



November 27, 2017

To: **Prospective Bidder**

Subject: **Request for Proposal**

Grand Valley State University is accepting proposals for the **condominium located at 3951 River Ridge Ct. in the Township of Allendale, Michigan**. Reference attached instructions and specifications.

**If you wish to bid on this condominium, please submit your proposals for bid #218-17 no later than 5:00pm Friday, December 15th, 2017. E-mail your proposal to: [caccamo@gvsu.edu](mailto:caccamo@gvsu.edu)**

Your proposal must be received electronically by the bid opening date and time. Grand Valley State University is not responsible for e-mail bids affected by spam or not received by the bid opening date & time. **No fax, verbal, or telephone proposals will be accepted.**

Before submitting proposal, check to be sure that:

1. The Proposal/Certification/Contract form is signed and witnessed.\*
2. All addenda received are acknowledged

\*Note: Electronic submission becomes your authorized signature

Thank you for your participation,

Aaron Caccamo, M.A.  
Senior Strategic Sourcing Specialist

**Procurement Services - 2015 Zumberge Hall - Allendale, MI 49401  
Phone – 616/331-2280 – Fax 616/331-3287**



**Grand Valley State University  
Information & Instructions  
Bid #218-17**

1. In 1987, Grand Valley State University purchased a newly built condominium in a development across the street (north) of Lake Michigan Drive in a development called River Ridge Condominium Association. At that time, the condominium was used to temporarily house visiting faculty and international visitors and used regularly used for meetings and small retreats. Since then, the Alumni House has been built and has 4 overnight accommodations for guests of the University. Also, the hotel, Sleep Inn, was built and serves visitors to the University and the Allendale Community. Finally, both in Allendale and in Grand Rapids, the University has built significant facilities with meeting rooms and event spaces.

As a consequence of the growth of the University and surrounding area, the condominium owned by the University is no longer an asset that gets much use given the many other options available to the University. Therefore, it has been determined that it is best for the University to sell this asset and receive a fair market price.

**Resolution**

RESOLVED, that the Board of Trustees of Grand Valley State University authorizes the University Administration to sell the condominium located at 3951 River Ridge Ct. in the Township of Allendale, Michigan (Parcel #70-10-20-355-028), hereafter "Property," based upon the terms and conditions as deemed appropriate by the University Treasurer after review with the Chair of the Finance and Audit Committee of the Board.

FURTHER RESOLVED, that the Board authorizes the Treasurer and Assistant Treasurer to execute any and all documents to market the Property and effectuate the transaction and that the proceeds from the sale of the Property shall be deposited in the Campus Development Fund.

2. Grand Valley State University's sales tax exempt no. 381684280
3. Bid proposal must include the "best offer" per attached specifications
4. Minimum bid of \$100,000.00 is required
5. Property sold as-is. This states that the property is being sold in its current condition only; no repairs or updates will be made by the seller to satisfy the buyer.
6. Payment terms will be cash net
7. An "Open House" to view the Property will be on **December 10th, 2017** between the hours of **1pm - 3pm**
8. GVSU reserves the right to accept or reject any or all Proposals not withdrawn before the opening date and to waive any irregularity or informality in the Proposal process. The University reserves the right to conduct discussions, request additional information and accept revisions of Proposals from any or all bidders. The University reserves the right to negotiate with the bidder whose proposal is deemed most favorable.
9. Any decision made by the University shall be final.
10. Any questions regarding this request for proposal should be directed to Aaron Caccamo at 616/331-3436 or [caccamoa@gvsu.edu](mailto:caccamoa@gvsu.edu)



**Grand Valley State  
University  
Property Specifications  
Bid #218-17**

Location: Township of Allendale, Michigan

Street address: 3951 River Ridge Ct

Parcel Number: 70-10-20-355-028

Condominium: An end unit in the River Ridge Condominium Association with 3 bedrooms, 3 full bathrooms and 1 stall attached garage. The condo has approximately 2,400 sq feet of finished space on two levels. The University acquired the condo when it was built in 1987.

Current Use of Property: Generally unoccupied, occasionally used for meetings.

***UNIVERSITY GUEST HOUSE***

	BASEMENT		FIRST FLOOR	
Net Assignable	1,047		1,350	
Custodial	0		0	
Circulation	17		30	
Mechanical	0		0	
Total Net	1,064	1,064	1,380	1,380
Construction		148		141
Gross Area		1,212		1,521

**TOTALS**

Net Assignable	2,398	
Custodial	0	
Circulation	47	
Mechanical	0	
Total Net	2,444	2,444
Construction		289
Gross Area		2,733



## University Guest House

### Basement

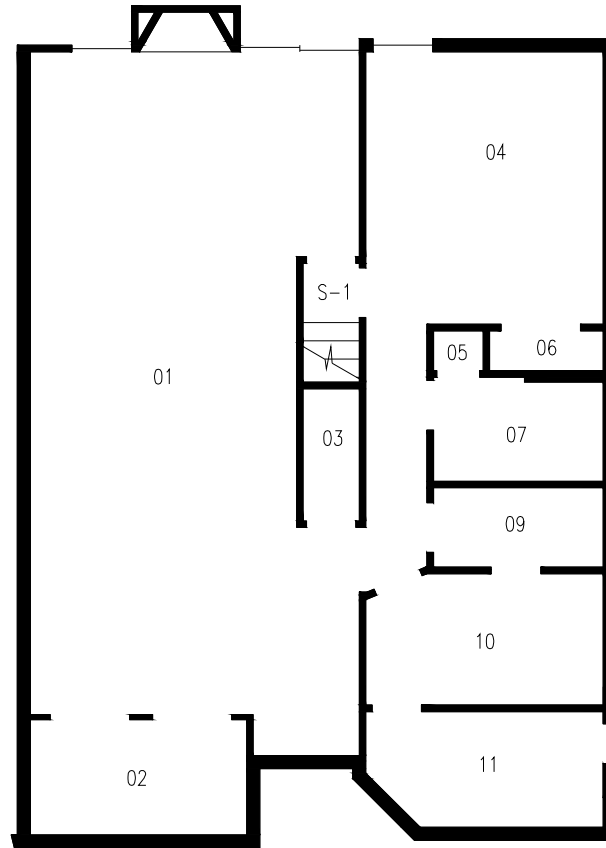
<u>Room No.</u>	<u>Room Name/ Use</u>	<u>Dimensions (ft.)</u>			<u>Area(sq.ft.)</u>
01		15.82	x	33.00	522.08 *
02		11.03	x	5.75	63.45
03		2.83	x	6.67	18.89
04		14.60	x	14.00	204.37 *
05		2.50	x	2.00	5.00
06		5.74	x	2.00	11.47
07		8.38	x	5.25	43.98
09		8.57	x	4.00	34.27
10		11.75	x	6.59	77.41 *
11		11.35	x	5.83	66.17 *
S-1		2.83	x	6.00	17.00
<b>Total Basement</b>					<b>1,064</b>

