

HENDERSON STATE UNIVERSITY

Purchasing Department
1100 Henderson Street
Arkadelphia, AR 71999-0001

Bid Number:	IFB 18-26 - Part II	Bid Opening Date:	March 7, 2019
Description:	Pre-Fabricated Building Construction	Bid Opening Time:	2:00 PM
HSU'S CONTACT INFORMATION			
Name:	Tim Jones	Phone:	870-230-5117
Fax:	870-230-5486	Email:	jonest@hsu.edu

COMPETITIVE SEALED BID

MAILING ADDRESS:	BID OPENING LOCATION:
<i>1100 HENDERSON STREET – HSU Box 7894 ARKADELPHIA, AR 71999-0001</i>	<i>Jones Room (1st floor) in the Garrison Activity Center ARKADELPHIA, 71923</i>

Instructions:

- Bids should be submitted by the time and date specified above.
- Faxed or emailed bids are NOT acceptable.

PROSPECTIVE CONTRACTOR INFORMATION			
Company Name:	General Contractors #		
Name (type or print):	Title:		
Address:			
City:	State:	ZIP Code:	
Telephone Number:	Fax Number:		
E-Mail Address:			
Signature: _____ <i>Use ink only.</i>			
Business Designation (check one):	Individual [] Partnership []	Sole Proprietorship [] Corporation []	Public Service Corp [] Government/ Nonprofit []

- The Prospective Contractor should provide the information below.

ILLEGAL IMMIGRANT CONFIRMATION

By signing and submitting a response to this CB, a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION

By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.

☐ Prospective Contractor does not and will not boycott Israel.

OFFICIAL BID PRICE SHEET

ITEM	DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	EXTENDED AMOUNT
	Construction / Erecting Metal Building - Turn-Key Project				
	Cowell Steel Building 50' x 75'				
	Already purchased. Cost of building is				
	Not to be part of this bid.				

TOTAL\$_____

HENDERSON STATE UNIVERSITY

INVITATION FOR BID

Introduction

This Invitation for Bid, hereinafter referred to as IFB, is an invitation to General Contractors for the preparation & erecting a 50' x 75' pre-fabricated metal building - to prepare and submit quotes to Henderson State University (HSU). Bids should be prepared simply and economically to provide a straightforward, concise response to the requirements set forth in the IFB. It is the intent of the staff coordinating this IFB to provide equal and objective information and assistance to all bidders concerned.

This is Part II of a two part bid. Part one of the bid was for a Pre-fabricated building (Cowell Steel Structures, Inc.), and was awarded to Crow Paving and Construction, Inc... Crow Paving and Construction, Inc., is also eligible to bid on Part II.

Scope of Request-Part II

The purpose of the IFB specified herein is to furnish all labor, materials (other than the building) and equipment necessary to complete the requested construction / erecting of one Cowell Steel Structure at the Simonson Biological Field Station located at De Gray Lake, Bismarck, Arkansas, which is on the US Army Corp of Engineers (COE) property. It is the intent of these specifications to call for finished work, including but not limited to the site preparation, foundation, concrete, electrical, plumbing (stubbed up only), gas, and doors etc., and made ready for use by Henderson State University.

The work must be performed under a licensed professional of the state of Arkansas.

The US Army Corp of Engineers has approved the manufacturer's design and drawings.

Mandatory Site Visit

Bidder must attend the site visit to be eligible for bid submittal. We have two dates in which you may view the site. To assure that everyone hears the same information, it is mandatory that you schedule and be of record for one of these dates with HSU Purchasing at jonest@hsu.edu or (870-230-5117 or 870-230-5116). A visit other than these dates will not be recognized. February 28, 2019 @ 3:00PM, or March 1, 2019 @ 10:00AM

Directions:

Address is 100 Simonson Road, Bismarck, AR 71929

North on Hwy 7 out of Arkadelphia to Bismarck.

Turn left Hwy 84 at light.

Go 5.9 miles turn left onto Beaton Creek Road (at church and cemetery).

Go straight down Beaton Creek Rd until you see the gate and sign....HSU Biological Field Station.

Terms and Conditions of Bid

To be considered, bidders must include as part of their bids all of the provisions of this IFB using the format described herein. An official authorized to bind the bidder to the proposal must sign bids (in ink). If the bidder submits standard terms and conditions with the bid, and if any section of those terms are in conflict with the laws of the State of Arkansas, the State laws shall govern. Bidder's standard terms and conditions may need to be altered to adequately reflect and include all of the conditions of this Invitation for Bid, the bidder's proposal, and Arkansas State Law.

Bid Requirements

One (1) signed original and one (1) complete copy of the bidder's quote must be submitted.

Bidder References

Bidders must supply at least three (3) business references (including contact person(s), email address, and telephone number(s)).

_____	_____
_____	_____
_____	_____

Other Conditions and Requirements

The successful bidder shall at all times observe and comply with all federal and state laws, local laws, ordinances, orders, decrees, and regulations existing at the time of or enacted subsequent to the execution of this contract which in any manner affect the completion of the work. The successful bidder and surety shall indemnify and save harmless the Henderson State University and all its officers, representatives, agents and employees against claim or liability arising from or based upon the violation of any such law, ordinance, regulation, order or decree, whether by himself, his employees, or his subcontractors.

