

**DOCUMENT 00010**

**INVITATION TO BID**

Otsego County will receive sealed proposals until 2:00 pm (local time) on Wednesday, March 2, 2011, for building capital improvements to the Alpine Center, Bid 2011-06. The project will involve; replacing five (5) exterior doors with flush FRP doors & new seals, replacing hinges and applying astragal seals on two (2) exterior paired doors, replacing one (1) skylight with an insulated Kalwall system. A bid alternate is included to replace the northwest entrance vestibule doors, frames and hardware including the interior vestibule doors. The Owner intends to award multiple Prime Contracts for the Work as administered by the Architect on the Owner's behalf for the following Bid Divisions:

0601	Rough & Finish Carpentry	Furnish & Install
0801	Exterior Doors, Frames & Hardware	Furnish & Install
0802	Insulating Translucent Wall & Roof System	Furnish & Install
0901	Painting & Coatings	Furnish & Install

A non-mandatory pre-bid meeting will be held at 2:00 pm on Wednesday, February 23, 2011, at the First Floor Conference Room in the Alpine Center Building, Gaylord, Michigan. Bidders are encouraged to attend as the Architect will cover project scope and bidding requirements. Bidding documents are available through the Architect (email request to [bid@tclarchitect.com](mailto:bid@tclarchitect.com)) and at the following Plan Rooms:

Northeast Michigan Plan Room in Alpena  
Builders Exchanges of Traverse City, Tri-City, Lansing and Grand Rapids  
CAM Online – The Construction Association of Michigan  
McGraw Hill – Dodge Reports  
Michigan Construction News

Building review is available by contacting the County's Maintenance Staff at (989) 370-3802.

Proposals may be mailed or hand-delivered to Otsego County, 225 West Main Street, Room 203, Gaylord, Michigan 49735, on or before 2:00 pm (local time) on Wednesday, March 2, 2011. Bids will be publicly opened and read aloud immediately after receiving all bids in Conference Room 100 of the County Building.

To obtain Bid Documents, contact the Architect; (email) [bid@tclarchitect.com](mailto:bid@tclarchitect.com) (fax) 866-845-6317 (ph) 989-448-4705. Documents are available electronically or in paper form for a \$35 per set refundable deposit (max of 3 per bidder). Plan deposit for paper copies is required prior to issuance of documents, make checks payable to Trinity Architecture.

The bidder must disclose, in writing, any familial association with Members of the County Board of Commissioners, the County Administrator and any County employee.

The Owner intends to award a Construction Contract within 30 days. The Owner reserves the right to accept, reject or modify the terms of any or all proposals, to accept other than low bid and to waive and/or permit errors, informalities or irregularities in proposals that the Owner consider to be in their best interest.

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