

## **Advertisement for Bids**

### **Bingham Township, Leelanau County**

Bingham Township, Leelanau County, Michigan will be accepting bids from qualified contractors for the Bingham Township Hall Addition Project until 3:00 p.m. on Thursday, April 27, 2023 at the Bingham Township Hall, 7171 S. Center Highway, Traverse City, MI 49684. The project is a 16' x 17' office addition to the Bingham Township Offices and Hall. The Project Plans and the Bid Documents will be available at the Bingham Township Hall during regular business hours, the Builder's Exchange of Northwest Michigan, and will be available for viewing on-line at <https://www.leelanau.gov/binghamtwp.asp>.

Bingham Township reserves the right to accept or reject any or all Bids and to make an award the contract deemed to be in the best interests of the township.

Bingham Township  
7171 S. Center Highway  
Traverse City, MI 49684  
(231) 922-6767

**BIDDING DOCUMENTS**  
**BINGHAM TOWNHALL ADDITION PROJECT**

1. The scope of work includes the 16' x 17' building addition and associated work shown on the plans prepared by A. Rink Architects, Inc. dated July 22, 2022, 7 pages.
2. The work includes all excavation, clearing, grading, foundations, masonry, framing, siding, roofing, wiring, drywall, fixtures and painting, etc. shown on the referenced plans.
3. The following notes supplement the notes on the project plans.
4. The scope of work also includes the following work not shown on the plans:
  - Removal of one additional white pine tree in the project area that has been damaged (topped) by a storm, and grinding of that stump.
  - Obtain Building Permit
  - Obtain Soil Erosion Permit
  - Additional data cabling beyond what is shown on the plans may be required within the addition and existing offices, and such work will be negotiated with the successful Bidder.
5. Project Schedule:
  - A. It is intended that the work shall be completed by November 1, 2023, or as negotiated with the successful bidder. The Township will consider the proposed schedule in the evaluation of bids.
  - B. The disruption to the existing township offices shall be kept to a minimum. The Township shall be given 15-days notice prior to disruption of the existing offices in order to allow township staff to temporarily relocate.
  - C. Each Bidder shall submit with their Bid a proposed construction schedule, and include the estimated amount of time that the offices will be disrupted.
  - D. The successful contractor will be required to list any subcontractors.
6. Insurance: The Contractor shall maintain Worker's Compensation Insurance in limits required by state law, and Comprehensive General Liability coverage, submit proof of insurance, and name the township as additional named insured.
7. Bid shall include:
  - A. Lump sum amount and/or schedule of values
  - B. Proposed Construction Schedule
  - C. Any suggested alternatives to be considered and the amount.
  - D. Bid shall be signed, and shall be open for 60 days from the Bid Due Date.
  - E. Bids shall be delivered or mailed to Bingham Township, 7171 S. Center Highway, Traverse City, MI 49684.

8. This Advertisement for Bids is not to be construed as an offer, contract, or commitment of any kind; nor does it commit Bingham Township to pay any costs incurred by the Bidder in the preparation of its Bid.
9. The successful Bidder will be required to execute a construction contract with Bingham Township.
10. Contractor will be required to supply a one (1) year warranty from the date of completion against material and/or workmanship defects.
11. Township Contact's:  
The primary contact during bidding will be Zoning Administrator Steve Patmore, (231) 866-0799 or [zoningadmin@suttonsbaytwp.com](mailto:zoningadmin@suttonsbaytwp.com).  
Other contacts include:
  - A. Midge Werner, Township Supervisor; (231) 946-4672
  - B. Kathy Morio, Township Clerk; (231) 922-6767
  - C. Andy Rink, Architect; (231) 620-4077
12. Contractor Permit Requirements:
  - Building Permit, including any mechanical & electrical.
  - Soil Erosion Permit
13. Township will provide:
  - Land Use Permit
  - Letter of Permission from Health Department if necessary.
  - Sealed Plans if necessary.
14. Bid Submittal Deadline: 3:00 p.m. on Thursday, April 27, 2023 at the Bingham Township Hall, 7171 S. Center Highway, Traverse City, MI 49684.
15. Bingham Township reserves the right to accept or reject any or all Bids and to make an award of the contract deemed to be in the best interests of the township.