

REQUEST FOR PROPOSAL

Rev 100826

Alpena Community College

Geotechnical Investigation – ACC NextGen Climbing Range and Associated Site Improvements

Release Date: Monday, October 12th, 2026

Due Date: Friday, October 23rd, 2026 @ 2:00 p.m. (Local Time)

Pre-Bid Meeting/Walk Through: Contact Facilities for an appointment 989-358-7202

PROJECT DOCUMENTS

The main technical specifications and Scope of Work for this geotechnical investigation are provided in the attached document titled “Geotechnical Investigation Scope of Work.” The attached boring location sketch is also incorporated into this RFP and identifies the proposed boring locations. Bidders shall review and comply with those documents in preparing their proposals.

The attached technical Scope of Work shall govern the technical requirements of the investigation. Any proposed deviations, additions, deletions, exceptions, or revisions shall be clearly identified in the bidder’s proposal.

ATTACHED TECHNICAL DOCUMENTS

- Geotechnical Investigation Scope of Work – 2026 10 06 ACC NextGen - Geotech Scope of Work.pdf
- Boring Location Sketch – 2026 10 06 ACC NextGen - Boring Location Sketch - Flattened.pdf

1. PROJECT CONDITIONS

Alpena Community College (ACC) is soliciting proposals from qualified geotechnical engineering firms to perform a geotechnical investigation in support of the ACC NextGen Climbing Range and associated site improvements.

The selected geotechnical engineer shall provide all labor, professional services, drilling equipment, sampling equipment, laboratory testing, field observations, engineering analysis, reporting, site restoration, supervision, and incidental services necessary to complete the work described in this RFP and the attached Geotechnical Investigation Scope of Work.

The bidder shall review the project site, attached boring location sketch, and technical Scope of Work before submitting a proposal. The bidder is responsible for identifying any conditions that may affect access, drilling, sampling, testing, restoration, scheduling, or cost.

The project includes proposed geotechnical borings in the areas identified on the attached boring location sketch. The boring quantities and required depths (20' at the building and structures, 15' at the parking lot) are shown on the attachment.

The contractor shall coordinate site access with ACC Facilities and shall protect existing utilities, structures, pavement, lawns, landscaping, and other College property. Utility locating and safe excavation/drilling practices shall be followed, including the requirements identified on the attached boring location sketch.

The bidder must maintain adequate general liability, professional liability/errors and omissions, workers' compensation, automobile liability, and other insurance coverage required by law and the attached Scope of Work.

2. CONTRACT TERM

The selected firm shall complete the geotechnical investigation and submit the required report within the schedule established by ACC following notice to proceed. The final schedule shall be coordinated with ACC Facilities, the project architect/engineer, and the selected geotechnical engineer. Work will be able to be started immediately upon approval, the goal is to have this completed by Nov 23rd, 2026.

The proposal shall remain open for acceptance by ACC for a minimum of sixty (60) calendar days following the bid due date, consistent with the attached Geotechnical Investigation Scope of Work.

3. SCOPE OF WORK

The main technical scope of work is contained in the attached Geotechnical Investigation Scope of Work and is incorporated into this RFP by reference. The selected geotechnical engineer shall, at a minimum, provide the services required by that document, including:

- Perform the required soil borings at the locations identified on the attached boring location sketch and to the depths established by ACC.
- Provide rotary drilling with hollow-stem augers and split-barrel soil sampling as specified.
- Collect, preserve, and retain recovered soil samples as required.
- Evaluate whether rock coring is required and provide deep foundation capacities when deep foundations are recommended.
- Coordinate any proposed changes to boring locations or depths with the project architect/engineer and ACC before making such changes.
- Coordinate utility information and take reasonable precautions to prevent damage to visible and concealed property.
- Restore boring locations, including backfilling, temporary and permanent plugging, and patching/restoration of slabs, pavement, lawns, and plantings as applicable.

- Record groundwater observations during and immediately after completion of each boring.
- Stake boring locations, record locations by GPS, and document any relocated borings.
- Prepare an overall boring plan and individual boring logs.
- Perform the laboratory testing specified in the attached Scope of Work.
- Prepare and submit a written geotechnical report containing the site, subsurface, groundwater, analysis, foundation, earthwork, pavement, construction, and other recommendations identified in the attached Scope of Work.
- Provide recommendations for detention/retention infiltration and septic drainfield suitability where applicable to the boring locations.

