



# Tawas City Police Department

Matthew Klosowski-Lorenz  
Chief of Police

1175 W. Lake Street, Tawas City, MI 48763  
(989) 362-8680 [policechief@tawascity.org](mailto:policechief@tawascity.org)

## REQUEST FOR PROPOSALS (RFP)

### POLICE STATION REHABILITATION AND RESTORATION PROJECT

Issued By:

City of Tawas City  
Tawas City Police Department  
1175 W. Lake Street  
Tawas City, MI 48763

Issue Date: June 3, 2026

Proposal Due Date: June 17, 2026 at noon.

#### 1. PURPOSE

The City of Tawas City is soliciting sealed proposals from qualified contractors to rehabilitate and restore the Police Department facility following extensive damage caused by a broken water line and sewer backup.

A professional restoration contractor has already completed emergency mitigation services, including removal of damaged materials. The selected contractor shall furnish all labor, materials, equipment, supervision, permits, and incidentals necessary to restore the facility to its pre-loss condition and return it to full operational use as an active police station.

#### 2. MANDATORY SITE VISIT

Contractors are required to conduct an on-site inspection prior to submitting a proposal. The scope below is believed to represent the work required; however, additional repairs necessary to return the building to its original condition may exist and may not be specifically listed.

Site Visit Contact:

Chief Matthew Klosowski-Lorenz  
(989) 362-8680 x4041

[policechief@tawascity.org](mailto:policechief@tawascity.org)



### 3. PROJECT SCOPE OF WORK

The contractor shall provide all labor, materials, equipment, permits, supervision, and related services necessary to complete the following work.

#### **GENERAL REQUIREMENTS – THROUGHOUT BUILDING**

##### A. Flooring and Subfloor Repairs

1. Repair and/or replace subflooring wherever damage is evident.
2. Install additional subfloor layer in locations where the restoration contractor removed the original top layer.
3. Replace flooring in all areas where bare subfloor is exposed and restore flooring to match existing.

Existing Flooring Specification: (or similar)

- COREtec Pro Series Flooring
- Item Number: UV66001002
- Color: 01002

##### B. Trim and Finish Carpentry

1. Repair or replace all removed or damaged:
  - Floor moldings
  - Door trim
  - Window trim
2. Match original materials, appearance, and finish.

##### C. Drywall and Wall Finishes

1. Replace all open wall cavities where drywall was removed or cut during mitigation.
2. Finish, texture, and paint repaired areas to match existing conditions.
3. Re-insulate all walls where insulation was removed.

##### D. HVAC Components

1. Repair or replace damaged floor vents resulting from restoration activities.

## E. Communications Infrastructure

1. Inspect all Ethernet/data ports.
2. Repair or replace damaged Ethernet ports and associated wall plates as necessary.
3. Verify functionality of all repaired ports.

### **OFFICE 1**

1. Replace open wall cavities using wall paneling similar to:
  - o Menards SKU 5053021 (example of what was there)
2. Paint paneling and adjacent finishes to match existing conditions.
3. Install drop ceiling with a textured 12" x 12" ceiling tile similar to:
  - o Menards SKU 5171329
4. Install new lighting similar to original fixtures.
5. Remove and dispose of remaining damaged ceiling materials and ceiling tiles.
6. Repair or replace the interior observation window overlooking the office area due to water damage and bowing.
7. Repair or replace window trim to match original construction.
8. Repair or replace the exterior window to restore proper up/down operation.
9. Repair or replace Office 1 entry door to restore proper movement, alignment, and closure.
10. Inspect electrical systems affected by water intrusion.
11. Repair circuits and electrical components as necessary to restore proper operation.

### **OFFICE 2**

1. Repair or replace office door to ensure proper alignment and closure.
2. Repair drywall and wall finishes where mitigation cuts were made.
3. Paint repaired surfaces to match existing finishes.

### **OFFICE 3**

1. Repair or replace office door to ensure proper alignment and closure.

### **BATHROOM**

1. Re-seat existing toilet and verify proper operation and seal integrity.

## **UPSTAIRS AREA**

1. Furnish and install a vanity comparable to:
  - o Menards SKU 4794477 (similar to what was there)
2. Vanity finish shall be dark natural wood or similar approved equivalent.
3. Install standard sink and faucet.
4. Complete all plumbing connections and verify proper operation.
5. Repair drywall where removed during mitigation.
6. Paint repaired areas to match existing finishes.

