



STATE OF ARKANSAS
ARKANSAS DEPARTMENT OF PARKS, HERITAGE AND TOURISM
PROCUREMENT DIVISION
One Capitol Mall, Suite 4A-900
Little Rock, Arkansas 72201

INVITATION FOR BID

SOLICITATION INFORMATION			
Bid Number:	ADPHT-23-019	Solicitation Issued:	May 30, 2023
Description:	Waterproofing VIC Basement for Lake Dardanelle State Park		
Agency:	Arkansas Department of Parks, Heritage and Tourism		

SUBMISSION DEADLINE AND DELIVERY OF RESPONSE DOCUMENTS			
Bid Opening Date:	June 12, 2023	Bid Opening Time:	9:00 a.m., Central Time
Submissions for this Invitation for Bid must be submitted to kary.rideout@arkansas.gov designating the IFB number and "Response" in the subject line of the email. Responses received after 4:00 p.m. June 12, 2023, will not be considered.			

OFFICE OF STATE PROCUREMENT CONTACT INFORMATION			
ADPHT Buyer:	Kary Rideout	Buyer's Direct Phone Number:	501-324-9582
Email Address:	Kary.rideout@arkansas.gov	ADPHT Purchasing Main Number:	501-682-4933
Bid Posting Website:	Office of State Procurement – Other Procurement Units		

SECTION 1 – REQUIREMENTS

- **Do not** provide responses to items in this section unless specifically and expressly required.

1.1 INTRODUCTION

This Invitation for Bid (IFB) is issued by the Arkansas Department of Parks, Heritage and Tourism (ADPHT or Department) Lake Dardanelle State Park to obtain pricing and a contract for waterproofing the visitor's information center (VIC) basement.

1.2 SPECIFICATIONS

A. Waterproofing VIC Basement

1. The Contractor **shall** provide all safety barriers to keep bystanders out of work areas and at a safe distance.
2. The Contractor **shall** provide all tools, materials, equipment, and labor necessary to complete the project.
3. The Contractor **shall** perform the work at Lake Dardanelle State Park, located at 100 State Park Drive, Russellville, AR.
4. The Contractor **shall** coordinate with the park Superintendent or his designee to schedule all work required to complete the project. All work **must** be done within sixty (60) calendar days from the date of contract award. Final Inspection of this project is to be done by Mike Lancaster, Construction Maintenance Coordinator.
5. The Contractor **shall** provide all necessary cover and/or protection of any area(s) that are to be painted over or around to prevent any drips or over spray, or any other flying debris or by-products from work being performed which includes but is not limited sand and corn cob blasting.
6. The Contractor **shall** prevent any unnecessary damage to and part of the building.
7. The Contractor **shall** take all precautions to prevent any damage to landscaping.
8. The Contractor **shall** clean up and remove all debris, including but not limited to nails, metals, and construction debris each workday.
9. The Contractor **shall** conduct a thorough clean up at the end of the project.
10. The Contractor **shall** provide all materials, arrange deliveries, and protect all materials during construction.
11. The Contractor **shall** re-caulk all control and expansion joints on the upper back deck filling all joints to prevent all water pooling on all joints (approximately 58 lin. ft.).
12. The Contractor **shall** clean all stone piers and fireplace along with curb by pressure washing with mild chemicals to remove contaminates and loose mortar.
13. The Contractor **shall** tuck point up to thirty percent (30%) of the square footage of stone in work area on deck and porch.

