GRANGER
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Request for Proposal for Surveying Services **August 12, 2025**
Dexter Community Schools 2025 Bond Program

DCS requests proposals to engage a professional surveying consultant (the Surveyor) to provide surveying services to support the Architect to develop construction documents and to establish benchmarks, building corners, lines and grades, and to support the CM in construction of a new Athletic Building, Additions, Athletic Fields, and other site amenities.

Provide a Not-to-Exceed lump sum proposal to perform the work described herein. All proposals are to be submitted to DCS as indicated below no later than **2:00 pm (EST) Tuesday, August 26, 2025.** Address proposals to:

Christie Bueche, Chief Financial Officer
Dexter Community Schools
2704 Baker Road
Dexter, MI 48130

Proposals are to be submitted via BuildingConnected. Economy of preparation is valued. Company brochures and general literature are not needed in the proposal. Timely receipt of proposals is the bidder's responsibility.

Bidders must inspect the sites before offering a proposal. Proposals must include all the services requested.

Upon receipt of this RFP please confirm if you are bidding using the BuildingConnected website.

The Owner requests all pre-proposal correspondence and communication regarding this project be conducted through the CM attention of Greg Brand via BuildingConnected. The Architect (A/E) of record is TMP Associates (contact: Mary Cay Lancaster). The Civil Engineer is Beckett and Raeder Inc. (contact: Brian Barrick).

After review of proposals received, DCS reserves the right to award directly and to assign the contract to its CM. (A copy of the CM's standard professional services agreement is available on the bid documents website.) DCS may choose to interview a qualified firm (or firms) or to award directly without interview based upon the proposal submittal. DCS reserves its right to waive any irregularity in proposals, and to accept, or decline, any or all proposals as it deems in its best interests.

DCS intends to award to the firm providing the most advantageous combination of timeliness of services, professional expertise, cost, and quality. Timeliness is of crucial importance to the Owner and duration of services to completion will be a key consideration of the award. The ability of this Consultant to become knowledgeable of the site and to promptly begin geotechnical evaluation work is a key criterion for selection, and is of crucial importance to DCS, the AE, and the CM.

General Project Information – DCS is planning to develop a new athletic building on the Dexter High School site. It also plans additions at Wylie Elementary and Dexter High School and new Athletic Fields and site amenities throughout the district.

The development elements requiring survey or survey updates include:

- Sitework around Beacon Elementary.
- Sitework near the bus loop off Dan Hoey Road.
- Additions at Wylie Elementary and Dexter High School
- Sitework around Bate School and Wylie Elementary
- Sitework near the Louis Ceriani building
- Sitework around the Dexter Wellness Center and Dexter Senior Center
- Sitework at Dexter High School.
- New athletic building at Dexter High School
- Sitework at the Transportation Building

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6267 Aurelius Rd
Lansing, MI 48911-4230

517.393.1670 P
517.393.1382 F

WEST MICHIGAN
940 Monroe Ave NW, Ste 142
Grand Rapids, MI 49503

616.454.2900 P
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SOUTHEAST MICHIGAN
39475 13 Mile Rd, Ste 204
Novi, MI 48377

248.724.2950 P
248.489.5753 F

www.grangerconstruction.com

All areas to be surveyed are illustrated in Appendix A.

Allowance - Include an allowance within the Consultant's not to exceed proposal amount of $15,000 for work required by the Owner as directed by the CM. For this purpose, submit labor rates for proposed staff. This allowance is for the benefit of the project for work not included within this RFP and is only to be expended upon advance written CM approval.

Owner Provisions - The Owner will provide the selected Consultant with access to the site, the bond pre-qualification document describing its various properties, various aerial digital photos of the property, and the CAD files of previously performed surveys to be updated. The CM and Owner do not warrant the suitability of these documents.

Schedule – The need for these surveys is urgent, and speed of survey completion will be a consideration of the award.

