

**SECTION V – PROPOSAL FORM**

**REQUEST FOR BIDS  
HART PLAZA RENOVATIONS  
AT THE  
RIVERWALK AND PRECINCT ROOF REPAIRS  
1 HART PLAZA  
DETROIT, MI 48226  
FOR THE  
DETROIT RECREATION DEPARTMENT**

NAME OF BIDDER: Pullman SST, Inc.

FEDERAL TAX IDENTIFICATION NO.: 22-3270937

DUN & BRADSTREET NUMBER (DUNS #): 82-460-4060

CONTACT NAME: Rob Johnson

ADDRESS: Rob Johnson

TELEPHONE: 734-282-7760 FAX: 734-282-3801

E-MAIL ADDRESS: rjohnson@pullman-services.com

**A. BID**

The Undersigned, being duly authorized to execute this Bid on behalf of the Bidder, hereby tenders this Bid to Detroit Building Authority with offices at 1301 Third Street, Suite 328, Detroit, MI 48226 (herein referred to as the DBA) for the performance of the complete Scope of the Work set forth in the documents comprising the BID SOLICITATION.

**B. BASE BID AMOUNTS**

The Bidder, having examined the BID SOLICITATION DOCUMENTS and physically inspected the Project Area, and being knowledgeable and familiar with the local labor and economic market conditions, the existing site conditions, and the governing code, regulations and industry standards, hereby proposes to furnish all labor, materials, tools, and equipment including all necessary and incidental supervision, administration, permits, fees, inspections, notifications, services, applicable taxes, insurance, worker protections and public safety protections for the full and complete Work in strict conformance and as set forth in the Bid Documents for the **Total Base Bid Amount** of:

\$796,480.00 Sum in words: Seven Hundred Ninety Six Thousand

Four Hundred Eighty and 00 /100 dollars.

Note: The Total Base Bid Amount shall be the summation of the Unit Price Extensions contained in Section F Unit Price Schedule below (Base Bid + General Conditions + 100% Performance and Payment Bonds = Base Bid Amount).

C. STARTING AND COMPLETING WORK

The undersigned Bidder declares, promises, and certifies that if awarded the contract, Bidder is prepared to mobilize and commence the Work at the Project Area upon the receipt of a Notice to Proceed from the DBA and to substantially complete the Work [Bidder is to propose number of days] within:

90 calendar days. Duration in words: Ninety calendar days.

D. BID SECURITY AND PERFORMANCE & PAYMENT BONDS

The Bidder hereby agrees to furnish Performance and Payment Bonds each equal to 100% of the amount of the Base Bid. The cost of these bonds shall be included in the submitted unit prices included in this Bid.

E. ADDENDA

The Bidder acknowledges receipt of the following Addenda, which specify revisions to the BID SOLICITATION DOCUMENTS, and states that the costs, if any, of such revisions have been included in the Base Bid and other prices quoted herein:

Addendum 1 dated December 13, 2017

Addendum \_\_\_\_\_ dated \_\_\_\_\_

Addendum \_\_\_\_\_ dated \_\_\_\_\_

F. UNIT PRICE SCHEDULE

The Total Base Bid Amount is based solely Unit Prices as hereinafter listed for all items required for the completion of the work as contained in the BID SOLICITATION DOCUMENTS. All items of material, labor, supplies, or equipment that are not specifically enumerated for payment as separate items, but which are reasonably required to complete the work as shown on the drawings or as described in the specifications, are considered as subsidiary obligations of the Contractor. No separate measurement or payment is made for them. Unit Prices shall include all charges for overhead and taxes, profit, insurance and shall be applied to net differences in the quantities. Should any mathematical errors be discovered in the preparation of these proposals, the bidder's unit price times the estimated quantity of work will be the basis for computing the true Unit Price Extension.

1. General Conditions:

The General Conditions shall include general project costs that are not specifically enumerated elsewhere in the Bid Proposal Form including, but not limited to, project management, supervision, travel, permits, mobilization/demobilization, shoring, miscellaneous costs including those defined in Specification Section 01 10 00, and any other items that are reasonably required to complete the work. The General Conditions shall be billed by the Contractor proportionally to the amount of work complete.

Lump Sum = \$ 85,315.00

2. 100% Performance and Payment Bonds:

Lump Sum = \$ 19,412.00

3. Alternate No. 1:

All new concrete to be "stamped" (herringbone brick pattern per detail).

Lump Sum = \$ 42,160.00

4. Alternate No. 2:

All new concrete to be colored (Lafarge Artervia standard range of colors).

Lump Sum = \$ 75,590.00

5. Alternate No. 3:

All additional work identified within area referenced on drawings.

Lump Sum = \$ 93,150.00

6. Alternate No. 4:

Provide two (2) layers of Mapethene HT/LT waterproofing membrane:

Lump Sum = \$ 66,560.00

**TOTAL (Base Bid, General Conditions, Bonds, Alternates) Lump Sum = \$ 1,073,940.00**

G. PLAN OF WORK

In demonstration of Bidder's commitment to complete the Work in the timeframe indicated in Section B above, the Bidder certifies the following information related to the Bidder's work plan:

1. Number of pieces, type, and make of equipment to be used:

- 2 Skid Steers
- 1 Small Excavator
- Concrete Pump truck
- Concrete Buggies
- Power-washers

2. Number and classification of trades and employees available to perform the proposed Work (operators, laborers, electricians, plumbers, foreman, supervisors, etc.):

- Project Management / General Supt. - 1 EA
- Foreman - 1 EA
- Laborers - 6 EA
- Plumber - Subcontract - Average 4 man crew
- Concrete Placement - Subcontract - Average 10 man crew
- Paver Demolition - Subcontract - Average 5 man crew

