority, where the Bidder does not meet all required minimum qualifications or SBE goal requirements, if required, or is not in compliance with the Airport Authority's requirements concerning ethics, debarment and/or arrearage.

- 22) **Nonresponsive Bid:** a Bid submitted in reply to an RFB issued by the Airport Authority, which does not conform to all material requirements of the RFB.
- 23) **Notice of Award:** written notification from the Airport Authority to the successful Bidder that they have been awarded the contract.
- 24) **Notice to Proceed:** written authorization from the Airport Authority to the successful Bidder to proceed with the work defined in the contract.
- 25) **Partnership:** an agreement under which two or more persons agree to carry on a business, sharing in the profit or losses, but each liable for losses to the extent of his or her personal assets.
- 26) **Prevailing Wage:** Local minimum wage and fringe benefit rates established by the U.S. Department of Labor to be paid to onsite laborers and mechanics on construction projects.
- 27) **Procurement and Contracting Ordinance (Purchasing Ordinance):** the common name of the Wayne County Airport Authority Procurement and Contracting Ordinance, which is the policy governing procurement and contracting at the Wayne County Airport Authority.
- 28) **Public-use Airport:** an airport that is open to the public which is either 1) publicly owned, or 2) privately owned but designated by the Federal Aviation Administration (FAA) as a reliever, or 3) is privately owned but having scheduled service and at least 2,500 annual enplanements
- 29) **Reciprocity:** an expedited application process available to firms headquartered within the Air Trade Area that are already certified as a small business with the Small Business Administration or maintains small business certification with any Public Agency located in the Air Trade Area (at the discretion of the Procurement Administrator).
- 30) **Responsible Bidder:** a Bidder who is qualified in all respects to fully perform the required services or to provide the required goods, and who possesses the integrity, experience and reliability necessary for good faith performance. A responsible Bidder meets the minimum qualification requirements and conforms to the Airport Authority's requirements concerning ethics, debarment, arrearage, and where applicable, SBE participation goal.
- 31) **Responsive Bid:** a bid timely submitted by a Bidder in reply to, and in conformity with all material requirements of a Request for Bids issued by the Airport Authority.
- 32) **Similar Government or Private facility:** is defined as a facility that has high security of a critical infrastructure, for example, stadiums, court houses, jails, nuclear plants, college campuses, or corporate campuses.
- 33) **Small Business Enterprise (SBE) Program** - Program created by Wayne County Airport Authority to increase opportunities for qualified small businesses to participate on Airport Authority contracts that are not federally funded.
- 34) **Subcontractor:** Any person or business entity employed to perform part of a contractual obligation under the control of the principal contractor. Any supplier, distributor, or firm that furnishes supplies or services to a prime contractor or another subcontractor.
- 35) **Substantially Complete:** a construction project having achieved the "Substantial Completion" date, which is defined in Section 7.1.2 of the Typical Construction Services Agreement General Terms and Conditions, which is included in Attachment B of this RFB.
- 36) **Team Member:** an entity identified in the Bidder's response to this RFB that will be assigned to the project outlined in this RFB if the Bidder is awarded the contract for construction. A Team Member may be the Bidder's business (as identified on the Business Information Questionnaire included in the RFB), or a Subcontractor, or if the Bidder is a partnership or joint venture, an entity that is part of the partnership or joint venture.
- 37) **Willow Run or YIP:** Willow Run Airport

SECTION 2 – INSTRUCTIONS AND SPECIAL REQUIREMENTS

- 1) **SOLICITATION INFORMATION AND QUESTIONS:** Bidders are advised to review this document in its entirety and to rely only upon the contents of this RFB and accompanying documents and any written clarifications or addenda issued by the Airport Authority. **THE AIRPORT AUTHORITY IS NOT RESPONSIBLE FOR ANY VERBAL INSTRUCTIONS.** If a Bidder finds a discrepancy, error, or omission in the RFB or any accompanying documents thereto, the Bidder shall promptly notify the Procurement Contact noted on the Cover Page of this RFB, so that written clarification may be sent to all prospective Bidders. All questions must be submitted in writing by the pre-bid question deadline. **No contact with other Airport Authority employees, officers or Board members regarding this document is permitted.**
- 2) **PRE-BID MEETING:** A pre-bid meeting concerning this RFB may be held. If so, the date, time and location are indicated on the Cover Page of this RFB. Airport Authority staff will be available at this meeting to answer questions about this RFB. Attendance at the meeting is strongly encouraged for the entities that will be submitting a Bid that will be signatory on a contract with the Airport Authority for the work contained in this RFB, as well as subcontractors participating on the Bidders teams.
RSVP REQUIRED TO: purchasing.questions@wcaa.us by 10/3/25 close of business. Include your name, company name, email address, and phone number.
- 3) **RFB MODIFICATIONS/ADDENDA:** Clarifications or modifications may be made to this solicitation at the discretion of the Airport Authority. Any and all Addenda issued by the Airport Authority will be posted as noted on the Cover Page of this RFB. It is the responsibility of the Bidder to obtain from MITN any issued Addenda and to acknowledge the Addenda on the Bid Form. If any changes are made to this solicitation document by any party other than the Airport Authority, the original document in the Airport Authority's files takes precedence.
- 4) **BID DEADLINE / LATE SUBMISSIONS:** The bid is due not later than the date and time listed on the Cover Page of this RFB. ***The MITN system does not accept late Bids and will cut you off at the exact deadline date and time, so allow yourself plenty of time when submitting your Bid.*** The deadline date may in some instances change during the solicitation issuance period. If any deadline date for submission changes, such change will be issued in a published Addendum to this solicitation prior to the deadline date indicated on the Cover Page of this solicitation.
- 5) **SMALL BUSINESS ENTERPRISE (SBE) PARTICIPATION:** The Airport Authority encourages participation from small businesses headquartered in the ATA on all non-federally funded contracts. SBE participation of at least twenty percent (20%) has been set as a minimum qualification on this solicitation and is required as a matter of responsiveness. The SBE participation can be met by a combination of any SBE prime contractor, subcontractors and/or suppliers.
- 6) **WCAA SBE Certification status must be active as of the bid/quote deadline.** The contract resulting from the vendor's solicitation response will incorporate the proposed SBE participation listed on the Verification of Min Quals form (Attachment D) as a firm commitment, regardless of the minimum qualification listed above. Upon contract award, the contractor must use any such forms as are required and made available by the Airport Authority to demonstrate that the Contractor has met the SBE Commitment. Contractor will be required to submit monthly Contractor/Subcontractor participation reports as required by WCAA. Responses including voluntary participation of **30% or more** may be eligible to receive SBE Equalization Credits during the evaluation process. Details about the Airport Authority's SBE Program may be found in **Attachment S**. For more information regarding the SBE program, please contact the Business Development Unit at business.development@wcaa.us or (734) 955-5785. All other questions related to this particular solicitation must be sent to Purchasing.Questions@wcaa.us.
- 7) **ELECTRONIC BID SUBMISSION:** Failure to submit a timely bid including: 1) a signature binding the offer; 2) a completed Price Form, and 3) Bid Guarantee, if required, may result in your bid being deemed nonresponsive.