14. The Contractor **shall** cut bottom mortar joint that is at the concrete floor and seal with a quality urethane sealant also apply a clear penetrating sealant to the stone.
15. The Contractor **shall** caulk and seal around all rock piers, fireplace, and curbs on deck next to concrete slab to prevent seeping between rocks and slab (90 lin. ft.).
16. The Contractor **shall** install (approximately 74 lin. ft.) gutters as shown in attachment (see Attachment 1 Gutter Degrads on pages 1, 2, and 3) with down spouts on each end and middle valleys along the back side on all eaves over the patio/deck and walk area and core drill slab to connect to existing drainage pipes under slab.
17. The down spouts **must** be as shown in the attachment (see Attachment 1 Gutter Degrads on pages 1, 2, and 3). The Contractor **shall** measure to get exact size before attaching the down spouts.
18. The Contractor **shall** sand blast, clean, reprime, and paint one (1) 16'x28' I beam under deck in basement area. The two- and one-half foot (2 ½') by fifteen foot (15)' I beams along with approximately 32 deck truss ends connecting to I beams along with all rusted decking also in the basement area as shown in attachment (see Attachment 2 Crawl Space on page 5).
19. The crawl space area in light blue must be 8 mil vapor barriers along with gravel approximately 2" as shown in the blue colored area in attachment (see Attachment 2 Crawl Space on page 4).
20. The Park will not be responsible for equipment or materials left on jobsite or park grounds.
21. The Contractor **shall** be responsible for all damages done to any utilities.
22. The Contractor **shall** provide price with all necessary taxes and freight.
23. The Contractor **shall** provide one (1) year warranty that applies to all work performed.

1.3 REQUIRED SITE VISIT:

- A. The Prospective Contractor **shall** make a site visit on June 5, 2023, at 9:00 a.m. with the Park Superintendent.
- B. The Prospective Contractor **shall** meet with the Park Superintendent or his designee at the Visitor Center at the park.
- C. Lake Dardanelle State Park location is:

Lake Dardanelle State Park
100 State Park Drive
Russellville, AR 72802
- D. The Prospective Contractor **shall** bring site verification form to the site visit to have park personnel conducting the site visit to sign after completion of the site visit. The signed site visit verification form **must** be submitted with the Prospective Contractor's bid response.
- E. The Prospective Contractor **shall** arrive no later than ten (10) minutes *prior* to the actual start time of the site visit.
- F. The Prospective Contractor and/or their representatives present and participating in the required site visit will be given the opportunity to ask questions during site visit. Although

answers will be provided as a courtesy to all Prospective Contractors in attendance, no oral responses provided by ADPHT personnel to any question posed at the required site visit will become part of a contract resulting from this solicitation unless the oral response provided is reduced to writing and attached as an addendum to this solicitation.

1.4 INSURANCE

- A. The Prospective Contractor **shall** provide a Certificate of Insurance for the following:
1. General Contractor's Liability
 2. Worker's Compensation Certificate of Insurance
 - a. Should the Prospective Contractor have too few employees to carry Worker's Compensation insurance, then he **shall** provide a statement on his company letterhead that his company does not qualify for Worker's Compensation because of having too few employees.
 3. The Prospective Contractor **shall** list the Agency's name and address as the certificate holder.

1.5 BRAND NAMES OR MANUFACTURER MODEL NUMBERS

- A. Any brand name or manufacturer's reference used in the bid invitation is descriptive only, not restrictive, and used to indicate the type and quality desired.
- B. Bids on brands of like nature and quality will be considered.
- C. If bidding on other than referenced specifications, the bid must show the manufacturer, brand or trade name, and other descriptions, and should include the manufacturer's illustrations and complete descriptions of the product offered.
- D. The Department reserves the right to determine whether a substitute offered is equivalent to and meets the standards of the item specified, and the Department may require the bidder to supply additional descriptive material.
- E. The bidder guarantees that the product offered will meet or exceed specifications identified in this bid invitation.
- F. If the bidder takes no exception to specifications or reference data in this bid, the bidder will be required to furnish the product according to brand names, model numbers, and all other items specified in the invitation.

1.6 GUARANTY

- A. All items bid must be newly manufactured, in first class condition, latest model and design, including, where applicable, containers suitable for shipment and storage, unless otherwise indicated in the bid invitation.
- B. Units bid must be currently advertised and produced model with all the latest standard features whether or not called for in these specifications, except where these specifications require substitution in lieu of manufacturer's standard.
- C. The successful Contractor **shall** supply one (1) set of services, parts, and operating manuals, if applicable.