H. SUB-CONTRACTORS, VENDORS, SUPPLIERS

Bidder proposes to utilize the following entities (subcontractors) in connection with the performance and/or completion of the Work. The Bidder acknowledges the DBA's right to reject any or all of the proposed subcontractors for reasonable cause which may include failure to comply from any City of Detroit ordinances or regulations, or to obtain required clearances from the City Departments. [Detroit Headquartered Business (DHB), Detroit Based Business (DBB), Minority Business Enterprise (MBE), Woman-owned Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE)]

1. Proposed subcontractor: Benkari Plumbing and Mechanical

Type of Work: Trench Drain Installation

Subcontract Dollar Value: \$ \$36,670.00

Business Classification (Circle All That Apply)  DHB  DBB  MBE  WBE  DBE

2. Proposed subcontractor Boomer Construction Materials

Type of Work: Materials / Waterproofing / Concrete

Subcontract Dollar Value: \$ 50,000.00

Business Classification (Circle All That Apply)  DHB  DBB  MBE  WBE  DBE

3. Proposed subcontractor Blaze Contracting Inc.

Type of Work: Paver removal

Subcontract Dollar Value: \$ 227,000.00

Business Classification (Circle All That Apply)  DHB  DBB  MBE  WBE  DBE

4. Proposed subcontractor F and M Poured Walls

Type of Work: Concrete Placement

Subcontract Dollar Value: \$ 264,344.00

Business Classification (Circle All That Apply)  DHB  DBB  MBE  WBE  DBE

5. Proposed subcontractor \_\_\_\_\_

Type of Work: \_\_\_\_\_

Subcontract Dollar Value: \$ \_\_\_\_\_

Business Classification (Circle All That Apply)  DHB  DBB  MBE  WBE  DBE

**I. JOINT VENTURE (For a Joint Venture Bidder Only)**

The Bidder agrees to submit to the DBA, as a condition precedent prior to the receipt and execution of a Contract Agreement, a complete unaltered copy of the Joint Venture Agreement entered into by the Joint Venture Partners. The Bidder understands that the Joint Venture Agreement form and content is subject to the sole approval of the DBA.

**J. WITHDRAWAL OF BID**

The Bidder affirms and agrees that as a default provision of the Bid Bond this Bid shall remain firm and will not be withdrawn for a period of not less than ninety (120) days from the Bid Due Date unless otherwise stated in the Invitation or Instruction to Bidders.

**K. START OF WORK**

The Bidder agrees to start Work preparations immediately upon receipt of a Notice to Proceed.

#### L. REJECTION OF BIDS

The Bidder acknowledges and accepts the DBA's right to waive, in its best interest, any informality, abnormality, or irregularity in the BID SOLICITATION process and to reject any or all Bids in whole or in part.

#### M. EQUAL OPPORTUNITY REQUIREMENTS

The Undersigned acknowledges and confirms that Bidder will comply with all equal opportunity and labor requirements described in Section IV, Subsection H-6, Equal Opportunity and Anti-Discrimination Practices, which includes:

Compliance with Fair Employment Laws (Detroit Fair Employment Practices Ordinance 303-H). The Bidder shall comply with the United States Constitution and all federal, state and local laws, rules and regulations governing fair employment practices and equal employment opportunity.

The Bidder shall within 24 hours upon request from the DBA submit the following information to the DBA:

- A copy of the firm's equal employment opportunity policy, as officially adopted. This may be a statement on company letterhead and signed by an official, indicating that the firm does not discriminate in its employment practices and takes affirmative action to recruit and hire minority persons as required by Section 2-7-3 of Ordinance 303-H.
- A statement on company letterhead that no Subcontractor will start the Work on the Project until it has been cleared by the City of Detroit Civil Rights, Inclusion & Opportunity Department relative to Ordinance 303-H.
- A copy of the firm's Affirmative Action Plan.

#### N. BID SECURITY

The Bidder includes herewith a Bid Bond for the amount stipulated in Section I in the form of AIA Document A310.

#### O. BIDDER'S EXPERIENCE

The Undersigned certifies, represents and declares that Bidder is familiar with and has prior experience as the primary Contractor on similar Projects with the type, scope and contract value of Work required by this BID SOLICITATION and that Bidder has the necessary finances, cash flows, trade personnel, working organization, expert supervision, and equipment immediately available and capable of mobilizing to the Work site as required and in accordance with the timing set forth in the Contract Documents.

The Bidder offers the following example project(s) as evidence of prior experience in satisfactorily performing and completing demolition and asbestos abatement projects with similar scopes of Work specified in the BID SOLICITATION DOCUMENTS:

A-1) Project Name Maccabees Building Plaza  
Location Southfield, MI  
Project Owner Schostak Brothers & Company  
Owner Contact: John Hawkinson phone 248-357-6180 email hawkinson@schostak.com  
Architect of Record Wiss, Janney, Elstner  
Project Description Removal of conc. topping and waterproofing. Repairs to structural slab,  
replace drainage system and apply new waterproofing and conc. topping  
Gross Project Area (sf) 15,000 SFT

Construction Cost / Contract Value \$ \$820,000.00

Date of Construction Substantial Completion October 2017

LEED Certification \_\_\_\_\_ Level of Certification \_\_\_\_\_

A-2) Project Name Jolly Pumpkin Roof

Location Detroit, MI

Project Owner Bedrock Mgmt. / Shower Curtain Solutions Limited, LLC

Owner Contact: Piper Jones phone 586-930-2387 email pipejones@bedrockmgmt.com

Architect of Record N/A

Project Description Removal of asphalt / concrete topping, waterproofing replacement, install new asphalt and concrete

