



## MUSKEGON COMMUNITY COLLEGE REQUEST FOR PROPOSAL

### **Muskegon Community College - Construction Management Services**

Issue Date: Wednesday, January 7, 2026

Proposals Due Date: Thursday, January 29, 2026, 2:00 p.m.

**RFP Coordinator:** Mike Council  
Purchasing & Financial Services Manager  
Room # 1044B  
221 S. Quarterline Road  
Muskegon, MI 49442  
**Telephone:** (231) 777-0247  
**Email:** [mike.council@muskegoncc.edu](mailto:mike.council@muskegoncc.edu)

FROM THE TIME THIS RFP IS ISSUED UNTIL AWARD NOTIFICATION IS MADE, ALL CONTACT WITH MCC REGARDING THIS RFP MUST BE MADE THROUGH THE MCC RFP COORDINATOR. NO OTHER PERSON/MCC EMPLOYEE IS EMPOWERED TO MAKE BINDING STATEMENTS REGARDING THIS RFP. VIOLATION OF THIS PROVISION MAY LEAD TO DISQUALIFICATION FROM THE BIDDING PROCESS AT MCC'S DISCRETION

## **SECTION I: INTRODUCTION**

### **A. PURPOSE**

Muskegon Community College (MCC) is seeking and accepting proposals from qualified Construction Management (CM) firms to provide professional construction management services for multiple capital improvement and renovation projects across the MCC campus and extension facilities.

The selected firm will provide pre-construction, construction, and close-out services, including but not limited to project cost estimating, scheduling, constructability reviews, coordination with architects and engineers, contractor oversight, and on-site construction administration.

MCC intends to select the firm whose proposal demonstrates the ability to best fulfill the requirements of this Request for Proposals (RFP) in a cost-effective, technically sound, and schedule-driven manner, while minimizing disruption to ongoing campus operations.

### **B. BACKGROUND**

Muskegon Community College was founded as Muskegon Junior College in 1926, and has been continually accredited by the Higher Learning Commission of North Central Association since 1929. MCC moved to its current campus location, an Alden B. Dow designed facility that opened to the public in 1967. MCC has a full-time equated student enrollment of approximately 2,300 and unduplicated head count of approximately 5,400. The College has an annual Operating Fund budget of \$52 million and employs approximately 225 regular full and part-time staff as well as a significant number of adjunct faculty and student assistants. The College offers 41 associate degree programs and 48 certificate programs.

The College's main campus is located on a 111-acre site in Muskegon, Michigan and includes, but is not limited to, the following facilities:

- Hendrik Meijer Library & Information Technology Center
- Bartels-Rode Gymnasium
- Frauenthal Foundation Fine Arts Center, including the Overbrook Theater and Art Gallery
- Stevenson Center for Higher Education
- Science Center
- Health and Wellness Center
- Art and Music Center

In addition to the main campus, MCC owns and operates the Sturrus Technology Center in downtown Muskegon and the Ottawa Center in Grand Haven.

MCC maintains an active capital improvement program focused on infrastructure reliability, energy efficiency, ADA compliance, and long-term asset sustainability.

Appendix A – Current Property Locations and Square Footage

Main Campus Guest Map

Sturrus Technology Center Guest Map

## **SECTION II: SCOPE OF SERVICES**

Projects may vary in size, complexity, and duration and may occur concurrently or in phases over multiple fiscal years. The selected Construction Management firm shall not replace or supplant the College's contracted architecture and engineering services. GMB Architecture and Engineering will remain the architect/engineer of record for project design and development. The Construction Manager shall function in a collaborative role to support project delivery, constructability, cost estimating and control, and schedule adherence.

### **A. REQUIRED SERVICES & EXPECTATIONS**

The selected Construction Management firm shall provide, at a minimum, the following services:

#### **I. General Construction Management Services**

- Serve as the College's representative for construction management and coordination.
- Provide detailed project cost estimating, budgeting, and cost control throughout all phases.
- Develop and maintain project schedules, including milestone tracking and critical path analysis.
- Work closely and collaboratively with GMB Architecture and Engineering, MCC's currently contracted architecture and engineering firm, throughout project design, development, and construction.
- Participate in design meetings, constructability reviews, and value analysis efforts in coordination with GMB.
- Coordinate with MCC staff, architects, engineers, inspectors, and contractors.
- Assist with contractor bidding, bid analysis, and award recommendations.
- Provide on-site construction oversight and progress monitoring.
- Manage change orders, pay applications, and project documentation.
- Coordinate inspections, testing, commissioning, and close-out activities.
- Ensure compliance with applicable local, state, and federal codes, standards, and regulations.