- a) The Bidder is also to submit the following required information:
- i) Electronic copy of the complete Bid must be uploaded and submitted via the MITN website at <https://www.bidnetdirect.com/mitn/wayne-county-airport-authority>. The electronic file(s) submitted will be considered the original Bid.
 - ii) **BID GUARANTEE:** The Bidder is required to submit a refundable Bid Guarantee (an AIA 310 Bond from a surety licensed to conduct business in the State of Michigan or cashier's check) in the amount of 5% of the Bidder's total potential value of the Base Bid, should be made payable to the Wayne County Airport Authority. The Bidder should submit photocopy of the Bid Guarantee, Bond, or cashier's check with the Bid in the electronic response to this RFB. This photocopy must be of sufficient resolution to show a valid stamp and seal. The original should be postmarked by the Bid deadline date and sent to:

The bidder is responsible for submitting the original Bid Guarantee, postmarked by the Bid deadline, to the Airport Authority. The original should be sent to:

Wayne County Airport Authority
Michael Berry Administration Building
Detroit Metropolitan Wayne County Airport
11050 Rogell Drive, Building #602
Detroit, Michigan 48242
Attn: Procurement Department (RFB #25-03965)

(Tracking number may be requested.) Failure to submit the properly postmarked Bid Guarantee, Bond, or cashier's check in the specified form may result in the Bid being deemed Nonresponsive and the Bid rejected without any further evaluation.

Detroit, Michigan 48242 is the mailing address of Detroit Metropolitan Wayne County Airport. The Detroit Metropolitan Airport is physically located within the boundaries of the City of Romulus, Michigan

(Tracking number may be requested.) Failure to submit the properly postmarked Bid Guarantee, Bond, or cashier's check in the specified form may result in the Bid being deemed Nonresponsive and the Bid rejected without any further evaluation.

Note: Return of Bid Guarantee: Bid Guarantees will be returned to Bidders immediately after the Airport Authority has deemed that a Bidder is either Nonresponsive or Nonresponsible. Bid Guarantees for all remaining Bidders will be held until a contract is fully executed; or upon the request by the Bidder, but only after the "firm offer period" has expired.

- iii) Verification of Minimum Qualifications Form (or provide the required information to show the Bidder meets each of the Minimum Qualifications as listed in this solicitation document).
- iv) Submit an executed Project Documents Declaration Form
- v) Submit an executed Document Security Agreement for Sensitive Security Information
- vi) Business Information Questionnaire
 - (1) Certification concerning Iran: The Bidder certified that its business neither (a) engages in investment activities in the energy sector of Iran, including the provision of oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran, nor (b) extends credit to another person or entity, if that person or entity will use the credit to engage in investment activities in the energy sector of Iran.
- vii) Subcontractor Form
 - (1) The Bidder must include information about each subcontractor that will be utilized in the contract. Subcontractors cannot be added or replaced after submittal of the bid without the prior written approval of the Airport Authority.