## **PROJECT REQUIREMENTS**

The selected contractor shall:

1. Provide all labor, materials, supervision, equipment, permits, disposal, and incidentals required for a complete project.
2. Coordinate all trades necessary to complete the work.
3. Protect existing building components during construction.
4. Maintain a safe and secure worksite.
5. Remove all construction debris.
6. Deliver the facility in a clean, fully operational condition suitable for occupancy and use as an active police station.

## **CONTRACTOR QUALIFICATIONS**

Contractors shall provide:

1. Company background and experience.
2. Evidence of experience with commercial restoration or rehabilitation projects.
3. Three references for similar projects completed within the last five years.
4. Proof of licensing as required by law.

5. Proof of insurance including:

- General Liability
- Workers Compensation

## PROPOSAL SUBMISSION REQUIREMENTS

Proposals shall include:

1. Lump-sum project cost.
2. Detailed breakdown of major project components.
3. Estimated project schedule.
4. Identification of subcontractors, if any.
5. List of exclusions.
6. Description of warranty provided.
7. Acknowledgment of site visit.

## EVALUATION CRITERIA

Proposals will be evaluated based upon:

- Completeness of proposal
- Relevant experience
- Qualifications and references
- Project schedule
- Warranty offered
- Cost
- Ability to restore facility to original condition
- Tawas City Fiscal Policy and Local Preference Guidelines

The City of Tawas City reserves the right to reject any or all proposals, waive informalities, and award the contract in the best interest of the municipality.

## PROJECT COMPLETION

The successful contractor shall complete all work within the agreed-upon schedule and deliver the facility fully restored and ready for active police operations.

**Questions regarding this RFP and for scheduling site visit shall be directed to:**

Matthew Klosowski-Lorenz

Chief of Police

Tawas City Police

989-362-8680x4041

[policechief@tawascity.org](mailto:policechief@tawascity.org)

#### **9. BID SUBMISSION**

**Bids must be submitted to the Tawas City Clerk by Noon on Wednesday, June 17, 2026, either via email at: [clerk@tawascity.org](mailto:clerk@tawascity.org) or via mail at City of Tawas City, PO Box 568, Tawas City, MI 48764**



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## **ADDENDUM NO. 1**

### **REQUEST FOR PROPOSALS (RFP)**

### **POLICE STATION REHABILITATION AND RESTORATION PROJECT**

Issue Date: June 3, 2026

Addendum Date: June 3, 2026

This Addendum forms a part of the Contract Documents and modifies the original Request for Proposals. All provisions of the original RFP shall remain in full force and effect except as specifically modified herein.

#### **PURPOSE**

The City of Tawas City has reviewed the original restoration specifications and has elected to make several modifications to better suit the long-term needs of the facility. Contractors shall incorporate the following changes into an additional proposal. This proposal may be an additional cost, or may represent cost savings as compared to the original proposal.

Please list the cost or cost savings to implement this change order as compared to the original proposal RFP.

#### **CHANGE #1 – WALL PANELING REPLACEMENT**

Any references within the original RFP to wood paneling, wall paneling, or paneling systems, including but not limited to the wall paneling identified in Office 1, shall be deleted in their entirety.

In lieu of paneling, the contractor shall:

- Install drywall to match adjacent wall thickness and construction.
- Tape, mud, sand, and finish all drywall to a paint-ready surface.
- Prime and paint repaired walls to match existing finishes and colors.
- Provide all necessary framing, insulation, backing, and finishing materials required to complete the installation.

The completed wall shall present a uniform appearance consistent with adjacent finished walls.



## CHANGE #2 – DROP CEILING REPLACEMENT

Any references within the original RFP to suspended ceilings, drop ceilings, ceiling grid systems, or replacement ceiling tiles shall be deleted.

In lieu thereof, the contractor shall:

- Remove all remaining suspended ceiling materials and associated hardware.
- Install drywall ceilings throughout affected areas.
- Tape, mud, sand, and finish all drywall ceilings.
- Prime and paint ceilings to match existing finished surfaces.
- Relocate, modify, or replace lighting fixtures as necessary to accommodate the drywall ceiling installation.