The attached technical Scope of Work is the controlling document for detailed technical requirements. Bidders shall include all services necessary to satisfy that Scope of Work unless specifically identified as an exception in their proposal.

4. BORING DEPTHS AND LOCATIONS

The attached Boring Location Sketch identifies the proposed boring locations. ACC will establish or confirm the required boring depths for the base bid. Bidders shall use the following information for pricing:

Proposed boring depth/quantity information to be completed by ACC:

Building site 20', septic 20', parking lot 15', substation and structures 20'

If the bidder believes additional boring depth, locations, sampling, testing, or other investigation is necessary to meet the professional standard of care and the attached Scope of Work, the bidder shall clearly identify the proposed addition and associated cost in the proposal.

Any proposed change to a boring location or depth shall be coordinated with the project architect/engineer and ACC before the change is made.

5. PROPOSAL REQUIREMENTS

Company Information

- Legal company name.
- Company address and contact information.
- Name and contact information of the project manager/lead geotechnical engineer.
- Professional engineering registration information applicable to the work.
- Company background and relevant geotechnical engineering experience.
- Description of experience with educational, commercial, municipal, recreational, climbing facility, or similar projects, if applicable.
- Proof/certificate of insurance and identification of applicable professional liability coverage.
- List of drilling, sampling, laboratory, survey/GPS, and other equipment proposed for the work.
- References for similar geotechnical investigation projects.

Technical Proposal

- Proposed approach and methodology.
- Proposed schedule from notice to proceed through final report.
- Identification of any proposed deviations, additions, deletions, exceptions, or revisions to the attached Scope of Work.
- Identification of any assumptions regarding site access, vegetation, drilling conditions, utility locating, restoration, or other site conditions.

Cost Proposal

Bidders shall provide pricing using the Bid Proposal Form included in this RFP. All labor, drilling, sampling, laboratory testing, engineering, professional services, reporting, mobilization, demobilization, site restoration, supervision, equipment, and incidental costs necessary to complete the base scope shall be included unless specifically identified as an additional charge.

6. SELECTION CRITERIA

Proposals will be evaluated based on the overall value to Alpena Community College, including but not limited to:

- Competitive cost.
- Relevant geotechnical engineering experience.

- Qualifications and experience of the proposed project team.
- Ability to perform the work within the required schedule.
- Quality and completeness of the proposed investigation and reporting.
- References and past performance.

ACC may base its selection on qualifications, service capabilities, technical approach, schedule, and overall value and not solely on the lowest direct cost.

7. GENERAL CONDITIONS

- ACC reserves the right to reject any or all bids or portions of any bid.
- Selection is based on overall value and service capability, not cost alone.
- All work shall meet or exceed applicable codes, laws, regulations, professional standards, and the requirements of the attached Scope of Work.
- A certificate of insurance is required prior to contract award.
- All work shall be performed by qualified personnel under the supervision of a registered professional engineer, and reports shall bear the seal of a registered professional engineer as required by the attached Scope of Work.
- The contractor shall be responsible for protecting adjacent surfaces, landscaping, buildings, equipment, utilities, pavement, and other College property.
- The contractor shall be responsible for reasonable site restoration associated with the investigation.
- ACC reserves the right to cancel work at any time and for any reason. The contractor will be paid for work completed and services provided up to the effective date of cancellation.
- Refer to ACC Policy 5009 for local vendor preference.

8. CLARIFICATIONS & QUESTIONS

All inquiries and other communications regarding this RFP shall be directed to:

Kurt Konieczny
Director of Facilities Management
Email: konieczk@alpenacc.edu
Phone: 989-358-7202

Project Architect/Engineer Contact identified in the technical Scope of Work:

Michael Wychers
Progressive AE, Inc.
Email: mwychers@weareprogressive.com

Questions, findings of inconsistency, omissions, or requests for clarification should be submitted in writing to the ACC contact above as early as possible. ACC will issue responses and/or clarifications to questions as appropriate.

ACC will address any clarification, correction, or change to the RFP via Addendum and will attempt to share Addenda with all known potential bidders.

9. SUBMISSION INFORMATION

Bids must be received no later than:

2:00 p.m., Friday, October 23rd, 2026

Bids may be submitted by email or hand delivered to:

Alpena Community College
665 Johnson St
Alpena, Michigan 49707

Attention: Lyn Kowalewsky
Controller – VLH 110
Email: kowalewl@alpenacc.edu

Late proposals may be rejected.

