



PORT SHELTON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460

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Requests for Proposals & Bids (RFP) Township Hall Flooring Update

Port Sheldon Township is requesting proposals for professional services to replace the flooring in the Township Hall.

The Township hall has served hundreds of residents and their guests for parties, family gatherings, and meetings for many years. Upgrades to the current flooring are a high priority at this time in order to keep up with the demand for use and upkeep of this facility.

Current Condition:

The current flooring in the hall consists of 2'x2' Vinyl tile, over another composite tile sublayer of unknown age and composition. The installation should plan on leaving the first underlying base tile intact. This room is used for events often involving food and beverages; Stain resistance and cleanup should be a consideration in all proposals.

Proposals to include:

Removal and disposal of top layer of Vinyl tiles and baseboard (unless approved alternate solution is presented)

Installation of Commercial carpet tiles, or an alternative Commercial hard floor solution.

Product Warranties and service guarantees

Proposals shall be mailed, hand delivered or emailed by **Wednesday, December 18th, 2024 by 12:00 pm**. At that time, the Bids received will be publicly opened and read.

Proposals may be submitted to:

Port Sheldon Township, Office of the Clerk

16201 Port Sheldon St, West Olive, MI 49460.

Furnish the original proposal in an envelope with the company name. Bids may also be submitted electronically at info@portsheldontwp.org Provide the following on the outside of the envelope or in the subject line if submitting electronically:

"PROPOSAL – Township Hall Flooring"

For further information, please contact Supervisor Mike Sabatino at mike@portsheldontwp.org or 616.399.6121

Estimated Timeline:

- Thursday, Dec 18, 2024 by 12:00 pm - Proposals Due •
- Wednesday, January 8th, 2024 – Contract Decision •