



Saline County Bid Packet

#2019-05-13

MAINTENANCE DEPARTMENT: NEW ROOFS FOR BENTON
DISTRICT COURT & DEPT. OF HUMAN SERVICES

Angel .Koder
PURCHASING SPECIALIST | 200 N. MAIN ST. BENTON, AR 72015

Bid Document for Maintenance Department: New roofs for Benton District Court & Department of Human Services Bid Number 2019-05-13

BID OPENING LOCATION:

Saline County Courthouse
200 N. Main St., Suite 116
Benton, AR 72015

MAIL BID TO OR DELIVER TO:

Saline County Courthouse
200 N. Main St., Suite 116
Benton, AR 72015

Bid Opening Date: May 13, 2019

Time: 2:00 P.M.

Sealed bids for material, labor, and equipment necessary to complete each item of work listed in the Bid Schedule of the Bid form; including profit, overhead costs, and applicable taxes and fees to roof Benton District Court and Department of Human Services.

Bidding documents may be obtained from Saline County Courthouse, 200 N. Main St., Suite 116, Benton, AR 72015 during regular business hours, 8:00 a.m. – 4:30 p.m., Monday – Friday; via email angel.koder@salinecounty.org or via the website www.salinecounty.org.

Instruction to Bidders:

To be considered responsive, Bids must be made in accordance with the following instructions:

1. RECEIPT AND OPENING OF BIDS:

Saline County (hereinafter called the "Owner") invites Bids on the Bid Form attached hereto; all blanks which must be appropriately filled in. Bids will be received by the Saline County Purchasing Specialist, Suite 116, Saline County Courthouse, 200 North Main St., Benton, Arkansas, until 2:00 p.m., May 5, 2019.

The Owner may consider informal any Bid not prepared and submitted in accordance with the provisions hereof and may waive any irregularities or reject any or all Bids. Bids received prior to the time of opening will be kept unopened. *Any Bid received after the time and date specified will not be considered.* No responsibility will be assumed by any person for the premature opening of a Bid not properly addressed and identified; such bids will be rejected.

2. PREPARATION OF BID:

Use Bid Form found herein. Bid prices are to be filled in ink or typewritten, in both words and figures. The signature of the individual authorized to bind the Bidder shall be in longhand. Each bid must be submitted in a sealed envelope bearing on the outside the name of Bidder, address, and Bid Number for which bid is submitted, clearly written, and "**BID ENCLOSED**" noted on the envelope.

3. CONDITIONS OF WORK:

Before submitting a Bid, Bidders shall carefully examine the General Conditions of the Contract, the Specifications under the Contract, the Terms and Standard Conditions, visit the site(s) of the work, fully inform themselves as to all existing conditions and limitations, and shall include in the Bid the sums to cover the cost of **all items** included in the Contract. The contact person for this project is Joel Prince, Saline County Building Superintendent, (501)-317-2518, joel.prince@salinecounty.org.

Insofar as possible the Contractor, in carrying out his work, must employ such methods or means as will not cause any interruption of, or interference with others.

4. LAWS AND REGULATIONS:

The Bidder's attention is directed to the fact that all applicable State laws, county ordinances, and rules and regulations of all authorities have jurisdiction over construction of the project and shall apply to the Contract throughout and will be deemed to be included in the Contract the same as though if written out in full.

5. OTHER:

It shall be understood by submission of Bid that Bidder agrees to the General Conditions as herein specified and if Bid is found to be acceptable to Saline County, the Bid Document will serve as a Contract Agreement with Saline County.

Bid prices shall remain in effect for a period of one hundred twenty (120) days.

TAXES: Saline County is NOT exempt from Arkansas State Sales and Use Taxes, or local option city/county sales taxes, when applicable, and bidders are RESPONSIBLE to the State Revenue Department for such taxes. ALL APPLICABLE TAXES SHALL BE INCLUDED IN THE BID. The total sales & use tax rate in the City of Benton is 9.375%.

EXECUTION OF BID

Upon signing this Bid, the bidder certifies that he/she has read and agrees to the requirements set forth in this bid proposal including specifications, conditions and pertinent information regarding the articles being bid on, and agrees to furnish these articles at the prices stated. Unsigned bids will be rejected - no exceptions.

NAME OF COMPANY:	PHONE NUMBER:	FAX NUMBER:
BUSINESS ADDRESS, STREETS:	CITY:	STATE: ZIP
SIGNATURE OF AUTHORIZED PERSON:		DATE:
PRINTED OR TYPED NAME:		TITLE:

STATE CONTRACTORS LICENSE NUMBER: _____

***** **Signature:** _____ *****

GENERAL CONDITIONS:

1. When submitting an "Invitation to Bid", the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition, bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid".
2. When bidding other than the brand and/or model specified in the "Invitation to Bid", the brand and/or model must be listed and descriptive literature attached to bid document.
3. Specifications furnished with this "Invitation to Bid" are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price. Other than designated brands and/or models approved as equal to designated products shall receive equal consideration.
4. When required, samples of items must be furnished free and, if not called for within 30 days from the date of the bid opening, will become the property of the Owner.
5. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated facility within Saline County. Charges may not be added after the bid is opened.