## University Guest House

### First Floor

<u>Room No.</u>	<u>Room Name/ Use</u>	<u>Dimensions (ft.)</u>			<u>Area(sq.ft.)</u>
101		17.45	x	22.66	395.42 *
105		8.90	x	16.00	142.43 *
106		2.77	x	3.67	10.17
107		11.25	x	23.42	263.44
108		12.19	x	20.50	249.81 *
109		2.32	x	4.17	9.67
110		10.25	x	2.00	20.50
111		9.90	x	4.50	44.53 *
112		0.75	x	1.50	1.13
113		9.88	x	4.75	46.95 *
114		3.08	x	6.33	19.48
115		1.71	x	4.34	7.43
116		11.63	x	12.00	139.50 *
S-1		3.17	x	9.33	29.56
<b>Total First Floor</b>					<b>1,380</b>





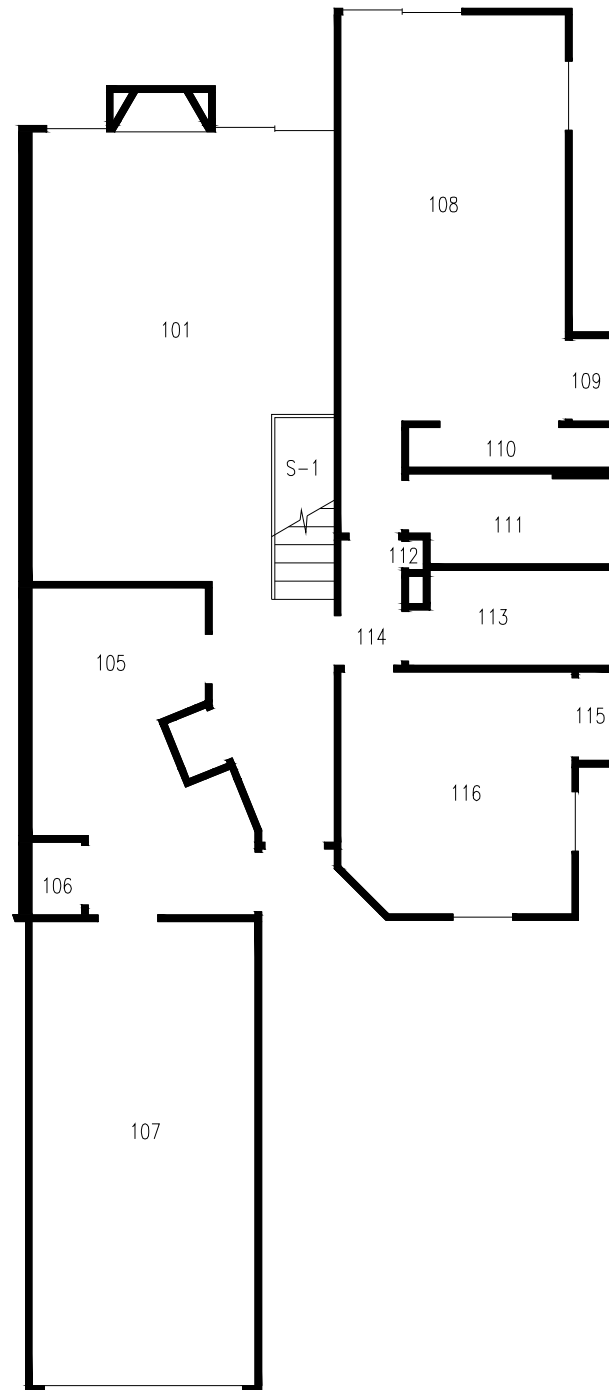
FT 0 5 10

UNIVERSITY GUEST HOUSE – BASEMENT



REV. DATE  
7/2/09





# UNIVERSITY GUEST HOUSE – FIRST FLOOR



REV. DATE  
7/2/09



REPLAT NO. 4 OF  
OTTAWA COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 66  
EXHIBIT "B" TO THE AMENDED MASTER DEED OF  
**RIVER RIDGE AT GRAND VALLEY**  
ALLENDALE TOWNSHIP, OTTAWA COUNTY, MICHIGAN

DEVELOPER: RIVER RIDGE ASSOC., INC. 12475 68TH AVE., ALLENDALE, MI, 49401  
ENGINEER: EXXEL ENGINEERING INC. 5252 CLYDE PARK S.W. GRAND RAPIDS MI. 49509

PHASE III DEVELOPER:  
CADENCE DEVELOPMENT LLC  
O-10775 26TH AVENUE N.W.  
GRAND RAPIDS MI 49544

Description

That part of the SW 1/4, Section 20, T7N, R13W, Allendale Township, Ottawa County, Michigan, described as: Commencing at the SW corner of said Section 20; thence N01°35'20"W 788.00 feet along the West line of said SW 1/4; thence N80°00'E 33.36 feet to the PLACE OF BEGINNING; thence N01°35'20"W 682.54 feet along the Easterly R.O.W. line of 40th Avenue; thence N88°25'00"E 65.11 feet; thence N09°05'29"E 110.99 feet; thence N74°14'39"E 74.00 feet; thence 23.08 feet along a 71 foot radius curve to the left, the chord of which bears N64°56'00"E 22.97 feet; thence S86°27'17"E 70.00 feet; thence N72°40'00"E 115.00 feet; thence N03°09'58"E 174.70 feet; thence N65°33'58"E 225.49 feet; thence S17°00'E 556.76 feet; thence S58°00'00"W 478.98 feet; thence S00°00'W 280.77 feet; thence S80°00'00"W 311.64 feet to the place of beginning.