#### **2. Engineering and Infrastructure Projects**

The Construction Manager will be expected to manage and coordinate complex engineering-driven projects, including but not limited to:

- Central plant, chiller, and cooling tower construction projects.
- A major chiller and cooling tower project is currently in the design and engineering phase being led by GMB Architecture and Engineering.
- Construction is anticipated to begin during calendar years 2026–2027.
- The Construction Manager shall collaborate closely with GMB during design development, bidding, construction, and commissioning phases.
- Emphasis will be placed on constructability, cost control, phasing, system integration, commissioning, and continuity of campus operations.
- Mechanical, electrical, plumbing (MEP), and utility infrastructure upgrades.
- Energy efficiency, sustainability, and infrastructure resiliency projects.

#### **3. Renovation and Compliance Projects**

The Construction Manager shall support and manage renovation projects, which may include:

- Bathroom and interior renovations to bring facilities into compliance with ADA standards.
- Renovations in occupied buildings requiring phased construction and careful coordination.
- Classroom, laboratory, and common-area upgrades.
- Building envelope, interior finish, and life-safety related improvements.

#### **4. Construction Management Deliverables by Phase**

##### **a. Pre-Construction Phase**

During the pre-construction phase, the Construction Manager shall work closely with MCC and GMB Architecture and Engineering to support project planning and design development. Deliverables may include:

- Opinions of Probable Construction Cost (OPCC) at schematic, design development, and construction document phases
- Constructability reviews and written recommendations
- Value analysis / value engineering proposals with associated cost and schedule impacts
- Preliminary and updated project schedules, including phasing and milestone identification.
- Logistics and site utilization plans for work within occupied campus facilities.
- Bid packaging strategies and contractor prequalification support.
- Assistance with bid solicitation, bid evaluation, and award recommendations.

##### **b. Construction Phase**

During construction, the Construction Manager shall provide day-to-day oversight and reporting, including:

- On-site construction administration and coordination
- Regular written progress reports addressing schedule, cost, safety, and quality.
- Schedule updates and variance reporting
- Review and recommendation of contractor pay applications.
- Management, documentation, and recommendation of change orders
- Coordination of inspections, testing, and commissioning activities
- Safety oversight and coordination with campus operations
- Issue tracking, resolution, and documentation

##### **c. Project Close-Out Phase**

At project completion, the Construction Manager shall coordinate and deliver:

- Final inspections and punch list completion
- Commissioning documentation (where applicable)
- As-built drawings and record documents
- Operations and Maintenance (O&M) manuals and warranty documentation
- Final schedule and cost reconciliation
- Support for final contractor close-out, retainage release, and project acceptance
- Lessons-learned documentation for MCC reference

## **5. Schedule and Phasing**

- Projects shall be scheduled to minimize disruption to academic programs, athletics, and campus events.
- The Construction Manager shall identify schedule risks and recommend mitigation strategies.
- Major infrastructure projects may span multiple fiscal years.

## **6. Site Access, Safety, and Coordination**

- Coordinate all site access with MCC Physical Plant and Security staff.
- Develop and enforce site-specific safety plans.
- Maintain clean, organized, and secure job sites.
- Coordinate construction activities with ongoing campus operations and seasonal constraints

## **7. Coordination with MCC and Other Parties**

- The Construction Manager will work directly with MCC's Physical Plant Administration
- Coordinate closely with GMB Architecture and Engineering as the College's architect/engineer of record.
- Coordinate with utility providers, inspectors, testing agencies, and specialty consultants.
- Support MCC procurement requirements and public bidding processes where applicable

## **SECTION III: PROPOSAL REQUIREMENTS**

Firms must submit a detailed proposal that includes the following:

### **A. Firm Overview**

- Name, address and contact details.
- Description of firm's history, size and areas of expertise.

### **B. Relevant Experience**

- Overview of the firm's experience providing construction management services
- Experience with higher education, public-sector, or similarly complex facilities.
- Experience managing multiple concurrent projects in occupied environments.
- Experience with engineering- and infrastructure-intensive projects, including mechanical systems, chillers, cooling towers, and MEP work.

### **C. Key Personnel**

- Identify key staff that would be assigned to the College including their qualifications and area of expertise.
- Provide resumes or professional profiles.
- Statement regarding continuity of personnel throughout the duration of the contract with MCC.

### **D. Approach and Methodology**

- Description of the firm's approach to pre-construction, construction, and close-out services as outlined in Section II.
- Approach to cost estimating, scheduling, constructability review, and value analysis.
- Experience coordinating with architects and engineers, including collaboration with GMB Architecture and Engineering.
- Approach to managing work within occupied campus facilities.
- Safety, quality control, and risk management practices.

**E. Fee Proposal**

- Description of the proposed fee structure (e.g., hourly rates, not-to-exceed amounts, or other proposed method)
- Staffing rates by position
- Description of reimbursable expenses if any.

**F. Client References**

- Provide three client references including contact information (see separate form).
- References should include higher education or public-sector projects where possible.

