

REQUEST FOR PROPOSAL

Architectural and Engineering Services

I. INTRODUCTION

Gogebic Community College, located at E4946 Jackson Road, Ironwood, MI 49938, is soliciting bids/Proposals from Architect/Engineer (A & E) teams to plan and design the renovation of an existing building into a Welding and Skilled Trades Training Facility. The project is located at: 250 Midland Ave. Ironwood, MI 49938.

II. PROJECT DESCRIPTION

The 250 Midland Ave. building is a 9,000 sq. ft. concrete block structure that originally housed the Michigan Bell Telephone Company. The renovated building must be ADA accessible and shall include 20 welding stations, a grinding room, a classroom, bathrooms, additional lab space, a gas room, a testing room, ~~and~~ material storage and support areas.

This project will utilize state funds and other private and public funds.

III. PREPARATION AND DELIVERY OF PROPOSALS

Envelopes containing Proposals shall be labeled as stated below and must be presented so that they may be easily identified as containing a Proposal. Envelopes must include the following:

Name and location of project.

Name and address of bidder.

Addressed to Gogebic Community College, "Welding and Skilled Trades Renovation".

Submit two (2) copies of the proposal in the envelope ~~duplicate~~. (Oral or telephone modifications will not be considered.)

Deliver the Proposal Envelope to Erik Guenard, Dean of Business Services, Gogebic Community College, Ironwood, MI

IV. PRE-QUALIFICATION

To be considered as eligible to submit a Proposal, A/E Firm must be legally licensed under applicable laws in the State of Michigan.

Architect/Engineer must have demonstrated prior experience in designing instructional space in accordance with applicable codes, standards, rules and regulations.

A/E Firm must submit examples of ~~have~~ recent experience in higher education and vocational/instructional design.

V. SCOPE OF WORK

Scope of A/E Basic Services and Responsibilities to be defined as per AIA Document B101-2017, Standard Form of Agreement Between Owner and Architect and as follows:

Architecture and Engineering, (inspections, reports and recommendations).

Programming and code review for the building and the Owners intended use.

Schematic Design Documents (existing and new layout, demolition plan).

Design Development Documents

Construction Documents

Procurement Services

Construction Administration Services

Insurance Requirements

- General Liability – two million

- Professional Liability – two million

- Automobile Liability – one million

- Employers' Liability – one million

- Workers' Compensation at statutory limits

The renovation scope will follow approved design in support of the Owner's Programming requirements for the renovated building and will include:

Installation of new plumbing, heating, and electrical systems to meet needs of equipment to be installed.

Renovation to include ADA access in design.

Project to include new building sign in front of building on Greenbush Street.

Renovation to include designing space and infrastructure for future programming where undesignated space exists.

All necessary improvements necessary to meet codes and for the Owner's intended use, etc.

All demolition and construction to meet objectives of building's intended use.

Complete all Project Documents for bidding in March/April, 2019 to allow construction/renovations to be completed by September, 2019.

Provide a Lump Sum fee for all A/E Services described in this RFP.

VI. FORM OF PROPOSAL

Proposals must consist of the following information in the order indicated below:

Cover letter stating interest in project with signature of duly authorized Principal, or Officer of the Firm.

Technical qualifications.

Experience with similar projects involving vocational/instructional facilities.

Experience of key staff personnel proposed to be assigned to the project.

List of Professional/Owner References and Cost History.

Evidence of License in the State of Michigan.

VII. ACCEPTANCE OR REJECTION OF PROPOSAL:

The Owner reserves the right to reject any and/or all Proposals when such rejection is in the interest of Owner to reject Proposal of A/E Firm who has not met the requirements of this RFP; who has previously failed to perform properly, or complete on time, design scopes of a similar nature; and to reject proposal of an A/E Firm who is, in the opinion of the Owner, not in a position to perform the design scope for this project. Owner also reserves the right to waive any information, informalities and technicalities in a Proposal. Owner reserves the right, however, to award this Project to the A/E Firm the Owner believes will serve the Owner's best interests.

VIII. GENERAL INFORMATION

~~Bid~~ Proposals will be received at the offices of Gogebic Community College, Dean of Business Services Office, E4946 Jackson Rd, Ironwood, MI 49938, until January 25, 2019 at 10 A.M. CST. Proposals received after the time and date stated will not be accepted. Proposals received on time will be opened publicly.

The building can be viewed by calling the Dean of Business Services office at 906-307-1204 where arrangements can be made.

The building is suspected to have some asbestos in the floor tile. Bidders enter at their own risk. Gogebic Community College is not responsible for illness, injury, or death of anyone entering this project.

The College shall announce the successful Proposal on January 29th at 4:30 P.M. during the Board of Trustees meeting.

Bidders should carefully review the requirements and instructions in this RFP, which will be adhered to when evaluating proposals. the bids. Proposals will be evaluated to determine if they are responsive to the solicitation; advantageous to the Owner; within budget; and if the Owner's schedule has been addressed. Previous experience and other factors will be considered, as well.

THE OWNER RESERVES THE RIGHT TO WAIVE IRREGULARITIES AND TO REJECT ANY AND ALL BIDS.

TO: ALL INTERESTED A/E FIRMS

FROM: Gogebic Community College

REF: INVITATION TO PROPOSE SERVICES

PROJECT: Existing building renovation to construct welding and skilled trades facility

DATE: January 13, 2019

Thank you for responding to the Request for Proposals recently advertised.

All proposals must be received by January 25, 2019, no later than 10 A.M. CST

All proposals must include an original and one additional copy addressed to:

Gogebic Community College
Dean of Business Services Office
"Welding and Skilled Trades Renovation"
E4946 Jackson Rd
Ironwood MI, 49938

Please find the attached instructions and qualifications for submission of proposals.
Thank you once again for your interest.