

# Request for Proposal

For Construction of Addition to BVM Building



10/8/2024

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 Addition to BVM Building

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 Emergency Services BVM Building: 661 N. State Street, Stanton, MI 48888  
(this building houses the County's Ambulance operation, the addition is only to the office area)

**Detailed Specifications to Include**

- Liability insurance of \$1,000,000 minimum required.
- Construction of a 20' x 24' addition to existing steel column pole barn structure.
- Addition to be 12' in height if mechanical and electrical extensions will allow it.
- Remove existing east office wall to above ceiling.
- Interior to be drywall with 9' drop ceiling matching existing office space.
- Remove existing carpet, replace with epoxy flooring to existing floor and new floor.
- Extension of all ductwork as needed.
- Replace five LED fixtures in existing office, add sufficient number of LED troffers in addition.
- Receptacles every 32"- 48", data ports every 4'.
- Five circuits (approx. 16 receptacles) and one additional 20-amp receptacle for printer.
- Install egress only door in middle of new addition south wall that lines up with sidewalk.
- Windows approximately 2' high x 4' wide, stationary, mounted 6'-7' above grade.
- Move existing exterior light to newly constructed east addition exterior wall.
- Demolition and replacement of north concrete pad to accommodate footings.
- Install new 5' wide sidewalk to extend from south parking lot to egress door.
- Install new 5' wide sidewalk around east side of addition, extending to north concrete pad.
- All debris to be removed from site by contractor.
- Approximate start date: \_\_\_\_\_, and days to completion: \_\_\_\_\_

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 22, 2024**

**Public Opening of bids at 12:05pm on October 22nd.**

**Please indicate on the outside of the envelope "BVM Addition RFP".**

**For Construction of Addition to BVM Building**

**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 21, 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 17th 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.



**Land Information  
Access Association**  
helping communities sustain their cultural and natural resources

# Proposed BVM Addition at 661 N. State St. Stanton Mi

□ = 2'

2 Cond. 3" each

TRUCK BAY

Existing office

Remove entire  
wall to above  
ceiling

Replace existing  
Carpet with epoxy floor  
if possible if not carpet  
N →

Existing

NEW

24'

Existing

Outlets  
1 per every  
2 studs  
Existing or every  
8" 3/4"

Existing

NEW DOOR  
3'0" NO LITE  
Demo Existing  
Sidewalk

20'

Gravel bed 1' wide

5'

Window  
6' Above Floor level

SOD AREA.

**Ashpitt Drive**









Montcalm  
County  
EMS