**G. Required Forms**

- Completed Proposer's Certification (Schedule A)
- Completed Certification Regarding Debarment (Schedule C)

**H. Terms, Conditions, and Exceptions**

- Statement of any assumptions, exclusions, or proposed contract exceptions
- Identification of any requested alternates or special conditions

**SECTION IV: EVALUATION CRITERIA**

The evaluation and awarding of this proposal will be based on the following criteria and awarded to the Most responsible, responsive proposer whose submission will be the most advantageous to the College:

<b>Evaluation Criteria</b>	<b>Maximum Points</b>
Firm Qualifications & Experience	25
Project Team Qualifications	20
Approach to Construction Management Services	20
Coordination with GMB Architecture & Engineering	10
Cost Proposal	15
References & Past Performance	10
<b>Total Possible Points</b>	<b>100</b>

The proposer may be required to make a presentation of their proposal. This will provide an opportunity to clarify or elaborate on the proposal, but will not, in any way provide an opportunity to change any fee amount originally proposed. If the College chooses to have presentations, it will schedule and notify proposer(s) of the time and location of their presentation. If such presentation is requested it is anticipated to take place in early February.

The anticipated date that the selected firm will be appointed is at the February 18, 2026 Board of Trustees meeting.

## **SECTION V: SUBMISSION INSTRUCTIONS**

By submitting a response to this RFP, Proposer agrees to the following terms and conditions:

**A. Anticipated Timeline.** Listed below are dates and times of actions related to this RFP:

Action	Date
<b>RFP Issued</b>	<b>Thursday, January 7, 2026</b>
<b>Deadline for Receiving Questions</b>	<b>Monday, January 19, 2026</b>
<b>Responses to Questions:</b>	<b>Thursday, January 22, 2026 EOD (5pm)</b>
<b>Proposal Due:</b>	<b>Thursday, January 29, 2026, 2:00 p.m.</b>
<b>Presentations / Interviews (if necessary):</b>	<b>February 9-12, 2026</b>
<b>Selection of Vendor</b>	<b>Wednesday, February 18, 2026</b>

**Late submissions will not be considered.**

**B. Submission Format**

- Electronic submissions are preferred and must be sent to [Mike.Council@muskegoncc.edu](mailto:Mike.Council@muskegoncc.edu)
- If submitting in hard copy, send 3 copies to:

Muskegon Community College  
Attn: Mike Council  
Room # 1044B  
221 S. Quarterline Rd.  
Muskegon, MI 49442

**C. Proposer Questions or Clarifications.** If any Proposer contemplating submitting a proposal is in doubt as to the true meaning of any part of this RFP, it may submit to MCC a written request for an interpretation thereof. No oral explanation or instruction of any kind or nature whatsoever given before the award of a contract to a vendor shall be binding. All inquiries regarding this proposal must emailed to [Mike.Council@muskegoncc.edu](mailto:Mike.Council@muskegoncc.edu).

**D. Proposal Amendments.** MCC reserves the right to amend this RFP without altering the timing requirements indicated. Any changes or addenda to this RFP will be communicated in writing to all Proposers as quickly as possible.

**E. Proposal Rejection.** MCC reserves the right to reject any Proposer's response for any reason. MCC is under no obligation to award any Proposer the business, and may elect to reject all responses and pursue actions outside of this RFP process.

**F. Proposer Expenses.** Proposer is solely responsible for any expenses incurred by it for proposal preparation and submission. This includes attendance at personal interviews or other meetings.

**G. Selection Process.** The selection process will be performed by a selection committee representing the Muskegon Community College's Physical Plant and Administration. This group will evaluate the proposals and make the final recommendation.

**H. Contract Awarded and Pricing Structure.** Proposals are to include the fees/hourly rates.

**I. Duration of Offer.** All proposal responses must indicate they are valid for a minimum of one hundred eighty (180) calendar days from the date of the proposal is due, unless extended by mutual written agreement between Muskegon Community College and the vendor.

**J. Review Final Contract Documents.** If MCC awards this project to a Proposer, this RFP and the selected Proposer's proposal, including all appendices or attachments, will become part of the final contract.

**K. Freedom of Information Act.** The content of all proposals, correspondence, addenda, memoranda, working papers and other medium which discloses any aspect of the RFP process shall be considered public information when the award decision is announced. This includes all proposals received in response to this RFP, both the selected proposal(s) and the proposal(s) not selected, and the information in those proposals that a Proposer may consider proprietary in nature. Therefore, MCC makes no representation it can or will maintain the confidentiality of such information. The act of submitting a proposal to MCC shall be construed as understanding and acceptance of this public information disclosure requirement.

**L. Equal Opportunity Notice.** It is the policy of Muskegon Community College to provide equal opportunities and not discriminate in enrollment, education, employment, public accommodations, activities or services on the basis of race, color, religion, sex, national origin, marital status, sexual orientation, gender identity, transgender status, political persuasion, disability, height, weight, veteran status, age or any other protected class. It is the policy of the College to patronize only those companies and vendors that demonstrate a commitment to equal opportunity within their own enterprises and abide by Federal and State laws.

