Addendum 3
Golf Architect Services – City of Riverview
RFP #227
Issued Monday, October 17, 2016

Addendum 3 consists of the following documents:
- Additional questions received through October 17, 2016
- Prebid Meeting Minutes from October 11, 2016
- Prebid Meeting Sign-in Sheet
- Revised Specifications section (changes are indicated by colored font)
- Revised Bid Form including Item 1A Preliminary Grading Plan

Proposals remain due on October 27, 2016 at 2 p.m.
Additional questions received through October 17, 2016:

Do you have topographic mapping of the golf course and the others treed areas where the golf expansion may occur (dwg and pdf files) along with the 100 year floodplain identified?
Yes, this information is available. The golf course was recently flown on September 19 and the digital files are expected shortly. The Engineer also has information on the floodplain elevation and has communicated with FEMA to update the information on file. This information will be provided to the successful Architect upon award of the contract. If it is needed beforehand, please submit a request to Cornerstone.

In your permit submittal Wayne Co, the State of MI DEQ and the Army Corps of Engineers I would recommend the following based on past experience:

- Having a permit pre-application meeting after phase 1 drawings are completed with the City, County, State and Army Corps. The Detroit Metro Airport Water Authority will also want to sit in.
- Adding grading and drainage plans to the phase 2 work you list. The County, State DEQ and Army Corps will want to see grading and drainage plans so that they can see how water is flowing and how these plans relate into your company’s grading and drainage plans for the landfill expansion and new floodplain storage areas. After phase 2 is complete you would then submit these plans for permitting (the detailed phase 2 plans). The City of Riverview will also get a more accurate cost estimate with grading and drainage added to phase 2.

We do intend to have all agencies present throughout the permitting process and have already begun conversing with some of the agencies. We purposely are waiting until the Architect is on board so the Engineer and Architect could meet as a team and present the designs together.

Construction drawings, technical specification, bid documents and bidding will take 3 to 4 months by most GCAs to complete. Please reserve enough time before construction will begin.

The schedule presented in the RFP is a guideline and is adjustable depending on the needs of the Architect and the permitting process. The dates given were estimated and we understand some adjustment may be needed as the project gets underway. Our intent was to convey that the Architect’s work will be tied to the permit work for the landfill.

It will be very difficult to keep nine holes open during construction due to the fact that the pump station needs to be relocated.
The City’s Golf Course committee will consider the options for construction and will have a decision before the design plans are finalized and construction plans are needed.
Prebid Meeting Minutes
Golf Architect Services – City of Riverview
RFP #227
Tuesday, October 11, 2016, 1:30 pm

1. Jenifer Bowyer, Mike Kettler and Skip Connelly introduced themselves.
   a. Bowyer is the Riverview Land Preserve (RLP) Engineer and will be coordinating between the landfill project and the golf course architect
   b. Mike Kettler is the Interim Golf Course Director for the Riverview Highlands Golf Course
   c. Skip Connelly is the Maintenance Supervisor for the Riverview Highlands Golf Course

2. Bowyer reviewed the project schedule:
   a. RFP documents available on MITN website – October 6, 2016
   b. Prebid meeting – October 11, 2016
   c. Questions are due by end of the day on Friday, October 21, 2016. Only those questions received and answered in writing (by email) will be binding. Questions received prior to this deadline will be responded by addendum to the RFP.
   d. Proposals will be publicly opened on Thursday, October 27, 2016 at 2 pm. Proposals must be delivered to the Purchasing Department before 2 p.m. or they will not be opened
   e. The City may elect to interview candidate firms.
   f. Proposal award tentatively planned for City Council meeting on November 21, 2016.

