

FLAT RIVER COMMUNITY LIBRARY  
**REQUEST FOR PROPOSALS for Community Room Renovation**

Flat River Community Library is accepting proposals for the renovation of its community room.

The proposal shall include a breakdown of labor and materials for:

- Flooring
- Painting
- Installation of wainscoting
- Updating storage areas
- Development of kitchenette and/or revision of space in existing kitchen
- Adding electrical outlets
- Updating the drop ceiling
- Motorizing existing divider wall
- Clean-up and disposal of materials from site

The proposal shall list the cost for each aspect of the bid. Submissions with creative solutions encouraged. To make an appointment to view the room, or further discuss the project, contact Flat River Community Library Director Mattie Cook at 616-754-6359, ext. 102 or via email at [gremc@lcoop.org](mailto:gremc@lcoop.org).

In addition to the above information, please provide:

- proof of liability insurance
- three references

Flat River Community Library retains the right to adjust the specifications as needed with the service provider. Flat River Community Library reserves the right to accept or reject any or all bids or to award the contract to other than the low bidder. Progressive payment terms to be negotiated.

**Bids will be accepted until Friday, October 24 at 5 pm and may be submitted to:  
Flat River Community Library Attn: Mattie Cook, 200 W. Judd St., Greenville, MI 48838**