## **SECTION VI: FINAL CONTRACT**

Following the award, MCC and the selected vendor will negotiate the terms of the definitive contract. In the event that an acceptable contract cannot be reached with the selected vendor, MCC may withdraw its award and negotiate with the next highest ranked Proposer, and so on, until an acceptable contract has been finalized. Alternatively, MCC may cancel the RFP, at its sole discretion.

The definitive contract shall at a minimum, contain the insurance provisions set forth in Section VII below and the following terms:

- A.** This is not an agreement of employment or partnership of the selected vendor or any of its employees by MCC. The vendor is an independent contractor for all purposes under this Agreement.
- B.** The selected vendor shall perform its services in a professional manner and shall use only qualified and experienced personnel.
- C.** The selected vendor agrees to maintain at all times, adequate staff of experienced and qualified employees for efficient performance under this Agreement.

**D.** The selected vendor agrees that all personnel working for or on its behalf , while on MCC's premises, shall obey the rules and regulations that are established by MCC, and shall comply with the reasonable directions of MCC's managerial staff.

**E.** The selected vendor shall be responsible for all damages to persons or property caused by the vendor or any of its agents or employees while on MCC's premises. The vendor shall promptly repair, to the specifications of MCC, any damage that it, or its employees or agents, may cause to MCC's premises or equipment. If the vendor fails to do so, MCC may repair such damage and the vendor shall reimburse MCC promptly for the cost of repair.

**F.** The vendor agrees that, in the event of an accident of any kind, the vendor will immediately notify MCC's contact person and thereafter, if requested, furnish a full-written report of such accident.

**G.** MCC shall have no responsibility for the loss, theft, disappearance of, or damage to equipment, tools, materials, supplies, and other personal property of the vendor or its employees or subcontractors.

**H.** The contract may be terminated by mutual consent of both parties or by MCC at its discretion. This contract, if awarded, may be cancelled in whole or in part by MCC upon giving at least sixty (60) days written notice prior to cancellation; except that nonperformance on the part of the vendor will be grounds for termination. Termination will take place within fifteen (15) days of notification.

**I.** All prices for the vendor's services hereunder are firm for the term of this Agreement. MCC shall pay the vendor for satisfactory performance of the services specified in this Agreement, and any related addenda.

**J.** The vendor will abide by all State and Federal Regulations on wages and hours of any employee. The vendor shall be responsible for all of its employees, subcontractors and their actions during their term of the contract with MCC. The vendor shall keep current all licenses and permits.

## **SECTION VII: INSURANCE**

**A. Coverage.** The selected vendor shall maintain insurance, having the coverage described below and approved by MCC, prior to the contract, and shall maintain such insurance until the contract is terminated according to the prescribed procedures.

**B. Evidence of Insurance.** The vendor shall furnish MCC with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for written notice to MCC prior to the cancellation of any insurance referred to therein. Failure to furnish the required certificate or failure to maintain the required insurance may result in termination of this Agreement at MCC's option. Any waiver of vendor's obligation to furnish such certificate or maintain such insurance must be in writing and signed by an authorized representative of MCC. Failure of MCC to demand such certificate or other evidence of full compliance with these insurance requirements or failure of MCC to identify a deficiency from evidence that is provided shall not be construed as a waiver of vendor's obligation to maintain such insurance, or as a waiver as to the enforcement of any of these provisions at a later date.

**C. Certified Copies of Policies.** The vendor shall provide certified copies of all insurance policies required above within ten (10) days of MCC's written request for said copies.

**D. Commercial General and Umbrella Liability Insurance.** The vendor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project or location. CGL insurance shall be written on an ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). "MCC, its elected and appointed officials, employees, students, agents and volunteers" shall be included as an insured under the CGL and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to College. There shall be no endorsement or modification of the CGL to make it excess over other available insurance; alternatively, if the CGL states that it is excess or pro rata, the policy shall be endorsed to be primary with respect to the additional insured. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability assumed under a contract. Coverage shall be endorsed, if necessary to include lost key coverage.

**E. Automobile and Umbrella Liability Insurance.** The vendor shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$2,000,000 each accident. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Umbrella Coverage \$3,000,000.

**F. Workers Compensation Insurance.** The vendor shall maintain workers compensation and employers' liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

**G. Commercial Property Insurance.** The vendor may, at its option, purchase business income, extra expense or similar coverage, and in no event shall MCC be liable for any business interruption or other consequential loss sustained by the vendor, whether or not it is insured, even if such loss is caused by the negligence of MCC, its elected and appointed officials, employees, students, agents or volunteer. The vendor may, at its option, purchase insurance to cover its personal property. In no event shall MCC be liable for any damage to or loss of personal property sustained by vendor, whether or not it is insured, even if such loss is caused by the negligence of MCC, its elected and appointed officials, employees, students, agents and volunteers.

