

DOCUMENT 00 11 13 – ADVERTISEMENT FOR BID

1.1 GENERAL

- A. Quincy Community Action Programs, the Owner, invites sealed Bids for the conversion of the former St. Joseph's Elementary School at 22 Pray Street, Quincy, MA into a new Head Start Facility.
- B. The Quincy Head Start Project includes both interior and exterior improvements to the building and site work, including but not limited to:
 - 1. Selective demolition, hazardous materials abatement, construction of a new floor within the existing gymnasium space, new building entry, an elevator, exterior masonry repairs, exterior windows, roofing, interior finishes and specialties, new fire protection, plumbing, HVAC, electrical and fire alarm systems. Work also includes site utility improvements, landscaping, pavement, and a new playground.
- C. No less than the minimum wage rates as set forth in the schedule contained in the Contract Documents must be paid on this project in accordance with Davis-Bacon Act, 40 U.S.C §276(A) and required reporting.

1.2 SCHEDULE

- A. It is the Owner's intent to award the Contract in late September 2010. Substantial Completion must be achieved in 300 days. Final Completion in 330 Days.

1.3 CONTRACTOR CERTIFICATION AND QUALIFICATIONS

- A. General Contractors must have have been in business for a minimum of 5 years.
- B. General Contractors must have at least 3 projects in the last 5 years of a similar scale and type.
- C. The successful General Contractor will be required to furnish a Performance Bond and a Labor and Material (Payment) Bond each in the amount of one hundred percent (100%) of the contract sum. Bonds shall be obtained from a surety licensed to do business in the Commonwealth of Massachusetts and the form shall be satisfactory to the Owner.

1.4 AVAILABILITY OF BIDDING AND CONTRACT DOCUMENTS

- A. One Set of Bidding and Contract Documents will be available from the Owner. All documents are being made available on CD in PDF Format Only.
- B. One (1) CD per plan holder may be picked up after 12 PM Local Time Wednesday August 25, 2010 at Quincy Community Action Programs, 1509 Hancock Street, 3rd floor, Quincy, MA 02169.
- C. CD's will not be mailed or shipped by other overnight carrier services. Documents will not be available for review at the Owner's or Architect's offices.

1.5 MANDATORY PRE-BID WALK-THROUGH

- A. A mandatory pre-bid walk-through will be held on Tuesday August 31, 2010 at 10AM Local Time.
- B. Additional site visits to view the interior of the building will be made by appointment only.

1.6 OPENING OF BID PROPOSALS

- A. Sealed Bid Proposals will be received by the Owner no later than 10:30 AM Local Time on Friday September 10, 2010 at 1509 Hancock Street, 3rd floor, Quincy, MA 02169. All bids must be submitted in duplicate. All Bids will be opened and read aloud by the Architect and Owner at 10:45 AM.
- B. Selection of the Contractor will be based upon bidder qualifications, including evidence of past performance in similar project, and bid price. The Contract will be awarded to the bidder deemed by the Owner to be the lowest responsible and eligible bidder.

1.7 BID PROPOSALS

- A. All Bids shall be accompanied by a bid deposit in the form of a certified, cashier's or treasurer's check issued by a responsible bank or trust company made payable to the Quincy Community Action Programs or a bid bond, in an amount not less than five percent (5%) of the value of the bid.
- B. The Owner is exempt from sales and federal excise tax; bidders should not include taxes figuring or in references to any bid.
- C. The Owner is not responsible for expenses incurred by the Bidders preparing or submitting a Bid Proposal, subsequent inquiries, interviews, or negotiations. All Bid Proposals submitted shall become the Property of the Owner.
- D. The Owner reserves the right to reject any or all Bid Proposals, to waive any technicalities in Bid Proposals received, to negotiate, and to accept the Bid Proposal, which shall be in the Owner's best interest.
- E. No bid that is incomplete, conditional or unclear will be accepted nor may any bidder base a bid on oral information from the Owner, Architect or any of their agents or employees. All questions regarding the specifications or drawings shall be addressed to the Architect no later than Noon, Wednesday September 8, 2010. Facsimile and email communications are acceptable, however, the Architect cannot guarantee receipt.
- F. Bidders may not withdraw their Bid Proposals within thirty (30) days after the opening of the Bid Proposals.
- G. Quincy Community Action Programs does not discriminate on the basis of sex, race, age, sexual orientation, religion, disability, veteran status, national origin or any other basis prohibited by law.

- H.** This project is funded in part with United States Department of Health & Human Services Office of Head Start and American Recovery & Reinvestment Act (ARRA) Funds and requires reporting in accordance with ARRA.