- viii) Bidder must be in Good Standing with the State in which their business is domiciled. The Bidder must certify on its Business Information Questionnaire that it is in Good Standing or not required to obtain such a certificate or otherwise register with that state. If the Bidder is domiciled outside of Michigan, the Bidder will also be required to be in Good Standing with the State of Michigan or certify on its Business Information Questionnaire that it is not required to obtain such standing or otherwise register with the State of Michigan. How to obtain information regarding obtaining a Certificate of Good Standing from the State of Michigan may be found at <https://cofs.lara.state.mi.us/corpweb/HelpPages/OrderSystemInfo.aspx>.
- b) Bids must be submitted via the MITN portal: <https://www.mitn.info>
- c) Submission of a bid establishes a conclusive presumption that the Bidder is thoroughly familiar with the Request for Bids (RFB), and that the Bidder understands and agrees to abide by each and all of the stipulations and requirements contained therein.
- d) All documentation submitted with the bid will become the property of the Airport Authority.
- e) All costs incurred in the preparation and presentation of the bid is the Bidder's sole responsibility; no pre-bid costs will be reimbursed to any Bidder.
- f) Bids must be held firm for a minimum of 120 days from the Bid Deadline date of the RFB.
- g) The Airport Authority has the right to request samples from Responsive and Responsible Bidder. The requested samples must be provided within two (2) business days of the request by the Airport Authority, or the bid will be considered nonresponsive.
- 8) **BROKER:** The Airport Authority will not accept any Proposals from a broker. Any Proposer that is determined to be a broker will be deemed nonresponsive.
- 9) **EXCEPTIONS:** Bidder shall clearly identify any proposed deviations from the language in the Request for Bids (including its Terms and Conditions). Each exception must be clearly defined and referenced to the proper paragraph in this RFB or its Terms and Conditions. The exception shall include, at a minimum, the Bidder's proposed substitute language and opinion as to why the suggested substitution will provide equivalent or better service and performance. If no exceptions are noted in the Bidder's Bid, the Airport Authority will assume complete conformance with this specification and the successful Bidder will be required to perform accordingly. Bids not meeting all requirements may be rejected. Bids taking exception to material terms and conditions (i.e., indemnification, subrogation, insurance, ownership of documents, governmental requirements) will not be considered. The Airport Authority reserves the right to accept or to allow the Bidder to withdraw any or all exceptions.
- 10) **WITHDRAWAL:** Bids may be withdrawn or revised via the MITN portal up to the deadline date and time. No Bid may be withdrawn after the deadline for submission.
- 11) **REJECTION OF BIDS:** Bids will be rejected for the following reasons:
- a) Bidder's failure to submit all required information of RFB.
- b) Bidder's failure to meet minimum qualifications of RFB.
- c) Bidder is in arrears or in default to the Airport Authority on any contract, debt, or other obligation.
- d) Bidder is debarred by the Airport Authority or federal government (for federally funded contracts) from consideration for a contract award.
- e) Bidder has committed a violation of the Airport Authority's Ethics Ordinance which resulted in a termination of a contract or other material sanction within the two (2) years immediately preceding the date of issuance of this document.
- f) Bidder has a contract or other relationship with a client that is determined by the Airport Authority to be a legal or business conflict that is unwaivable or that the Airport Authority, at its sole discretion, is unwilling to waive.

- g) In the event a Bidder, including its subsidiaries, affiliated companies and franchises, submits more than one (1) bid, the Airport Authority, at its sole option, will have the right to determine which bid will be considered, or reject all such multiple bids.
- 12) **CANCELLATION OF RFB** The Airport Authority reserves the right to cancel this solicitation, in whole or in part, as well as reject any or all bids, or to accept or reject any bid in part, and to waive any minor informality or irregularity in bids received if it is determined by the Chief Executive Officer (CEO) or his designee that the best interest of the Airport Authority will be served by so doing. If the solicitation is cancelled or all bids are rejected by the Airport Authority, a notice will be posted on MITN.
- 13) **PROCUREMENT POLICY:** Procurement for the Airport Authority will be handled in a manner providing fair opportunity to all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the Airport Authority. The Chief Executive Officer has the vested authority to execute a contract, subject to Board approval where required.
- 14) **BID SIGNATURES:** Bids must be signed by an authorized official of the Bidder. Each signature represents binding commitment upon the Bidder to provide the goods and/or services offered to the Airport Authority if the Bidder is determined to be the lowest Responsive and Responsible Bidder. Properly authenticated electronic signatures are acceptable and shall be treated the same as if the signee had put pen to paper
- 15) **CONTRACT AWARD AND CONTRACT EXECUTION:** The Airport Authority reserves the right to award by item, group of items, or total proposed items and to award more than one contract at its sole discretion, to the lowest Responsive and Responsible Bidder, or Bidders.
- i) All contract award recommendations must be approved by either the Airport Authority's CEO or Board.
 - ii) The Bidder(s) to whom the award is being recommended will be notified and provided the Airport Authority's contract for execution at the earliest possible date. If for any reason, the awarded Bidder(s) does not execute a contract within the time specified by the Airport Authority, then the Airport Authority may recommend award to the next lowest Responsive and Responsible Bidder. A final Notice of Award, and if required, a Notice to Proceed, will be issued after completion of a fully executed contract.
 - iii) If a Bidder requires an agreement beyond any agreement (e.g. Terms and Conditions) required by the Airport Authority, or required as a part of this solicitation by the Airport Authority, the Airport Authority reserves the right to reject execution of any additional agreements required by the Bidder. In instances where the Airport Authority rejects execution of additional agreements that are required by the Bidder, the Airport Authority reserves the right to deem the bid as Nonresponsive, and to recommend award to the next most Responsive and Responsible Bidder.
- 16) **NO RFB RESPONSE:** Bidders who receive this RFB but do not submit a Bid are asked to submit a notice stating the reason(s) for not responding.
- 17) **FREEDOM OF INFORMATION ACT ("FOIA") REQUIREMENTS:** Bids are subject to public disclosure after the Bid Deadline in accordance with state law. For additional information, contact the Airport Authority's FOIA Coordinator at FOIA@wcaa.us.
- 18) **PROTESTS:** A protest must be filed in writing and within the timeframes outlined in Section 9 of the Airport Authority Procurement and Contracting Ordinance. A copy of the Procurement Ordinance is available from Procurement Department at the Airport Authority, and accessed at <https://www.metroairport.com/business/about-wcaa/important-documents>
- 19) **SECURITY BADGES:** Security badges are required. Information regarding the requirements, process and fees for obtaining a badge is available via: <https://www.metroairport.com/business/dtw-airport-id-badges>.