3. Overview of Project:
   a. Bowyer referred to the figure depicting the potential RLP expansion project, and pointed out the potential relocation of the Frank and Poet Drain. Relocation may encroach on golf course current layout.
   b. Bowyer discussed the golf course redesign which will include 18 holes integrally with relocated drain.
      i. Clubhouse/Pro Shop may not be included as part of the redesign, it may be included as a renovation or rehabilitation only, or a new structure may be approved. For the purpose of this proposal, assume that nothing will be done with the pro shop and associated buildings.
ii. The current parking lot is greatly oversized for the current needs. The unused portion is available for use in the redesign.

iii. The City is hoping to gain additional floodplain storage both through the Drain relocation and widening, as well as through water features of the golf course.
   1. Kettler and Connelly pointed out that the golf course floods with a relatively small rain event and 1-2 days of play are lost. This should be considered and reduced with the redesigned course layout.

iv. Bowyer stated that the practice holes on RLP may be available as part of the 18-hole count.

v. Kettler and Connelly discussed the golf course goals.
   1. Maintenance should be designed to be minimal. The City has a very limited staff to perform maintenance and upkeep.
   2. The course was originally constructed in the 1970s and is in need of modernization. However, this should not be designed as a resort-class course but should be a first-class city course.
   3. A new irrigation system and pump house will be critical items in the new design. The current pump house is situated in the center of the proposed landfill expansion.

c. The Architect selected will work with Cornerstone to coordinate the design and layout with the landfill design.
   i. Cornerstone will handle wetlands permit, Joint Permit, and other State agency permitting.
   ii. Architect will be responsible for permits during construction, such as building permits, SESC permit, etc.

4. Phases of Work
   a. Phase 1 – Conceptual Design. This phase is to provide a layout for the Engineer to incorporate into the landfill permit application drawings. This will not include a grading plan other than to designate the low-lying areas for wetlands and water features. The Golf Course Committee will approve the conceptual layout to be developed into a Final Plan.
   b. Phase 2 – Final Plan Development. The approved layout will be developed into a final plan, which will then be used to develop construction plans.
      i. Several bidders requested that a second task be added here, to create a grading plan between phase 1 and phase 2, to speed up the timeline and to assist with the landfill permit application.
c. Phase 3 – Construction Plans and Specifications, Bidding Documents. Bowyer stated that the initial thought is to perform construction in two phases, doing 9 holes at a time, to keep play open during the redevelopment.
   i. Several bidders commented that it is usually best to do all 18 holes as a single project to minimize administrative and mobilization costs, as well as for functionality with the irrigation and pumping systems.

d. Phase 4 – Construction Administration. The Architect will supervise and document construction and ensure compliance with specifications.
   i. Bowyer stated that full-time presence on site by the Architect is not required, but it is expected that during critical installations that more time would be required.

5. Contract Administration:
   a. The contract for this work will be directly with the City. The Architect will report to the Golf Course Director and Golf Course Committee.
      i. Invoices for the work will be submitted to Mike Kettler for review and approval.
   b. The contract may be issued initially for Phase 1 and 2 only with addendum for construction phases.

6. Bowyer reviewed the previously posted Addenda to the RFP:
   a. Addendum 1 was posted October 5, 2016 and addressed the prebid meeting.
   b. Addendum 2 was posted October 5, 2016 and included a figure depicting the proposed approximate landfill expanded boundary and drain relocation, and how it impacts the current golf course layout.
   c. Addendum 3 will be posted to include the meeting minutes from the prebid meeting, and any questions received to that point.

7. Bowyer reviewed the questions received thus far:
   a. Submit additional questions via e-mail to both [jennifer.bowyer@cornerstoneeg.com](mailto:jennifer.bowyer@cornerstoneeg.com) and [mkettler@cityofriverview.com](mailto:mkettler@cityofriverview.com).
   b. Would it be acceptable to list the fee for Phase 3 (Construction Plans, Specifications, Bidding) as a percentage of the cost estimate determined at the end of our phase 2 work as the exact phase 3 scope of work is unknown at this time. *The City would be open to this; make a note on the bid form when you submit.*
   c. Bonding is typical reserved for construction contractors versus professional consultants so is bonding required in this golf course design contract? *Separate bonding will not be required for this project; the
insurance requirement for Professional Liability was included for that purpose.