- \* 1. FACE SHEET
- \* 2. SITE & SURVEY PLAN
- \* 3. UTILITY PLAN
- 4. COMPOSITE PLAN
- ~~5. BUILDING 1~~ (NOTE: SHEET 5 HAS BEEN ELIMINATED)
- 6. BUILDING 2
- 7. BUILDING 3
- 8. BUILDING 4
- 9. BUILDING 5
- 10. BUILDING 6
- 11. BUILDING 7
- 12. BUILDING 8
- 13. BUILDING 9
- 14. BUILDING 10
- 15. BUILDING 11
- \* 16. SITE AND SURVEY PLAN
- \* 17. UTILITY PLAN:
- 18. BUILDING 12
- 19. BUILDING 13
- 20. BUILDING 14
- \* 21. BUILDINGS 1, 15, AND 16

NOTE: THIS IS A MULTI-PHASE CONDOMINIUM PROJECT.  
THE ASTERISK (\*) INDICATES AMENDED OR ARE  
NEW SHEETS WHICH ARE DATED MAY 28, 2003  
THESE SHEETS WITH THIS SUBMISSION ARE TO  
REPLACE OR BE SUPPLEMENTAL TO THOSE PREVIOUSLY  
RECORDED.



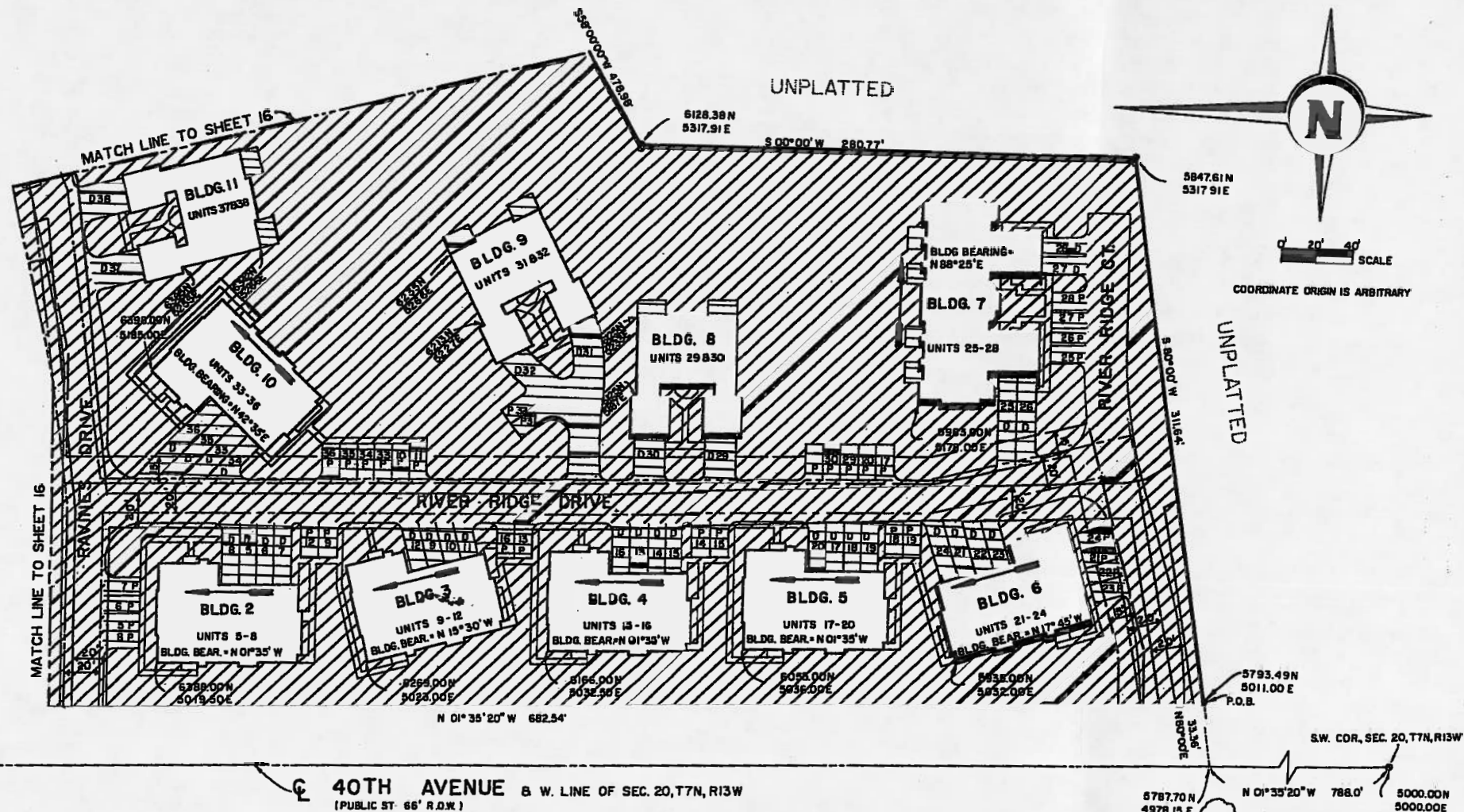
*Erik J. Schnepp*  
AMENDED MAY 28, 2003