- 20) **PROOF OF INSURANCE REQUIREMENTS:** The successful Bidder must submit proof that they meet all Airport Authority insurance requirements prior to receiving an executed contract and purchase order.
- 21) **BASIS FOR CONTRACT AWARD:** The determination of the lowest responsive and responsible Bid shall be based upon total base bid amount including SBE equalization credits. RFB responses without a complete Price Form and all required forms and information in the Bid Package will be deemed non-responsive for that Bid Package. Selections of work to be awarded will be based on availability of funding.
- 22) **AIRPORT AUTHORITY ETHICS ORDINANCE:** To report an ethics violation or for more information, go to www.wcaa.ethicspoint.com or call 1-888-447-8643. To view or download the WCAA Ethics Ordinance, access the following link:
<https://secure.ethicspoint.com/domain/media/en/gui/35303/ethics.pdf>
- 23) **TITLE VI:** The Wayne County Airport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all businesses will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

SECTION 3 – MINIMUM QUALIFICATIONS

- 1) **MINIMUM QUALIFICATIONS:** Bidders (specifically, the Business that will be contractually bound under the contract with the Airport Authority) will be deemed nonresponsible and rejected without any further evaluation if they as a Business, do not meet the following qualifications:

Refer to Attachment D – Verification of Minimum Qualifications Form

If you have received this document electronically, Attachment D – Verification of Minimum Qualifications Forms is a separate document.

SECTION 4 – PROJECT OVERVIEW

- 1) **INTRODUCTION:** Through this Request for Bids (RFB), the Wayne County Airport Authority (Airport Authority) hereby invites general contractors, construction managers and other businesses that meet the minimum qualifications set forth herein to submit Bids for the East Apron and Taxilane B (South Apron) Rehabilitation project at Willow Run Airport (YIP). This project includes approximately 156,000 syd of asphalt milling, 3,000 syd of concrete milling, concrete joint repair, concrete joint resealing, approximately 159,000 syd asphalt paving and airfield markings.
- 2) **GENERAL INFORMATION:** The proposed East Apron and Taxilane B Rehabilitation (Project) site consists of 4" cold milling of the existing asphalt surface course of the east apron (3,300' x 415') and 2" cold milling of the existing asphalt and concrete surface course of Taxilane B at the south apron (1,500' x 75'), concrete joint repair, clean and fill concrete joints, asphalt paving, and pavement markings.

It is the intent of the Airport Authority to complete construction of this project in one construction season in the year 2026.

SCOPE OF WORK AND SPECIFICATIONS

- 1) **SCOPE OF WORK:** The successful Bidder (Contractor) will be required to comply with all requirements and provisions of the Project as described and detailed in this RFB (including its attachments), and to complete the Scope of Work upon the receipt of a Notice to Proceed from the Airport Authority. The Contractor must provide all labor, materials, equipment, tools, permits and supplies required to complete the Work in accordance with the Agreement. **The Scope of work includes all work detailed in Attachments (I1 thru I5)** and all other work as detailed in this RFB. An overview summary of the items included in the Scope of Work is as follows:
 - a) Submit a **Safety Plan Compliance Document (SPCD)** to the Airport Authority for review and approval. An approved SPCD is required as a condition for issuance of a Notice to Proceed with Construction. Refer to the Attachment I – Construction Documents (Drawings and Specifications), particularly the Construction Safety Phasing Plan drawings, Attachment I4 – Construction Safety Phasing Plan, and specification Section SP-10 Wayne County Airport Authority Safety Standards for additional information. Also refer to FAA Advisory Circular 150/5370-2G, Operational Safety on Airports During Construction for additional information related to SPCD requirements;
 - b) Obtain Required Permits: The Airport Authority may obtain approvals of the permit applications from the jurisdictional agencies. The successful Bidder will be responsible for obtaining all permits and paying for all associated construction permit fees, application fees, inspection fees, bonds, and insurances. The following are the permits required:
 - i) **Notice of Proposed Construction or Alteration** – Federal Aviation Administration (FAA) 7460 Form. The Airport Authority will obtain approval based on the Construction Safety and Phasing Plan; Attachment I - Construction Documents (Drawings and Specifications). The Contractor is responsible for obtaining FAA approval (FAA 7460) if operations are not in compliance with said plan.
 - ii) **National Pollution Discharge Elimination System Permit (NPDES)** - Michigan Department of Environmental Quality
 - iii) **Any other applicable permits required by federal, state and local laws and regulations.**
 - c) Written Site Security Program: The Contractor will be required to comply with all security requirements. Refer to the Attachment I – Construction Documents, including Specification SP-20 – Airport Security Requirements, for additional requirements. Prior to initiating any construction activity on the site, the Contractor must submit a Written Site Security Program as described in Article 9 of Attachment H, General Terms and Conditions, for review and approval by the Airport Authority. The Contractor shall not park any vehicle, nor store any construction materials within six (6) feet of the Airport Operations Area (AOA) perimeter fence.

