

# Request for Proposal

For Construction of Carport for Commission on Aging



9/24/2024

**County of Montcalm**

Brenda A. Taeter  
County Controller/Administrator  
County Controller's Office  
211 W. Main Street  
P O Box 368  
Stanton, MI 48888

**For Construction of Carport for Commission on Aging**

The following proposal and specifications are to insure which materials, labor, and services are included to complete the project.

**Location of Project**

County of Montcalm Commission on Aging Building: 613 N. State Street, Stanton, MI 48888  
(carport to be located on north side of parking lot, nearest M-66 roadway)

**Detailed Specifications to Include**

- Liability insurance of \$1,000,000 minimum required.
- Construction of a 10-vehicle steel roof structure with steel supports as needed.
- Six openings to measure 9' x 9'.
- Four openings to measure 11' x 9'.
- Approximate overall length of 125' and depth of 24'.
- Full walls on each end of structure, with a back wall from roof down to 2' above grade.
- Color options and drawing required with bids.
- Must include delivery and construction on an existing asphalt parking lot.
- Repair of asphalt as needed.

Total Project Cost: \$ \_\_\_\_\_

**Submission Details****Submission Deadlines**

All submissions for responding to this request must be submitted on paper and mailed or delivered to our office, address stated below, no later than:

**Noon on Tuesday, October 8, 2024  
Public Opening of bids at 12:05pm on October 8<sup>th</sup>.**

**Please indicate on the outside of the envelope “COA Carport RFP” if submitting by mail.**

**Submission Delivery Address**

The delivery address for all submissions is:

Brenda A. Taeter  
County Controller's Office  
County of Montcalm  
211 W Main Street  
P O Box 368  
Stanton, MI 48888

**Submission Questions and Clarifications**

You may contact the following persons if you have any questions or require clarification on any topics covered in this Request for Proposal no later than October 7, 2024:

Doug Gietzen  
Director of Buildings & Grounds  
County of Montcalm  
Cell: 989-818-2047  
Email: [dgietzen@montcalm.us](mailto:dgietzen@montcalm.us)

Brenda A. Taeter  
County Controller/Administrator  
County of Montcalm  
Voice: 989-831-7398  
Email: [btaeter@montcalm.us](mailto:btaeter@montcalm.us)

**Please schedule a site visit to happen prior to October 3<sup>rd</sup> with Doug at 989-818-2047.**

**Terms of Payment**

- Payment for the project will be made upon completion of the project, unless specified otherwise in contract.
- Any additional work requiring additional cost must be submitted to the Director of Buildings & Grounds and approved in writing (or by signature) before work is performed; additional approved work will become part of the original contract and paid accordingly.

We appreciate your interest in this project.