

Request for Proposals
May 4, 2021
Beaver Island District Library
www.bidl.org | (231) 448-2701

BIDL Lighting Upgrade
(Bid Proposals Due by 5:00 pm on Friday, May 28, 2021)

Please consider this document a formal Request for Proposals (RFP) for the replacement of all interior and exterior lights at Beaver Island District Library (BIDL). Sealed bid proposals must be received in the BIDL office before **5:00 p.m. on Friday, May 28, 2021**. The attached information includes the existing lighting schedule and a simple plan of the building and grounds. Bidders are encouraged to visit BIDL and discuss the project with the Library Director prior to submitting a bid proposal. Bids will be opened at 9:00 a.m. on May 31, 2021. All bidders are welcome to be present at the opening.

Beaver Island District Library reserves the right to accept or reject any or all bids.

The scope of this project involves assessing the current lighting schedule (see attached for more information) and determining the best (from a long-term cost-effective perspective) approach to converting to energy saving LED lighting throughout the building and grounds. Replacement options should provide lighting suited to a public building (appropriate illumination and full-spectrum light) and may include replacing bulbs, retrofitting using existing fixtures (e.g., bypassing ballasts), or replacing entire fixtures. Each treatment (including retrofits) must be UL Listed and the contractor is responsible for pulling an electrical permit from the Charlevoix County Department of Building Safety. Work on the project may begin as early as June 15, 2021 but must be completed by December 31, 2021.

All submitted bids must include:

- An all-inclusive not-to exceed bid amount with itemized cost estimates for each aspect of the project (parts, labor, delivery, permitting, etc.),
- Detailed zone-by-zone (including all lights outside the building) description of proposed treatment with manufacturers specifications sheet for all proposed lighting equipment,
- Proposed time frame (start date, duration of projects aspects, and end date),
- In addition to manufacturers guarantee on equipment, guarantee on all installation labor,
- State of Michigan contractor's/electrician's license number, and
- Current proof of general liability and workman's comp insurance.

To ensure that bids include the entire scope of the project, qualified contractors are encouraged to meet with the BIDL Director to discuss and review the project prior to preparing and submitting a bid. To set up an appointment, please call (231) 448-2701.

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