- d) **Safety Program:** The Contractor will be required to comply with all safety requirements. Refer to the Attachment I – Construction Documents, including Specification SP-10 – Airport Safety Requirements, for additional requirements. Prior to beginning construction, the Contractor will be required to develop and submit its written Safety Program to the Airport Authority for review and approval. Refer also to Attachment H, General Terms and Conditions and the Attachment I – Construction Documents, for review and approval by the Airport Authority;
- e) The majority of the Work required for the Project is located on the Air Operations Area (AOA), the Contractor working within the AOA will be required to maintain continuous security and safety of the AOA during the project, and comply with all requirements, including the following:
 - i) The Contractor will be required to obtain insurance as described in the Attachment H, General Terms and Conditions, Article 10 and Section 6 of the RFB.
 - ii) The Contractor will be required to obtain Airport Authority Security Identification badges as referenced in Section 2 of this RFB and described in Attachment I2 – Construction Documents (Specifications), Section SP-20, Airport Security Requirements, for the portions of work within the AOA.
 - iii) Access to the AOA will be through the AOA Gate S5 as indicated on the plans in Attachment I – Construction Documents (Drawings).
 - iv) The Contractor is responsible for ensuring all airfield and road pavement is kept free of dust and debris (or Foreign Objects and Debris (FOD) at all times. Under no circumstances will FOD be allowed to remain on airfield pavement.
- f) **Manage the Work as required including:**
 - i) Satisfy documentation requirements as required in the Attachment H - General Terms and Conditions including but not limited to the monthly submission of detailed progress reports and progress schedule updates to the satisfaction of the Airport Authority.
 - ii) Convey date and project documentation to construction administration team and WCAA. The Contractor shall monitor and manage Airport Authority required business processes for contract and project management of this Project including but not limited to submittal of pay applications and required documentation.
 - iii) Manage the Work, the Contractor's staff, and all subcontractors to the satisfaction of the Airport Authority;
 - iii) Submit for review and approval all required project plans, documents and schedules as required in Attachment I – Construction Documents (Drawings and Specifications).
- g) **Staging Area and Contractor Parking:** The Contractor will be allowed to stage equipment, material storage, or other items necessary for the work as indicated on the plans in Attachment I – Construction Documents (Drawings) and as generally described below. The Contractor may request alternative staging areas; however, the Airport Authority reserves the right to deny staging areas that conflict with the Airport's operations. Contractor parking will be permitted at the staging area described below, however, other contractor parking sites on the Airport property may be required and designated by the Airport Authority. Transportation to the construction site and staging area(s) from other locations is the responsibility of the Contractor.
 - i) **Staging Area and Contractor Parking:** The Contractor will be permitted to conduct staging activities at the staging area site, which is located near the AOA gate S26. These areas are depicted on the plans in Attachment I – Construction Documents (Drawings). The Contractor may have access to the staging area upon receipt of a Limited Notice to Proceed.
 - (1) The Contractor's personnel must park at the staging area. Additional areas for Contractor parking may be requested from the Airport Authority but are not guaranteed. The Contractor is responsible to provide parking elsewhere if the staging area provided is inadequate. The

Contractor is responsible for transporting all personnel to and from the jobsite and parking areas.

- (2) The Contractor will be required to protect Airport Authority-owned gates used by the Contractor throughout the construction project. Prior to construction startup, the contractor will inspect and document the pre-construction condition of the gates. Any damage to the gates that occurs as a result of construction/contractor activities will be repaired at no cost to the Airport Authority.
- (3) The Contractor will be required to remove all equipment and restore all sites used for staging, parking and batch plants as described on the plans in Attachment I – Construction Documents (Drawings) on or before the Contract Final Completion date.

- h) Control Foreign Object Debris (FOD), clean pavements, and provide mechanical sweeping equipment as detailed in the Construction Safety Phasing Plan and in the Specifications;
 - i) Control dust to the satisfaction of the Airport Authority for the duration of the project;
 - j) Remove snow and ice as required within the staging area, any haul routes, and work areas to facilitate the work;
 - k) Locate and protect all existing utilities within the project limits to ensure that they will be avoided and not disturbed or damaged;
 - l) Provide all water necessary for performance of the work;
 - m) Provide all temporary utilities, site offices and site management necessary to perform the work as described;
 - n) Provide, operate and maintain all necessary dewatering and surface water controls;
 - o) Construction Staking and Layout of new work as required;
 - p) Provide any/all maintenance of traffic items as required;
 - q) Adhere to all security requirements directed by Airport Authority Security staff related to this project. The Contractor shall not park any vehicle, nor store any construction materials within ten (10) feet of the Airport Operations Area (AOA) perimeter fence;
 - r) Legally and properly dispose of all debris, waste materials and excavation spoils generated by this project off Airport Property at an Airport-approved location in accordance with all Federal, State and Local rules and regulations.
 - s) Saw-cut, remove and dispose of existing concrete and asphaltic pavement(s) and base material(s) as detailed on the plans;
 - t) Complete airfield pavement repairs via mill and overlay operations;
 - u) Concrete joint cleaning and filling;
 - v) Install new pavement markings;
- 2) **COORDINATION OF WORK:** The Contractor is required to coordinate all work with other construction or maintenance activities in the immediate vicinity of this project. In particular, the Contractor is required to work within the traffic patterns established for safe construction. The Contractor will be required to coordinate closely with work to be performed by others. The Contractor(s) will also be required to coordinate their work accomplishment with the various Airport Authority departments in the scheduling and performance of each phase as outlined for this project.
- On-going and upcoming projects in the immediate vicinity of this project include but are not limited to:
- a) Construct Taxiway A – Phase 4
 - b) Airport General Maintenance Activities;

c) Other WCAA Projects.

