



**REQUEST FOR QUOTATION
BID NUMBER
001635**

Wayne County Community College District is seeking quotations from qualified contractors for the Purchase and Application of Mulch District-Wide 2019.

Proposals will be received by:

**Wayne County Community College District
ATTN: Jacob Keli, Associate Vice Chancellor for Procurement
Purchasing Department – 4th Floor
District Office
801 W. Fort Street
Detroit, MI 48226
Phone: (313) 496-2649**

**The deadline for receipt of proposals will be Wednesday, April 3, 2019 at 3:00 pm EDT.
Email questions to: Sonya Clifton at sharris1@wcccd.edu no later than Friday, March 29 at 3pm EDT.**

Proposals will be opened publicly.

Indicate on the outside of your (SEALED) envelope:

- Company Name
- Bid Number
- Project Name
- Project Deadline.

Please submit the following documents in your bid proposal:

1. Proposal Page (Complete with Authorized Signature)
2. Proof of three (3) years in business
3. Proof of business insurance
4. References (a minimum of three)
5. Addendum to Independent Contractor Agreement (supplied by the College)

**WORK TO BE PERFORMED AT THE
FOLLOWING LOCATIONS:**

WCCCD CENTRAL ADMINISTRATION BUILDING

801 West Fort Street
Detroit, MI 48226

WCCCD DOWNTOWN CAMPUS

1001 West Fort Street
Detroit, MI 48226

WCCCD DOWNRIVER CAMPUS

21000 Northline Road
Taylor, MI 48180

MIPSE TRAINING CENTER

WCCCD EASTERN CAMPUS

5901 Conner Avenue
Detroit, MI 48213

MARY ELLEN STEMPFLE UNIVERSITY CENTER

19305 Vernier Road
Harper Woods, MI 48225

19191 Vernier Road
Harper Woods, MI 48225

WCCCD NORTHWEST CAMPUS
8200 W. Outer Drive
Detroit, MI 48219

TED SCOTT CAMPUS
9555 Haggerty Road
Belleville, MI 48111

MULCH PURCHASE AND APPLICATION 2019 **SPECIFICATIONS**

SCOPE OF WORK:

The CONTRACTOR shall provide all labor, materials, delivery, and even application of mulch according to the following specifications:

DOWNTOWN CAMPUS	20 YARDS RED MULCH
	20 YARDS BROWN MULCH

DOWNRIVER CAMPUS	105 YARDS BROWN MULCH
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DOWNRIVER CAMPUS – NATURE TRAIL	85 YARDS BROWN MULCH
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EASTERN CAMPUS	45 YARDS RED MULCH
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MARY ELLIS STEMPFLE UNIVERSITY CENTER 1 & 2	35 YARDS BROWN MULCH
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NORTHWEST CAMPUS	80 YARDS RED MULCH
	65 YARDS BROWN MULCH

TED SCOTT CAMPUS	60 YARDS BROWN MULCH
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ADDENDUM TO INDEPENDENT CONTRACTOR AGREEMENT

This will confirm that I have informed Wayne County Community College District that I meet the four basic tests used by the General Accounting Office to determine whether a true separate business entity exists which permits the College to engage me as an independent contractor.

Those four basic tests are:

1. I have a principal place of business other than furnished by the College. I understand that a home does not qualify as a separate place of business unless it qualifies as a deduction of certain expenses in connection with business use of the home.
2. I maintain a separate set of books and records that reflect all items of income and expenses at my business.
3. I have the risk of suffering a loss as well as the opportunity of making a profit, and;
4. I hold myself out in my own name / Company name as self-employed and make my services generally available to the public.

In addition to meeting the above basic tests, I have read and understand the twenty-factor test set forth by the Internal Revenue Service at Rev Rule 87-41, 1987 which is used to determine whether an individual is an independent contractor, I generally meet the requirements, and hereby certify to Wayne County Community College District (WCCCD) that I am an independent contractor in accordance with the Internal Revenue Service twenty-factor test included therein.

Name of Independent Contractor

Name of Firm (if applicable)

Employer Identification Number

Date

WAYNE COUNTY COMMUNITY COLLEGE DISTRICT

**Purchase and Application of Mulch District-Wide 2019
Request for Quotation 001635**

PROPOSAL PAGE

1. Company Name _____

2. Company Address _____

3. City _____ State _____ Zip Code _____

4. Authorized Company Signature _____

Printed name _____

Title _____

5. Phone number _____

6. Total Bid Price \$ _____

7. Estimated Timeframe for Delivery after Receipt of Order