d. Who is responsible for permitting – the city or the golf course architect? Permitting is very difficult to pin down as a lump sum fee as unforeseens and delays are common place in the permit process. The City and Landfill Engineer will be obtaining permits for the drain relocation and other state-agency permits (i.e. wetlands, landfill permits, etc.). The Architect will be responsible to identify and apply for permits needed specifically for the golf course work, such as building permits, soil erosion permits, etc. These may in turn be obtained by the Contractor doing the work but the Architect doing oversight will be responsible to make sure that all permits for construction are obtained and complied with.

e. For phase 4 scope (Construction Administration) would site visits once or twice per week during active construction suffice or do you want someone on-site 5 days per week during active construction? We are not requiring full-time, 5-days per week oversight during construction. This will be up to the Architect providing oversight, to determine the level of field presence required. It would be expected that sensitive items would require more oversight, while other items such as mass excavation would require less involvement.

f. Does it make sense to move phase 2 – Final Plan Development to 2017 and then add a new phase entitled Permitting for 2018 (suggestion only). The conceptual plans will be required for the Landfill Engineer to apply for and obtain the permits needed for the landfill expansion. We anticipate making the permit application in late 2017, with the permit issuance expected by fourth quarter 2018. There may be some room to work on the final plans earlier than indicated, but construction cannot be initiated before the landfill permit is issued. We scheduled the RFP this way in the event the landfill permit is not issued, then work would not be lost on development of final plans. The final phases of this project are entirely dependent on the landfill permit approval.

g. Is each team expected to secure the services of a local engineer or will the golf course architect be allowed to work with the city engineer on floodplain retention and detention design and all permitting items? The Landfill Engineer will be the primary party working on the floodplain calculation and design. The Architect will work closely with the Engineer to turn out a workable and mutually beneficial design for this item.

8. Questions were fielded and discussion was held regarding:

a. Specification section, page 2, paragraph 1 mentions consultants. Who are the consultants and what work will be involved?
Thus far the consultants would only include consultants to the Engineer (Cornerstone) and would related to wetlands survey, topographic surveys, or soil investigations.

b. Specification section, page 2, paragraph 1 refers to the maintenance budget. What is the budget currently?
   The Highlands has a limited staff of 11. Maintenance should be kept as minimal as possible.

c. Again asking if it would be possible to move up the timeline for Phase 2, to allow a grading plan to be developed and Phase 2 complete in 2018. This would help the Engineer with the wetlands planning for the permit application and would provide a jump start for the Final Plan. Also, Phase 3 will take several months and it should be completed by the end of 2018 so construction can start in 2019.
   The concern is understood. The City is concerned that extra effort would be expended for this work and then the landfill permit might not be approved. It may be possible to add a line item for Grading Plan development, before Phase 2, but the timeline for Phase 2 is dependent on the landfill permit. To save time, Phase 2 and Phase 3 could be done simultaneously upon City approval.

d. You mentioned electrical and building permits in the earlier discussion. Do we need to have an electrical engineer as part of our proposal? There’s no way we can pin down those prices at this early stage in the process.
   For this proposal, indicate that the conceptual and final designs do not include electrical systems. Those will be included in the construction plans, but pricing for design is not included in this RFP.

e. How will the wetlands impact affect the permit timeline?
   We have already begun the wetlands delineation and survey, and have reached out to the State agencies to start the assessment process. We are hoping to get information from them at this early stage regarding the expectations and level of remedial activity that will be required.

f. What will be the deciding factor in the bid evaluation? How should we present our proposal, if the City is evaluating solely on price?
   Price will not be the only determining factor. The City will evaluate all bids and determine which company’s philosophy is best in line with their goals for the golf course. We recommend that you package your qualifications with a description of how you see the project going forward, and emphasize any features you can identify that would set your design apart from the rest or would demonstrate your full understanding of the project. The City recognizes this is a complex project and pricing will be hard to pinpoint at this stage.

