

Issue Date: May 13, 2020

South Portland, Maine

SECTION OO 11 16

INVITATION TO BID

City of South Portland, Maine

West End Fire Station HVAC Upgrade Project

Bid# 43-20

Sealed bids for construction of the South Portland West End Fire Station HVAC Upgrades project will be received by the South Portland Facilities Manager and Purchasing Agent (Owner) at the South Portland City Hall, 25 Cottage Rd., South Portland, Maine 04106 until 2:00pm (E.S.T.), Thursday, June 4, 2020 and then at said office will be opened, read and an email letter of intent will be sent directly to the bid winner on Thursday, June 11, 2020. Bids submitted after this time will not be accepted. Each Bidder must submit a single sealed envelope, the outside of which must be clearly marked "West End Fire Station HVAC Upgrades Project" with bid number (43-20) and the name of the entity submitting the bid.

The scope of work, alternates, drawings and all project related information can be located in the CD SPECS provided by ALLIED ENGINEERING.

This contract is expected to be funded in whole by the City of South Portland.

Bids will be received for a single prime Contract.

Contract work may begin after the letter of intent has been presented to the Bid Winner. Project completion date shall be on or before Friday, July 31, 2020 and ready for final payment as set forth in the Contract Agreement.

The issuing office for the Bidding Document is:

City of South Portland
Purchasing
Agent
Colleen
Selberg
25 Cottage Rd.
South Portland, ME 04106

Questions will be fielded by the Engineer and City representative on Thursday, May 21, 2020 10:00am, via a MANDATORY Pre-Bid Walk Through Web-Ex. All Potential

Bidders must email by "4:30 pm on Tuesday, May 19, 2020 to sign-up for the Web-Ex Pre-Bid question session. Questions may also be transmitted by e-mail to the Engineer adavis@allied-eng.com or the City of South Portland's Facilities Manager dcunningham@southportland.org. Any questions received after 2:00pm on Friday, May 29, 2020 may not be answered.

No Bid may be withdrawn unless released by the City of South Portland.

The City of South Portland reserves the right to reject any or all Bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. The City of South Portland further reserves the right to reject the Bid of any Bidder whom if it finds, after reasonable inquiry and evaluation, to not be eligible or responsible.

The City of South Portland may also reject the Bid of any Bidder if The City believes that it would not be in the best interest of the Project or the public to make an award to that Bidder. The City of South Portland also reserves the right to waive any technical or legal deficiencies and all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the successful Bidder.

Upon request by the City of South Portland, the Apparent Low Responsive Bidder shall provide evidence, in the form of a bank statement or letter of credit, from a financial institution indicating cash on hand, or available credit line or credit sufficient to purchase the materials required to complete the work. Alternatively, the Apparent Low Responsive Bidder shall provide evidence of a line of credit from its vendors sufficient to purchase the materials to complete the work.

The Contractor shall not award work valued at more than fifty percent (50%) of the contract price to subcontractor's, without prior written approval of the City of South Portland.

Site visits and work at the site may be governed by the City of South Portland's Safety Program.

The City of South Portland is exempt from Maine state sales taxes on materials and equipment to be incorporated in the work (Exemption No. E45982). Said taxes shall not be included in the Bid.

IMPORTANT DATES AND TIMES:

Web-Ex Sign-Up: Tuesday, May 19, 2020, 5:00PM.

Pre-Bid walk through(Web-Ex): Thursday, May 21, 2020, IO:OOAM.

Bid due date: Thursday, June 4, 2020, 2:00PM.

Letter of Intent: Thursday, June 11, 2020, 9:00AM —
E-Mail. Project Completion Date: Friday, July 31,
2020, 5:00PM.

