

REQUEST FOR PROPOSAL (RFP)
FOR
Phase 2 Museum & Historic Park Design Plan

Sealed proposals endorsed “**PHASE 2 MUSEUM & HISTORIC PARK PLAN,**” will be received at the Office of the City Clerk, 151 Martin Street, PO Box 3001, Birmingham, Michigan, 48012; until 3:00 p.m., Monday, March 30, 2009, after which time bids will be publicly opened and read at 3:15 p.m. at the Birmingham Historical Museum & Park’s Allen House. Bidders will be required to attend a pre-bid meeting on Tuesday, February 24, 2009, at 1:00 p.m. at the Birmingham Historical Museum & Park’s Allen House, 556 West Maple, Birmingham, MI 48009. Bidders must **register** by 4:00 PM on Monday, February 23, 2009, for the pre-bid by contacting Bill McElhone, Museum Director at (248) 530-1682. Two-hours free parking available in the Chester Street Parking Deck across the street from the Museum & Historic Park.

The Birmingham Historical Museum & Park of Birmingham, Michigan is accepting sealed bid proposals from qualified professional firms to perform project design services including the development of final construction documents for the Phase 2 Museum & Historic Park Design Plan. Phase 2 improvements look to enhance the natural and built features of the approximately 4 acres Historic Park. One of the primary goals of this project is to continue to cultivate an increase use of the Historical Park. Each improvement will further contribute to the creation of an inviting and pleasurable space for both the active and passive enjoyment of the historic park, and offer opportunities seek the quiet tranquility of the natural setting of the adjacent Rouge River corridor.

The RFP, including specifications, may be obtained online from the Michigan Intergovernmental Trade Network at <http://govbids.com> or through the Museum Director at the Birmingham Historical Museum & Park, 556 W. Maple, Birmingham, Michigan 48009.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the museum until city approvals have been made and an agreement has been executed.

William K. McElhone, Museum Director
Submitted to MITN on February 10, 2009



PHASE 2 MUSEUM & HISTORIC PARK DESIGN PLAN

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INTRODUCTION

For purposes of this proposal the City of Birmingham's Historical Museum will hereby be referred to as "Museum" or "City" and the private firm will hereby be referred to as "Contractor."

The Birmingham Historical Museum & Park of Birmingham, Michigan is accepting sealed bid proposals from qualified professional firms to perform project design services including the final construction documents for the Phase 2 Museum & Historic Park Design Plan. Phase 2 improvements look to enhance the natural and built features of the approximately 4 acres Historic Park. One of the primary goals of this project is to continue to cultivate an increase use of the Historical Park. Each improvement will further contribute to the creation of an inviting and pleasurable space for both the active and passive enjoyment of the historic park, and offer opportunities seek the quiet tranquility of the natural setting of the adjacent Rouge River corridor.

The purpose of the Request For Proposal (RFP) is the development of final design plans and all associated documents including cost estimates, and construction documents for Phase 2 Museum & Historic Park Master Plan.

During the evaluation process, the Museum reserves the right where it may serve the Museum's best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the Museum, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by March 23, 2009. An Agreement for services will be required with the selected Contractor. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the Museum.

REQUEST FOR PROPOSALS (RFP)

The purpose of this RFP is to request bid proposals from qualified parties presenting their qualifications, capabilities and costs to provide project design services for the Birmingham Historical Museum & Park located in Birmingham, Michigan.

MANDATORY PRE-BID MEETING

Prior to submitting a bid, interested firms must attend a pre-bid meeting to review the park site and make inquiries about the RFP. Bidders will be required to attend a pre-bid meeting on Tuesday, February 24, 2009, at 1:00 p.m. at the Birmingham Historical Museum & Park's Allen House, 556 West Maple, Birmingham, MI 48009. Bidders must **register** by 4:00 PM on Monday, February 23, 2009, for the pre-bid by contacting Bill McElhone, Museum Director at (248) 530-1682. Two-hours free parking available in the Chester Street Parking Deck across the street from the Museum & Historic Park.