Pro-forma Requirements:

1. All work prepared by the Consultant shall be of high professional quality and is subject to the approval of DCS, Granger Construction Company, TMP Architecture, Beckett and Raeder and appropriate public agencies.
2. The Consultant shall be engaged as a member of a professional services team and shall be relied upon by the CM and A/E to manage their services in such a way as to complete all required services for the project within the not to exceed price proposed by the Consultant. Additional funds shall not be requested nor granted unless the Consultant can demonstrate clearly to the satisfaction of the A/E and the CM, that the Consultant could not have reasonably foreseen such a cost or, unless the CM, the Architect and the Owner agree it is in the best interest of the project.
3. It is presumed that any out of pocket expenses, travel, lodging, overhead, profit, labor and material costs shall all be provided within the not to exceed proposal cost.
4. Entire survey and all field work shall be prepared under the supervision of and sealed by a Registered Surveyor and or Engineer showing State of Michigan Registration Number. Consultant shall visit the site and make his/her own site inspections to validate any technical staff work as required.
5. Delivery of the draft and final surveys shall be both printed and digital as required by the CM and Architect and shall become the property of the Owner for its desired use.
6. The Consultant will be contracted by the Owner who shall assign the contract to the CM. Hence the Surveyor will operate under the CM's standard Professional Services Contract, and the Consultant's work and coordination of the work, shall be directed by the CM on behalf of the Owner. A copy of the agreement is attached to this RFP.
7. Standard insurance requirements shall be required, including GL, Auto, Worker Statutory, and professional liability coverages.
8. Payment shall be made to the Consultant monthly without retainage based upon a schedule of values to be attached to the proposal and approved by the CM.
9. The Consultant's standard terms and conditions for delivery of service shall apply only if specifically agreed to by the Owner and CM and attached to the agreement.
10. Provide only the services specified, unless the CM issues a written field order or change order.
11. The Consultant is to attend meetings with interested municipalities, the CM or the Architect/Engineer, as required to assure the surveys meet the design requirements of the affected municipalities/ agencies. The Consultant shall attend meetings as required with the Architect and the Engineer to facilitate design.
12. During the Construction phase of the work, the Surveyor shall attend meetings as required to provide coordination between the earthwork contractor's layout crews and the other trade contractors, to transfer benchmark and digital survey information to facilitate cost effective completion of the work on behalf of the Owner and the project.

Desired Proposal Contents: The bid proposal should include the following elements in order:

1. Provide Consultant's statement of understanding of the project, approach to the work, ability to implement all the responsibilities defined herein expeditiously and acceptance of all requirements of this RFP. Discuss how the K-12 experience of the Consultant allows it to present a not to exceed proposal given the preliminary information of this RFP (not to exceed three pages).
2. Provide brief statement of qualifications (e.g. registration, ISO certification, etc.) (one page maximum).
3. Provide three references with contact names and phone numbers for projects of similar nature.
4. Provide an organization chart and resumes of key personnel proposed for this project and their roles (do not switch these personnel without CM request/approval).
5. Provide sample insurance certificate with available limits.
6. State why your firm will provide best value for these services (one page maximum).
7. Provide proposed schedule for each phase of the work including survey data collection, required meeting schedules, soonest delivery date of the topographic and features draft survey for discussion and completion of final survey for distribution.
8. Provide a firm not-to-exceed proposal for all services specified herein for survey services on the fully executed Proposal Form, supported by a proposed schedule of values identifying the cost of all elements of the survey as identified in Appendix A. Provide unit prices for directed additional services. Include Allowance within base proposal. Cost saving ideas are welcome and may be considered as a part of the award if a complete base bid is tendered. Submit cost savings or value engineering proposal on separate sheet following the bid form.

Questions regarding the requirements of this RFP, including the attached Proposal Form, should be directed to Greg Brand, Granger Construction Company via BuildingConnected. Do not contact the Owner.

On behalf of DCS, thank you for your proposal.

Sincerely,
Granger Construction Company



Gregory J. Brand, PE

cc: Christie Bueche, DCS
Mary Cay Lancaster, TMP
Brian Barrick, BRI
Jeff Tuley, Granger

Encl: Appendix A – Scope of Work
Appendix B – BRI Survey Specifications