*Richard J. Van Laan*  
PROPOSED JUNE 30, 1982  
AMENDED NOV. 11, 1985  
AMENDED AUGUST 14, 1989  
AMENDED JULY 31, 1992



LIBER 4223 PG 188



**SURVEYORS CERTIFICATE.**  
DOUGLAS W. BONNEMA, REGISTERED LAND SURVEYOR OF THE STATE OF MICHIGAN  
HEREBY CERTIFY: THAT THE SUBDIVISION PLAN KNOWN AS OTTAWA COUNTY  
CONDOMINIUM SUBDIVISION PLAN NO. 66 AS SHOWN ON THE ACCOMPANYING  
DRAWINGS, REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION,  
THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND PROPERTY  
HEREIN DESCRIBED. THAT THE REQUIRED MONUMENTS AND IRON MARKERS HAVE  
BEEN LOCATED IN THE GROUND AS REQUIRED BY RULES PROMULGATED UNDER  
SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, THAT THE ACCURACY OF  
THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED  
UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, THAT THE  
BEARINGS AS SHOWN, ARE NOTED ON SURVEY PLAN, AS REQUIRED BY THE RULES  
PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978  
June 30 1982  
Douglas W. Bonnema  
DOUGLAS W. BONNEMA, RLS NO. 12579  
EXCEL ENGINEERING INC.  
3939 CLAY AVE. S.W.  
GRAND RAPIDS MI 49508



LOCATION MAP  
SCALE: 1" = 2000'

NOTE: THE NUMBERS AS SHOWN IN THE DRIVEWAYS AND PARKING AREAS ARE THE NUMBERS OF THE UNITS THEY ARE ASSIGNED TO.  
NOTE: PARKING AREAS NOT ASSIGNED BY UNIT NUMBERS ARE CONVERTIBLE AREAS  
≈ 20' SAN. SEWER EASE. PER L. 962, PG. 963  
≈ 20' STORM SEW. EASE. PER L. 962, PG. 964  
≈ 15' WATERMAIN EASE. PER L. 962, PG. 965  
NOTE: MICH. CON. GAS CO. HAS A BLANKET TYPE EASEMENT ON THIS PARCEL PER L. 963, PG. 414

BENCHMARK ELEV 700.05 (L.S.G.S.) SPIKE IN E. SIDE OF 25' ASH  
BEARINGS BASED ON SOLAR OBSERVATION TAKEN SEPT 18, 1981.  
D= DRIVEWAY  
P= PARKING

AMENDED MAY 28, 2003

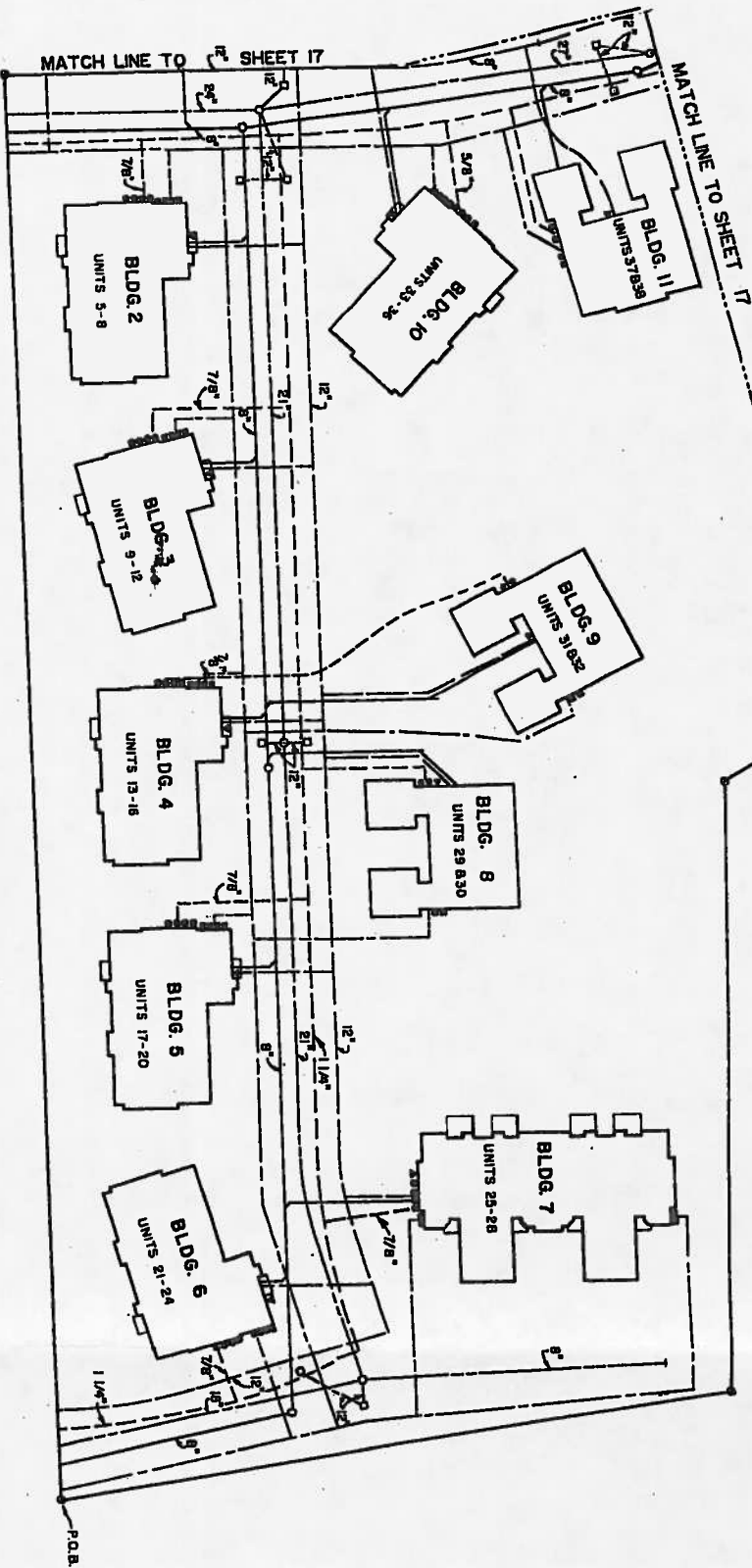


**SITE & SURVEY PLAN**  
**RIVER RIDGE AT GRAND VALLEY**  
EXCEL ENGINEERING INC. 5252 CLYDE PARK S.W. GRAND RAPIDS MI. 49509  
LIMITED COMMON ELEMENT GENERAL COMMON ELEMENT