9. Golf carts were offered if anyone was interested in a site tour.
## Sign-In Sheet
**Golf Architect Services – City of Riverview**  
RFP No. 227  
Tuesday, October 11, 1:30 p.m.

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<thead>
<tr>
<th>NAME</th>
<th>COMPANY</th>
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| Jennifer Bowyer  | Cornerstone         | **Phone:** 517-881-1144 (mob)  
|                  |                     | **Email:** jennifer.bowyer@cornerstoneeg.com |
| Chris Gray       | Grayworks, LLC      | 239-304-6434                       |
|                  |                     | chris.gray@fullcirclegoldsolutions.com |
| Jeff Wood        | Maccallar Golf Design | 789-645-0448                |
|                  |                     | **Email:** Jeff@Intl-Golf-Design.com |
| Cameron Maccallar | MIGD                | 789 218 6104                        |
|                  |                     | **Email:** info@Intl-Golf-Design.com |
| Chris Wilczynski | CNAGA               | 734 395 7841                        |
|                  |                     | chpase@cnagolfaarch.com            |
| Ray Hearn        | RHGCD               | 616-403-6181                        |
|                  |                     | ray@rhgd.com                       |
| Andrew Sanders   | Staples Golf        | 602-845-9074                        |
|                  |                     | asanders@staplessgolfdesign.com    |
| Paul Albrightse  | Albrightse         | 313-496-1903                        |
|                  | Studio              | **Email:** paulcgolfdesigns.com    |
| Sandra Little    | Central Design Studio |                      |
|                  |                     | **Email:** Shutter@centraldesignstudio.com |
SPECIFICATIONS - REQUEST FOR PROPOSAL FOR GOLF ARCHITECT SERVICES
CITY OF RIVERVIEW - RIVERVIEW HIGHLANDS GOLF COURSE
GOLF COURSE RENOVATION
October 2016

INVITATION TO SUBMIT
The City of Riverview, Michigan invites qualified design consultants to submit a proposal and associated supporting materials for consideration to provide design services for the Riverview Highlands Golf Course in the City of Riverview, Michigan. This assessment and design project will include conceptual and schematic design, design development, permitting and construction documents for golf course renovations. The Project will be developed by City of Riverview and Riverview Highlands Golf Course, and shall be governed by the rules and regulations of the City of Riverview, County of Wayne, and State of Michigan.

BACKGROUND/PURPOSE OF THE PROJECT
The Riverview Highlands Golf Course is a municipally-owned golf course, located in the City of Riverview, Michigan. The course includes a total of 30 holes: two, 9-hole courses (“Red” and “Gold” courses) are located on the south side of Sibley Road, with 9 additional holes (“Blue” course) are located north of Sibley Road. The Frank and Poet Drain bounds the west side of the main golf course, and the Huntington Creek Drain bisects the Red and Gold courses and feeds into the Frank and Poet Drain. An additional three practice holes and driving range are located on the west side of the Frank and Poet Drain, and is referred to as the “Golf Practice Facility” (GPF).

This project is needed for several reasons. The adjacent neighbor to the west, the Riverview Land Preserve (RLP), requires additional property to expand its services and continue operation. The RLP is also owned and operated by the City and provides a source of revenue for the City. The Frank and Poet Drain provides drainage for a large upstream area. The areas upstream have experienced flooding because the floodplain storage is inadequate for the amount of development and associated impervious area that has been constructed. The City desires to assist its residents by attempting to mitigate potential future flooding to the extent practical by improving the floodplain storage associated with the county drains located on the Riverview Highland’s property. Finally, the golf course itself is aging and needs a rehabilitation to maintain its status as an amenity to the City and its citizens as well as operate in a manner such that an enterprise fund should operate.