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than 3:00 p.m., on Monday, March 30, 2009, to:
City of Birmingham
Attn: City Clerk

PHASE 2 MUSEUM & HISTORIC PARK PLAN

151 Martin Street
Birmingham, Michigan 48009

One (1) original and **seven (7)** copies of the proposal shall be submitted. The proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, **“PHASE 2 MUSEUM & HISTORIC PARK PLAN,”** any proposal received after the due date cannot be accepted and will be rejected unopened. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

Instructions to bidders:

1. Any and all forms requesting information from the bidder must be on the attached forms contained herein. If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: William K. McElhone, Museum Director, Birmingham Historical Museum & Park, 556 W. Maple St., Birmingham, MI 48009 or bmcelhone@ci.birmingham.mi.us. Such request for clarification shall be delivered, in writing, at least five (5) business days prior to the date for receipt of proposals.
3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.
4. The contract will be awarded by the City of Birmingham to the most responsive and responsible bidder with the lowest price and the contract will require the completion of the work pursuant to these documents.
5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The Museum will furnish the successful company with tax exemption information when requested.
6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the Museum should be directed as part of this proposal.

EVALUATION PROCEDURE AND CRITERIA

The evaluation panel will consist of Birmingham Historical Museum & Park's Historical Board, City staff and any other person(s) designated by the Museum who will evaluate the proposals based on, but not limited to, the following criteria:

1. Ability to provide design services as outlined.
2. Related experience with similar projects, contracting firms' background, and personnel qualifications.
3. Overall Costs.
4. References.

TERMS AND CONDITIONS

1. The City reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The City reserves the right to award the contract to the next most qualified Contractor if the successful Contractor does not execute a contract within ten (10) days after the award of the proposal.
2. The City reserves the right to request clarification of information submitted and to request additional information of one or more Contractors.
3. The City reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The City may terminate this Agreement at any point in the process upon notice to Contractor sufficient to indicate the City's desire to do so. In the case of such a stoppage, the City agrees to pay Contractor for services rendered to the time of notice, subject to the contract maximum amount.
4. The successful bidder will be required to furnish a Performance Bond in an amount not less than 100% of the contract price in favor of the City of Birmingham, conditioned upon the faithful performance of the contract, and completion on or before the date specified.
5. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.
6. The cost of preparing and submitting a proposal is the responsibility of the Contractor and shall not be chargeable in any manner to the City.
7. Payment will be made within thirty (30) days after invoice has been received and accepted by the City. Acceptance by the City is defined as authorization by the designated City representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Invoices are to be

rendered each month following the date of execution of an Agreement with the City.

8. The Contractor will not exceed the timelines established for the completion of this project.
9. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A

CONTRACTOR'S RESPONSIBILITIES

Each bidder shall provide the following as part of their proposal:

1. Complete all required forms requested for completion within this RFP.
 - a. Bidder's Agreement (p. 20)
 - b. Cost Proposal (p. 21)
 - c. Agreement (p. 11 – **only if selected by the Museum**)
2. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project including lead designers, architects and landscape architects (a Michigan registered landscape architect), construction managers and others
3. Provide a list of sub-contractors and their qualifications, if applicable.
4. Provide a description of completed projects that demonstrate the firm's ability to complete projects of similar scope, size, and purpose, and in a timely manner, and within budget.
5. Provide three client references from past projects, include current phone numbers.
6. Provide a description of the overall project approach and work activities including a proposed project timeline, statement that the Contractor will be available according to the proposed timeline and a cost breakdown as requested on Attachment C.
7. Provide a timeline addressing each section within the Scope of Work.
8. Attend public meetings as required to present and respond to questions concerning bidder's proposal.

CITY RESPONSIBILITY

- A. The City will provide a designated representative to work with the Contractor to coordinate both the Museum's and Contractor's efforts and to inspect and verify any work performed by the Contractor.
- B. The City will provide access to Birmingham Historical Museum & Park during regular business hours.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

INSURANCE

The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE

The Contractor also agrees to provide all insurance coverages as specified. Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the agreement, the Museum may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, Birmingham shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the City until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandoned all rights and interest in the award, and the bid bond may be declared to be forfeited to the City, and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A

INDEMNIFICATION

The successful bidder agrees to indemnify the City and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST

The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Contractor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

It is expected work will begin on April 13, 2009, and conclude within 6-8 weeks. Work for this design project will be completed by June 8, 2009 or sooner.

