

# Alcona County Library



## ***Request for Proposal Garden Gazebo and Pergola Project***

**Requested by:** Alcona County Library; Harrisville, MI

**RFP Issue Date:** August 30, 2017

**Bid Due Date:** September 13, 2017

The Alcona County Library (ACL) located in Harrisville MI is seeking proposals from qualified contractors for erecting a gazebo with electrical service and a pergola at the Harrisville Branch of ACL located at 312 W. Main St., Harrisville, MI 48740.

### **About ACL:**

The Alcona Library celebrated its 75<sup>th</sup> anniversary in 2015. The Library is located in the northeast part of the lower peninsula of Michigan and consists of four branches in Harrisville, Hubbard Lake, Lincoln, and Mikado. ACL serves the community by providing intellectual, educational, and cultural opportunities. Please visit our website at <http://library.alcona.lib.mi.us>.

Recently, ACL was awarded a grant from the Laura Jane Musser Foundation in which the Library proposed to develop a Reading Garden and Book Trail on property adjacent to the Library building. The Reading Garden will contain picnic tables, benches, and a gazebo with electricity. The Reading Garden will allow visitors to enjoy nature while reading or accessing our free wireless internet access. The Library will also host outdoor programs for children and adults, weather permitting, in this meadow area away from the traffic on the highway. Outdoor programs may include Michigan animals and their environment, Birds of Prey, invasive species, and other ecological issues. This area will also have trash receptacles, bird feeder, wild-life friendly shrubbery and flowers, a few shade trees, and a "Little Library" book box containing free paperback books.

Alcona County Library is requesting proposals for a gazebo and pergola on the property to the south of the Harrisville parking lot. Vendors must be able to supply the materials specified in the general scope of the project. Responses shall be delivered either via a sealed envelope and clearly marked on the front



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of the envelope and clearly marked “Response to Garden project bid” or via e-mail to [director@alcona.lib.mi.us](mailto:director@alcona.lib.mi.us) with the subject marked “Response to Garden Project Bid.” Bids will be accepted until 5:00 pm Eastern Time on Wednesday September 13, 2017. Late responses will not be accepted.

The Request for Proposals (RFP) is available online at <http://library.alcona.lib.mi.us>. In order to qualify for this contract a vendor must reply to this RFP.

Questions regarding the process or submitting your response should be directed to: Denise Bearre, Library Director at 989-724-6796 or [director@alcona.lib.mi.us](mailto:director@alcona.lib.mi.us).

The following items must be included with each bid, or be subject to disqualification:

### **Scope of Project**

ACL wishes install a gazebo and pergola behind the Harrisville Branch’s parking lot. The gazebo and pergola shall be of the design attached in the photos. All bids for this project should fuse the following specifications:

#### **Gazebo**

Shall be 14’ x 14’ and 8’ tall on the sides, with a green metal roof, roughly matching the building’s current roof, made of cedar or composite decking material with a cement pad (to current building codes) and standard electrical service.

#### **Pergola (trailhead)**

97” x 72.75” x 29” made of cedar or composite decking material with green metal roof covering

#### **Focal point**

A 12’ round or octagonal stamped concrete pad in the center of the garden area.

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### **Basis of Award**

The award of this contract shall be made by the Alcona County Library Board to the most responsive and responsible proposer whose proposal is determined to be in the best interest of the Alcona County Library. Overall cost and ability to supply the product in a timely manner will be the primary evaluation factors in this RFP.

Proof of \$1,000,000 Liability Insurance required upon awarding of the contract.

Any permits necessary shall be supplied by the vendor.

Please provide references.

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### **Response**

#### **Gazebo**

14' x 14' and 8' (feet) tall on the sides, with a green metal roof, roughly matching the building's current roof, made of cedar or composite decking material with a cement pad (to current building codes) and standard electrical service.

Total Material cost: \_\_\_\_\_

Total Labor cost: \_\_\_\_\_

#### **Pergola**

97" x 72.75" x 29" (inches) made of cedar or composite decking material with green metal roof covering

Total Material cost: \_\_\_\_\_

Total Labor cost: \_\_\_\_\_

#### **Focal point**

A 12' round or octagonal stamped concrete pad in the center of the garden area.

Total Material cost: \_\_\_\_\_

Total Labor cost: \_\_\_\_\_

**Total proposal:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **date:** \_\_\_\_\_

**Printed name and title:** \_\_\_\_\_

**Company:** \_\_\_\_\_