The RLP currently has a conceptual expansion which was designed with limited input from a professional golf course architect. The conceptual expansion plan is provided as an attachment to this RFP. The plan was designed to maximize the life of the landfill while attempting to provide adequate space for golf course and floodplain. A detailed floodplain assessment or wetland assessment have not been conducted at this point.

This goal of this project is to provide a fully renovated 18-hole golf course where the current Red and Gold courses are located. This will require reconfiguration of the tees, greens and fairways and associated systems and appurtenances around the landfill boundary and relocation of the Frank and
Poet Drain. The golf course architect will work as a team with the existing City staff, legal counsel, consultants and RLP engineers to ensure that all goals of the project area achieved.

EXISTING FACILITIES
The existing golf course is a gently rolling course, with asphalt cart paths, several water hazards and sand bunkers, as well as mature and plentiful vegetation. The northern part of the property is occupied by an asphalt parking lot, pro shop and restaurant/banquet facility, and golf cart storage. There is a maintenance facility located east of the pro shop, and a pump house located on the banks of the Frank and Poet Drain. Many of these facilities are approaching the end of their useful life and are in need of renovation or replacement. It is the City’s goal to minimize the capital expenses incurred for this golf course renovation so the selected golf course shall reuse the existing facilities to the maximum extent practical.

SCOPE OF WORK

General Requirements
The City has an Ad Hoc Riverview Highland committee (Committee) which oversees the administrative decision-making process under the auspices of the City Council. The Committee is made up of City Council members, city administrators and the City’s legal counsel. Golf Course Architect (GCA) shall make monthly written updates to the Committee to document progress, identify questions or concerns, and propose agenda discussion items. The GCA shall plan to attend the Committee meetings when requested, generally once every two months but not exceeding once per month. Attendance may be by telephone or in person.

The GCA shall include in their design all subgrade systems (irrigation, sewer, drainage, electrical) required to provide a fully functional, operable golf course. All equipment to operate these systems shall be specified and included in the construction plans as part of the project.

The GCA shall include all necessary permit applications, fees, and plan review submittals in their cost estimate and proposed schedule.

Phase 1 – Conceptual Design
The GCA shall conduct a general project assessment. This will include at least two meetings during the early conceptual design stage to identify the operating staff’s requirements and goals for the project. The GCA should evaluate the current conditions, systems, and operational features to make suggestions for improvements for golf playability, aesthetics and operations. For purposes of this RFP, do not include any improvements or replacement of the pro shop building, restaurant or associated structures.

The GCA shall coordinate the design to take into consideration Riverview Highlands maintenance practices and budget, and present revised maintenance practices which would result from design execution.

The GCA shall also meet with the RLP and its engineers to review the conceptual landfill designs and identify potential conflicts or benefits from each project’s proposed site development. The GCA shall provide input and recommendations for shared features of the development (e.g. Frank and Poet Drain relocation) to provide the best end product for both projects. As both projects progress through the design stages, the GCA and engineers shall share information and collaborate to minimize conflicts.
The relocated Frank and Poet will be designed to increase flood storage capacity. The GCA shall work with the engineers to locate the storage areas to combine water hazard design and storage areas.

The GCA shall present periodic design iterations to the Committee and public. The City Council meets regularly and may request a public presentation of the design concepts for public information and input.

Conceptual planning shall take place during fall and winter 2016-2017.

**Phase 1B – Preliminary Grading Plan Development**

The GCA shall develop a preliminary grading plan for use in the landfill permit application for wetland areas or other purposes. The preliminary grading plan shall include plan views showing the contouring of the greens and fairways and shall also provide several cross-sections showing the rolling contours in profile view. The preliminary grading plan shall be completed in electronic format and shall include three dimensional digital files compatible with AutoCAD Civil 3D for incorporation into the landfill design plans.

The Preliminary Grading Plan shall be completed during the spring of 2017 after the conceptual plan is approved by the Committee.