Gross Project Area (sf) 23,800 SFT

Construction Cost / Contract Value \$ 301,550.00

Date of Construction Substantial Completion 12/30/16

LEED Certification \_\_\_\_\_ Level of Certification \_\_\_\_\_

A-3) Project Name Bean Dock

Location Port Huron, MI

Project Owner Acheson Ventures, LLC

Owner Contact: Mike DeLong phone 810-966-0900 email mdelong@achesonventures.com

Architect of Record Tetra Tech

Project Description Removal of asphalt topping, waterproofing replacement, replace asphalt topping

Gross Project Area (sf) 27,500 SFT

Construction Cost / Contract Value \$ 361,000.00

Date of Construction Substantial Completion 8/1/16

LEED Certification \_\_\_\_\_ Level of Certification \_\_\_\_\_

**P. BIDDER NOT IN ARREARS**

The Undersigned certifies that, as of the date of this Bid, Bidder is not in arrears to the City of Detroit for any debts whatsoever (including but not limited to back taxes) as provided for in Sec. 21-3-15, City Code (Ordinance No. 52H). Further, the Undersigned certifies that the Bidder has not defaulted in any other contract with the City of Detroit or the DBA.

**Q. The Proposing Entity proposes and commits to assign the following individuals to the Key Personnel Positions indicated below for the duration of this Project' (Provide hourly billing rates for each position which include all wages, fringe benefits, bonuses, taxes and insurance, administrative costs, vehicle allowances, corporate overheads and CM fees). Provide a matrix that graphically depicts which Key Personnel worked on the projects listed in Section O. The matrix must include the name and role that the person performed on the identified project.**

Project Executive (compensation is included in professional fee) Victor Juncaj

Project Manager Chuck Schimmel

Project Engineer Gary Bell

Project Estimator / Procurement Rob Johnson

Project Superintendent Roger Howard

Assistant Project Superintendent Darren Powers

Project Accountant Scott Cestone

Document Control Gary Bell / Chuck Schimmel

Compensation for all positions above the Project Manager shall be included in the professional fee.

**c) Provide the following information:**

Corporate Organization Chart (attach)

Surety / Bonding Company Fidelity and Deposit Company of Maryland

Current Experience Modification Rating: .64

Scheduling Program Formats Microsoft Project / Suretrack

Project Cost Tracking System COINS / RePortal

**The Undersigned hereby tenders this Bid on this 13th day of December, 2017 to the Detroit Building Authority on behalf of:**

BIDDER: J. Pete Wallace - Sr. Branch Director / Asst. Secretary (Please  
Print Full Legal Name) Title

Signature 

ADDRESS (headquarters): 407 E. Fort Street, Suite 203  
(Number and Street)

Detroit MI 48226  
(City) (State) (Zip Code)

The Bidder is  not  licensed to perform the Work in the State of Michigan

**BY SIGNING THIS BID THE ABOVE NAMED INDIVIDUAL CERTIFIES THAT HE (SHE) IS AN OFFICER OR AGENT OF THE BIDDER DULY AUTHORIZED TO EXTEND AND COMMIT THE BIDDER TO THE CONDITIONS AND TERMS OF THIS BID.**

### BUSINESS INFORMATION QUESTIONNAIRE

**Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.**

LEGAL NAME OF PROPOSING ENTITY Pullman SST, Inc.  
PRINCIPAL OFFICE ADDRESS 10150 Old Columbia Road, Columbia, MD 21046  
PRIMARY CONTACT Gennifer Burns PHONE NO 410-850-7000 EMAIL prequals@structural.net  
WEB SITE www.pullman-services.com

FORM OF OWNERSHIP (Check One)

Corporation (X)    LLC ( )    Joint Venture ( )  
State of Incorporation/Registration Delaware  
Date of Incorporation/Registration December 16, 1993  
Limited Partnership ( )    General Partnership ( )    Individual ( )

LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS AND OWNERS

<u>Name / Title</u>	<u>Name / Title</u>
<u>Robert Charles - President</u>	<u>J. Pete Wallace - Asst. Secretary</u>
<u>Christina Prior - Secretary</u>	<u></u>
<u>Barry Wylie - Treasurer</u>	<u></u>

LIST OF CORPORATE DIRECTORS

<u>Name</u>	<u>Principal Business Affiliation (Other Than Proposing Entity)</u>
<u>None - we only have officers</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

ADDITIONAL INFORMATION REQUIRED BY THE DBA

LIST OF PRINCIPAL STOCKHOLDERS (i.e., those holding 5% or more of the outstanding stock)

<u>Name / Address</u>	<u>Name / Address</u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>



FINANCIAL DISCLOSURE/CONFLICTS OF INTEREST:

Identify any contract(s), including any contract involving an employment or consulting relationship, which the firm, or its partners, principals, corporate officers or owners currently has with the Detroit Building Authority, or with any of its board members or officers.

None

LATEST CREDIT RATING (Specify if other than Dun and Bradstreet)

1R3

CONTRACTOR'S INSURANCE CERTIFICATION

The Undersigned hereby certifies its ability to secure the specified insurance coverage with an A rated (non-off shore) provider equal to or exceeding the minimum amounts described in Section IV Contract Agreement, Subsection 12.02.

The Undersigned proposes the following provider.

INSURANCE CARRIER: Varies by Type of Coverage. Agent is Arthur J. Gallagher fka Construction Risk Solutions, LLC  
ADDRESS: 11311 McCormick Road, Suite 450, Hunt Valley, MD 21031-8622  
TELEPHONE NUMBER: 443-798-7473  
FAX NUMBER: 443-798-7290  
CONTACT PERSON: Brian Permenter

I hereby certify that the foregoing business information is true, correct and complete to the best of (my/our) knowledge and belief:

Pullman SST, Inc.