END OF SECTION

-

Facilities Department

David Cunningham
Facilities Manager

19-092
Issue Date: May 13, 2020

West End Fire Station HVAC Upgrades Project
South Portland, Maine

ARTICLE 1 - BID RECIPIENT

1.01 This Bid is submitted to:

PROJECT IDENTIFICATION:

South Portland West End Fire Station HVAC Upgrades Project

BID# 43-20

THIS BID IS SUBMITTED TO:

City of South Portland
Purchasing Agent-Colleen Selberg
25 Cottage Rd.
South Portland, Maine 04106

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City of South Portland in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - BIDDER'S REPRESENTATIONS

2.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following addenda:

Addendum No.	Addendum Date	Addendum Cost

B. Bidder acknowledges that its Bid will be rejected if the issuing Office does not have a record that the Bidder has received at least one (1) e-mailed copy of the bidding documents from the issuing Office in the name of the Bidder that appears in the Bid.

C. Bidder has attended the Web-Ex Pre-Bid walk through session, conducted a thorough, alert visual examination of the Site and adjacent areas, and became familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress and performance of the Work.

D. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

E. Bidder has considered the information known to bidder itself; information and observations obtained from Pre-Bid Web-Ex; the Bidding documents; and the site related drawings identified in the Bidding documents, with respect to the effect of such information, observations, and documents on (1) the cost, the progress, and performance of the work; (2) the means, methods, techniques, sequences and procedures of installation to be employed by the Bidder; and (3) Bidder's safety precautions and programs.

F. Bidder has given Engineer and the City of South Portland written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer and the City of South Portland is acceptable to Bidder.

G. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

H. Bidder acknowledges that all prices set forth in its Bid are based on the presumption that the Successful Bidder will furnish the materials and equipment specified or described in the Bidding Documents, as supplemented by Addenda and that any assumptions regarding the possibility of post-award approvals of "or-equal" or substitution requests are made at Bidder's sole risk.

I. Bidder understands that, if a Contract is to be awarded, it will be awarded to the lowest responsive, responsible Bidder whose evaluation by the City of South Portland indicates to the City of South Portland that the award will be in the best interest of the project and the public.

J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the work required by the Bidding Documents.

k. Bidder understands that the City of South Portland reserves the right to reject any or all Bids and acknowledges that the City of South Portland's determination, evaluation and rejection of a Bid shall be final and without appeal to any other authority including courts of competent jurisdiction.

Bid Form
00 41 01-17

ARTICLE 3 - BIDDER'S CERTIFICATION

3.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from Bidding;
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract. For the purposes of this paragraph 3.01 D:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the Bidding process;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the Bidding process to the detriment of Owner, (b) to establish Bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the Bidding process or affect the execution of the contract.

E. If Bidder is awarded a Contract, it shall incorporate the applicable provisions of the Contract Documents into all subcontracts and Purchase Orders so that such provisions will be binding upon each Subcontractor or Supplier.

Bid Form
00 41 01-18

ARTICLE 4 - BASIS OF BID {SPECIFIER TO MODIFY ACCORDINGLY}

4.01 Bidder will complete the work in accordance with the Contract Documents for the following price(s) EXCLUDING SALES, STORAGE AND USE TAX:

ITEM No. DESCRIPTION BID UNIT PRICE QUANTITY TOTAL BID PRICE

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

TOTAL BID PRICE (INCLUDING ANY ITEMS LINES 1-10): \$ _____

ARTICLE 5 - TIME OF COMPLETION

5.01 Bidder agrees that the Work will be completed and ready for final payment in accordance with the dates indicated in the agreement.

5.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time.

avid Cunningham
Facilities Manager

19-092
Issue Date May 13, 2020

West End Fire Station HVAC Upgrades Project
South Portland, Maine

Bid Submittal

BIDDER: [Indicate correct name of bidding entity]

By:
[Signature]

[Printed Name]

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture,
attach evidence of authority to sign.)

Attest:
[Signature]

[Printed Name]

Title:

Submittal Date:

Address for giving notice:

Telephone Number:

Fax Number:

Contact Name and e-mail Address:

Bidder's License No.:

(where applicable)

Bidder's EIN/FEIN No.:

Communications concerning this Bid shall be addressed to the Bidder's representative as follows:

Name:

Title:

Business Address:

Telephone Number:

Fax Number:

E-mail address:

END OF SECTION