6. In the event a contract is entered into pursuant to the "Invitation to Bid", the bidder shall not discriminate against any qualified employee or applicant for employment because of race, sex, color, creed, national origin or ancestry. The bidder must include in any and all subcontracts, a provision similar to above.

7. Quality, time and probability of performance may be factors in making an award.

8. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.

9. Any ambiguity in any bid as the result of omission, error, lack of clarity or noncompliance by the bidder with specification, instructions and all conditions of bidding shall be construed in the light most favorable to the Owner.

10. All terms and conditions stated herein shall constitute a complete and integrated document and the covenants contained herein shall not be altered or modified by paroled evidence unless such modifying term, conditions or covenants are in writing and are signed by the vendor and the agent of Owner.

11. CONSTRUCTION:

A. The Contractor is to supply the Owner with evidence of having and maintaining proper and complete insurance, specifically Worker's Compensation in accordance with the laws of the State of Arkansas, public liability and property damage. All premiums and costs shall be paid by the Contractor. In no way will the Owner be responsible in case of accident.

B. Bid Bond: A cashier's check or corporate bid bond in the amount of 5% of the total bid is required, pursuant to Arkansas Code Annotated § 22-9-203 (c)(2)(A)(i).

C. Performance and Payment Bonds: Pursuant to Arkansas Code Annotated § 18-44-503 (a), no contract in any sum exceeding \$20,000.00 providing for the repair, alteration, or erection of any public building, public structure, or public improvement shall be entered into by the County unless the contractor shall furnish to the County a bond in the sum equal to the amount of the contract. Any surety bonds required by the County shall be in compliance with Arkansas Code Annotated § 18-44-506 and § 22-9-401. A Performance Bond is required.

12. Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on the bid form and/or provided for by the plans and specifications.

13. Whenever a bid is sought seeking a source of supply for a specified period of time for materials and/or services, the quantities of usage shown are estimated ONLY. No guarantee or warranty is given or implied by the participants as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for the bidders' information ONLY and will be used for tabulation and presentation of the bid and the participant reserves the right to increase or decrease quantities as required. Bidder agrees to this condition upon the signing of this document.

14. Saline County reserves the right to reject any and all bids, to accept in whole or in part, to

accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the bid will be considered non-responsive.

15. Specifications: Complete specifications should be attached for any substitution or alternate offered, or where amplification is necessary. Bidder's name must be placed on all attachments to the bid.

16. Exceptions to Specifications: Any exceptions to the bid specifications must be stated in the bid. Any exceptions to manufacturer's published literature must be stated in the bid, or it will be assumed that bidder is bidding exactly as stated in the literature.

17. Identical Bids: In the event of two or more identical bids, Arkansas Code Annotated § 14-22-111 shall apply.

18. Each bid must be submitted in a sealed envelope bearing on the outside the name of Bidder, address, and Bid Number for which bid is submitted, clearly written, and "**BID ENCLOSED**" noted on the envelope.

BID SCHEDULE:

See "Attachment "A"" attached hereto.

ATTACHMENT "A"

*******SPECIFICATIONS FOR BENTON DISTRICT COURT*******
1609 EDISON AVE. BENTON, AR 72015

1. Replace all shingles with 30-year Architectural Shingles.
2. Replace all surfaces with new 30lb felt or synthetic felt.
3. Replace all pipe jacks with new flashings.
4. Replace all ventilation units (turtle vents, turbing, & ridge vents).
5. Use 1 ¼ coil nails on all roofing materials.
6. Inspect all flashing materials & replace according to roof warranties.
7. Replace any and all decking.
8. Inspect all drip edge and replace accordingly.
9. Haul off all job-related debris.
10. 2-year labor warranty requested.

Bid Price: \$ _____

Sales & Use Tax (9.375%): \$ _____

Total Bid Price: \$ _____

*******SPECIFICATIONS FOR DEPT. OF HUMAN SERVICES*******
1603 EDISON AVE. BENTON, AR 72015

11. Replace all shingles with 30-year Architectural Shingles.
12. Replace all surfaces with new 30lb felt or synthetic felt.
13. Replace all pipe jacks with new flashings.
14. Replace all ventilation units (turtle vents, turbing, & ridge vents).
15. Use 1 ¼ coil nails on all roofing materials.
16. Inspect all flashing materials & replace according to roof warranties.
17. Replace any and all decking.
18. Inspect all drip edge and replace accordingly.
19. Haul off all job-related debris.
20. 2-year labor warranty requested.

Bid Price: \$ _____

Sales & Use Tax (9.375%): \$ _____

Total Bid Price: \$ _____

*******TOTAL BID PRICE FOR BOTH: _____*******