AMENDED AUG. 14, 1989  
AMENDED JULY 31, 1992

PROPOSED JUNE 30, 1982  
AMENDED NOV. 11, 1985  
SHEET 2





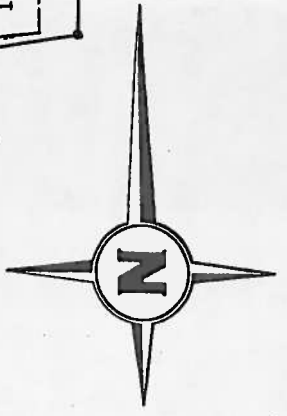
40TH AVENUE & W. LINE OF SEC. 20, T7N, R13W

UTILITY	SOURCE OF LOCATION
WATER	EXCEL ENGINEERING INC.
STORM SEWER	EXCEL ENGINEERING INC.
SANITARY SEW.	EXCEL ENGINEERING INC.
ELECTRIC	CONSUMERS POWER CO.
TELEPHONE	ALLENDALE TEL. CO.
CABLE TV	N. OTTAWA CABLEVISION
GAS	MICH. CONS. GAS CO.

ALL GAS SERVICES ARE 8".  
ALL SANITARY LATERALS ARE 6".  
ALL WATER SERVICES ARE 1 1/2".

- GAS METER
- ▲ WATER METER
- ELECTRIC METER
- MANHOLE
- CATCH BASIN

0' 20' 40'  
SCALE



UTILITY PLAN  
RIVER RIDGE AT GRAND VALLEY  
EXCEL ENGINEERING INC. 5252 CLYDE PARK S.W. GRAND RAPIDS MI. 49509

AMENDED JULY 31, 1992

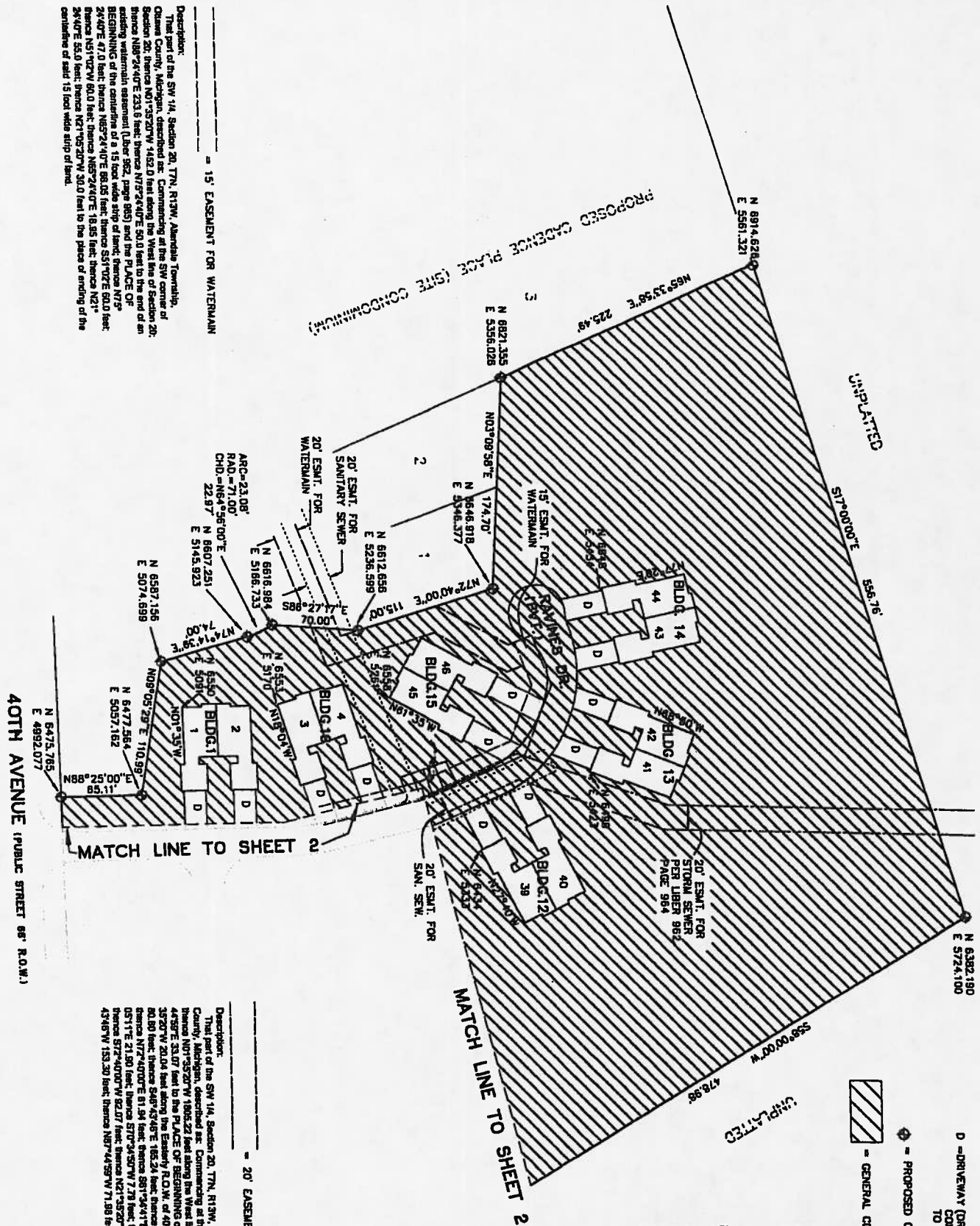
AMENDED MAY 28, 2003



PROPOSED JUNE 30, 1982  
AMENDED NOV. 11, 1988  
AMENDED AUG. 14, 1989  
SHEET 3



**Description:**  
That part of the SW 1/4, Section 20, T7N, R13W, Attadula Township, Ottawa County, Michigan, described as: Commencing at the SW corner of Section 20; thence N01°35'20"W 1452.0 feet along the West line of Section 20; thence N08°24'40"E 233.6 feet; thence N72°44'0"E 50.0 feet to the end of an existing wellhead easement (Liber 982, page 985) and the PLACE OF BEGINNING of the centerline of a 15 foot wide strip of land; thence N72°24'40"E 47.0 feet; thence N08°24'40"E 68.05 feet; thence S51°07'E 60.0 feet; thence N51°02'W 60.0 feet; thence N08°24'40"E 18.85 feet; thence N21°24'40"E 55.0 feet; thence N21°05'20"W 30.0 feet to the place of ending of the centerline of said 15 foot wide strip of land.



40TH AVENUE (PUBLIC STREET 66' R.O.W.)

MATCH LINE TO SHEET 2

**NOTES:**

- 1. BUILDINGS 12, 13, AND 14 ARE BUILT.
- 2. BUILDINGS 1, 15, AND 16 MUST BE BUILT.

20' EASEMENT FOR SANITARY SEWER  
PER LIBER 982, PG. 985

20' EASEMENT FOR WATERMAIN