10. BIDDER CERTIFICATION

By submitting a bid, bidder certifies compliance with Michigan Act 517 (Iran-Linked Business prohibition).

11. ACKNOWLEDGEMENT OF ADDENDA

List all addenda issued, if applicable, below. If no addenda have been issued, indicate "N/A."

Addendum #1: _____

Addendum #2: _____

Addendum #3: _____

Addendum #4: _____

12. BID PROPOSAL FORM

GEOTECHNICAL INVESTIGATION – BASE BID

Alpena Community College – ACC NextGen Climbing Range and Associated Site Improvements

Base Bid – Complete Geotechnical Investigation

Lump Sum Base Bid: \$ _____

Written Amount: _____

The Base Bid shall include all labor, mobilization/demobilization, drilling, sampling, laboratory testing, engineering, professional services, groundwater observations, boring logs, boring plan, report, site restoration, supervision, equipment, and incidental costs required by the RFP and attached Geotechnical Investigation Scope of Work.

ALTERNATE DEDUCT –

Provide an alternate deduct to eliminate the borings and associated boring logs, laboratory testing, analysis, and report information specifically attributable to Towers if they prove to be inaccessible due to vegetation. Per endangered species act's we can yet remove vegetation. If specialized equipment can be used for access bid accordingly.

Alternate Deduct: \$ _____

Net Base Bid After Alternate Deduct: \$ _____

The alternate deduct shall include all costs that would be removed from the Base Bid if the Tower 2–5 work is eliminated. ACC may accept or reject this alternate in whole or in part.

Additional/Optional Services, if applicable

Description: _____

Cost: \$ _____

Bidder/Company Name: _____

Authorized Representative: _____

Printed Name: _____

Title: _____

Signature: _____

Date: _____

13. BIDDER QUALIFICATIONS & EXPERIENCE

Company Information

Legal Company Name: _____

Address: _____

City/State/ZIP: _____

Phone: _____ Email: _____

Project Manager/Lead Engineer: _____

Professional Engineer License/State: _____

Relevant Geotechnical Experience

Provide a brief description of relevant experience, including comparable projects, educational or institutional projects, site development, foundations, pavement, or other applicable work.

References

Reference 1: Company/Organization: _____

Contact: _____ Phone/Email: _____

Project/Services: _____

Reference 2: Company/Organization: _____

Contact: _____ Phone/Email: _____

Project/Services: _____

Reference 3: Company/Organization: _____

Contact: _____ Phone/Email: _____

Project/Services: _____

14. EQUIPMENT & PROJECT APPROACH

List the equipment and resources proposed for this project.

Drilling Equipment: _____

Sampling Equipment: _____

Laboratory/Testing Resources: _____

GPS/Survey Equipment: _____

Other Equipment/Resources: _____

Proposed Project Approach / Methodology

Proposed Schedule

Anticipated Mobilization Date: _____

Anticipated Field Investigation Completion: _____

Anticipated Draft/Final Report Date: _____

15. BIDDER EXCEPTIONS / DEVIATIONS

The geotechnical engineer shall include with the proposal a statement defining any proposed deviations from the requirements of the attached Geotechnical Investigation Scope of Work, including additions, deletions, exceptions, and revisions.

If there are no exceptions or deviations, write "NONE."

Pricing shall remain valid for a minimum of 60 days following the bid due date.

All costs necessary to complete the work in accordance with the RFP and attached Scope of Work must be included in the Base Bid unless otherwise identified.

IMPORTANT: The attached Geotechnical Investigation Scope of Work is the primary technical specification for the work. Bidders shall review the complete attachment before submitting a proposal.