**Phase 2 – Final Plan Development**

The GCA shall develop one final concept into a final Design Plan. The Design Plan will be dependent on approval of the relocation of the Frank and Poet Drain, and thus will be linked to the Riverview Land Preserve’s permit application timeline. It is anticipated that approval of the relocation will not be complete until late in 2018.

The Design Plan shall clearly denote all phasing of the work and shall include all clearing and grubbing, site work, grading, golf course features (greens, tees, bunkers, cart paths, bridges, benches, fences, halfway structures, signage, etc.), irrigation, pump station(s), drainage, and landscaping. The provision of any utilities to the locations designated on the Design Plans shall be considered out of scope at this time. The Design Plan shall be submitted to the City for review at 50% completion, 90% completion and Final. A construction cost estimate should be included for the Design Plan with each submittal.

As part of the final Design Plan, all permit applications, plan review submittals, and other approvals shall be completed. The GCA shall provide the necessary responses and revisions to all agency reviews to acquire all the necessary permits and maintain compliance with state, federal and local regulations.

For purposes of this RFP, the design for the provision of utilities to the reconstructed golf course such as bringing electrical power to new pump station(s) will be considered out of scope whereas controls for the irrigation system will be considered in scope. When the final plan is sufficiently developed, these services will be bid out and submitted to the City for approval as a change to the GCA’s contract.

Final plans shall be submitted in early 2019.

**Phase 3 – Construction Plans and Specifications, Bidding Documents**

The GCA shall prepare Construction Plans and Specifications for the golf course construction. The construction may be divided into two consecutive, annual projects, depending on the City review of economic impact and construction schedules. The GCA shall include costs to prepare bidding documents, using the City’s prescribed procedures, document format and contractual documents. The City Attorney shall review all documentation prior to publication for bid solicitation.
The GCA shall review construction bids and provide recommendation for selection of the contractor to complete the work. The GCA shall prepare contract documents and work with the City to administer the contract appropriately.

Construction of the first phase of renovations is planned to begin in 2019.

**Phase 4 – Construction Administration**
The GCA shall provide oversight and construction monitoring during the construction of the golf course renovation. This shall include review and approval of all submittals, inspection of installed work, warranty inspections, budget tracking, invoicing reviews and approvals, and other assistance as required by the City. This shall also include regular progress updates to the City and Golf Course Committee as to percent of construction completed, and schedule updates.

**PROPOSAL SUBMITTAL**
Proposal text should be not more than 20 pages in length, excluding appendices. The proposal should highlight your firm’s qualifications and experience, design team, pricing, and schedule, and be presented in that order for ease of evaluation.

**Qualifications**
Firms must provide a summary of previous work to demonstrate significant experience designing, documenting, and providing representation and consulting for similar golf course renovation projects. Previous work on renovation projects should include a summary of number of rounds and greens fees impact, where applicable. Contact information for previous or current projects shall be included as references.

Proposal submittals will be evaluated based on the demonstrated significant experience of the firm and its proposed personnel with similar design assignments, facilities, and projects; the ability to meet specific project objectives, e.g., design and construction of renovated golf courses in a constrained environment, etc.; proposed fee and other criteria as the Selection Committee may determine. Subsequently, the shortlisted firms may be invited to make an oral presentation to the City and Golf Course Committee.

Firms are encouraged, but not required, to visit the site prior to submittal. Any assessment, sketches, comparable photos or description of a vision for the property included in the proposals should be concise but may be beneficial in determining the appropriate fit for designer for Riverview Highlands.

**Design Team**
1. List all proposed members of the design team and provide resumes for key personnel.

2. Briefly describe how the team will be structured and will approach the project.

3. Include a list of preferred golf course construction firms recommended for this project, and identify the projects they have completed successfully. Include project budgets (estimated value, original contract, change orders) for evaluation purposes.

**Fee Schedule**
Provide an estimated fee schedule for each of the four phases described in the Scope of Work independently. Also provide hourly rates for each classification of staff who will be involved with the
project, and any rate increases anticipated during the course of the project. Identify driving factors affecting the cost and assign cost to each major task within each phase.

