

Invitation to Bid Sidewalk Extension Flat Rock NC

October 28, 2009

Re: Village Center Trail Construction Project Invitation to Bid.

To prospective bidders,

The Village of Flat Rock (herein the “Village”) is receiving bids to construct an extension to the existing concrete paver walkway along two sides of state road NC 225 within the Village. This Village Center Trail extension runs along NC 225 from the Flat Rock Post Office south to the intersection with Memminger Dr. and from the Old Post Office along NC 225 north to the northern boundary of the Blue Ridge Fire and Rescue property, totaling approximately 1000 lineal feet (see design for precise dimensions) of new paver trail.

The project includes drainage structures, landscaping, etc. A complete set of plans (1 sheet design drawing plus approx. 85 pages of documents) is available at the Village Office (828-697-8100). A non-refundable fee of \$50 will be charged for each set of the bid package or an electronic copy in PDF format is available via email at no charge. All details and specifications are shown on the plans.

The contractor must be prequalified and in the NCDOT vendor system. If you are unsure of your status see the NCDOT site below.

<https://apps.dot.state.nc.us/vendor/directory/>

If you are not currently on the list go to the following website:

http://www.ncdot.org/business/ocs/download/POC_PrimePrequal_Form_rev2.doc

and fill out the form as a POC prime. Fax the information into Mr. Mickey Biedell at 919-733-3584. Mickey can be reached at 919-733-5616 x 313 if there are any questions.

The contractor must have a Dun and Bradstreet D-U-N-S number. One can be obtained at:

<http://fedgov.dnb.com/webform>

The Village will provide a project manager who will be responsible for overseeing the implementation of this construction contract. All questions should be forwarded to him during bid preparation. In addition, all bidders shall attend a pre bid conference in the Village Hall at one PM on **November 10, 2009 at 1:00 pm** with the project manager prior to bid preparation and walk the site to become familiar with the project. NCDOT officials will be in attendance to answer questions. The project manager is:

Ed Lastein
P.O. Box 943
Flat Rock, NC 28731
828-243-4044

When preparing the Itemized Proposal form for this contract, the section numbers shown in the second column reference **NCDOT 2006 Specifications Book** which can be found at <http://www.ncdot.org/doh/preconstruct/ps/specifications/english/2006.html>

Assure that your bid considers all aspects as detailed in the sections referenced therein.

This is an ARRA funded project. Therefore, the selected contractor will be responsible for providing to the project manager, or his designee, monthly reports on the first of each month, or the last business day before the first, by completing Monthly Employment Report FHWA-1589 and Monthly Recipient Status Report NCDOT-1585. These forms are available in the Village office or via email.

Title VI of the Civil Rights of 1964

The Village of Flat Rock, in accordance with the provisions of Title VI of the Civil Rights of 1964 (78 Stat.252) and the Regulations of the Department of Transportation (49 C.F.R., Part 21), issued pursuant to such act, hereby notifies all bidders that it will affirmatively insure that the contract entered into pursuant to this notice will be awarded to the lowest responsible bidder without discrimination on the grounds of sex, race, color, or national origin.

This project has a target Disadvantage Business Enterprise (DBE) goal of two percent (2%). See the appropriate section in the bid package for details. NCDOT certified DBE firms can be found at:

<https://apps.dot.state.nc.us/vendor/directory/default.aspx#0>

The contractor must achieve the DBE goal or provide justification that a good faith effort was made to solicit DBE firms in accordance with 49 CFR 26.

Each bidder shall comply with the following items:

1. Each bidder shall possess state and local licenses as are required by law, and shall furnish satisfactory proof to the Village upon request that the licenses are in effect during the entire period of the contract.
2. Each bidder shall provide several references for similar concrete paver construction projects they have completed.
3. Contractor shall have in effect worker's comp, general liability, and unemployment insurance. Contractor shall furnish satisfactory proof to the Village upon request that the insurance is in effect during the entire period of the contract.
4. Federal Highway Administration Policy Guide 23 CFR 635A Section 635.109 Standardized Changed Conditions Clauses.
5. Bidder shall perform a minimum of 30 % of the total contract price by its own organization.
6. Guarantee all work for one year from acceptance by the Village.
7. Bidder shall provide a competent superintendent who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations.
8. All work shall be complete within 90 calendar days of awarding contract start date, weather permitting. If the season does not permit installation of sod then contractor shall over seed sod areas with winter rye grass, cover with a layer of wheat straw mulch, and add surge stone check dams in swales to control erosion. Contractor shall be responsible for maintenance of check dams and swales throughout the winter. Immediately upon favorable growing conditions sod will be installed as shown on plans to complete the contract.

9. Each bidder shall file a statement executed by, or on behalf of the person, firm, association, or corporation submitting the bid certifying that such person, firm, association, or corporation has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action, in restraint of free competitive bidding in connection with the submitted bid. Failure to submit the executed statement as part of the bidding documents will make the bid non responsive and not eligible for award consideration. See attached affidavit.
10. Each bidder shall execute a bid bond agreement as included in the bid packet.
11. Each bidder shall execute a performance bond as included in the bid packet.
12. Termination of Contract. The Village, in its sole discretion, may immediately terminate the contract upon the occurrence of any of the following:
 - a. Work is found defective and not remedied;
 - b. Contractor does not make prompt or proper payments to subcontractors;
 - c. Contractor does not make prompt or proper payments for labor, materials, or equipment furnished him;
 - d. Another contractor is damaged by an act for which Contractor is responsible;
 - e. Claims of liens are filed on the job; or
 - f. In the opinion of the project manager, Contractor's work is not progressing satisfactorily.
13. Sealed bids will be opened and read in the Village Hall at 10:00 AM on **November 23, 2009**. No bids will be received after 10:00 AM.
14. The right is reserved to reject any or all bids. Compliance is mandatory with all provisions of all documents contained in the request for bid package. Failure to comply during the bid phase is grounds for disqualification. Failure to comply during the construction phase is grounds for immediate contract termination.

Don Farr, Council Member
Village of Flat Rock