



INVITATION TO BID

Date: March 1, 2019

BID ID # 1000

The Village of Marvin will be accepting sealed bids for the construction of the new Village Hall to be located at 10006 Marvin School Road, Marvin NC 28173; all bids are subject to all conditions, and provisions, etc., set forth herein and attached. A single prime combined bid for all work for General, Civil, Structural, Plumbing, Mechanical, and Electrical prime contracts for the construction of a new Village Hall will be accepted from March 11, 2019 until April 1, 2019 at 12:00 p.m. E.S.T. All proposals shall be lump-sum with alternate pricing itemized as instructed. The extent of the work is shown on the drawings & specified in the project manual. All sealed bids must be submitted to the Village of Marvin either in person or by mail to the attention of Village Administrator, Christina Alphin, or Village Clerk, Barbie Blackwell by 12:00 p.m. E.S.T. at 10004 New Town Road, Marvin, NC 28173 at which time and location all bids will be opened publicly and read aloud by the Project Architect. Facsimiles or electronic responses are not acceptable. For purposes of exact time determination, the clock in the Village of Marvin Council Room will be used. **LATE BIDS WILL NOT BE ACCEPTED.**

A pre-bid conference will be held *Friday, March 8, 2019 at 1:00 PM E.S.T. at the current Marvin Village Hall, 10004 New Town Road, Marvin NC 28173.* Although this pre-bid conference is not mandatory, all bidders are strongly encouraged to attend.

PROJECT DESCRIPTION:

The scope of work includes the construction of a new 5,500 SF, 2 level wood framed structure with premium doors & windows which will be used for municipal and assembly use. The second floor of the structure shall be unfinished. The building is composed of general office and assembly spaces, core restroom facilities, various sized conference/community rooms and associated storage. General finishes are specified in the contract documents; all earthwork, paving and site utilities are included. There are three (3) elevations to be considered as follows:

- Base bid which includes synthetic stone veneer and cementitious siding on all elevations as detailed in A2.1 of detail sheets. Village reserves rights to change color of elevation sidings up to Notice to Proceed.
- Alternate one (1): includes cementitious board and batten style material with a synthetic stone veneer foundation finish base on all elevations as detailed in A2.1(a).
- Alternate two (2): includes the entire front elevation to be veneered in synthetic stone while both sides and rear elevations remain consistent with the base bid, as detailed in A2.1(b).

A free CD with digital PDF's of all bid documents will be provided to the General Contractors who attend the pre-bid meeting. Subcontractors, material suppliers, and others who wish to submit bids to the Prime Contract Bidders may obtain prints of the drawing sheets and specification pages for a fee of +/- \$2.75 per single sheet 24"x36" or a free CD with digital PDF's, or a full set of detailed plans may be coordinated and obtained by Urban Architectural Group located at 1242 Mann Drive Suite 200, Matthews, NC 28150.

ACCEPTANCE OF BIDS:

It is the intent of the Village to award a Contract to the lowest responsive, responsible Bidder provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available. The Village reserves the sole right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Village's judgment, is in the Village's own best interests. Alternates will be reviewed in consideration of the overall project cost to determine feasibility within the project budget. The Village shall accept or reject any alternates in any order or combination. To determine the lowest bidder, the Village shall calculate the sum of the total base bid and/or the deduction or addition of the alternates, if accepted.

SPECIAL CONDITIONS:

Bids must be submitted on the Bid Proposal Form (see Project Manual). Bids made otherwise will be subject to rejection. The above Bid # must be shown on front of the envelope in which this bid is submitted. Village of Marvin assumes no responsibility for unmarked envelopes being considered for award. An authorized company representative is required to sign the Instruction to Bidders page in the space provided and return with their response. Bids not signed will automatically be rejected. If Village offices are closed due to inclement weather, the bids shall be opened at the same scheduled hour on the next day the Village Offices are open to the public after the scheduled bid opening date. In the event that an act of nature occurs preventing a firm to attend a mandatory meeting or submitting a bid on time, the Village of Marvin reserves the right to accept or excuse the firm's tardiness. Each proposal must be accompanied by a Bid Deposit of cash, certified check or a fully executed Bid Bond payable to the Village of Marvin in an amount of five percent (5%) of the gross amount of the base-bid proposal executed in accordance with and conditioned as prescribed by North Carolina General Statute 143-129 as amended. If the successful bidder fails to execute the contract within 30 days after the award or fails to give satisfactory surety is required by law, the above deposit will be retained by the Village of Marvin. All contractors are hereby notified that they must be properly licensed under the laws of North Carolina governing their trades. A Payment and Performance Bond will be required each in the sum equal to 100% of the Contract Sum of the accepted bid total. No Bidder may withdraw his bid within 90 days after the scheduled closing time for receipt of bids. Liquidated damages of \$500/day will be imposed if substantial completion of the project is not reached within 8 months from "Notice To Proceed."

Contractors are hereby notified that the Village of Marvin has a verifiable ten (10) percent goal for the participation by minority businesses in the total value of work for which the contract is awarded in order to follow North Carolina G.S. 143-128. Minority percentages will not be the basis for selecting the low bidder. All minority businesses are encouraged to participate in bidding in this project. The Village of Marvin reserves the right to reject any or all bids and to waive informalities.

All bids must include the following supplemental documents:

- NC General Contractor license number as requested in Project Manual;
- Appropriate HUB forms;
- Audited financials for past three (3) years (or internally prepared statements if audits are not available);
- Litigation history including, but not limited to, claims and/or settlements for the last three (3) years;
- History documenting experience with projects of similar size, scope and complexity including that of similar governmental work within last three (3) years (documented in the "Representation Form of Project Manual");
- Proof of bonding;
- Safety history including copies of any complaints, safety violations and/or reports from OSHA and/or any other regulating agency associated with any construction project;
- Current insurance;
- Compliance with Everify;
- Resume for the project manager for project and location of office primary responsible for work.

INSTRUCTIONS TO BIDDERS:

- a. **Submit all documents as required by the Project Manual.**
- b. Bids, amendments thereto or withdrawal requests received after the time advertised for bid opening will be void regardless of when they were mailed.
- c. Attach complete specifications for any permitted substitutions offered or when amplification is desirable or necessary.
- d. When required, furnish samples, free of expense, prior to the opening of bids.
- e. Address and mark bids as indicated in the project manual.
- f. Neither the Owner or the Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- g. A "No Bid" is considered a response.
- h. Bidders shall comply with all other instructions and conditions as set forth in the project manual even if not explicitly stated herein.

CONDITIONS:

- a. The Village of Marvin reserves the right to reject any and all bids, and to waive all technicalities.
- b. The Village reserves the right to make determination on the final colors of all elevations in any alternates presented prior to the "Notice To Proceed", therefore bids should be reflective of potential change in color schemes as detailed in the plans.
- c. In case of default of contractor, the Village reserves the right to purchase any or all items in default in open market, charging contractor with any excessive costs. Should such change be assessed, no subsequent bids nor the defaulting contractor will be considered until the assessed charge has been satisfied.
- d. All materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
- e. Prices bid must be based upon payment in thirty days. Discounts for payment in less than thirty days will not be considered in making award.
- f. The right is reserved in case tie bids are received to make award as considered to be most advantageous to the Village of Marvin.
- g. The successful bidder shall indemnify and save harmless the Village of Marvin and all Village officials, agents and employees, from all suits or claims of any character brought by reason of infringing on any patent trade mark or copyright.
- h. Bidders must guarantee price for a period of not less than **120 days**.