**Description:**  
That part of the SW 1/4, Section 20, T7N, R13W, Attadula Township, Ottawa County, Michigan, described as: Commencing at the SW corner of Section 20; thence N01°35'20"W 1806.22 feet along the West line of said SW 1/4; thence S80°44'59"E 33.87 feet to the PLACE OF BEGINNING of said easement; thence N01°35'20"W 20.04 feet along the Eastern R.O.W. of 40th Avenue; thence S80°44'59"E 80.80 feet; thence S40°43'45"E 165.24 feet; thence S21°35'20"E 108.01 feet; thence N72°44'0"E 81.94 feet; thence S80°44'59"E 73.50 feet; thence S21°05'11"E 21.50 feet; thence S70°34'50"W 7.78 feet; thence N01°34'11"W 78.49 feet; thence S72°40'00"W 82.07 feet; thence N21°35'20"W 120.12 feet; thence N46°43'45"W 153.30 feet; thence N08°24'40"E 71.88 feet to the place of beginning.

D - DRIVEWAY (DRIVEWAYS ARE A LIMITED COMMON ELEMENT APPURTENANT TO THE ADJACENT UNIT.)

PROPOSED CONCRETE MONUMENT

GENERAL COMMON ELEMENT

**North Arrow**

**Scale**  
0' 20' 40' 80'

**SURVEYORS CERTIFICATE:**  
I, ERIC J. SCHNEPP, LICENSED SURVEYOR OF THE STATE OF MICHIGAN, HEREBY CERTIFY THAT THE SUBDIVISION PLAN KNOWN AS OTTAWA COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 66 ACCOMPANYING SURVEY PLAN REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION, THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LAND AND PROPERTY HEREIN DESCRIBED, THAT THE REQUIRED MONUMENTS AND IRON MARKERS HAVE BEEN PLACED IN THE GROUND AS REQUIRED BY RULES PROULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, THAT THE BEARINGS AS SHOWN, ARE NOTED ON THE SURVEY PLAN AS REQUIRED BY THE RULES PROULGATED UNDER SECTION 242 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

*Eric J. Schnapp*  
May 28, 2003

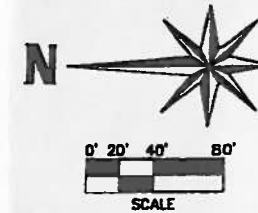
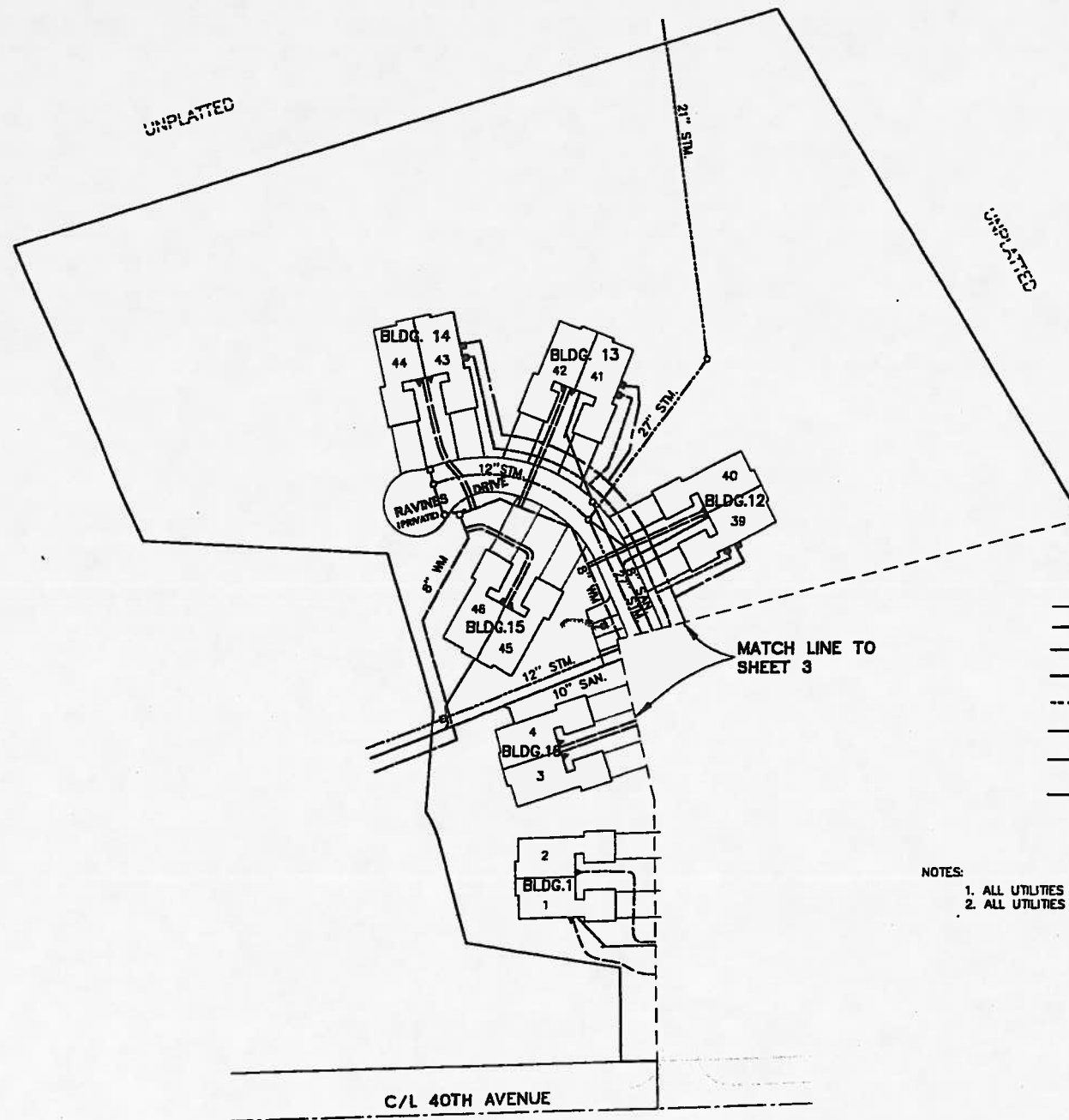
ERIK J. SCHNEPP, P.S. #45503  
EXCEL ENGINEERING INC.  
5252 CLYDE PARK S.W.  
GRAND RAPIDS MI. 49509