(Name of Proposing Business)

By \_\_\_\_\_

(Signature)

12/14/17

Date

J. Pete Wallace, Assistant Secretary

(Title)

### COMPLETENESS CHECKLIST

**RESPONDENT SHALL INCLUDE THIS COMPLETED CHECKLIST IN THE BID ALONG WITH ALL DOCUMENTS IN THE ORDER INDICATED ON THIS CHECKSHEET**

<b>MANDATORY COMPONENT TITLE</b>	<b>CHECK IF INCLUDED IN THIS RFP</b>
Statement of Qualifications Form	X
Proposal Form	X
Disposal of Material Affidavit	X
Business Information Questionnaire	X
Completeness Checklist	X
Exhibit A – Non-Collusion Affidavit	X
Exhibit B - Equalization Eligibility Form	X
Exhibit C – Accounts Receivable Clearance Application	X
Exhibit D - Request for Income Tax Clearance	X
Exhibit E - Covenant of Equal Opportunity	X
Exhibit F - Hiring Policy Compliance Affidavit	X
Exhibit G - Slavery Era Records and Insurance Disclosure Affidavit	X
Exhibit H - Resolution of Authority	X
Exhibit I - Debarment Suspension Affidavit	X
Exhibit J - Financial Statements Affidavit	X
Exhibit J – Statement of Political Contributions and Expenditures	X
Exhibit L –Contract Agreement (Form)	X

**EXHIBIT B**

**EQUALIZATION ELIGIBILITY FORM**

In accordance with Ordinance No. 31-99, any Detroit based firm shall be deemed a better bid than the bid of any competing firm which is not Detroit-based, whenever the bid of such competing firm shall be equal to or higher than the bid of the Detroit-based firm after the appropriate equalization percentage credit from the Equalization Allowance Table has been applied to the bid of the Detroit-based firm. **NOTE: IT IS THE VENDOR'S RESPONSIBILITY TO COMPLETE THIS FORM, PROVIDE ALL NECESSARY DOCUMENTATION AND RETURN IT WITH YOUR BID. FAILURE TO DO SO MAY RESULT IN EQUALIZATION NOT BEING APPLIED.**

Company Name Pullman SST, Inc. RFQ # DRD-Hart Plaza Renovations-001

A vendor qualifies for equalization credit as per section 18-5-2 of the purchasing ordinance as follows:

**Vendor to check all categories which apply\***

- Detroit Based Business** (as certified by the City of Detroit Human Rights Department prior to bid due date. Proof of certification must be submitted with each and every bid response.)
- Detroit Based Business with Headquarters in Detroit** (as certified by completion of the affidavit attached to bid documents and proof of certification as a Detroit Based Business prior to bid opening. The affidavit must be completed and certification returned with each and every bid for consideration)
- Detroit Resident Business** (as certified by completion of the affidavit attached to bid documents. The affidavit must be completed and returned with each and every bid for consideration)
- Detroit Based Small Business** (as demonstrated by furnishing proof certification by the City of Detroit Human Rights Department. Proof of certification must be submitted with each and every bid for consideration.)
- Detroit Based Micro Business Concern** (as certified by completion of the affidavit attached to bid and proof of certification as a Detroit Based Business. The affidavit and certification must be completed and returned each and every bid for consideration)
- Joint Venture** OR  **Mentor Venture** (You may only select one. One of the parties to the joint or mentor venture must be a certified Detroit Based Business prior to bid due date in order to receive equalization credit as a joint or mentor venture. Proof of certification by the City of Detroit Human Rights Department along with a copy of the Joint or Mentor Venture agreement between the parties involved is required.)

**\*The information submitted to substantiate Equalization Eligibility is subject to verification and acceptance by the City. Should it be found that the vendor is not eligible to receive equalization credit it will not be applied. Should it be found that information submitted has been falsified the vendor may be placed in Default by the City for up to a three year period at the discretion of the City of Detroit Finance Department – Purchasing Division.**

<b>TABLE I</b>		
<b>Equalization Allowance for Detroit-based business and/or Detroit Resident Business</b>		
<b>DOLLAR VALUE</b>	<b>DETROIT BASED</b>	<b>DETROIT RESIDENT</b>
Up to \$10,000.00	5%	5%
\$10,000.01 to \$100,000.00	4%	4%
\$100,000.01 to \$500,000.00	3%	3%
\$500,000.01 and over	2%	2%
Detroit Based Business w/Headquarters in Detroit	3%	

<b>TABLE II</b>	
<b>*Equalization allowance for Detroit Based Small Business, Detroit Based Micro Business, Joint Venture, Mentor Venture:</b>	
<b>Category</b>	<b>Equalization Percentage</b>
Detroit Based Small Business	1%
Detroit Based Micro Business Concern	2%
Joint Venture	2%
Mentor Venture	1%

**EXHIBIT C**

**CITY OF DETROIT**

ACCOUNTS RECEIVABLE CLEARANCE APPLICATION  
2 WOODWARD AVENUE, SUITE 105, COLEMAN A YOUNG MUNICIPAL CENTER  
REVENUE COLLECTIONS UNIT (313) 224-4087 / FAX: 224-4238 / [RevenueCollections@DetroitMi.gov](mailto:RevenueCollections@DetroitMi.gov)

SECTION A: D BUSINESS LICENSE D BUDGET D CITY COUNCIL D DDOT D DPW D FINANCE D FIRE D HEALTH  
D HUMAN RIGHTS D LAW D MAYOR D OMBUDSMAN D PLANNING& DEVELOPMENT D POLICE D PURCHASING  
D RECREATION D WATER & SEWAGE OTHER

ADDRESS OF DEPARTMENT

DATE SENT \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_ EMAIL \_\_\_\_\_

CONTRACT AMOUNT \$ \_\_\_\_\_

SECTION B: CORPORATION LICENSE TYPE \_\_\_\_\_

CORPORATION NAME Pullman SST, Inc.

