

FIRST ADDENDUM

TO

JOINT REQUEST FOR PROPOSALS

FACILITIES MASTER PLAN

Grand Traverse County, and the City of Traverse City



CITY OF
TRAVERSE CITY

Proposal due:

January 10, 2023

Issued by:

Grand Traverse County
Administration
Chris Forsyth, Deputy County Administrator
400 Boardman Avenue
Traverse City, MI 49684

and

The City of Traverse City
City Management
Penny Hill, Assistant City Manager
400 Boardman Avenue
Traverse City, MI 49684

This first addendum to the 2022 Grand Traverse County and City of Traverse City Joint Facilities Master Plan Project Request for Proposals (RFP) outlines additions and corrections to the original RFP. The additions/corrections are shown in **bold** print below. This addendum shall be included as a part of the original RFP and serves as the written notice.

BID SUBMITTAL FORM

TITLE: COUNTY-CITY FACILITIES MASTER PLAN

DUE DATE: JANUARY 10, 2023

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept a Purchase Order / Service Order / Contract and to provide proof of the required insurance.

The Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

- (a) conviction of a criminal offense incident to the application for or performance of a contract;
- (b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;
- (c) conviction under state or federal antitrust statutes;
- (d) attempting to influence a public employee to breach ethical conduct standards; or
- (e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:

- i. The Natural Resources and Environmental Protection Act.
- ii. A persistent and knowing violation of the Michigan Consumer Protection Act.
- iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
- iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
- v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the County and City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the County and City. The bid will be evaluated and awarded on the basis of the best value to the County and City. The criteria used by the County and City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the County and City. Both the County and City are sales tax exempt – Government.

Bidder agrees that the bid may not be withdrawn for a period of sixty (60) days from the actual date of the opening of the bid.

*****BIDDER – ATTACH A PROJECT SCHEDULE INCLUDING MILESTONES*****

By signing below, signer affirms that he/she is an authorized representative of the Bidder, and has the authority to submit a bid for the work.

Submitted by:

Signature

Company Name

Name and Title (Print)

Company Address

Phone

City, State, Zip

Email Address

Sole proprietorship/partnership/corporation

If corporation, State of corporation

Joint Use Buildings:

- Governmental Center Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- “Front Street” Offices Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- Fire Station 1 Offices Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- Law Enforcement Center Lump Sum Bid Price (incl. highest and best use analysis) \$ _____

County Owned Buildings:

- Prosecutor’s Office Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- Sheriff Storage Building Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- Work Release Building Lump Sum Bid Price (incl. highest and best use analysis) \$ _____
- Civic Center Lump Sum Bid Price \$ _____
- COA Garage Lump Sum Bid Price \$ _____
- Dept. of Public Works Garage Lump Sum Bid Price \$ _____
- Facilities Management Workshop Lump Sum Bid Price \$ _____
- Hall of Justice Lump Sum Bid Price \$ _____
- Health Services Lump Sum Bid Price \$ _____
- Historic Courthouse Lump Sum Bid Price \$ _____
- Public Services Building Lump Sum Bid Price \$ _____

City Owned Buildings:

- Fire Station 2 Lump Sum Bid Price \$ _____
- Department of Public Works Lump Sum Bid Price** \$ _____
- Opera House Lump Sum Bid Price \$ _____
- Carnegie Building Lump Sum Bid Price \$ _____

TOTAL BID FOR ALL BUILDINGS: \$ _____