

## REQUEST FOR PROPOSAL (RFP)

### Design-Build Project

**Issue Date:** 2/27//2026

**Project Title:** Beach Pavilion Reconstruction, Village of Lake Odessa MI

### 1. Introduction

The Village of Lake Odessa is seeking proposals from qualified **Design-Build Contractors** to provide complete design and construction services for a new pavilion near the Municipal Beach, along with necessary repairs to the existing restroom and concession facilities. The selected contractor will deliver a fully functional, code-compliant project from concept through completion.

### 2. Project Overview

- **Location:** Municipal Beach near 1310 Jordan Lake St, Lake Odessa MI
- **Scope of Work:** Design, demolish and reconstruct the existing enclosed beach pavilion with an open wall structure. Replace the roofing, fascia, gutters, soffit, lighting, doors on the existing buildings attached to the pavilion. Replace all existing concrete surrounding the structure. Provide drainage for gutter downspouts and connect to nearby storm drains. Restroom facilities upgrades such as divider walls, flooring, countertop, sinks, wall coverings. Any necessary electrical upgrades. Architectural design, engineering, permitting, construction.
- **Estimated Budget:** \$200,000 - \$240,000
- **Target Completion Date:** Spring/Early Summer 2027

### 3. Scope of Services

The Design-Build Contractor will be responsible for:

1. **Design Development** – conceptual, schematic, and final design, including architectural, structural, MEP, and site plans.
2. **Permitting & Approvals** – obtaining all required permits and regulatory approvals.
3. **Construction Execution** – providing all labor, materials, equipment, and supervision.
4. **Quality & Safety Management** – ensuring compliance with applicable codes, standards, and safety regulations.
5. **Project Closeout** – final inspections, as-built documentation, and warranty handover.

#### 4. Proposal Submission Requirements

Proposals should include:

- **Company Profile** – background, size, and relevant experience.
- **Project Team** – key personnel, roles, and qualifications.
- **Relevant Past Projects** – with client references.
- **Design Concept & Schedule** – preliminary approach and timeline.
- **Cost Proposal** – lump sum or guaranteed maximum price.

#### 5. Evaluation Criteria

Proposals will be evaluated on:

- Technical expertise and relevant experience.
- Quality and innovation of design approach.
- Realism and feasibility of schedule.
- Cost competitiveness.
- Safety performance and quality assurance processes.

#### 6. Submission Instructions

- **Deadline:** 9:00 a.m. April 14<sup>th</sup> 2026
- **Submission Method:** email to [jtrout@lakeodessa.org](mailto:jtrout@lakeodessa.org) or deliver to 839 Fourth Ave, Lake Odessa MI 48849 Attn: Jesse Trout
- **Q&A Deadline:** April 9<sup>th</sup> 2026
- **Contact Person:** Jesse Trout, Director of Public Works, [jtrout@lakeodessa.org](mailto:jtrout@lakeodessa.org), 616-374-7228

## **7. Additional Information**

Jesse Trout can accommodate for onsite evaluations prior to bidding. Due to contamination on a nearby site, EGLE has determined the soil around the north side of the pavilion to be contaminated. Therefore; all soils leaving the site must be properly disposed of at the expense and authority of the contractor. A soil remediation report from EGLE is available.

It is strongly desired but not mandatory to remove the 195 square ft building attached to the north side of the pavilion and expand the size of the new pavilion. The existing concessions building is shown to be removed on the partial rebuild conceptual drawing, but will stay for this project. There was a desire for a fireplace in the conceptual drawings, but has since been determined to be cost prohibitive. In summary; the Village would like to see the demo of the existing pavilion, along with the small attached building on the north side, and a new larger open wall pavilion with high ceilings erected. Other needs are addressed previously in the RFP scope of work. The final build should be weather and vandalism resistant as possible.

A packet containing previous conceptual drawings of a desired building profile and existing photos can be obtained by going to [lakeodessa.org](http://lakeodessa.org) , or by emailing [jtrout@lakeodessa.org](mailto:jtrout@lakeodessa.org)