

# REQUEST FOR QUOTE

## Downtown Lansing Stormwater Pump Replacement and Installation

ADMINISTRATION  
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Lansing MI 48933  
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### I. INTRODUCTION

#### Objective

The Capital Area District Libraries (CADL) is requesting quotes to replace two stormwater pumps at the Downtown Lansing Library, including new floats and installation.

#### Schedule of Events

- **February 16, 2026 - Bid notice posted on CADL website**
- **February 18, 2026, 9 a.m. - 2 p.m. EST** – By appointment hours to do site visits- email Michael Moore [moorem@cadl.org](mailto:moorem@cadl.org) to schedule.
- **February 20, 2026** – Bids received via email to [moorem@cadl.org](mailto:moorem@cadl.org) by **12:00 p.m. EST**
- **February 20, 2026 – Bid winner and others notified**

### II. INFORMATION

#### Description

The Capital Area District Libraries requests quotes to replace two stormwater pumps and floats at the Downtown Lansing Library. The quotes must include the demolition, disposal, and installation of all necessary components to ensure the system functions properly.

#### Preparation of Quotes

Quotes will be accepted via email to the Operations Director, Michael Moore, at [moorem@cadl.org](mailto:moorem@cadl.org) by **12:00 p.m. Eastern Daylight Time on February 20, 2026**.

Questions regarding this RFP process can also be sent to Michael via email or by phone at 517-862-4175.

#### Price Quotations

Pricing should be itemized by Materials Cost, Labor Cost, and Total Cost.

The Capital Area District Libraries is a political subdivision of the State of Michigan and is exempt from Michigan Retail Sales and Use Taxes and Federal Manufacturer's Excise Tax. The price quotations will therefore exclude taxes.

#### Proposal Binding Period

Prices quoted in the Vendor's response for all labor and materials will remain in effect for 60 days from the date the Vendor's response is issued.

## **Omissions**

Omission in the quote/proposal of any provision herein described shall not be construed as to relieve the Vendor of any responsibility or obligation requisite to the complete and satisfactory delivery, operation, and support of all materials.

## **Payment**

Payment shall be made in accordance with the agreed parameters upon award of the bid. The product will be deemed acceptable when the Vendor delivers:

- Documents meeting all outlined specifications in this RFP
- Guaranteed product availability
- Acceptable installation timeline

Payment terms are Net 30 days for POs or other arranged payment methods.

## **Sales Contact**

The Vendor will identify and provide a primary sales contact for all communication regarding this bid opportunity.

## **III. EVALUATION AND AWARD**

### **Evaluation of Proposals and Contract Award**

CADL reserves the right to award the contract to the most responsible bidder or the bidder offering the best value, not necessarily the lowest price.

CADL reserves the right to amend or terminate this request at any time, accept all or any part of a proposal, reject all or part of any or all submittals and waive technicalities and informalities.

CADL reserves the right to award the work without further discussion. Therefore, responses should initially be submitted with the most favorable terms the Vendor can propose.

## **IV. SCOPE OF THE WORK:**

### **Specifications and Requirements:**

- Bidder is responsible for obtaining any necessary permits and following through with inspections.
- Demo and dispose of current pumps and floats. One motor that is currently functioning well will be retained as a backup; the other will be disposed of.

- Provide and install 2 vertical pumps and motors spec'd like the existing.
- Provide and install 4 high-temperature-rated mercury float switches with 20-foot cords
- Check and test all for proper functionality.

## **Bidding:**

- The submitted bid shall be simple and easy to read and understand.
- Minimally itemize to break down what is being proposed and the cost of materials, labor and total price.

## **Warranty**

The Vendor shall stand behind any applicable warranties offered by the products and materials purchased.

## **Indemnification**

The vendor shall indemnify and hold harmless CADL, its agents and their employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequences of any negligence (excluding negligence by CADL, its agents or their employees) in connection with the same; or by use of any improper materials or by or on account of any act or omission of said Vendor or its subcontractors, agents, servants, or their employees.

The Vendor further agrees to indemnify and hold harmless CADL, its agents or their employees, against claims or liability arising from or based upon the violation of any Federal, State, county, city or other applicable laws, bylaws, ordinances, or regulations by the Vendor, its agents, associates, or their employees.

## **Safety**

The Vendor shall take the necessary precautions and bear sole responsibility for the safety of the methods used to perform the work. The Vendor shall comply with the regulations set forth by Federal, state and local laws, rules and regulations, "OSHA" and all applicable state labor laws, regulations and standards.

## **Special Conditions**

No smoking is permitted in any of the Capital Area District Libraries or on library properties.

The Vendor must work under all conditions listed above and coordinate with the CADL staff to minimize disruptions to normal library activities.

## **Compliance with Laws and Regulations**

The vendor shall comply with applicable Federal, state and local laws, rules and regulations. The Vendor shall provide the required notices, procure the necessary governmental licenses, permits, and inspections, and pay, without burdening the Capital Area District Libraries, all fees associated

with any normal maintenance projects. In the event of a violation, the Vendor shall pay all fines and penalties, including attorney's fees and other defense costs and expenses.

### **Choice of Law**

This agreement shall be governed by and interpreted exclusively in accordance with the laws of the State of Michigan. The parties hereto irrevocably agree that any legal action or proceeding with respect to the Agreement shall be brought in the courts of the State of Michigan in the County of Ingham or in the US District Court for the Western District of Michigan. By the execution and delivery of the Agreement, the parties hereto irrevocably submit to the jurisdiction and venue of such courts.

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