ADDRESS 280 West Jefferson Street CITY/STATE/ZIP Trenton/MI/48183 OWN LEASE CITY

PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER 22-3270937

OTHER CITY-OWNED PROPERTY PARCELS None

CONTACT PERSON J. Pete Wallace PHONE NUMBER 734-282-7760 EMAIL ADDRESS pwallace@pullman-services.com

SECTION C: PARTNERSHIP LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE CITY

PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER \_\_\_\_\_

A: PARTNER'S NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE

DRIVER'S LICENSE # \_\_\_\_\_ OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

B. PARTNER'S NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE

DRIVER'S LICENSE # \_\_\_\_\_ OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

SECTION D: SOLE PROPRIETORSHIP LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE

CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER \_\_\_\_\_

OWNER'S NAME \_\_\_\_\_ DRIVER'S LICENSE # \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE

OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

SECTION E: PERSONAL SERVICES

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ OWN LEASE



EXHIBIT D



**REQUEST FOR INCOME TAX CLEARANCE**

REQUESTING DEPARTMENT/DIVISION: Detroit Building Authority

E-MAIL ADDRESS: tclifton@detroitmi.gov

CONTACT NAME: Kristen Davis PHONE: 734-282-7760 FAX: 734-282-3801

Type of Clearance:  New  Renewal (Please submit 30 days prior to submitting bid or expiration date)

A.	<b>To:</b> City of Detroit Income Tax Division Coleman A. Young Municipal Center 2 Woodward Avenue, Ste. 512 Detroit, MI 48226  Phone: (313) 224-3328 or 224-3329 Fax: (313) 224-4588	<b>For:</b> Individual or Company Name <u>Pullman SST, Inc.</u>  Address <u>280 West Jefferson Street</u>  City <u>Trenton</u>  State <u>MI</u> Zip Code <u>48183</u>  Telephone <u>734-282-7760</u> Fax # <u>734-282-3801</u>
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B. Name of Chief Financial Officer/Authorized Contact Person (include address if different from above)  Daniel Fangio 10150 Old Columbia Road, Columbia, MD 21046	Telephone # <u>410-850-7000</u>  Fax # <u>410-850-4111</u>
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<b>Employer Identification or Social Security Number</b> <u>22-3270937</u>	<b>Spouse Social Security Number</b> N/A
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<b>Nature of Contract:</b> <u>Construction</u>  <u>Concrete plaza waterproofing and replacement</u>	<b>BID/CONTRACT AMOUNT (if known):</b> Labor: \$ _____ Material: \$ _____  <b>Contract # (if known)</b> <u>DRD-Hart Plaza Renovations-001</u>
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**C. ALL QUESTIONS MUST BE ANSWERED TO EXPEDITE APPROVAL PROCESS. ANY QUESTION NOT ANSWERED MAY RESULT IN A DENIAL OF INCOME TAX CLEARANCE.**

Check One:  Individual  Corporation  Partnership  Estate & Trust

INDIVIDUALS ANSWER QUESTIONS 1,2,3,4.

1. Have you filed joint returns with spouse during the last seven (7) years? (If yes, include spouse SSN above)  Yes  No
2. Are you a student, and/or claimed as a dependent on someone else's tax return?  Yes  No
3. Were you employed during the last seven (7) years?  Yes  No

4. Were you a resident of Detroit during the last seven (7) years?  Yes  No

**CORPORATIONS AND PARTNERSHIPS ANSWER QUESTIONS 5, 6, 7.**

5. Is the company a new business in Detroit? If yes, attach Employer Registration (Form DSS-4).  Yes  No

6. Will the company have employees working in Detroit?  Yes  No

7. Will the company use sub-contractors or independent contractors in Detroit?  Yes  No

**D. FOR INCOME TAX USE ONLY**

Has the contractor complied with the provisions of the City Income Tax Ordinance?

Yes  No Signature \_\_\_\_\_ Date \_\_\_\_\_ Expires \_\_\_\_\_

Yes  No Signature \_\_\_\_\_ Date \_\_\_\_\_ Expires \_\_\_\_\_

Yes  No Signature \_\_\_\_\_ Date \_\_\_\_\_ Expires \_\_\_\_\_

VISIT OUR WEBSITE FOR INFORMATION AND TAX FORMS AT [www.detroitmi.gov](http://www.detroitmi.gov)

NOTE: An approved Income Tax Certificate may be used in multiple citywide departments that require a bid. Please e-mail your completed request form (preferably in pdf format) to: [IncomeTaxClearance@detroitmi.gov](mailto:IncomeTaxClearance@detroitmi.gov)



## Requirements For Income Tax Clearance

**Background.** The City of Detroit is authorized to levy an income tax under the Uniform City Income Tax Ordinance (No.900-F) set forth in Chapter 2 of Act 284 of the Public Acts of 1964, known as the "City Income Tax Act." No bid shall be accepted from or contract awarded to any person who is in arrears to the City..." see Detroit codes: Sec.18-5-13, Sec. 18-10-25 and General Conditions# 28.

**What Is An Income Tax Clearance?** An approved Income Tax Clearance states that an individual, business or subcontractor seeking employment or contracts with the City of Detroit has complied with all the provisions of the City Income Tax Ordinance. Contractors (individuals, businesses or Subcontractors) cannot be awarded a contract and are not authorized to perform services until they are in compliance with the City Income Tax Ordinance. The "Request for Income Tax Clearance" form should be submitted 30 days prior to the submission for new bids or renewals of contract extensions. Please e-mail your completed request form (preferably in pdf format) to: [IncomeTaxClearance@detroitmi.gov](mailto:IncomeTaxClearance@detroitmi.gov)

**Requirements For Individuals.** Individuals must file returns and pay income taxes, and not have any unpaid assessments. Detroit residents must file form D-1040(R). If a taxpayer claims a non-resident status, proof will be required (copy of lease, mortgage closing statements, driver's license, voter's registration, etc.). If an individual seeking a tax clearance reside within the City, but claimed dependent status on another person's tax return, or received assistance, proof may be required.