SCOPE OF WORK

The Contractor shall perform and provide the following design services in accordance with this Scope of Work.

The City will provide “wish list” items for phase 2 park design, Birmingham Historical Museum & Park’s Strategic Plan 2008-2013, Parks & Recreation Master Plan, and approved Trail Study for the contractor to review prior to the first meeting.

Task One: *Design Development*

Work Element 1: Survey Historic Park

- Provide a certified boundary survey of the entire Historic Park property. The survey will include the topography; identify the major natural and built features including the pond (estimate depth of water feature), trees of larger than 6” in diameter, shrubs, flower beds, stairways, museum buildings, utility poles, and other elements to assist in the design process.
- Provide one printed copy of survey (full sheet 24”X36”), one digital CAD file of survey on CD/DVD, and one PDF image of survey one CD/DVD to the City/Museum.

Work Element 2: Design Development

- Conduct up to two meetings to review and discuss “wish list” items identified by the Museum and formulate conclusions and recommendations with committee on design, materials and finishes. Museum will provide “wish list” and related City standards prior to first meeting.

- o Signage design will need to be coordinated with existing standards, and those being developed by the City of Birmingham. Color rendering for example finishes and material will need to be presented and reviewed.
- o Select Outdoor Furnishing (i.e. picnic tables, benches, bike racks, etc.) when possible should match in style, finish, and color of those items currently being used in other City parks. Contractor will provide samples of material, color and finishes.
- o Other materials and finishes of new hardscape features for the park will need to match or complement existing.

- **Develop a draft design proposal based on committee meetings.**

Work Element 3: Final Design Proposal

- One meeting; present a draft design proposal to committee incorporating design elements, materials and finishes identified in work element 2 along with an itemized cost estimate. Eight copies to be provided incorporating comments under work element 2.
- One meeting; revise and present final design proposal and related cost estimates for finalized design. Eight copies (one original and seven copies) to be provided incorporating input from first meeting under work element 3.

Work Element 4: Construction Documents

- Prepare and provide one printed “Sealed Copies” of final design, construction specifications, and construction documents including necessary renderings.
- Prepare and provide one PDF copy on CD/DVD of final design, construction specifications, and construction documents including necessary renderings

ATTACHMENT A

ATTACHMENT "A"

AGREEMENT

This AGREEMENT, made this_____ day of _____, 2009, by and between CITY OF BIRMINGHAM/BIRMINGHAM HISTORICAL MUSEUM & PARK, having its principal municipal office at 556 W. Maple Street, Birmingham, MI (hereinafter sometimes called "Museum"), _____, having its principal office at _____, _____, Michigan _____ (hereinafter called "Contractor"), provides as follows:

WITNESSETH:

WHEREAS, the Birmingham Historical Museum & Park, through the City of Birmingham, is desirous of Professional Architectural Design Services for Phase 2 improvements for the Museum's Historic Park, and development of all construction documents.

WHEREAS, the City has heretofore advertised for bids for the procurement and performance of services required to facilitate the Professional Architectural Design Services for Phase 2 improvements for the Museum's Historic Park, and development of all construction documents, and in connection therewith has prepared a request for sealed proposals ("RFP"), which includes certain instructions to bidders, specifications, terms and conditions.

WHEREAS, the Contractor has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to perform the Professional Architectural Design Services for Phase 2

improvements for the Museum's Historic Park, and development of all construction documents and which bid has been accepted by the City.

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to provide the Professional Architectural Design Services for Phase 2 improvements for the Museum's Historic Park, and development of all construction documents and the Contractor's cost proposal dated _____ shall be incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, than the RFP.

2. The Contractor shall provide the Professional Architectural Design Services for Phase 2 improvements for the Museum's Historic Park, and development of all construction documents per City of Birmingham's Request for Proposals.

