

Addendum No. 1

To: All Bidders of Record
From: Jeff Crocker, Associate Library Director
Date: March 3, 2026
Re: Acoustic Ceiling Tile Replacement – Main Library

This Addendum forms a part of and modifies the Bid Packet issued February 12, 2026. Acknowledge receipt of the Addendum in the space provided on the Proposal Form. Failure to do so may subject the Bidder to disqualification.

Original Bid Due Date: March 3, 2026 at 10 AM

New Bid Due Date: March 5, 2026 at 4 PM.

Replace the Proposal Form from the original Bid Packet with the attached.

**WEST BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
PROPOSAL FORM**

**ACOUSTIC CEILING TILE REPLACEMENT
MAIN LIBRARY**

PROJECT LOCATION

West Bloomfield Township Public Library
4600 Walnut Lake Road
West Bloomfield, MI 48323

RECEIPT OF PROPOSALS

Proposals shall be submitted to:

Jeff Crocker, Associate Library Director
West Bloomfield Township Public Library
4600 Walnut Lake Road
West Bloomfield, MI 48323

DUE DATE

Proposals shall be received at the Main Library by:

Due Date: Thursday, March 5, 2026 at 4 PM
Bid Opening Location: Main Library Conference Room

BONDING REQUIREMENT

No bonds required.

PROPOSED COSTS

ADMINISTRATION SUITE

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

ADULT AREA

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

CONFERENCE ROOM

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

FRIENDSHOP

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

GROUP STUDY ROOMS

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

HOLDSHELVES

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

MEETING ROOM & KITCHEN

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

QUIET STUDY ROOM

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

REFLECTION ROOM

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

TUTORIAL ROOMS

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

YOUNG ADULT ROOM

Lump sum total for all labor and materials associated with replacement of acoustic ceiling tiles in this area.

\$ _____

GRAND TOTAL

Grand total for all costs associated with the entire project.

\$ _____

PROPOSED QUANTITIES

Quantity Requirements. Please list below square footages provided for project, not including attic stock.

CertainTeed, Symphony M, Reveal-edged	Sq. Ft Required _____
CertainTeed, Symphony M, Square-edged	Sq. Ft Required _____
CertainTeed, Symphony M High CAC, Reveal-edged	Sq. Ft Required _____
CertainTeed, Symphony M High CAC, Square-edged	Sq. Ft Required _____
CertainTeed, Symphony M High NRC, Reveal-edged	Sq. Ft Required _____

REFERENCES

Please provide a list of past ceiling tile replacement projects. Provide organization names, contact names, email addresses, phone numbers, and addresses.

1. _____
2. _____
3. _____
4. _____
5. _____

ADDENDA

Contractor acknowledges receipt of the following Addenda:

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

CONTRACTORS ACKNOWLEDGEMENT

The undersigned as bidder, declares that, having examined the sites of the proposed work and informed himself/herself fully in regard to the conditions to be met in the performance of the work, and having read and examined all specifications pertaining to this work, proposes to furnish all materials, tools, equipment, transportation, labor, supervision and all else necessary for the satisfactory and complete performances of these services to the West Bloomfield Township Public Library.

In submitting this bid, it is understood by the undersigned that the West Bloomfield Township Public Library reserves the right to accept or reject any and all bids, to let bids again and to waive any irregularities or informalities in the best interest of the Library. The contractor agrees and understands that failure to meet the requirements of the proposal form and/or specifications, or to submit supplemental information, if requested, may be grounds for automatic disqualification of the proposal.

Company Name: _____

Representative: _____

Address: _____

Phone: _____ Email: _____

The full names and residences of all persons interested in the forgoing bid as principals are as follows:

If partnership, give names of:

If corporation, give names of:

Partner: _____

President: _____

Partner: _____

Secretary: _____

Partner: _____

Treasurer: _____

Partner: _____

Manager: _____

State in which Incorporated

ATTACHMENT A

WEST BLOOMFIELD TOWNSHIP PUBLIC LIBRARY INSURANCE REQUIREMENTS

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the West Bloomfield Township Public Library. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

The Contractor shall procure and maintain the following insurance coverage:

1. **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.
2. **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 \$1,000,000.00 per occurrence and/or aggregate 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.
3. **Motor Vehicle Liability:** The Contractor shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit, Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
4. **Excess Liability Insurance:** The Contractor shall procure and maintain during the life of this contract Excess Liability Insurance in the amount of \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate.
5. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating that the following shall be Additional Insureds: The West Bloomfield Township Public Library, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof.
6. **Cancellation Notice:** Workers' Compensation Insurance, Commercial General Liability Insurance, and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (Jeff Crocker, Associate Library Director, West Bloomfield Township Public Library, 4600 Walnut Lake Road, West Bloomfield, MI 48323.)"
7. **Proof of Insurance Coverage:** Insurance certificates must be supplied within (5) five business days of contract award and sent to: Jeff Crocker, Associate Library Director, West Bloomfield Township Public Library, 4600 Walnut Lake Road, West Bloomfield, MI 48323.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the West Bloomfield Township Public Library at least ten (10) days prior to the expiration date.

HOLD HARMLESS AGREEMENT CLAUSE AND INDEMNIFICATION CLAUSE

The Contractor agrees to defend, pay on behalf of, and hold harmless the West Bloomfield Township Public Library, its elected and appointed officials, employees and volunteers and others working on behalf of the West Bloomfield Township Public Library, against any and all claims, demands, suits, loss, including actual attorney's fees incurred, all cost connected therewith, for any damages which may be asserted, claimed or recovered against or from the West Bloomfield Township Public Library, its elected and appointed officials, employees, volunteers or others working on behalf of the West Bloomfield Township Public Library, 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.

The undersigned understands the requirements of this attachment:

Signature

Date

Title

Company Name