**Requirements For Businesses.** Businesses must file Corporation D-1120 or Partnership D-1065 returns, regardless of net profit or loss. Non-profit organizations are required to file D-1120 tax return based on non-related income. All employers located in the City or "doing business within the City" must withhold City of Detroit income taxes from employees' compensation. Employers subject to withholding tax must file monthly or quarterly forms D-941/501, as well as, form DW-3 Annual Reconciliation with W2's. All assessments must be paid. New employers must request an Employer's Package and register with the City by completing and submitting an Employer's Withholding Registration form DSS-4. Contractors must supply a list of subcontractors with federal identification numbers or social security numbers. Contractors must also supply the federal identification numbers used for their leased employees.

**Income Tax Clearance Denials.** Income Tax Clearances are denied based on one or more of the following reasons: (1) Missing withholding payments, DW-3 Annual Reconciliation with W2's, (2) Unpaid assessments and (3) Missing tax returns and related data regarding taxpayers are confidential: therefore, reasons for denial are given only to the taxpayer or authorized representative with power of attorney. Taxpayers with denied clearances may visit our office to obtain information about their account or to drop off requested information.

Appointments are not necessary. For additional information contact the Clearance Section at (313) 224-3328. Our office is located in the Coleman A. Young Municipal Center, 2 Woodward Avenue, Suite 512. Office hours are 8:00 a.m. to 4:00 p.m., Monday through Friday.

**EXHIBIT E**  
**COVENANT OF EQUAL OPPORTUNITY**  
**(Application for Clearance – Terms Enforced After Contract is Awarded)**

I, being a duly authorized representative of Pullman SST, Inc., (hereinafter "Contractor"), am hereby authorized to enter into a Covenant of Equal Opportunity, (hereinafter "Covenant") with the City of Detroit, ("hereinafter" City); obligating the Contractor and all sub-contractors, not to discriminate against any employee or application for employment, training, education, or apprenticeship connected directly or indirectly with the performance of the contract, with respect to his/her hire, promotion, job, assignment, tenure, terms, conditions, or privileges of employment because of race, color, religious beliefs, public benefit status, national origin, age, marital status, disability, sex, sexual orientation, or gender identity or expression; except as otherwise exempted under City Code, Ordinance No. 27-2-12.

Contractor will ensure that the City of Detroit Human Rights Department shall receive notification of all potential sub-contractors and a copy of their Covenant prior to the commencement of work on any City of Detroit contract. Contractor further agrees that the City of Detroit reserves the right to require additional information prior to, during, and at any time until after the Covenant is fully executed.

Furthermore, Contractor agrees that this Covenant is valid for the life of the contract and/or for a specified period of time as indicated below and that a breach of this Covenant shall be deemed a material breach of contract and be subject to damages pursuant to City Code, Ordinance No. 27-3-2, Section (e).

RFQ/PO No.: (if applicable) DRD-Hart Plaza Renovations -001

Duration of Covenant \_\_\_\_\_ to \_\_\_\_\_

Printed Name of Contractor/Organization Pullman SST, Inc.  
 (Type or Print Legibly)

Contractor Address Trenton, MI \_\_\_\_\_, 48183  
 (City) (State) (Zip)

Contractor Phone/E-mail 734-282-7760 / pwallace@pullman-services.com  
 (Phone) (E-mail)

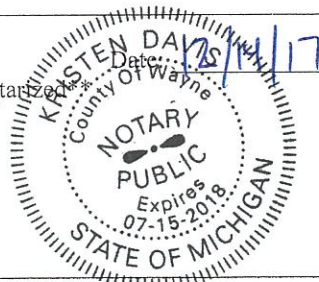
Printed Name & Title of Authorized Representative J. Pete Wallace, Asst. Secretary

Signature of Authorized Representative: \_\_\_\_\_

Signature of Notary: Kristen Davis 12/14/17  
 \*\*This Document MUST be Notarized\*\*

Printed Name of Seal of Notary: Kristen Davis

My Commission Expires: 07, 15, 2018



FOR CONTRACTING DEPARTMENT USE ONLY:		
Date Rec'd ___/___/___	Received By: _____	Title: _____

Please fax a COPY of the notarized Covenant and Award Letter to the Human Rights Department (313) 224-3434

## HIRING POLICY COMPLIANCE

### DETROIT CITY CODE 18-5-81 ET SEQ.

#### Purpose

To ensure that City contractors afford an individual who is qualified for a position, but has a criminal conviction, the opportunity to apply and be considered as an employee.

#### Applicability

City contracts over \$25,000 whether for goods or services and whether or not subject to competitive bidding.

#### Exemptions

Criminal history background checks are permitted for (1) positions where there is a statutory duty to perform a pre-employment screening; (2) positions where goods or services are not provided to the City (18-5-82(b)(1)); and (3) purchase of goods and services from cooperatives.

- Practice point – Any claimed exemption should be verified through the Purchasing Division or the City Law Department.

#### Affidavit of Compliance

- Contractors must execute a Hiring Policy Compliance Affidavit.
- Contractors are responsible for subcontractors' compliance.

#### Failure to Comply

Failure to comply constitutes a non-responsive bid or, where there is a contract, breach.

#### Date for Compliance Language in Requests for Proposals

\_\_\_\_\_

#### Date for Inclusion of Compliance Affidavit in Bid Recommendations

\_\_\_\_\_

EXHIBIT F

HIRING POLICY COMPLIANCE AFFIDAVIT

I, J. Pete Wallace, being duly sworn, state that I am the \_\_\_\_\_

Assistant Secretary of Pullman SST, Inc.  
Title Name of Bidder Corporation or Other Business Entity

And that I have reviewed the hiring policies of this employer, I affirm that these policies are in compliance with the requirements of Article V, Division 6 of the Detroit City Code of 1984, being Sections 18-5-81 through 18-5-86 thereof. I further affirm that this employer will not inquire or consider the criminal convictions of applicants for employment needed to fulfill the terms of any City contract that may result from the competitive procedure in connection with which this affidavit is submitted, until such times as the employer interviews the applicant or determines that the applicant is qualified.

