

Lindon City
100 North State Street
Lindon, UT 84042-1808



TEL 801-785-5043
FAX 801-785-4510
www.lindoncity.org

Request for Bids Lindon City Center Elevator Addition

Bids Due: ~~Monday~~ **Wednesday**, July ~~10~~ **12**, 2017 at 1:30pm

1.1 Construction Services for Lindon City

Lindon City is seeking contractors to submit bids for the remodel of the Lindon City Center building in order to install an elevator in the existing structure. If you would like to submit bid, please review the attached pages and supply the requested information and bid by ~~Monday~~ **Wednesday**, July ~~10~~ **12**, 2017 at 1:30pm.

1.2 Project Description

Lindon City plans to construct a new elevator within the Lindon City Center office building. The two-story building will need to remain open and accessible to the public and city employees during construction. Remodel of a conference room, hallways, and some office space around the elevator is necessary. The building is located at 100 North State Street, Lindon, UT 84042.

This project is partially funded through a Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG). The contractor will be required to comply with all federal labor standards and attendant laws, including the payment of the most current Davis-Bacon wages and compliance with Section 3 to provide employment opportunities for lower income persons. Local, minority and woman owned business owners are encouraged to bid. The lowest responsible bidder will be selected.

Contractor must be registered to work on federally funded projects and must provide a DUNS number for the principle contractor. Davis-Bacon wages are required to be paid to all contractors and sub-contractors with HUD Form 4010 requirements needing to be followed. Contractor eligibility verification with federal standards will be required.

Full bid documents and plans are available for download at <http://www.lindoncity.org/city-contracts/bids-awarded.htm> . Bid packages are also posted on SciQuest/Jaggaer.

Scope of work is anticipated to include the following general items:

- Remodel existing two-story commercial office facility to install a public elevator:
 - Project includes demolition, concrete/framing/finish work, electrical, and mechanical work on a fully sprinkled building.
 - Installation of commercial public elevator
 - Remodel some existing office space and a conference room adjacent to the elevator
 - Working with owner to determine final finishes / specs (carpet, colors, cabinet laminates, etc.)
 - Combination of wood frame shaft extending into attic area and concrete footing/elevator pit construction. No exterior building penetrations are anticipated.
- **City facilities will be in use during construction.** Maintaining public access during construction is critical.
 - Pedestrian and employee access to city facilities will be required M-F, 8 to 5pm and Tuesday evenings until midnight. Typically no one is in the building on weekends or holidays.
 - Dust control throughout the interior of the building is required.
 - Maintaining power as reasonably as possible to the building during construction is required.
- Construction plans and specifications by Rather Architecture are available for download at the following link: <http://www.lindoncity.org/city-contracts/bids-awarded.htm>

- A pre-construction meeting is required to be held prior to the start of construction at which time the contractor and sub-contractors shall be advised of their responsibilities and obligations regarding the labor standards provisions and the Wage Decision contained in the contract documents and to review Davis-Bacon compliance matters.



1.3 **Estimated Timelines for Bidding & Construction**

A draft timeline for bidding selection and construction is below:

Pre-bid meeting (100 N. State Street, Lindon, UT)	Wednesday, June 28, 2017 at 3:00pm
Bids due / Bid opening (100 N. State Street, Lindon, UT)	Monday Wednesday , July 10 12 , 2017 at 1:30pm
Lindon City Council Awards Bid	July 18, 2017
Construction Time Frame	July 21 st to October 16 th (~90 Days)*

**(Completion date can be adjusted depending if there is cost savings available due to a delay in timing. Liquidated damages of \$500 per day will be applied if project is not completed on time.*

1.4 **Submittal Content**

A. **Bid / Fees / Rates for Services:**

- Submit all pricing, fees, rates, and total cost to complete project as part of the bid. Bid shall be all-inclusive of work needed for project to be completed as a 'turn-key' project. *Please use the bid form 004113 and cost breakdown form to detailed costs of work.*

B. **Bid Bond**

Using Bid Form 004113 provided in the Project Manual (specs) contractor shall submit the bid accompanied by a bid bond, certified check, or cashiers check in the amount of 5% of the bid amount made payable to City of Lindon.