3) **CONSTRUCTION REQUIREMENTS AND PROCEDURES:** This Project is located within a fully operational airport that is active 24-hours a day, 365 days a year. Work shall be performed consistent with approvals provided by the Airport Authority.

a) Access to Site, Staging, Temporary Trailers, Contractor Parking, temporary facilities:

- i. No claims for additional fees or extension to contract duration will be considered on the grounds of site restrictions imposed by any security requirements associated with this Project. The Contractor will not be permitted access to the airfield or other restricted areas without proper approval from the Airport Authority.
- ii. All deliveries to the construction site must be done using public access roads.
- iii. All materials and tools that are required to be delivered to the construction site shall be stored and secured within a designated staging area at all times. No tools shall be left unsecured or unattended in public areas. No containers (tool boxes, storage containers, debris containers, etc.) shall be left unsecured or unattended in public areas.
- iv. Locations for staging, Contractor's and Engineer's temporary construction trailer (if applicable), and additional contractor parking are shown on the Plans. The Contractor shall be required to obtain a permit for temporary construction trailers. The Contractor shall not park any vehicle, nor store any construction materials within ten (10) feet of the Airport Operations Area perimeter fence.
- v. The Contractor shall be required to provide and install all temporary measures required to maintain safety and security for the demolition of this Project.
- vi. The Contractor will be responsible for providing all temporary utilities needed to construct this Project. Connection to and use of the Airport Authority's water, sewer and electrical systems shall be at the sole cost and expense of the Contractor, and in strict accordance with the Airport Authority's processes and procedures.
- vii. The Contractor will conduct the required work in such a manner so as to cause minimum disruption to Airport Authority operations. No traffic flow alterations, blockages or stoppages will be permitted without review and prior approval by the Airport Authority. The Contractor shall be required to provide and install all temporary measures required and as directed by the Airport Authority to maintain safety and security for the construction described herein.
- viii. The Contractor will be responsible to provide temporary sanitary/toilet facilities for all construction workers.
- ix. The Contractor will be responsible for providing all power and other utilities including water needed to construct the Project.
- x. Contractor is responsible for removal of all non-essential vegetation and structures to accommodate the work outlined by this RFB and verified by Airport Authority personnel.
- xi. The Contractor is responsible for ensuring all adjacent and road and airfield pavement is kept free of dust and debris (or Foreign Objects and Debris (FOD) at all times.
- xii. The Contractor will schedule required Airport Authority inspections through the Planning, Design & Construction Department.

b) The Contractor will schedule all Airport Authority utility verification and dis-connection requests through the Planning, Design & Construction Department.

c) Hot Work: Hot work is defined as a process or procedure that could result in a fire if not properly controlled. No welding, flame cutting, or other operations involving the use of flame, arcs, or sparking

devices will be allowed without adequate protection, subject to prior approval by the Fire Marshal, and a Hot Work permit from the Airport Fire Division.

- 4) **SUSTAINABILITY INITIATIVES:** The Airport Authority is committed to sustainability and strives to integrate its principles into this project. Initiatives may include but are not limited to storm water reuse, reuse of existing concrete and asphalt, salvage of airfield lights and guidance signs, and use of a batch plant on site that will reduce transportation emissions.
- 5) **SEQUENCE OF WORK:** The Contractor is required to coordinate its Work with the Engineer and Airport Authority Project Manager, and others, in accordance with the following general sequence of work for this Project.
 - a) Contractor to coordinate required inspections and testing of this Project with the Engineer, the Airport Authority Project Manager, Security Designee, Water Operator, and Fire Marshal, and any other Authorities having jurisdiction over this Project.
 - b) Refer to the Attachment I - Construction Documents for the full sequence of work description.
- 6) **PROJECT MILESTONES:** Work is required to be Substantially Completed in the phases and construction durations as required in this RFB and its attachments. Refer to the Construction Safety and Phasing Plans, and specification Section SP-60 Sequence of Construction and Liquidated Damages in Attachment I – Construction Documents, for a detailed description of project phasing and sequence of construction. General information related to project milestones is as follows:
 - a) **Contract Award** - It is anticipated that this contract will be awarded in **February 2025** by the Wayne County Airport Authority Board, based upon confirmation of lowest qualified, responsive and responsible Bidder. It should be noted the delay of the issuance of an executed Contract, or Notice to Proceed due to incomplete, untimely, or rejected Contractor's insurance, bonds, Pre-Construction submittals, schedules, permit approvals, and/or other Contractor required submissions shall not be the basis of a claim for a delay nor for additional mobilization costs.
 - b) **Administrative Notice to Proceed** - Following receipt of approved Contractor's insurance, bonds, and issuance of an executed Contract, it is anticipated that an Administrative Notice to Proceed will be issued to permit the Contractor to obtain, prepare and submit pre-construction schedules, submittals, and to plan for construction. Submittals will include any long lead or critical path items, including P-401 mix designs. It is anticipated that the Pre-Construction Conference will be scheduled and conducted during this time. The Airport Authority's review of pre-construction submittals once they are complete and accurate will take up to fourteen (14) calendar days.
 - c) **Notice to Proceed** - Upon receipt and approval of all permits, required pre-construction submittals, and following the Pre-Construction Conference, a full Notice to Proceed with construction (NTP) is anticipated to be issued around April 15, 2025.
 - d) **Substantial Completion of Construction Activities** – This project includes multiple phases. The Critical Project Milestones and Completion Dates for the critical areas are detailed in the Construction Safety and Phasing Plan and specification Section SP-60 Construction Sequence and Liquidated Damages in Attachment I-Construction Documents (Drawings and Specifications).
 - e) **Final Completion** - Construction work including completion of punch list items shall be no later than **90 calendar days** after the Substantial Completion date. Construction will not be considered to be complete unless all project construction tasks are completed. Final Completion and submittal of Final Contractor's Pay Application to the Airport Authority shall be completed no later than **90 days** after Substantial Completion date.
- 7) **LIQUIDATED DAMAGES AND COMPLETION BONUS:**
 - a) **Liquidated Damages:** If the CONTRACTOR fails to deliver equipment or materials, or perform any services within the times specified in this Contract to achieve the established Milestones, Completion Dates and Durations or any extensions granted in writing, the CONTRACTOR shall pay to the AIRPORT AUTHORITY, fixed, agreed, and Liquidated Damages, the sum(s) specified in Tables 1

and 2: Liquidated Damages, as referenced in Attachment I3 – Construction Documents (Specifications) - Specification Section SP-60 and Attachment A - Form of Construction Services Contract.