In support of this affidavit, I attach a copy of the application form that will be used to hire employees needed to fulfill the terms of any City contract that may result from the competitive procedure in connection with which this affidavit is submitted.

SIGNED,

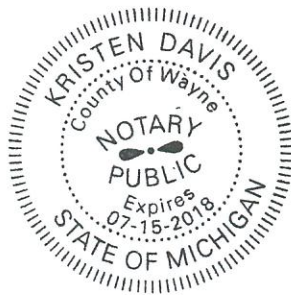


Title: Assistant Secretary Date: 12-14-17

STATE OF Michigan )  
COUNTY OF Wayne ) SS )

The foregoing Affidavit was acknowledged before me this 14th day of December 2017, by Kristen Davis.

Notary Public, County of Wayne  
State of Michigan  
My Commission Expires: 7/15/2018









**EXHIBIT H**

Prequalification DEPARTMENT

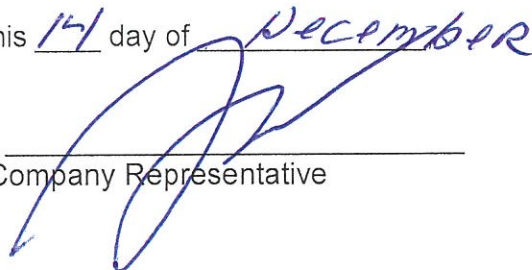
**RESOLUTION OF AUTHORITY**

I, J. Pete Wallace, a duly authorized representative of Assistant Secretary, which is authorized and registered to do business in the State of Michigan (the "Company"), DO HEREBY CERTIFY that the following is a true and correct excerpt from the minutes of the meeting of the Directors/Members/Owners of the Corporation duly called and held on October 1, 2013 :

"RESOLVED, That the Assistant Secretary and N/A each of them, hereby is authorized to execute and deliver, in the name and on behalf of the Company any agreement or other instrument, or document in connection with any matter of transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument, or document in connection with any matter of transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument by any of such officers to be conclusive evidence of such approval."

I FURTHER CERTIFY that any of the aforementioned representatives of the Company are authorized to execute and commit the Company to the conditions, obligations, stipulations and undertakings contained in the attached Construction Management Services Agreement between the Detroit Building Authority and the Company and that all necessary corporate approvals have been obtained in relationship thereto.

IN WITNESS WHEREOF, I have set my hand this 14 day of December 2017.

  
\_\_\_\_\_  
Company Representative

COMPANY SEAL (if any)



EXHIBIT I

DEBARMENT SUSPENSION AFFIDAVIT

STATE OF Michigan )

) ss

COUNTY OF Wayne )

I, J. Pete Wallace, being first duly sworn deposes and says as follows:

6. That I am

Assistant Secretary  
(owner, partner, officer, representative, or agent)

of Pullman SST, Inc., the respondent that has submitted the attached proposal.

7. That I am fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid.

8. That statements in this affidavit apply to bidder's parent, subsidiaries, affiliates, joint venture partner and any person who owns ten (10%) percent or more of the bidder.

9. That the bidder has not been determined to not be responsible by any agency requesting bids or qualifications for a project.

10. That the bidder has not been debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded or disqualified from bidding or contracting.

11. That no government or other public agency has requested or required enforcement of any of its rights under a surety agreement on the basis of the bidder's default or in lieu of declaring bidder in default.

12. That there are no proceedings pending relating to bidder's responsibility, debarment, suspension, voluntary exclusion or qualifications to receive a public contract.

13. That bidder is not the subject of any pending investigation by any grand jury, commission, committee or other entity or agency or authority of any state or the federal government in connection with the commission of a crime.



- 14. That within the past five (5) years, bidder has not refused to testify or to answer any question concerning a bid or contract with any federal, state or local governmental entity, any public authority or other public entity when called before a grand jury or other committee, agency or forum which is empowered to compel the attendance of witnesses and examine them under oath.
- 15. That bidder has not within the three-year period preceding this bid had one or more public transactions (federal, state or local) terminated for cause or default.
- 16. That, if during the term of any contract with Pullman SST, Inc., bidder determines that any statement in this affidavit is untrue, bidder will promptly disclose in writing and in detail to Detroit Building Authority the facts which cause the statement(s) in this affidavit to be untrue.
- 17. That if for any reason the affiant cannot truthfully execute this affidavit, bidder will attach to this affidavit a detailed explanation of the reasons for its inability to truthfully execute this affidavit.

Further the affiant saith not.

[COMPANY]

By: \_\_\_\_\_

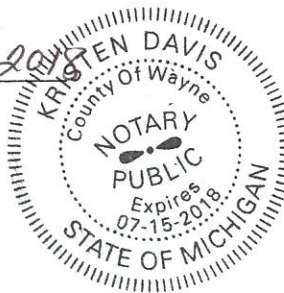
Its: J. Pete Wallace Assistant Secretary