All drywall ceilings shall be completed in a professional manner and provide a finished appearance suitable for municipal office occupancy.

## CHANGE #3 – INTERIOR OBSERVATION WINDOW REMOVAL

The interior observation window located in Office 1 shall not be repaired or replaced.

The contractor shall:

- Completely remove the existing interior window assembly.
- Remove all associated trim and framing as necessary.
- Frame the opening to match the surrounding wall construction.
- Install insulation within the wall cavity.
- Install drywall on both sides of the wall opening.
- Finish, texture, prime, and paint both sides to match surrounding wall finishes.

Upon completion, no evidence of the former window opening shall remain visible.

## CHANGE #4 – UPSTAIRS CABINET REMOVAL

The upstairs cabinet and associated sink fixture originally located above the lower cabinetry shall be permanently removed from the project scope.

The contractor shall:

- Remove any remaining cabinet components.
- Remove associated plumbing fixtures no longer required.
- Cap all water supply lines and sanitary drain lines within the crawl space in accordance with

applicable plumbing codes.

- Ensure all abandoned plumbing is secured and leak free.
- Repair and finish wall surfaces impacted by removal activities.

#### CHANGE #5 – UPSTAIRS WALL FINISH

Any references requiring drywall repair and painted finishes in the upstairs area shall be modified as follows:

The contractor shall repair the wall utilizing materials matching the existing knotty pine wallboard finish.

Work shall include:

- Installation of matching knotty pine wallboard.
- Matching profile, appearance, and orientation of existing materials.
- Staining and finishing as necessary to blend with adjacent surfaces.
- Complete restoration of the wall to a uniform appearance consistent with the existing upstairs finish.

#### ACKNOWLEDGMENT

All contractors submitting proposals shall acknowledge receipt of this Addendum and include all modifications contained herein within their submitted proposal pricing.

END OF ADDENDUM NO. 1



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## **ADDENDUM NO. 2**

### **REQUEST FOR PROPOSALS (RFP)**

### **POLICE STATION REHABILITATION AND RESTORATION PROJECT**

Issue Date: June 3, 2026

Addendum Date: June 3, 2026

This Addendum forms a part of the Contract Documents and modifies the original Request for Proposals and Addendum No. 1. All provisions of the original RFP and previous addenda shall remain in full force and effect except as specifically modified herein.

#### **PURPOSE**

The City of Tawas City is requesting that all bidders provide an alternate proposal regarding the existing fireplace located in Office 1. The City has not determined the preferred method of treatment and therefore requests pricing for the alternatives outlined below.

#### **OFFICE 1 FIREPLACE ALTERNATE**

The contractor shall provide pricing for one of the following methods to address the existing fireplace located in Office 1.

##### **Alternate A – Complete Fireplace Removal**

The contractor shall:

- Remove the fireplace, hearth, mantel, chimney components (if applicable), all associated materials necessary to completely eliminate the fireplace structure; while maintaining support of building.
- Repair framing, insulation, drywall, flooring, trim, and finishes affected by the removal.
- Restore the wall and surrounding area to match adjacent construction and finishes.
- Prime and paint all repaired surfaces to match existing conditions.

##### **Alternate B – Minimal Fireplace Removal and Wall Enclosure**

If complete removal is not practical or cost effective, the contractor shall provide pricing to permanently conceal the fireplace within a newly constructed wall assembly.



The contractor shall:

- Remove only those portions of the fireplace necessary to construct a finished wall surface.
- Frame and drywall a new wall over the fireplace area.
- Finish, texture, prime, and paint the wall to match adjacent finishes.
- Ensure the finished wall does not project more than seven (7) inches from the existing wall plane.
- Provide a clean, professional appearance with no visible evidence of the concealed fireplace.

#### Proposal Requirements

Contractors shall identify within their proposal:

- The recommended alternative.
- The cost associated with Alternate A.
- The cost associated with Alternate B.
- Any structural, mechanical, or code considerations associated with either alternative.

The City reserves the right to select either alternative based upon cost, functionality, and operational needs.

END OF ADDENDUM NO. 2