8) REQUIRED DOCUMENT FORMAT AND SOFTWARE:

- a) The Contractor will be required to submit in English all final documents in hard copy and electronic format as requested by the Airport Authority (such as Word, Excel, AutoCAD 2022, PDF and TIFF).
- b) The Contractor will be required to use the Airport Authority's approved web-based computerized project management system. This system will allow for the management of business processes used by the Airport Authority for the planning, design and construction of capital projects. No separate measurement shall be made for the project management system. All costs associated with the project management system shall be considered incidental to other items.

SECTION 5 – KEY TERMS AND CONDITIONS

1. **CONTRACT TERM:** The contract shall be effective from the date of this Contract is approved by the Wayne County Airport Authority Board and will terminate upon the Airport Authority's final payment for all required services.
2. **WAYNE COUNTY AIRPORT AUTHORITY'S PREVAILING WAGE REQUIREMENTS:** All wages on the project are subject to the Wayne County Airport Authority's Prevailing Wage Requirements (Attachment K).
3. **CHANGES TO KEY PERSONNEL AND SUBCONTRACTORS:** It is essential that the Contractor provides adequate experienced personnel and subcontractors, capable of and devoted to the successful accomplishment of work to be performed under this contract. The Contractor must agree to assign specific individuals to the key positions.
 - a. Contractor agrees that once assigned to work under the contract, key personnel and subcontractors shall not be removed or replaced without written notice to the Airport Authority.
 - b. If key personnel and subcontractors are not available for work under the contract for a continuous period exceeding thirty (30) calendar days, or are expected to devote substantially less effort to the work than initially anticipated, the Contractor shall immediately notify the Airport Authority, and shall, subject to the concurrence of the Airport Authority, replace such personnel with personnel of substantially equal ability and qualifications.
4. **PROJECT ACCEPTANCE:** Acceptance is predicated on all Scope of Work objectives or any other specifically identified criteria being completed to the Airport Authority's satisfaction.
5. **PERFORMANCE REVIEW:** The Airport Authority may conduct regular contract performance reviews to ensure Contractors consistently meet all aspects of performance.
6. **PERFORMANCE GUARANTEE:** The Contractor shall furnish an AIA 311 Performance Bond and an AIA 311 Labor and Material Payment Bond (AIA 312 forms will not be accepted). Both **Bonds shall be in an amount equal to 100% of the Contract Sum** and shall comply with the requirements set forth in Article 10 of the General Terms and Conditions (Attachment H of this RFB). The surety issuing the Performance and Payment Bonds must be authorized to conduct business in the State of Michigan and have a resident agent who may be served in Wayne, Oakland or Macomb County.
7. **CONFLICTS OF INTEREST:** The Airport Authority reserves the right to reject a Bid if the Bidder has a contract or other relationship with a client that is determined by the Airport Authority to be a legal or business conflict that is unwaivable or that the Airport Authority, at its sole discretion, is unwilling to waive.
8. **FORCED LABOR:** The Bidder certifies that it does not use forced labor or engage in human trafficking/modern slavery in any of its operations or supply chains. This includes, but is not limited to, the use of forced or compulsory labor, bonded or indentured labor, and involuntary servitude. The Bidder also certifies that it is in compliance with all applicable laws and regulations related to forced labor and human trafficking/modern slavery, including but not limited to The Uyghur Forced Labor Prevention Act (Public Law 117-78), and the Victims of Trafficking and Violence Protection Act (Public Law 106-386). The Bidder shall maintain records of its compliance with this provision and shall make such records available to the Airport Authority upon request and agrees to promptly notify the Airport Authority of any violations of this provision that are discovered during the performance of the contract. Failure to comply with this provision may result in disqualification of the bid/solicitation response or termination of the contract.
9. **RUNWAY INCURSIONS:** The Federal Aviation Administration (FAA) defines a Runway Incursion as "Any occurrence at an airport involving an aircraft, vehicle, person, or object on the ground that creates a collision hazard or results in a loss of separation with an aircraft taking off, intending to take off, landing or intending to land".

Entering the Movement Area (i.e. runways, taxiways, etc.) without authorization from the FAA Air Traffic Control Tower and the Wayne County Airport Authority will result in the suspension of an assigned ID Badge and/or ramp driving privileges and could subject the Contractor or the Contractor's key personnel to permanent revocation of their airfield driving privileges. Furthermore, runway incursions may result in federal fines and/or termination of the contract.

10. **PROPERTY OF THE AIRPORT AUTHORITY:** All item(s) (including drafts, photos, work papers, prototype and the like), produced by Contractor(s) during the service of any resulting contract(s) will become the property of the Airport Authority.

SECTION 6 – INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS: Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$3,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$3,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation** insurance as required with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$500,000** per accident for bodily injury or disease.

The Wayne County Airport Authority and the County of Wayne, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance.

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. **The Workers’ Compensation policy shall be endorsed with a waiver of subrogation** in favor of the Airport Authority for all work performed by the Contractor, its employees, agents and subcontractors.

Contractor hereby grants to Entity a waiver of any right to subrogation which any insurer of said Contractor may acquire against the Entity by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Entity has received a waiver of subrogation endorsement from the insurer.

