



**Otsego County**  
225 West Main Street  
Gaylord, Michigan 49735  
Phone (989)731-7520 Fax (989)731-7529

---

**Addendum #1**

Bid 2020-09  
County Building Improvements  
Gaylord, MI

**Bid 2020-09**

September 8<sup>th</sup>, 2020

Potential Contractors:

Thank you for your participation in Otsego County's Request for Proposal process for Bid 2020-09, the County Building Improvements.

We have prepared Addendum Notice Number One (1) to the RFP to answer questions and provide changes and clarifications following the pre-bid meeting.

Please note the receipt of this addendum on the Bid Form.

Changes and/or clarifications are as follows:

1. Please remove the original bid form document and replace with the attached. The original bid form contained incorrect verbiage in the Base Lump Sum Bid section. The attached form corrects that error.

Again, please note the receipt of this addendum on the Bid Form.

Thank you,

Christopher Churches  
Director of Planning & Zoning, Capital Projects & Grants  
Phone: (989) 731-7515  
Email: [churches@otsegocountymi.gov](mailto:churches@otsegocountymi.gov)

Attachments:

1. Edited Bid Form.

## BID FORM

**PROJECT IDENTIFICATION:** OTSEGO COUNTY BUILDING IMPROVEMENTS  
225 W. MAIN STREET  
GAYLORD, MICHIGAN  
**BID 2020-09**

**THIS BID IS SUBMITTED TO:** Otsego County Administrator, Room 203  
225 W. Main Street  
Gaylord, MI 49735

- 1.01** Sealed Bids for Window and Roof Replacement for Otsego County Court House will be received by the County Administrator located in Room 203 of the County Building until 3:00 pm local time, on Tuesday, September 15, 2020. Bids shall be sealed and clearly marked as **Bid 2020-09** on the exterior. Bids may be hand delivered or mailed. No oral bids shall be accepted. The bids will be read publicly in Room 212 at 3:10 p.m.
- 1.02** No questions will be taken after 3:00 pm local time, on Friday, September 11, 2020.
- 2.01** The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.
- 3.01** Bidder accepts all of the terms and conditions of the Invitation to Bid. The Bid will remain subject to acceptance for sixty (60) calendar days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of OWNER.
- 4.01** In submitting this Bid, Bidder represents, as set forth in the Agreement, that:
- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda and Bid Clarifications, receipt of all which is hereby acknowledged.  
Addendum No. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Bid Clarification No. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
  - B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.
  - C. Bidder is familiar with and is satisfied as to all Federal, State and Local laws and regulations that may affect cost, progress and performance of the Work.
  - D. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.

- E. Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
- H. Bidder has given ARCHITECT written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by ARCHITECT is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

**5.01** Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any individual or entity to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

**6.01** Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

**Base Lump Sum Bid:**

For the renovations, complete with all appurtenance, as specified herein and as shown on the plans, the Bidder agrees to perform all of the work of this Contract for the following lump sum bid price.

Lump Sum Bid Price:

\$ \_\_\_\_\_

**7.01** Bidder shall provide date of commencement and date of completion in the bid.

Date of Commencement: \_\_\_\_\_

Date of Completion: \_\_\_\_\_

**7.02** Contract Agreement will be AIA A101 (2007) Standard Form of Agreement between Owner and Contractor and A201 (2007) General Conditions of the Contract for Construction.

If bidder chooses to use contract other than AIA A101, a sample of that contract shall be included in the bid.

**8.01** The following documents are attached to and made a condition of this Bid:

- A. Bid Form

- B. Subcontractor Information (Attachment A) to be submitted with the bid.
- C. Proof of liability insurance coverage.
- D. Construction Documents
- E. Otsego County Purchasing Policy
  - a. In addition to to these documents, contractors must follow procedures provided in the purchasing policy

BID SUBMITTED on \_\_\_\_\_, 2020.

State Contractor License No. \_\_\_\_\_. (REQUIRED)

If Bidder is:

An Individual

Name (typed or printed): \_\_\_\_\_

By: \_\_\_\_\_ (SEAL)

*(Individual's signature)*

Doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

A Partnership

Partnership Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

*(Signature of general partner -- attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

A Corporation

Corporation Name: \_\_\_\_\_ (SEAL)

State of Incorporation: \_\_\_\_\_

Type (General Business, Professional, Service, Limited Liability): \_\_\_\_\_

By: \_\_\_\_\_

*(Signature -- attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_ (CORPORATE SEAL)

Attest \_\_\_\_\_

*(Signature of Corporate Secretary)*

Business address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Date of Qualification to do business is \_\_\_\_\_