- D. The Contractor hereby guarantees that everything furnished hereunder will be free from defects in design, workmanship and material, that if sold by drawing, sample or specification, it will conform thereto and will serve the function for which it was furnished.
- E. The Contractor further guarantees that if the items furnished hereunder are to be installed by the bidder, such items will function properly when installed.
- F. The Contractor also guarantees that all applicable laws have been complied with relating to construction, packaging, labeling, and registration.
- G. The Contractor's obligations under this section shall survive for a period of one (1) year from the date of delivery, unless otherwise specified herein.

1.7 ACCEPTANCE STANDARDS

- A. Inspection and acceptance/rejection of product(s) will be made within thirty (30) days of receipt.
- B. The State shall have the option to return any product(s) within the thirty (30) day timeframe for any reason.
- C. The bid **must** include a "total satisfaction" return policy for all products and **must not** impose any liability on the State for such returns.

SECTION 2 – GENERAL INSTRUCTIONS AND INFORMATION

- **Do not** provide responses to items in this section unless specifically and expressly required.

2.1 ISSUING AGENCY

The ADPHT buyer listed on page 1 of this IFB is the sole point of contact regarding the IFB throughout the solicitation process.

2.2 TYPE OF CONTRACT

- A. As a result of this IFB, ADPHT intends to award a contract to a single Contractor.
- B. The anticipated starting date for any resulting contract is upon award except that the actual contract start date may be adjusted unilaterally by the State for up to three calendar months. By submitting a signed bid in response to the IFB, the Prospective Contractor represents and warrants that it will honor its bid as being held open as irrevocable for this period.

2.3 CONTRACTOR SELECTION

A firm contract award will be made to the lowest-bidding, responsible Prospective Contractor on an all or none basis.

2.4 RESPONSE DOCUMENTS

A. *Bid Response Packet*

1. The following are Bid Submission Requirements and **must** be submitted electronically, in PDF format, to the ADPHT buyer listed on page 1 of this solicitation. The Prospective Contractor **shall** provide in the subject line the bid number and "Response." Should the Prospective Contractor omit adding the bid number and "Response" to the subject line, the bid will be rejected.
 - a. *Signed Bid Signature Page. (See Bid Response Packet.)*
 - i. A signed Bid Signature Page included in the *Bid Response Packet*. The signature **must** be that of a person authorized to contractually bind the Prospective Contractor.
 - ii. *Bid Response Packet*, which **must** be in the English language.
 - iii. Pricing **must** be proposed in U.S. dollars and cents and filled in at the bottom of the *Bid Signature Page*.
 - b. *EO 98-04 Disclosure Form.*
2. **DO NOT** include any other documents or ancillary information, such as a cover letter or promotional/marketing information.

2.5 ACCEPTANCE OF REQUIREMENTS

- A. A Prospective Contractor **shall** unconditionally accept all Requirements in the Requirements Section(s) of this IFB to be considered a responsive Prospective Contractor.
- B. A Prospective Contractor's bid may be rejected if the Prospective Contractor takes exception to any Requirements in the Specifications Section(s) of this IFB.

2.6 ADDITIONAL TERMS AND CONDITIONS

- A. The Department abides by the Solicitation Terms and Conditions set forth by the Office of State Procurement.
- B. Any special terms and conditions included in this solicitation shall override the Solicitation Terms and Conditions located on the OSP website here (Agencies – Forms and Reporting – Solicitation Templates): <https://www.transform.ar.gov/procurement/agencies/forms-and-reporting/>.
- C. Unless a Prospective Contractor expressly and conspicuously identifies any exception or exceptions to any of the terms in the Standard Services Contract Template, Prospective Contractor agrees and will adhere to all terms if selected as the successful Contractor. Items identified as non-negotiable may only be modified if the legal requirement is satisfied and approved by the State. The Standard Services Contract can be viewed on the OSP website here (Agencies – Services – Forms): <https://www.transform.ar.gov/procurement/agencies/services/>.