Primary Coverage

For any claims related to this contract, the **Contractor’s insurance coverage shall be primary** insurance primary coverage at least as broad as ISO CG 20 01 04 13 as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers shall be excess of the Contractor’s insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the Entity.**

SAMPLE CERTIFICATE OF INSURANCE

Please review the solicitation documents for the required insurance coverage and add to the insurance certificate accordingly.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
 02/13/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Agent Broker Producer, Inc. 123 Anywhere Ave Detroit, MI 48226	CONTACT NAME: Agency Contact PHONE (A/C, No, Ext): phone FAX (A/C, No): fax #here E-MAIL ADDRESS: of individual at agency INSURER(S) AFFORDING COVERAGE INSURER A: Travelers INSURER B: Accident Fund INSURER C: Zurich INSURER D: INSURER E: INSURER F:
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INSURED Contractor/Vendor Company (this must match name on forms) Address 1 Address 2 City, State, Zip	NAIC #
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC OTHER: (review aggregate req)	X X	GL123456-03	02/13/2018	02/13/2019	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 300,000
						MED EXP (Any one person) \$ 15,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
						\$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS verify requirements in solicitation	X X	AL252105-03	02/13/2018	02/13/2019	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	X X	UMB12345-02	02/13/2018	02/13/2019	EACH OCCURRENCE \$ 4,000,000
						AGGREGATE \$ 4,000,000
						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WC234567-03	02/13/2018	02/13/2019	☒ PER STATUTE ☐ OTHER
						E.L. EACH ACCIDENT \$ 500,000
						E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Property with transit/installation (If other covg is required att. p. 2)	X X	PR660789-03	02/13/2018	02/13/2019	Limit \$250,000 each occurrence

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The certificate holder and the County of Wayne, their board members, directors, officers, employees, agents and assigns are additional insureds for GL including completed operations, Auto (Aircraft Liability, pollution as applicable) on a primary/non-contributory basis including completed operations for liability arising out of all work or services provided to the Airport Authority.
 Waiver of subrogation is added in favor of the additional insured.
 The Wayne County Airport Authority is considered loss payee for any property owned by and worked on by this insured, as their interest may appear.
 Policies are endorsed to provide a minimum of 30 day notice of cancellation to the Certificate Holder (or 10 day notice in the case of non-payment of premium).

CERTIFICATE HOLDER Wayne County Airport Authority Attn: Procurement Department 11050 Rogell Drive #602 Detroit, MI 48242	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE signature here
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SECTION 7 - SUBMITTAL DOCUMENTS CHECKLIST (not required)

The following checklist is provided to assist bidders with preparing and including minimum information, forms and documentation that should be included in the respondents submittal Bid package for evaluation of responsive and responsible. Failure to include the required information, forms and documentation may result in solicitation response being deemed NON-responsive and responsible.

	Form or Documentation:
☐	Attachment A - Bid Form
☐	Attachment B – Subcontractor Form; Fully completed for each subcontractor
☐	Attachment C – Business Information Questionnaire
☐	Attachment D – Verification of Minimum Qualification Form including providing evidence of implementation of written company safety program, resumes of project manager and supervisor, copies of certifications and licenses, copies of respondents OSHA 300 forms, and EMR letter of verification <u>attached to the Bid</u>
☐	Attachment E – Price Form
☐	Attachment F – Project Documents Declaration Form
☐	Attachment G – Document Security Agreement for Sensitive Information
☐	Bid Guarantee: Hard Copy & Electronic Version
☐	W-9 Form

SECTION 8 – REQUIRED FORMS AND CONTRACT DOCUMENTS

If you have received this document electronically, the following Attachments are separate documents.

REQUIRED FORMS:

ATTACHMENT A – BID FORM

ATTACHMENT B – SUBCONTRACTOR FORM

ATTACHMENT C – BUSINESS INFORMATION QUESTIONNAIRE

ATTACHMENT D – VERIFICATION OF MINIMUM QUALIFICATION FORMS

ATTACHMENT E – PRICE FORM

Ensure Bid Bond is uploaded and matches the Solicitation requirements found in Section 2 of the RFB. Prices provided in Bidder's Bid shall be valid for the entire length of the Contract.

ATTACHMENT F – PROJECT DOCUMENTS DECLARATION FORM

ATTACHMENT G – DOCUMENT SECURITY AGREEMENT FOR SENSITIVE SECURITY INFORMATION

CONTRACT DOCUMENTS:

These documents, along with the Required Forms, will be part of the final contract.

ATTACHMENT H – FORM OF AGREEMENT AND GENERAL TERMS AND CONDITIONS

The Contractor and the Airport Authority shall both be required to sign the attached Form of Agreement.

ATTACHMENT I – CONSTRUCTION DOCUMENTS

To obtain by purchase only Attachments I – Construction Documents, send email message referencing RFB# 25-03965 in the subject line, along with your company contact info to Engineering Reprographics, Inc. at Detroit@Eng-Repro.com. Refer to Page 2 of this document for additional details.

ATTACHMENT J - MISCELLANEOUS CONSTRUCTION REQUIREMENTS AND FORMS

ATTACHMENT K – WCAA PREVAILING WAGE INSTRUCTIONS, GENERAL DECISION & SAMPLE CERTIFIED PAYROLL TEMPLATE

ATTACHMENT L – CERTIFIED SBE LIST

Note: This is a list of all certified SBEs as of 9/4/25 with the NAICs codes associated with this project.

ATTACHMENT S – SBE PROGRAM OVERVIEW