

BID SOLICITATION

Project: **Addition/Remodel Clifton Fire Hall #1
Clifton Volunteer Fire Department**
2146 Old North Shore Road
Duluth, Minnesota 55804

Architect: **Scalzo Architects, Ltd**
1901 South Street
Duluth, Minnesota 55812
218.722.4319

Description: You are invited to bid on the **Addition/Remodel Clifton Fire Hall #1 for the Clifton Volunteer Fire Department in Duluth Township, Minnesota**. The Work includes but is not limited to site work, building addition, exterior rehabilitation and interior renovation.

Bids: Sealed bids in duplicate will be submitted to: Ann K. Cox, Clerk
Duluth Township Town Hall
6092 Homestead Road
Duluth, Minnesota 55804

Bids will be received until the time stated, opened publicly and read aloud. Sealed bids are not public information until the time and date specified for the opening. The contractor may not change or modify its bid in any way once the bids are opened.

A bid tabulation will be furnished to bidders upon the execution of the Owner- Contractor Agreement.

Bids may be submitted hard copy or by email townclerk@lakenet.com

Due: 6:00 pm (local time) on **Thursday, September 21, 2017**

Documents: Bid documents may be examined in the Architect's Office; Town Hall Office; and at the following locations:

Duluth Builders Exchange
802 Garfield Avenue
Duluth, Minnesota 55802

Electronic (.pdf) copy of the bidding documents are available upon request from the Architect at no cost to the bidders. Contact: Lynne Scalzo 218.722.4319 or lscalzo@scalzoarchitects.com.

Hard copy of Bidding Documents may be obtained from the Architect upon request. A non-refundable cost of \$150.00 is required for each set.

Availability: Beginning on **August 28, 2017**

Handling: To expedite the process of handling plans and project manuals; Bidders are encouraged to pick-up Bidding Documents and should call the Architect to arrange a time. A non-refundable service charge of \$75.00 will be charged for distribution via UPS or mail delivery. This check must be separate from the plan deposit check.

Bid Bond: Not Required

Owner: The Owner reserves the right to reject any and all bids or to waive any informality in the bidding procedures and to award contracts to other than the lowest bidder, if in their judgment the interest of the Owner will be best served.

In accordance with the Minnesota Statutes 16C.285; contractors are advised that the Township cannot award a construction contract unless the contractor is a “responsible contractor” as defined in the Minnesota Statutes 16C.285, subdivision 3. A contractor submitting a Proposal for this Project must verify that it meets the minimum criteria specified by completing the Responsible Contractor section included with these documents.

A prime contractor or subcontractor or motor carrier who does not meet the minimum criteria established in Minnesota Statutes 16C.285, subdivision 3, or who fails to verify compliance with the minimum requirements is not a “responsible contractor” and is not eligible to be awarded the Contract for the Project or to work on this Project.

Prime contractors or subcontractors or motor carriers are also advised that making a false statement verifying compliance with any of the minimum criteria shall render the prime contractor or subcontractor or motor carrier that makes the false statement ineligible to be awarded a construction contract for this Project and may result in the termination of a contract awarded to a prime contractor or subcontractor or motor carrier that submits a false statement.

The prime contractor shall include in its verification of compliance a list of first tier subcontractors that it intends to retain for work on the project. The verification must be submitted with the bid.

Best Value contracting has been identified as the selection process based on the following performance criteria:

- Quality of performance on previous projects.
- Timeliness of performance on previous projects.
- Level of customer satisfaction on previous projects.
- Record of performing projects on budget and ability to minimize cost overruns.
- Ability to minimize change orders.
- Ability to prepare appropriate project plans.
- Technical capabilities.
- Qualification of key personnel.
- Ability to assess and minimize risks.

A contract, if awarded, will be awarded based on the combination of Base Bid and Alternative Bids which produces a Contract Sum within the funds available. Alternative Bids accepted will be accepted in any order which best serves the interest of Clifton Volunteer Fire Department.

Pre-bid: A mandatory Pre-bid Conference will be held on Tuesday September 12, 2017 at 4:00 pm; meet at the Clifton Fire Hall #1.

END OF DOCUMENT