3. The City shall pay the Contractor for the performance of this Agreement in an amount not to exceed the amount set forth in the Contractor's _____ cost proposal.

4. This Agreement shall commence upon execution by both parties, unless the City exercises its option to terminate the Agreement in accordance with the Request for Proposals.

5. The Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.

6. The Contractor and the City agree that the Contractor is acting as an independent Contractor with respect to the Contractor 's role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.

7. The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that

unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

8. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Contractor agrees to perform all services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

9. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

10. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Contractor without the prior written consent of the City. Any attempt at assignment without prior written consent shall be void and of no effect.

11. The Contractor agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to

hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Contractor shall inform the City of all claims or suits asserted against it by the Contractor's employees who work pursuant to this Agreement. The Contractor shall provide the City with periodic status reports concerning all such claims or suits, at intervals established by the City.

12. The Contractor shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required by this paragraph. All certificates of insurance shall be with insurance carriers licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the City of Birmingham. The Contractor shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

Workers' Compensation Insurance: The Contractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

Commercial General Liability Insurance: The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

Motor Vehicle Liability: The Contractor shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$ 1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The City of Birmingham including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be considered to be primary, and any other insurance maintained by the additional insureds shall be considered to be excess and noncontributing with this insurance required from the Contractor under this section.

Professional Liability: Professional liability insurance with limits of not less than \$500,000 per occurrence, if Contractor will provide services that are customarily subject to this type of coverage.

Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance, Professional Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal shall be sent to: Director of Finance, City of Birmingham, P.O. Box 3001, Birmingham, Michigan 48012.

Proof of Insurance Coverage: The Contractor shall provide the City with Certificates of Insurance for all policies listed above, or at the request of the City, certified copies of all policies. If any of the above coverages expire during the term of this Agreement, the Contractor shall deliver renewal Certificates of Insurance and/or policies to the City at least ten (10) days prior to the expiration date.

Coverage Expiration: If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and/or policies to the City at least (10) days prior to the expiration date.

13. To the fullest extent permitted by law, the Contractor and any entity or person for whom the Contractor is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the Museum and City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City and Museum against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from and the City and

Museum, its elected and appointed officials, employees, volunteers or others working on behalf of the City and Museum, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City and Museum.

14. If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the City shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the City has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

15. If Contractor fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:

City of Birmingham
Attn: William K. McElhone
556 W. Maple
Birmingham, MI 48009

CONTRACTOR

Attn:

17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. This Agreement shall be governed by the laws of the State of Michigan and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be

WITNESSES:

“Contractor”

By: _____

Its:

City of Birmingham

By: _____

Stuart Lee Sherman

Its: Mayor

By: _____

Nancy Weiss

Its: City Clerk

Approved:

Thomas M. Markus, City Manager
(Approved as to substance)

Timothy J. Currier, City Attorney
(Approved as to form)

B. Sharon Ostin, Director of Finance
(Approved as to financial obligation)

William K. McElhone, Museum Director
(Approved as to substance)

ATTACHMENT B

BIDDER'S AGREEMENT

**PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR PHASE 2
IMPROVEMENTS FOR THE MUSEUM'S HISTORIC PARK, AND
DEVELOPMENT OF ALL CONSTRUCTION DOCUMENTS.**

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

BID PREPARED BY
(Print Name)

DATE

AUTHORIZED SIGNATURE

DATE

TITLE

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

ADDRESS

PHONE

ATTACHMENT C

COST PROPOSAL

PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR PHASE 2
IMPROVEMENTS FOR THE MUSEUM'S HISTORIC PARK, AND DEVELOPMENT
OF ALL CONSTRUCTION DOCUMENTS.

TASK DESCRIPTION	AMOUNT
Survey Historic Park (Work Element 1)	
Design Development Process (Work Elements 2)	
Final Design Proposal (Work Elements 3)	
Construction Documents (Work Element 4)	
Grand TOTAL	

Firm_____

Authorized signature_____ Date_____