

SHELBY TOWNSHIP POLICE
ADDITION/RENOVATION
AEW PROJECT #0132-1004

March 28, 2018

REQUEST FOR PROPOSAL
Shelby Township Police Addition/Renovation

PROJECT

Shelby Township Police
Addition/Renovation

AEW Project No. 0132-1004

OWNER

Shelby Township
52700 Van Dyke
Shelby Twp.
Michigan 48316

LOCATION

Shelby Township Police Department
52530 Van Dyke
Shelby Twp., Michigan 48316

ARCHITECT/ENGINEER

AEW Inc.
51301 Schoenherr Road
Shelby Township,
Michigan 48315
586) 726-1234

DESCRIPTION

The scope of work involved for this project is as follows: Addition of new office spaces, renovation of existing holding area, and renovation of existing office areas.

SCOPE OF PROPOSAL

Sealed proposals are invited for the Project and will be received at the Office of the Owner until 2:00 pm, local time; **Tuesday, April 24, 2018**. Bids will be publicly opened and read aloud in the offices of the Township Clerk immediately thereafter.

PRE-BID MEETING

A pre-bid mandatory meeting will be held at the Shelby Township Police Station, 52530 Van Dyke at 10:00 am **Thursday, April 5, 2018**. Pre-bid questions shall be submitted to the Architect before April 17, 2018 1:00 pm, local time. Contact Matt Berge at: mberge@aewinc.com. To set up a tour of the police station after the pre-bid meeting contact Patti Koenig (586) 731-2121.

DOCUMENTS

Documents and requirements can be viewed at the office of the owner and at the office of the Architect/Engineer. Documents and requirements will be available **Tuesday, March 27, 2018** after 1:00pm.

This solicitation, along with all attachments may be downloaded from the Michigan Intergovernmental Trade Network (MITN) at www.mitn.info. Documents shall be available on or after March 27, 2018 at 1:00pm local time. Any and all Addenda issued by

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Shelby Township must be viewed or downloaded from the above listed website.

BID GUARANTEE AND CONTRACT SECURITY

Each bid proposal shall be accompanied by a certified check, bank draft or satisfactory bid bond in an amount of 5% of the maximum bid amount. Checks shall be made payable to Shelby Township. Bids may not be withdrawn for a period of sixty (60) calendar days after receipt of bids. The successful bidder will be required to furnish the required insurance and bond certificates.

RIGHTS OF THE OWNER

The Owner reserves the right to reject any or all proposals and to waive irregularities in bidding, or to accept the lowest responsible proposal that, in the opinion of the Owner, will serve his best interest.

DATED: March 2018

Shelby Township