

# ALPENA

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## COMMUNITY COLLEGE

### **REQUEST FOR PROPOSAL**

Rev 92925

#### **NRC 101 Roof Replacement**

Release Date: Monday, September 29th, 2025

Due Date: Friday, October 10th, 2025 @ 2:00 p.m. Local Time

Pre-Bid Meeting/Walk Through Date: N/A

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### **Project Conditions:**

Alpena Community College is accepting bids for a section of roof replacement of approximately 1100 sq ft on the Natural Resources building in Alpena Michigan. (See aerial clip attachment)

### **General Conditions:**

NRC 101- The original gravel built up should remain and be built upon. Base Bid shall include all mechanical fasteners (must ensure fasteners do not extend through the roof deck into visible or occupied spaces), and installation of 2 inches of new ISO insulation to create a flat surface. Bid shall include 2x4 wood Nailers and framing associated with edge details to allow secure fastening for edge metal trims and associated keeper metal in lieu of the added insulation. The bid shall include installation of new minimum thickness 50 mill PVC roofing membrane, wall flashings, 2-way breather vents, curb flashings (including all costs to raise any equipment, skylights, electrical feeds, and condenser units). Install new drain boots and include strainers on all drains. Please look at including a sq ft cost to add tapered insulation to shim low spots and promote flow to drains. Areas around drains should be tapered and sloped to promote flow.

\*Include specs and data sheets with bids.

All fees associated with the job shall be included in the price including any permits or relevant expenses. All work shall comply with local building codes and manufacturer guidelines. Duro-Last or equivalent materials and processes shall be implemented. Work to include a minimum 20-year Labor and material warranty.

\*It is the intent of ACC to have contracts in place after the approval of the bid at our October 16<sup>th</sup> board meeting. Work could start immediately thereafter and run through the fall.

\*Payment requests may be broken down throughout the project as materials are acquired and progress continues. Please include a contract for project use.

- ACC Reserves the right to reject any and all bids or portions of the bid. Bids may be based on service abilities and not solely on direct costs.
- Work shall meet or exceed all appropriate codes.

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- Certificate of insurance is required.
- ACC reserves the right to cancel work at any time and for any reason. The contractor will be paid for all work done and materials used up to that point.
- Bid Bonds or Performance Bonds may be required.

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### Clarifications & Questions:

All inquiries and other communications shall be directed to Kurt Konieczny, Director of Facilities Management. Please notify Kurt Konieczny and confirm your intent to bid by October 6th, 2025. Also please send Kurt Konieczny any questions you may have about the bid, findings of inconsistency, omissions, or for clarification in writing by October 6th, 2025. The College's intent is to answer all questions in writing to all potential bidders by the end of the day on October 8th, 2025.

ACC will address any clarification, correction or change of contract via Addendum and will attempt to share with all potential bidders.

**Site Visits:** Potential contractors should request a site visit for accurate assessment.

### Additional Documents:

Please include the Acknowledgement of Addendum(s), and the Iran Economic Sanctions Act of this RFP within your bid pack and cost proposal form.

Telephone No: (989) 358-7202

Email: [konieczk@alpenacc.edu](mailto:konieczk@alpenacc.edu)

Interested firms should submit (**bids should be labeled NRC 101 Roof Replacement**), by 2:00 P.M., October 10th, 2025, to:

kowalewl@alpenacc.edu  
Alpena Community College  
665 Johnson St  
Alpena, Michigan 49707  
Attention: Lyn Kowalewsky  
Controller - VLH 110

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### Cost Proposal Form

**\*Bids due by~ 2:00 P.M., October, 10th, 2025.**

**Base Bid: \$\_\_\_\_\_**

**Additional Tapered insulation sq ft cost \$\_\_\_\_\_**

- ACC Reserves the right to reject any and all bids. Bids may be based on service abilities and not solely on direct costs.
- Work shall meet or exceed all appropriate codes.
- Certificate of insurance is required.
- ACC reserves the right to cancel work at any time and for any reason. The contractor will be paid for all work done and materials used up to that point.

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### **Acknowledgement Of Addendum**

Instructions to Bidders:

On the lines below, please list all Addenda (if applicable) that have been issued since this original RFP was released to verify that you are aware of said Addenda and that any costs

(additions or subtractions) are included in the proposal.

If none have been issued, please mark "Not Applicable".

(Addendum Number)

(Addendum Number)

(Addendum Number)

(Addendum Number)

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### **Iran Economic Sanctions Act Certification**

I am the \_\_\_\_\_ (title) of

\_\_\_\_\_  
(bidder) or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the provision of \_\_\_\_\_ to Alpena Community College.

I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the college will rely on my representations in evaluating bids.

I certify that "Bidder" is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of \$250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

Signature of Bidder Representative:

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County of \_\_\_\_\_

My Commission Expires \_\_\_\_/\_\_\_\_/\_\_\_\_

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