**H. Professional Liability Insurance.** The vendor shall maintain in force for the duration of this contract errors and omissions liability insurance appropriate to the vendor's profession. Coverage as required in this paragraph shall apply to liability for a professional error, act, or omission arising out of the scope of the vendor's services as defined in this Agreement. Coverage shall be written subject to limits of not less than \$1,000,000 per loss. If coverage is written on a claims-made basis, the vendor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this Agreement; and that continuous coverage will be maintained, or an extended discovery period will be exercised for a period of three (3) years beginning from the time that work under the contract is completed.

**I. Acceptability of Insurers.** All required insurance shall be purchased from insurers acceptable to MCC. MCC shall have the right to reject insurance from an insurer that it deems unacceptable due to poor financial condition or because it is not operating legally.

**J. No Representation of Coverage Adequacy.** By requiring insurance herein, MCC does not represent that coverage and limits will necessarily be adequate to protect vendor, and such coverage and limits shall not be deemed as a limitation on vendor's liability under the indemnities granted to MCC in this contract.

**K. Indemnification.** The vendor agrees to defend, indemnify and hold MCC, its elected and appointed officials, employees, students, agents and volunteers harmless from any claim, including, but not limited to death, bodily injury, personal injury or property damage, together with reasonable attorneys' fees and court costs, arising from vendor's performance under this Agreement, except, however, the vendor will not be required to indemnify MCC for claims that arise out of the sole negligence or acts of MCC.

**L. Subcontractor Requirements.** The vendor agrees to contractually obligate its subcontractors to indemnify MCC in precise conformance to the terms of vendor's obligation to indemnify MCC pursuant to this Agreement. The vendor further agrees to contractually obligate its subcontractors to provide insurance with the insurance coverages and limits of liability required to be provided by the vendor pursuant to the terms and conditions of this Agreement.

**M. Cancellation or Reduction in Coverage.** In the event of a lapse or reduction in the required coverages, the vendor shall cease operations and shall not resume operations until new insurance is in force.

**N. Proposal Exceptions.** If the vendor finds it impossible or impractical to adhere to any portion of the RFP specifications and all attachments, it shall be so stated in its proposal, with all deviations grouped together in a separate section entitled, "Exceptions/Deviations from Proposal Requirements." This section will be all-inclusive and will contain a definition statement of each and every objection or deviation with adherence to specific RFP sections. Objections or deviations expressed only in other parts of the proposal, either directly or by implication, will not be accepted as deviations, and the vendor in submitting a proposal, will accept this stipulation without recourse. Items not accepted will not be open to later negotiation.

## **SECTION VIII: PROPOSAL FORMS**

- A. Schedule A -- Proposer's Certification
- B. Schedule B -- List of References Form
- C. Schedule C – Certification Regarding Debarment

## **Schedule A**

### **MUSKEGON COMMUNITY COLLEGE REQUEST FOR PROPOSAL**

#### **Muskegon Community College – Construction Management Services**

##### **PROPOSER'S CERTIFICATION**

*IMPORTANT: This form must be returned with the bid proposal form*

The undersigned certifies that he/she has carefully examined the Request for Proposal, Instructions, Terms and Conditions, Scope of Services, Bid forms and all other documents accompanying this proposal.

The undersigned offers and agrees to furnish the services specified in the Request for Proposal at the prices or rates quoted in the proposal. The undersigned agrees that the proposal will remain firm for a period of sixty (180) days in order to allow Muskegon Community College adequate time to evaluate the proposals.

The undersigned certifies that this bid/proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, firm or corporation submitting a bid/proposal for the same commodity or service; no officer, employee or agent of Muskegon Community College or of any other Proposer/proposer interested in bid/proposal; and the undersigned executed this Proposers/proposers certification with full knowledge and understanding of the matters contained and was duly authorized to do so.

The undersigned certifies that all information contained in this Request for Proposal is truthful to the best of his/her knowledge and belief. The undersigned further certifies that he/she is duly authorized to submit this proposal on behalf of the vendor/contractor and that the vendor/contractor is ready, willing and able to perform if awarded this bid/proposal.

**Name of Business**

**Date**

**Address**

**Authorized Signature**

**City and State**

**Zip Code**

**Name (Typed or Printed)**

**Phone Number**

**Undersigned Title**

**E-Mail Address**

**Company URL**

**NOTE: Changes to this RFP may be issued in the form of an addendum at any time prior to the due date and time for submitting proposals. The RFP Coordinator maintains a mailing list of all vendors that were provided copies of this solicitation (via vendor pickup, mail, fax or email). The RFP Coordinator will send the addendum to any vendor who directly received a copy of the RFP from the RFP Coordinator. Any vendor who did not directly receive a copy of the RFP from MCC is encouraged to visit MCC's web site regularly to learn of any changes to the solicitation (<http://www.muskegoncc.edu/pages/2933.asp>) and contact the RFP Coordinator to have their name added to the mailing list.**