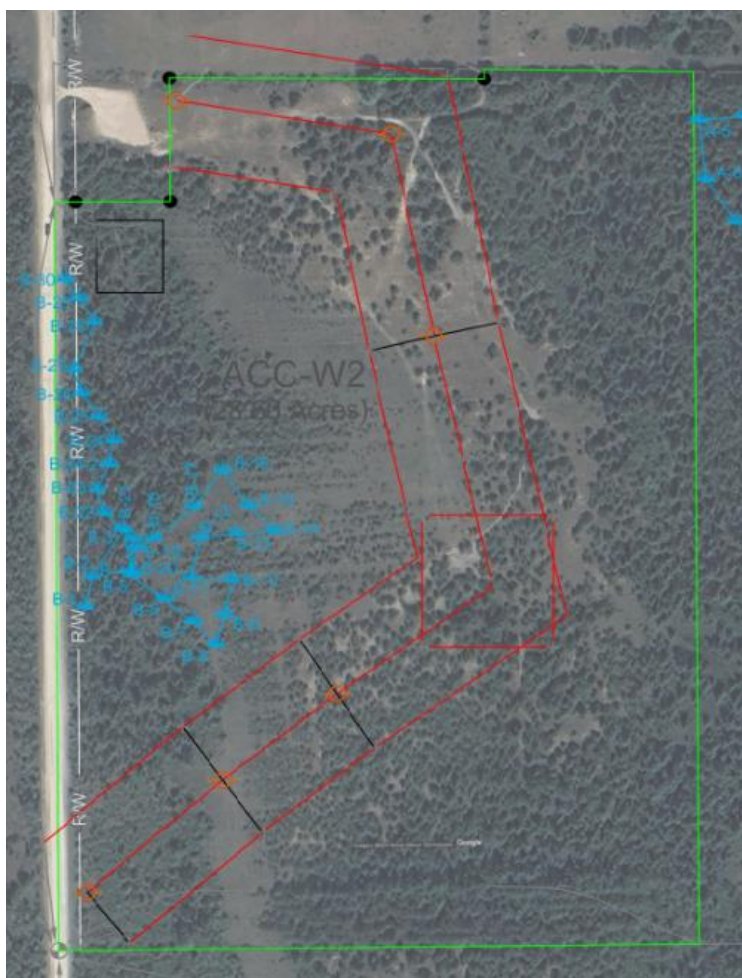
ACC CONTACTS

Kurt Konieczny – Director of Facilities Management – konieczk@alpenacc.edu – 989-358-7202

Lyn Kowalewsky – Controller, VLH 110 – kowalewl@alpenacc.edu

Michael Wychers – Progressive AE, Inc. – mwychers@weareprogressive.com

Approx range location for reviewing vegetation only:



ATTACHMENTS

The following technical documents are incorporated into and form part of this Request for Proposal.

ATTACHMENT A – GEOTECHNICAL INVESTIGATION SCOPE OF WORK

Geotechnical Investigation Scope of Work

1. The geotechnical engineer shall include with the proposal a statement defining any proposed deviations from the requirements of this document, including additions, deletions, exceptions and revisions.
2. The geotechnical engineer shall hold the proposal open for acceptance by the owner for a period of 60 calendar days after the date of submittal to the owner.
3. The geotechnical engineer shall provide a list of all insurance coverages in effect on the date of this proposal. For each coverage, this list shall identify the type of coverage, the name of the insurer, the limit of liability and the date of expiration of the applicable policy(ies). The minimum coverages shall be those required by law.
4. Unless otherwise specified as an additional requirement, the geotechnical engineer agrees to maintain each insurance coverage specified on the list in effect with identical or greater limits of liability until substantial completion of the project, plus any additional time period specified in the additional requirements.
5. All work shall be performed by qualified personnel under supervision of a registered professional engineer. All reports shall bear the seal of a registered professional engineer.
6. The geotechnical engineer shall contact the following person(s) in order to schedule site access and make necessary arrangements:

Kurt Konieczny
Director of Facilities Management
konieczk@alpenacc.edu
7. Perform soil borings as shown on the attached location and depth plan. Borings should be performed with a rotary drill rig advanced to sample depths with hollow-stem augers. The borings shall include soil sampling based upon the Split-Barrel Sampling procedure. Recovered split-barrel samples should be collected in sealed containers to be used for further testing. Soil samples shall be kept for 60 days. For locations where deep foundations are recommended, provide the capacities for the deep foundation system (pile, caisson, etc.). Determine if rock coring is required.
8. If the geotechnical engineer finds it necessary to change the location or depth of these proposed borings, the architect shall be notified, and a new location or depth shall be agreed upon between the architect and geotechnical engineer.

Michael Wychers
mwychers@weareprogressive.com
9. The geotechnical engineer shall contact the owner and all utility companies for information regarding buried utilities and structures, shall take all reasonable precautions to prevent damage to property both visible and concealed, and shall reasonably restore the site to the condition existing prior to the geotechnical engineer's entry. Such restoration shall include, but not be limited to, backfilling of borings, patching of slabs and pavements, and repair of lawns and plantings. Each boring should be temporarily plugged, pending additional groundwater readings. At the completion of the groundwater readings, the borings shall be permanently plugged, including patching of slabs and pavements.