Please indicate the markup on any reimbursable expenses.

Project Schedule
All proposals should assume Phase 1 of the Scope of Work outlined herein would begin upon award of the contract, with completion of the conceptual design within 3 to 6 months.

SUBMITTAL INSTRUCTIONS
A non-mandatory pre-bid meeting will be held on Tuesday, October 11, 2016 at 1:30 p.m. at the Riverview Highlands Golf Course, in the pro shop conference room. Minutes from that meeting and any questions received therein will be issued as an addenda to this RFP.

Questions may be submitted until noon on Friday, October 21, 2016. Only those questions submitted in writing and receiving written response will be considered binding. All questions received before the deadline, and corresponding written responses, will be issued as an addenda prior to the proposal submittal date. All addenda shall be acknowledged in the submitted proposal.

Proposals are due on October 27, 2016 at 2 p.m. as directed RFP. All proposals should be submitted to City of Riverview Purchasing Department, 14100 Civic Park Drive, Riverview, Michigan 48193. Proposals shall be enclosed in a sealed envelope, clearly marked with the project identification. Any proposals received after the scheduled time will be rejected and returned unopened.

EVALUATION OF PROPOSALS
The City will evaluate proposals based on factors included in each proposal, including but not limited to the design team qualifications, previous experience, understanding of the project scope, and pricing. Each factor will be rated by the City independently and may not carry equal weight.

The City reserves the right to reject any bid or portion thereof, or accept any bid or portion thereof.

CONFIDENTIALITY
All information which is communicated to, learned, developed or otherwise acquired by proposers in the preparation of this proposal for Riverview, which is not generally known to the public, shall be confidential and proposer shall not, at any time, disclose, communicate or divulge, or permit disclosure, communication or divulgence, to another or use for proposers own benefit or the benefit of another, any such confidential information. The provisions of this paragraph shall survive this request for proposal.

Any comments or questions concerning this request for proposal should be directed in writing to the Interim Golf Course Director, Mr. Michael Kettler by email, mkettler@cityofriverview.com and copy Jennifer Bowyer at Cornerstone Environmental Group at Jennifer.bowyer@cornerstoneeg.com.
We offer to furnish the City of Riverview, Riverview, Michigan the item listed below and more fully described in the specifications for RFP #227 – Golf Architect Services.

Prices bid are F.O.B. City of Riverview, Bids to be submitted not later than 2:00 p.m., Thursday, October 27, 2016.

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<th>ITEM #</th>
<th>QTY</th>
<th>DESCRIPTION</th>
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<td>Phase 1</td>
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<td>Phase 1A</td>
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<td>Preliminary Grading Plan</td>
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<td>Phase 2</td>
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<td>Final Plan Development</td>
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<td>Construction Plans, Specifications, Bidding</td>
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Acceptance time allowed __________________________________________________________.

Delivery in _____-______ days from acceptance of bid ________________________________.

Are the quoted items according to specifications? ____________________________________.

If not, please state exceptions ____________________________________________________

Name of Firm:___________________________________________________________
Firm’s Address:__________________________________________________________
City/State/Zip: ___________________________________________________________
Telephone #:____________________________________________________________
Authorized Signature:_______________________________________________________
Printed Signature:_________________________________________________________}

Title:___________________________________________________________________

PLEASE NOTE: ALL BIDS SHALL BE SUBMITTED SEALED IN AN ENVELOPE AND CLEARLY MARKED ON THE OUTSIDE WITH THE WORDS "COMPETITIVE BID ITEM" OPENING OCTOBER 27, 2016 AT 2:00 P.M.

Bidder acknowledges receipt of Addenda as listed below:

Addenda #________________ issued on ___________________________ (date)
Addenda #________________ issued on ___________________________ (date)
Addenda #________________ issued on ___________________________ (date)