## **Schedule B**

# **MUSKEGON COMMUNITY COLLEGE REQUEST FOR PROPOSAL**

## **Muskegon Community College - Construction Management Services**

### **LIST OF REFERENCES OF RELATED PROJECTS**

*IMPORTANT: This form must be returned with the bid proposal form.*

**Furnish at least three (3) references from persons who can attest to the quality of similar prior work performed.**

1. **Company Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City/State/Zip Code:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**E-Mail Address:** \_\_\_\_\_
  
2. **Company Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City/State/Zip Code:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**E-Mail Address:** \_\_\_\_\_
  
3. **Company Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City/State/Zip Code:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**E-Mail Address:** \_\_\_\_\_

## **Schedule C**

### **Muskegon Community College**

#### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, & OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency.
2. Have not, within the three-year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default, have ever been on the Prevailing Wage Violator's Registry or are currently being investigated under current name or any DBA's, corporate names, subsidiaries or other business entities under which you have operated in the last three years; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding the bid, been convicted or had a civil judgment rendered against it.
  - A. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction.
  - B. For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging, or
  - C. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. § 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

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Name/Title of Authorized Representative

Name of Participant Agency or Firm

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Signature of Authorized Representative

Date

I am unable to certify to the above statement. Attached is my explanation.

## Appendix A:

### Current Property Locations and Square Footage

Building	Address	Built	Square Ft
Creative Performing Arts	221 South Quarterline Road, Muskegon, MI	1967	6,954
Golf Course Pro Shop	2100 Marquette Avenue, Muskegon, MI	1968	719
Golf Course Pump House	2100 Marquette Avenue, Muskegon, MI	1968	1,250
Observatory (William Devette)	702 North Maple Island Road, Muskegon, MI	1985/1989/ 2001	484
Main Building	221 South Quarterline Road, Muskegon, MI	1967	231,055
Stevenson Center for Higher Education	221 South Quarterline Road, Muskegon, MI	1995	112,000
Gymnasium	221 South Quarterline Road, Muskegon, MI	1967	19,782
Automotive / Grounds	221 South Quarterline Road, Muskegon, MI	1975/1989	13,116
Golf Course Maintenance	221 South Quarterline Road, Muskegon, MI	1968	2,400
Arts & Music (Humanities)	221 South Quarterline Road, Muskegon, MI	2019	41,957
Library/Information Technology	221 South Quarterline Road, Muskegon, MI	2006	42,000
Life Science Center	221 South Quarterline Road, Muskegon, MI	2015	17,680
Downtown Center Storage	445 West Clay, Muskegon, MI	2001	1,700
Sturrus Technology Center	388 West Clay, Muskegon, MI	1928/2016	104,943
Health & Wellness Center	221 South Quarterline Road, Muskegon, MI	2018	52,347
Grand Haven Center	16777 South Lincoln Street, Grand Haven, MI	1997/2019	6,550
<b>Totals:</b>			<b>654,937</b>



Muskegon Community College

N  
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# ART AND MUSIC BUILDING

