

INVITATION TO BID

Issuing Office

This Request for Proposal ("RFP") is issued by Clare County Board of Commissioners on behalf of Clare County Transit Corporation (CCTC), 1473 Transportation Drive, Harrison, MI 48625.

Site: Clare County Transit Corporation
1473 Transportation Drive
Harrison, MI. 48625

To receive a copy of this RFP, please contact the person below. All communications regarding this project during the procurement process must be addressed to the CCTC Executive Director:

Mr. Tom Pirnstill
Executive Director
Clare County Transit Corporation
1473 Transportation Drive
Harrison, MI 48632
Fax: (989) 539-9751
E-mail: cctcmgr@sbcglobal.net

Scope of Work

Clare County Board of Commissioners and CCTC are soliciting proposals for Architectural/ Engineering Services required for the design, documentation, bidding, and construction oversight of photovoltaic, wind turbine, solar hot water heating systems, net metering, and a fueling station canopy.

The following is a list of areas, but not limited to, that need to be covered in the RFP. The Architectural firm will be responsible for design development and developing all construction bid documents. The Architectural firm will be responsible for analyzing all proposals/bids and making a written recommendation for award to CCTC. Following award, the A/E Firm will be responsible to provide CCTC with project management and oversight assistance as it relates to the bid documents developed by the firm.

Pre-Proposal Meeting will be held February 9, 2011, 1:00PM at 1473 Transportation Dr., Harrison, MI. 48625

TIME AND PLACE OF BID RECEPTION

Sealed proposals will be received by the Owner at 1473 Transportation Dr., Harrison, MI 48625 no later than 2:00 PM on February 21, 2010 EST.

The bidders sealed envelope shall be addressed as follows:

Lower Right Hand Corner:
TO: Clare County Transit Corporation
1473 Transportation Drive
Harrison, MI. 48625

Lower Left Hand Corner:
BID: Clare County Transit Corporation – Solar/Wind Turbine/Fuel Canopy

OWNER'S RIGHT TO REJECT PROPOSALS

The Owner reserves the right to reject any or all proposals.

The Owner reserves the right to contract within ninety (90) days following the bid opening. No bids may be withdrawn during this time. The Owner reserves the right to waive any irregularities, reject any or all proposals or accept any proposals that, in the opinion of the Owner, will serve its best interest.

REFERENCES HEREIN

Participation in this project is open to both genders. The use of the pronoun he/his throughout this document is to be considered interchangeable for either gender. Disadvantaged Business Enterprises (DBE) are encouraged to submit proposals.