**SITE AND SURVEY PLAN**  
**RIVER RIDGE AT GRAND VALLEY**  
EXCEL ENGINEERING INC. 5252 CLYDE PARK S.W. GRAND RAPIDS MI 49509 SHEET 16

PROPOSED AUG. 14, 1989  
AMENDED MAY 28, 2003





ALL WATER SERVICES ARE 1"  
ALL SANITARY SEWER LATERALS ARE 6"

- = HYDRANT
- = CATCH BASIN
- = MANHOLE

NOTE: UTILITY INFORMATION SHOWN HEREON IS PER AVAILABLE RECORD AND SHOULD NOT BE MISCONSTRUED TO BE A GUARANTEE OF COMPLETENESS OR ACCURACY.

NOTE: ELECTRIC LINE, CABLE TELEVISION LINE, AND TELEPHONE LINE SHARE A COMMON TRENCH AND ARE THEREFORE SHOWN AS ONE LINE ON THIS DRAWING.

UTILITY	SOURCE OF INFORMATION
----- = SANITARY SEWER	EXXEL ENGINEERING INC.
----- = STORM SEWER	EXXEL ENGINEERING INC.
----- = WATERMAIN	EXXEL ENGINEERING INC.
----- = GAS MAIN	MICH. CON. GAS CO.
----- = ELECTRIC LINE	CONSUMERS POWER CO.
----- = TELEPHONE LINE	ALLENDALTE TEL. CO.
----- = CATV LINE	N. OTTAWA CABLEVISION

NOTES:

1. ALL UTILITIES SERVING BUILDINGS 12, 13, & 14 ARE BUILT
2. ALL UTILITIES SERVING BUILDINGS 1, 15, AND 16 MUST BE BUILT.