TEACHING  
SUITES  
1210-1214  
PRACTICE  
ROOMS  
1211-1221

1200	1220
B A	1202
1206	

1228

1201

1084

1086

1083

1087

1076

1080

1074

1072

1073

JOHN  
BARTLEY  
MUSEUM

1071

1070

1062

RESTROOMS

1063

CYBER  
CAFE

1061

1065

MEIJER  
LIT CENTER

1054

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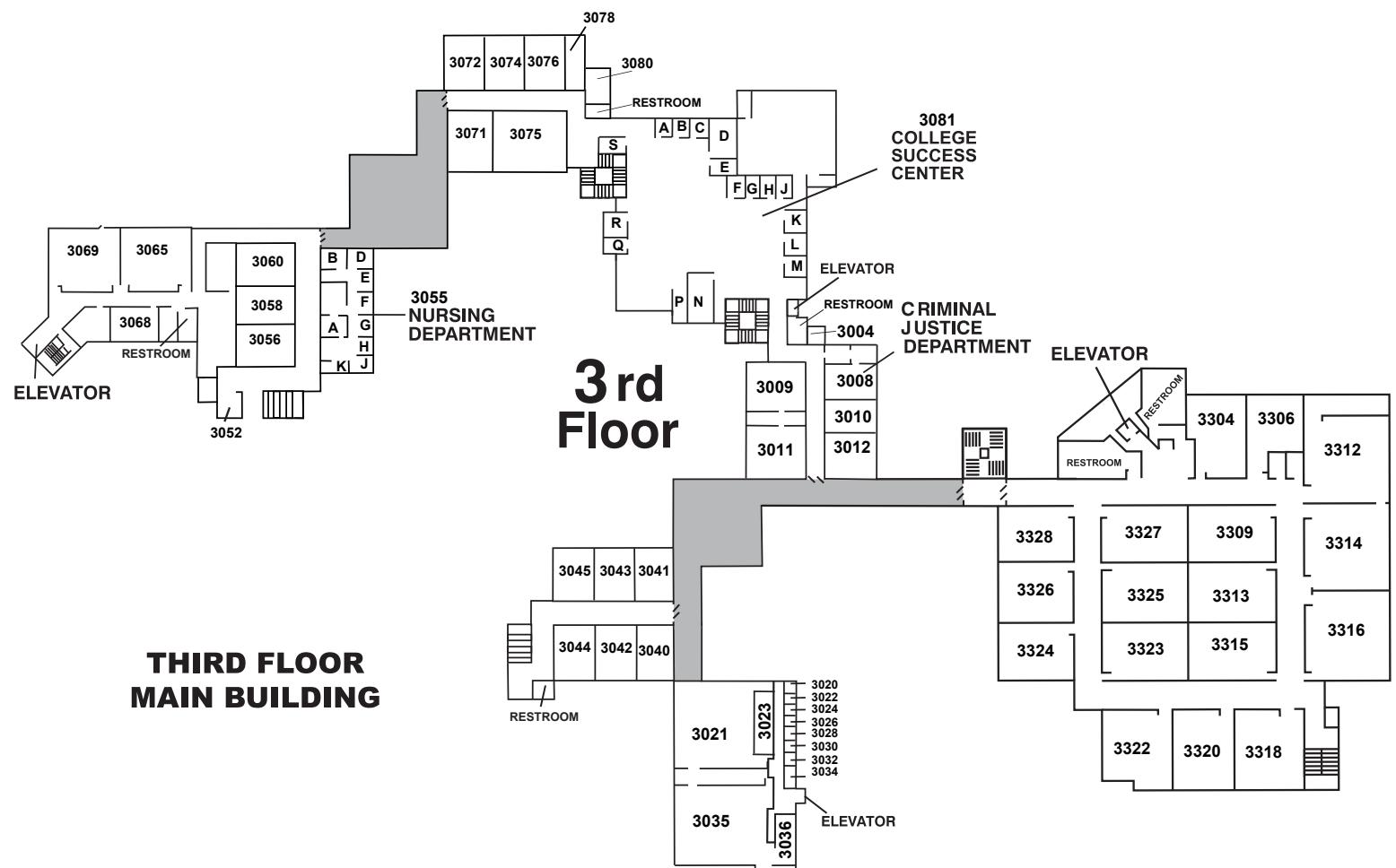
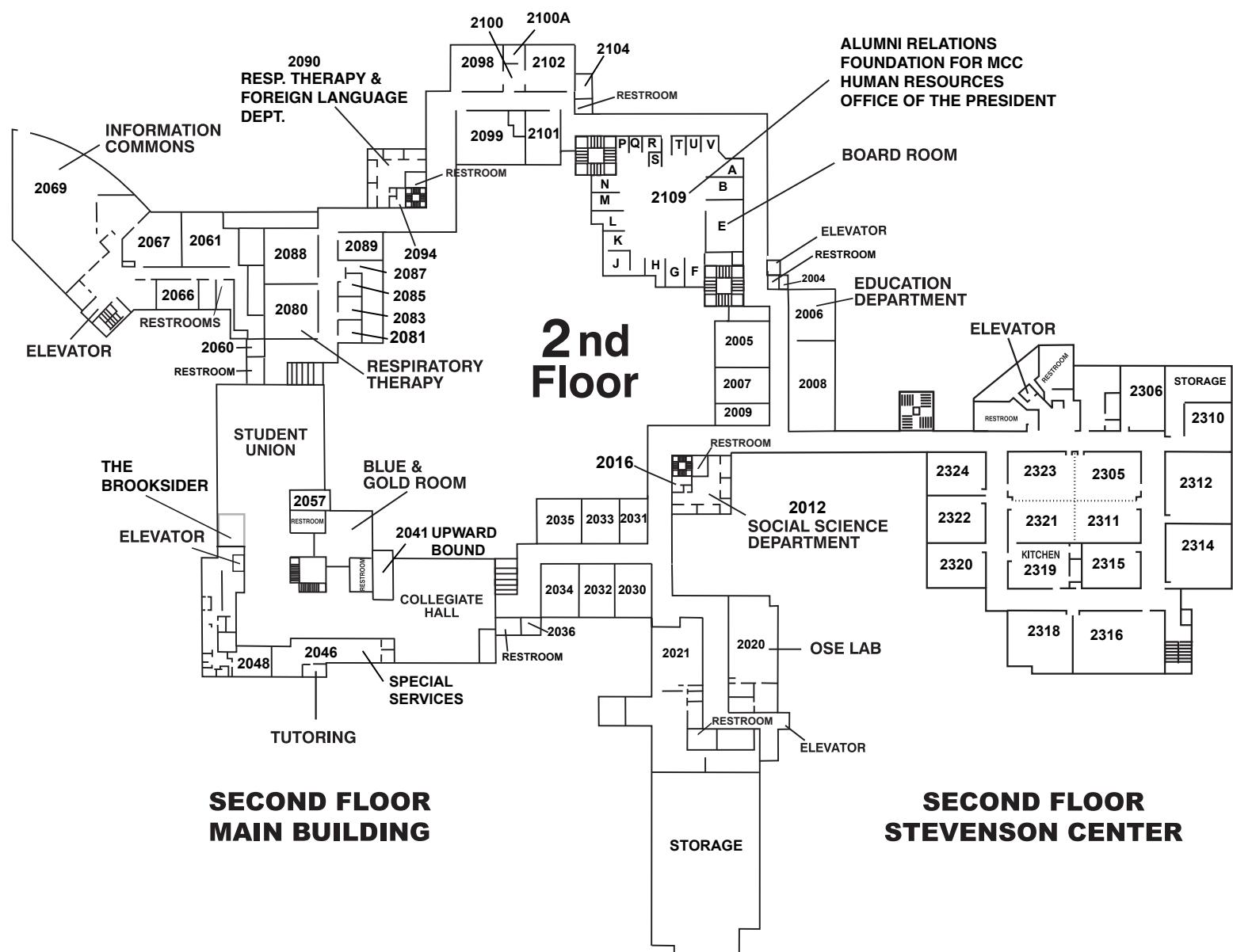
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\* MCC is a Tobacco Free Campus