Supplemental Information:

C. **Relevant Firm Experience, Qualifications, and Capacity**

Submissions should include:

- Firm names, addresses, contact information, contact email, and current licensing;
 - Please provide a copy of the current contractor license information (the minimum license required for this project is a B-100 license);
 - Provide license holder name, type of license, federal DUNS number, and any supplemental classifications held; and
 - Please state and explain any disciplinary actions taken by the State of Utah to revoke or suspend the above license or attempts to investigate the license holder for business or construction related reasons (include on a separate and attached sheet of paper).
- A brief history of the firm, including:
 - years of operation
 - staff qualifications / certifications

- intended project managers and/or project superintendent and their previous work experience on similar buildings, etc.; (NOTE: project references should include projects performed by these individuals);
- list of similar past projects with location and building owner contacts
- Verification of firm capacity to complete project.
 - Include any details that show contractor can complete project by October 16, 2017 and willingness (or not) to commit to a specific contract time with possible penalties and/or liquidated damages if project is not completed on time;
- Any other qualifications applicable to demonstrate expertise and ability to successfully complete this specific type of project.

D. Insurance Coverage

Provide insurance certificate of coverage (or verification that insurance can be obtained) to work in the State of Utah with the following minimum coverages:

- Workers Compensation Insurance: \$1,000,000
- General Liability Insurance: \$2,000,000
- Automobile Liability Insurance: \$1,000,000
- Amount of contractors Excess Liability Insurance (if any)

E. Bonding capability

A bond covering the cost of the construction project will be required. Please provide a letter from your bonding agent or surety addressing the following:

- Name of Surety (surety must be licensed in the State of Utah, have an A.M Best rating of A X or better, and listed in the U.S. Treasury Circular 570 of acceptable sureties);
- Name and phone number of surety underwriter (not agent);
- List if any surety has ever paid a claim or finished a project for this entity;
- List largest bid bond issued for this entity in the last three years;
- List largest performance and payment bond issued for this entity in last three years;
- List date of last performance and payment bond issued for this entity;
- and, list single project and aggregate bonding capacity of this entity.

1.5 Evaluation and Selection

The City anticipates that it will award the bid to the lowest responsible bidder. 'Responsible bidder' will be determined through verification of appropriate licensing and insurance/bonding coverage, reasonable completion of similar project experience, references, demonstrated ability to perform and meet construction time frames, and professional qualifications.

Lindon City shall not be bound by any statements, representations, conclusions, or assumptions made by any party, whether oral or written, except for written statements that are issued in an Addendum to all prospective bidders. While it is the intent of the Lindon City to proceed with this bid selection, this solicitation does not obligate the City to enter into a contract with any respondent. Lindon City reserves the right to:

1. Disqualify incomplete bid proposals;
2. Waive minor defects in the bid proposals;
3. Request additional information from respondents;
4. Change the nature or scope of the project, without penalty;
5. Reject any or all proposals, without penalty; and
6. Take any steps deemed necessary to act in the best interest of Lindon City.

1.6 Submittal Requirements

Provide one (1) hard or digital copy of the bid and other required submittal information no later than **1:30 P.M. MDT on ~~Monday~~ Wednesday, July 10 12, 2017**. Late proposals will not be accepted.

Deliver hard copies to: Lindon City
Attn: Adam Cowie

100 North State Street
Lindon, Utah 84042

Digital submittals should be sent to: acowie@lindoncity.org

For questions, please contact Adam Cowie at 801-785-5043 or by email at acowie@lindoncity.org.

So as to maintain consistent delivery of information, proposers are instructed **not** to contact other City Staff or Elected Officials regarding this project.