Subscribed and sworn to before me this  
14<sup>th</sup> day of December, 2017

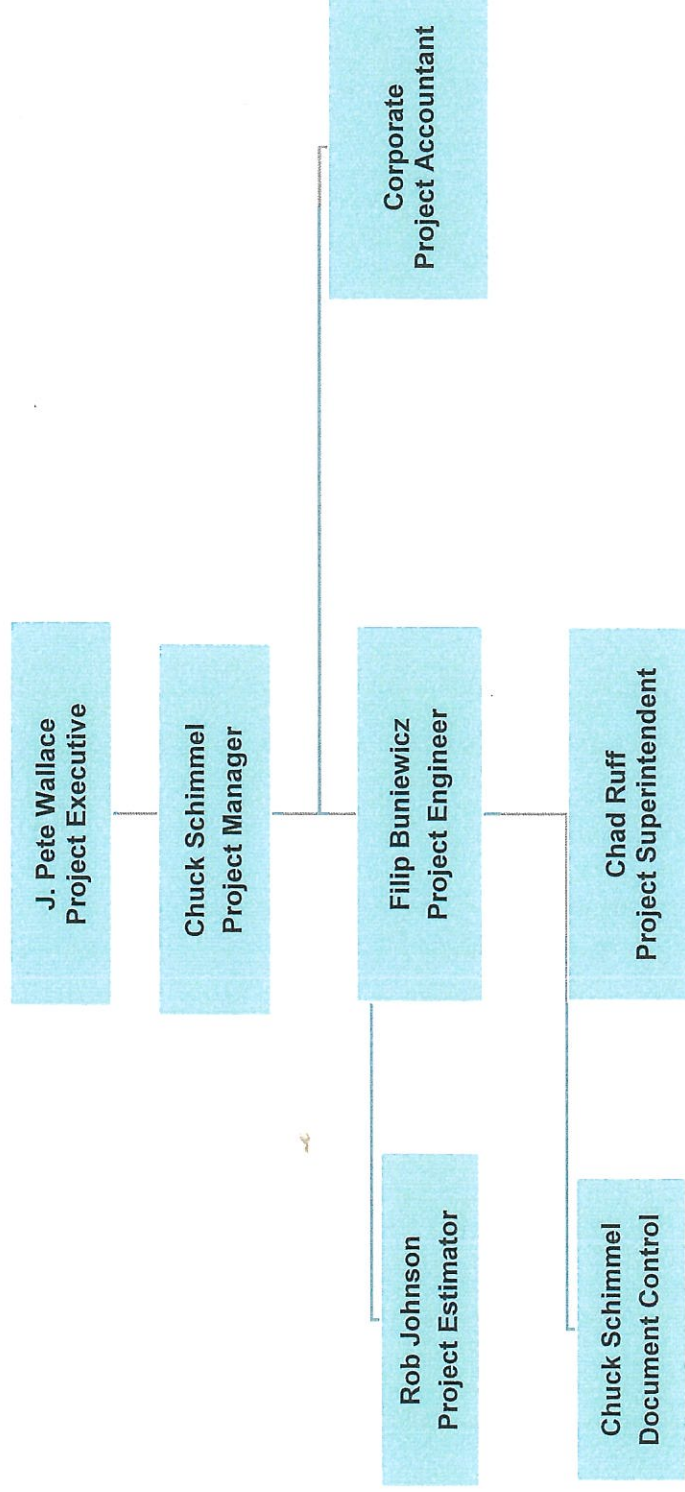
Kristen Davis Kristen Davis

Notary Public, County of Wayne  
State of Michigan

My Commission Expires: 7/15/2018



# Project Team Org Chart



**EXHIBIT J**

**FINANCIAL STATEMENTS AFFIDAVIT**

Were the financial statements required by and submitted to the surety company that will provide payment and performance bonds for this project solely the financial statements of the Respondent, or were such financial statements inclusive of or supplemented by the financial statements or assets of a parent company, subsidiary company, affiliated company or other guarantor or indemnitor? The Affidavit below is to be submitted in response to this question.

**AFFIDAVIT**

I, J. Pete Wallace, the duly authorized representative of Pullman SST, Inc., being duly sworn, hereby certify and affirm that the repayment of funds paid on claims on the payment and performance bonds issued for the Hart Plaza Renovations Project (the "Project") is secured solely by the assets of Pullman SST, Inc..

If the financial statements submitted to the company's surety company for the Project were inclusive of or supplemented by other companies, guarantors or indemnitors, please list below the name(s) and address(es) of such other company (ies), guarantor(s) or indemnitor(s).

1.     Structural Group, Inc.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2.     \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3.     \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4.     \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Further, the affiant deposes and saith not.

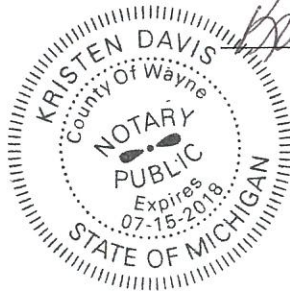
[COMPANY]

By: \_\_\_\_\_

Its: J. Pete Wallace, Assistant Secretary

STATE OF MICHIGAN    )  
  ) SS.  
COUNTY OF Wayne            )

The foregoing instrument was acknowledged before me this 14<sup>th</sup> day of December, 2017, by Pete Wallace, the Branch Manager of Pullman SST on behalf of said corporation.



Kristen Davis, Notary Public  
Wayne County, Michigan  
My Commission Expires: 7/15/2018



officers, owners, directors, agents, assigns, and, if any of the foregoing are individuals, their spouses.

I understand that the information provided in this disclosure will be relied upon by the City of Detroit in evaluating the proposed bid, solicitation, contract, or lease. I swear [or affirm] that the information provided is accurate. If I am signing on behalf of an entity, I swear [or affirm] that I have the authority to provide this disclosure on behalf of the entity.

Sign name: \_\_\_\_\_

Print name: J. Pete Wallace

Sworn and subscribed to before me on December 14, 2017  
[by Pete Wallace, the Branch manager of the above  
named contractor/vendor, an authorized representative or agent of the contractor/vendor]

Sign: Kristen Davis  
Print: Kristen Davis  
Notary Public, Wayne County, Michigan,  
Acting in Wayne County  
My Commission Expires: 07-15-2018