Muskegon Community College

Carolyn I. and Peter Sturrus  
Technology Center

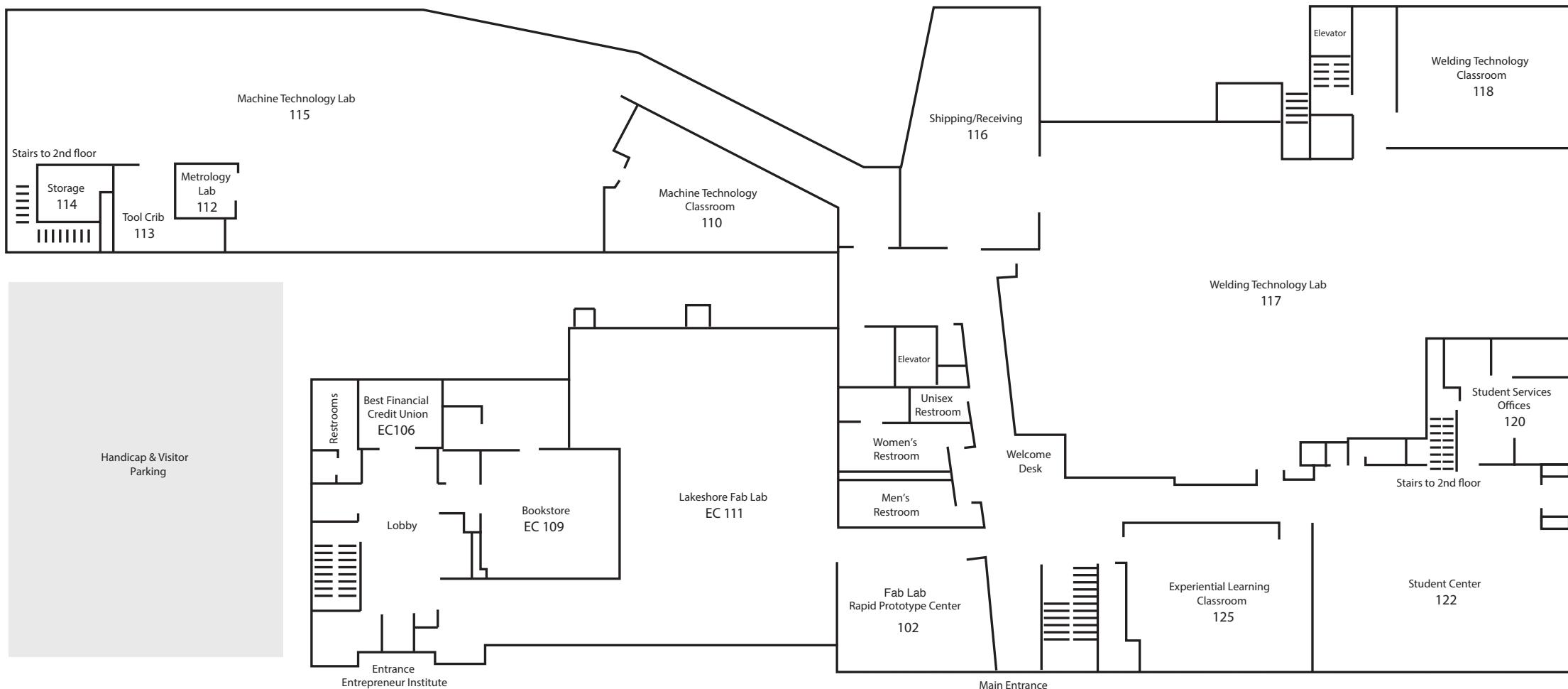
# First Level



Fourth Street

Third Street

Clay Ave.





Muskegon Community College

Carolyn I. and Peter Sturrus  
Technology Center

# Second Level



## Lower Level

