

**REQUEST FOR PROPOSALS
ROGERS CITY MAIN STREET-DDA
COMMUNITY EVENT CENTER**

General Notice

Rogers City Main Street-DDA is requesting Proposals for the construction of the following Project:

- Community Event Center

Proposals for the construction of the Project will be accepted at Rogers City Hall, attn City Manager, 193 E. Michigan Avenue, Rogers City, Michigan 49779, until Friday, October 16 at 1:00 p.m. local time. The proposals are not sealed bids and may be reviewed as they are received.

The Project includes the following scope of work:

Renovation of the 4,000 square foot former AP Super Service Dodge Dealership (338 N. Third Street, now vacant), into a Community Event Center.

Obtaining the Bidding documents

Bid documents in PDF format may be acquired via email at no cost to those interested from Rogers City Hall. It is the Bidder's responsibility to determine/evaluate the capability of his equipment to provide/download documents that are accurate for size, scale, and content.

Prospective Bidders are urged to provide THE City Manager with a name and email address as this will ensure the Prospective Bidder receives all addenda and other information relevant to submitting a Proposal for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the City Manager. Rogers City Main Street-DDA will not be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the City Manager.

The Issuing Office for the Bidding Documents is:

Rogers City Hall
193 E. Michigan Ave
Rogers City, MI 49779
Phone: (989) 734-2191

Prospective Bidders may examine a full size set of the Bidding Documents at the Issuing Office on Monday through Friday between the hours of 9:00am-4:00pm, and may obtain copies of the Bidding Documents from the Issuing Office as described below. Partial sets of Bidding Documents will not be available from the Issuing Office. Rogers City Main Street-DDA will not be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office.

Printed copies of the Bidding Documents may be purchased from the Issuing Office, via check in the amount of \$50 payable to "Rogers City Main Street-DDA", during the hours indicated above and upon receipt of a non- refundable payment for printing/reproduction, including normal shipping; expedited shipping will be at cost. The date the Bidding Documents are transmitted (mailed or shipped) by the Issuing Office will be considered the Bidder's date of receipt of the Bidding Documents.

Questions regarding the Bidding Documents may be addressed to City Manager Joe Hefe at jhefele@rogerscity.com.

Pre-bid Conference

A pre-bid conference will not be held.

Instructions to Bidders.

For all further requirements regarding proposal submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders included in the Bidding Documents.

Rogers City Main Street-DDA is an equal opportunity employer and provider.