



Northwestern
Michigan
College

1701 E. Front Street | Traverse City, MI 49686-3061
(231) 995-1000 | (800) 748-0566 | www.nmc.edu

3-13-2025

Geothermal Exchange System Design, Procurement, and Installation Services
RFP/RFQ
Clarification #2

Question:

(Received March 13, 2025)

1. Page 4 of the RFP/Q states that the “complete and entire response to this RFP must be received by NMC in writing...” Below this statement, #2 states that NMW will accept electronic submittals. **Can you please clearly state whether we may submit our response ONLY via electronic submittal, or if a printed copy is required?**
2. Confirm if Signature Page requires a “wet” signature, or if it may be signed electronically.

Answer:

1. Responses to the RFP/Q may be submitted electronically -OR- Delivered/Mailed. Printed Copies, either mailed, or delivered are not mandatory if submitting electronically. For electronic submissions, please email one copy of all files directly, or provide a share file download to the project contact for access prior to the noted deadline. You will receive a confirmation email to state that your file(s) were received. A follow up phone call after submitting is encouraged to ensure that the documents were received by the project contact. If submission method is delivered or mailed, only one original signed copy is required (do not need to provide two additional copies).
2. Electronically signed signatures for electronic submissions are acceptable. “Wet” signature is not required if stamped with electronic signature.

Ben Herman
Facilities Project Manager
Northwestern Michigan College
1701 E. Front Street
Traverse City, MI 49686
Direct: 231-995-1930
Mobile: 231-649-3371
bherman@nmc.edu

-End of Clarification #2-

Find it here.