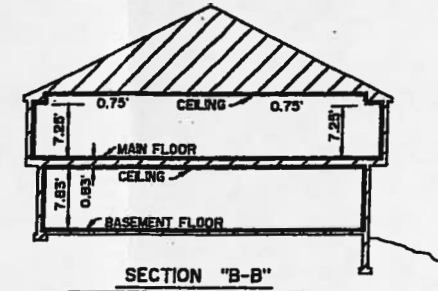
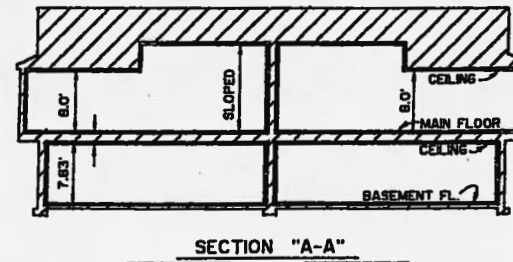
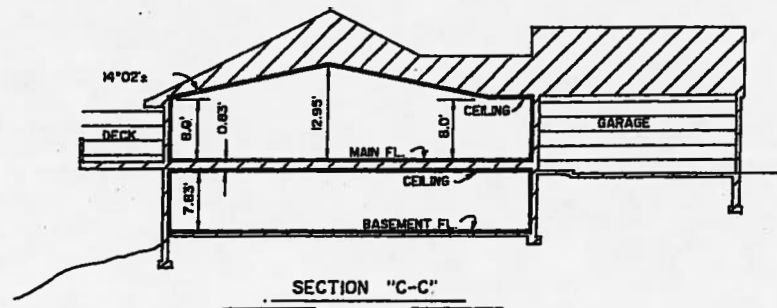
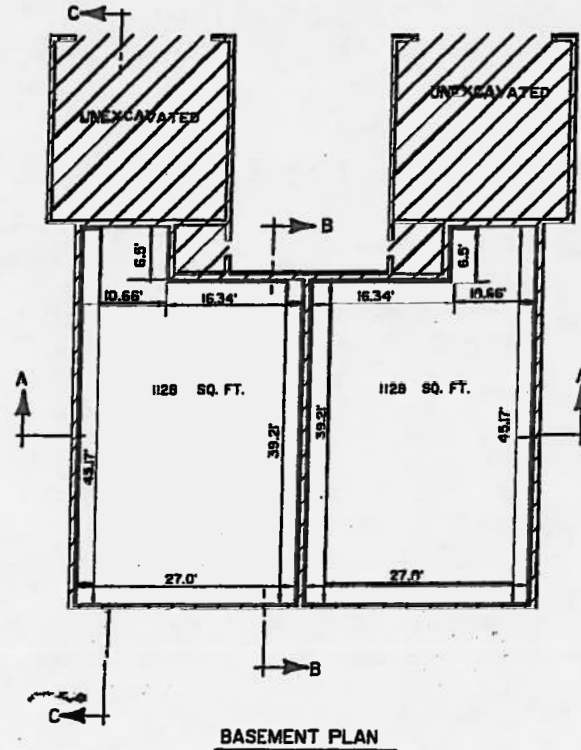
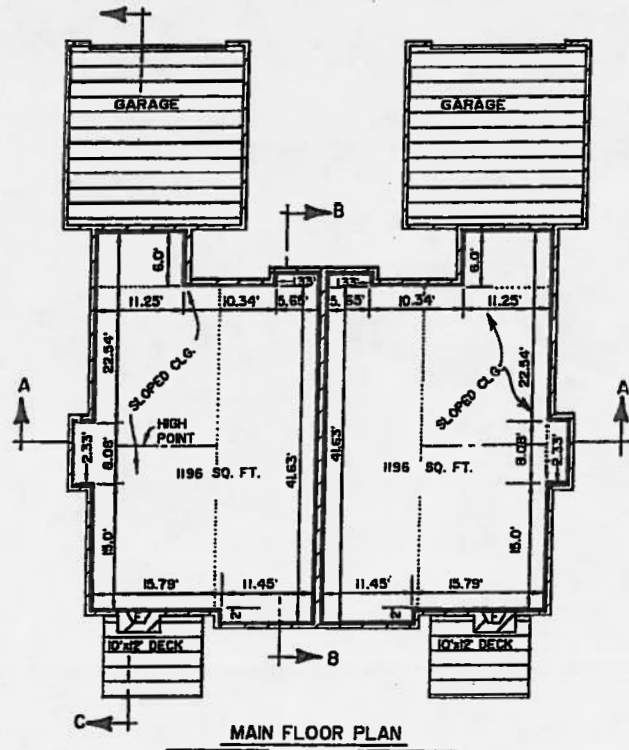


*E. J. Schopp*  
PROPOSED AUG. 14, 1989  
AMENDED MAY 28, 2003

UTILITY PLAN  
RIVER RIDGE AT GRAND VALLEY

EXXEL ENGINEERING INC. 5252 CLYDE PARK S.W. GRAND RAPIDS MI 49509 SHEET 17





MAIN FLOOR EXTERIOR WALLS ARE 0.41'  
PARTY WALLS ARE 0.75'  
BASEMENT WALLS ARE 0.67' UNLESS OTHERWISE NOTED  
— = LIMITS OF OWNERSHIP  
OWNERSHIP LINES ARE AT RIGHT ANGLES TO EACH OTHER UNLESS OTHERWISE NOTED.  
F = FIREPLACE COMBUSTION CHAMBER (L.C.E.)

— = LIMITED COMMON ELEMENT  
— = GENERAL COMMON ELEMENT



UNIT NO.	BAS. FL. ELEV.
1	679.5
2	679.5
3	677.7
4	677.7
45	673.0
46	673.0



*David A. Anderson*  
PROPOSED MAY 28, 2003



# Real Estate—Allendale







GVSU  
CONDO

3  
9  
5  
1











































**Grand Valley State University  
Proposal & Contract  
Bid #218-17**

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_ **Bid No.:** 218-17

Project: **Property located at 3951 River Ridge Ct., Allendale, MI (Parcel # 70-10-20-355-028)**

Bid opening date and time: **Friday, December 15th, 2017 - 5:00 PM**

Location: 2015 Zumberge Hall  
Allendale, MI, 49401

Attached or included are the following proposed Contract Documents:

1. Introduction
2. Instructions to Bidders
3. Specifications
4. Proposal & Contract

Bidder acknowledges receipt of the following addenda:

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

If awarded this contract, upon receipt of contract sign by Grand Valley State University, the undersigned agrees to begin and complete all work in accordance to the schedule coordinated with the Facilities Services Department.

The undersigned proposes to furnish all labor, materials / product, equipment, tools and services required, unless otherwise noted, to complete the work in accordance with the proposed contract.

Documents listed herein, including all addenda issues pertaining to same, for the same, for the sum or sums stated below, and agrees that these documents will constitute the contract if accepted by Grand Valley State University.

The undersigned declares the following legal status in submitting this quotation:

[ ] A corporation organized and existing under the laws of the State of \_\_\_\_\_

[ ] A partnership

[ ] An individual doing business as (DBA) \_\_\_\_\_

The undersigned certifies that company is at least 51% owned, controlled and actively managed by:

☐ African American  
☐ Native American

☐ Asian American  
☐ Woman/Women

☐ Hispanic American  
☐ Disabled Person(s)



The undersigned certifies that their company \_\_\_\_ IS or \_\_\_\_ IS NOT currently debarred, suspended or proposed for debarment by any federal entity. The undersigned agrees to notify the University of any change in this status, should one occur, until such time as an award has been made under this procurement action.

**Bid Proposal Sum for Property:** \_\_\_\_\_ dollars

( \$ \_\_\_\_\_ )

\_\_\_\_\_  
Buyer Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Fax No.

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Tax Identification No.

\_\_\_\_\_  
Date

**ACCEPTANCE:** This proposal is accepted by Grand Valley State University

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Fax No.

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
38 1684280  
GVSU Tax Identification No.

\_\_\_\_\_  
Date