10. Groundwater level observations shall be recorded during and immediately after the completion of each boring and located on the boring logs.
11. Boring locations shall be staked in the field and recorded by GPS. Any boring that is relocated from the provided plan shall be noted on the boring location plan. Existing ground elevation for the borings shall be taken from the provided plan or established using a GPS device.
12. Prepare an overall boring plan and a boring log for each boring. Boring logs shall include information on the materials encountered, existing ground surface elevations, penetration resistances, pertinent field observations made during drilling operations, and results of laboratory testing.
13. Laboratory testing shall include:
 - a. Visual classification of recovered soil samples in accordance with ASTM D-2388.
 - b. Moisture content and hand penetrometer tests on cohesive samples.
14. Prepare a written report that shall include:
 - a. Describe the site conditions on the date that you are on the site.
 - b. Describe the project in a general description; informing your assumptions.
 - c. Subsurface conditions.
 - d. Groundwater conditions.
 - e. Analysis and recommendations.
 - ☒ Site preparation and earthwork recommendations.
 - ☒ General site subbase preparation.
 - ☒ Include water management, soil proof rolling and any special conditions that will need to be met to construct the subbase.
 - ☒ Subgrade preparation for slabs.
 - ☒ Will vapor retarder or protection be required?
 - ☒ Will isolation joints be required for separation from walls?
 - ☒ Subgrade testing requirements for slabs.
 - ☒ Engineered fill requirements.
 - ☒ Material and placement guidelines.
 - ☒ Testing and compaction recommendations.
 - ☒ Native soil: can it be used for fill? If so, any special requirements?
 - ☒ Foundation design recommendations.
 - ☒ Type of foundation system with maximum net allowable bearing pressure or capacity designated.
 - ☒ Foundation undercutting recommendation if necessary.
 - ☒ Foundation depth for frost protection.
 - ☒ Frost heave considerations in clay soils.
 - ☒ Minimum width and spread dimensions.
 - ☒ Total settlement for shallow foundation estimate.
 - ☒ Groundwater management; underdrain recommendations.
 - ☒ Rigid below grade wall lateral earth pressures.
 - ☒ Cantilever retaining wall lateral earth pressures.
 - ☒ Modulus of subgrade reaction.
 - ☒ Seismic site class.
 - ☒ Construction considerations.
 - ☒ Groundwater management.
 - ☒ Earthmoving recommendations, compaction and testing.
 - ☒ Imported fill, native fill use and recommendations.
 - ☒ Pavement design recommendations.

- ☒ Based on the owner's anticipated use of the site, prepare a hot mix asphalt pavement section recommendation. Section shall include asphalt pavement, aggregate base and any sand subbase if required. Two sections may be required (light duty and heavy duty) if directed by the owner.
 - ☒ Include the traffic assumptions used to determine Equivalent Single Axle Loads (ESALs) over a 15-20-year period.
 - ☒ Recommend pavement subgrade preparation.
 - ☒ Include material recommendation for asphalt and gravel base.
 - ☒ Address if underdrains will be needed.
- ☒ Based on the owner's anticipated use of the site, prepare a concrete pavement section design for (parking, drives, dumpster pad and other items).
- ☒ In the area where borings are placed in detention/retention locations, evaluate the location for site infiltration capacity. This may require a permeability test.
- ☒ In the area where borings are placed in septic drainfield locations, evaluate the location for suitability for septic systems. Coordinate testing requirements with the local Health Department.

END OF SCOPE



CALL 811 NOTE:
CONTRACTOR TO CONTACT 811
SERVICE AT LEAST 7 WORKING
DAYS PRIOR TO CONSTRUCTION
TO DETERMINE LOCATION OF
EXISTING UTILITIES. DIAL 811.

**PROGRESSIVE
COMPANIES**

www.progressive.com

ALPENA COMMUNITY COLLEGE
CLIMBING RANGE AND SUBSTATION

**NOT FOR
CONSTRUCTION**

ISSUANCE
2024-10-18 BORING LOCATIONS

PROJECT NUMBER
0750004
PROJECT MANAGER
P. KANARY
PROJECT ENGINEER
S. TESTER
DRAWN BY
S. TESTER
CHECKED BY

SITE LAYOUT
PLAN
C201