All prime contractors, as a condition to perform work for and in the State of Arkansas shall not use subcontractors except those license by the State Contractor's Licensing Board and qualified in: (a) Mechanical (indicative of heating, air conditioning and ventilating), (b) Plumbing, (c) electrical (indicative of wiring and illuminating fixtures), and (d) Roofing and Sheet Metal work (indicative of roofing application). In the event the prime contractor is qualified and licensed by the Arkansas State Contractor's Licensing Board, he may use his own forces to perform those tasks listed herein as subcontractors in one or more of the trades listed.

When the prime contractor makes a definite decision regarding the subcontractors he intends to use, they must be listed in the blank spaces provided. It shall be a violation of Arkansas Code 22-9-204 for any prime contractor to submit a bid listing unlicensed contractors or to use unlicensed contractors on a public work project.

Subcontractor's List

_____	_____
_____	_____
_____	_____
_____	_____

Damaged Materials

Damaged materials and materials not conforming to the specifications and drawings may be rejected by Owner's representative at anytime non-conformities are discovered until final acceptance of the work. Removal rejected materials and replacement shall be without additional cost to the Owner.

Reservation

This IFB does not commit Henderson State University to award a contract, to pay any costs incurred in the preparation of a bid in response to this request, or to procure or contract for services or supplies.

Job Site Administration

Owner shall review the work as it progresses:

1. Weekly inspection verifying percentage of completion can be expected on this project. COE may also inspect each phase of this building project.
2. Project Coordinator who will be on call for questions, approvals, etc. and who will make random visits to the job site to verify work is in accordance with contract documents requirements.

Personnel/Property Protection

The contractor shall provide all necessary means to protect federal, state and other personnel at the project site. Where required in executing the work, the contractor shall provide the necessary barriers, signs, fences, etc., to protect personnel and property in executing the work. Proper precaution shall be made to protect adjoining property, autos, glass areas, etc., when carrying out the work. Protect all shrubs, plants, lawn, trees, etc., as required.

There shall be no burning at this location.

All excess building materials too small or damaged for use shall be disposed of properly and legally. It shall not be left at job site. Materials blown into the lake shall be retrieved by the contractor immediately or will be subject to COE fines.

Construction Period and Completion Date

Work to begin 12 weeks (approximately) of award or one week after the building has been delivered. Completion shall be within 4 months (maximum) including building delivery, or one month from date of beginning work, weather permitting. While the work is in progress, confine construction operations, materials and equipment with the immediate vicinity of the areas involved (subject to the approval of the Owner at all times), and do not unreasonably obstruct or interfere with any phase of the Owners activities. Said work shall be prosecuted regularly, diligently and uninterrupted to completion. Liquidated damages shall be assessed for delays in accordance with the following schedule based on the contract amount:

<u>Amount of Contract</u>	<u>Liquidated Damages Per Day</u>
Less than \$ 25,000.00	\$100.00
Less than \$ 50,000.00	\$200.00
Less than \$100,000.00	\$300.00
Less than \$500,000.00	\$500.00

Award

Award will be made by the issuance of a Contract/Purchase Order from Henderson State University. Upon receipt of notice of the award of the above bid, the bidder will execute and deliver a Performance and Payment Bond in the amount of 100% of the accepted bid as security for faithful performance of this contract and payment of all persons performing labor or furnishing equipment in connection with this contract.

Bid Opening Date and Location

To be considered, bids must be delivered with the envelope clearly marked **18-26 Part II**, no later than the date and hour indicated on the official bid sheet to the following address:

If mailed:
Henderson State University
Purchasing Department
1100 Henderson Street
P.O. Box 7894
Arkadelphia, AR 71999-0001

If hand delivered: (prior to bid date/time)
Henderson State University
Purchasing Department
Womack Hall, Room 314
Arkadelphia, AR

Bids will be publicly opened and become public information under the laws of the State of Arkansas.

Simonson Biological Field Station

Building Specifications

– See attachments –

Work to consist of the following as a minimum. Some items may be deducted after bid opening.

- Information: 50' x 75' Already purchased.
- Information: Please note the attached, "SBFS basic floor plan and door placement". Also, note the 12' offset which is to be used for future interior build-out construction. This may also be helpful in seeing what the plumbing stubbed outs will be used for.
- Required: Water and sewer shall be stubbed up for future connections. See drawing: bathroom, Animal housing, Prep/Cage wash area, including dishwasher. No water to the building at this time.
- Required: Site preparation.
- Required: Foundation, Slab, and one ADA parking pad next to walk thru door.
- Information: Side walls shall be a minimum height of 14'. Rafters/Trusses shall be tapered from sides to center of building for a maximum usable, open ceiling space.
- Required: Commercial Heavy Duty Overhead Doors and chain hoist openers: There shall be three (3)- 12' x 12' overhead doors; two(2) on one side and one on the other, and two (2)- 20' x 12' overhead doors; one on each side of the building, opposing one another. See drawing & plans.
- Information: Walk-thru Door; There shall be one steel walk thru door (no window in door). The door shall be positioned in one corner of the building on the north end of the building.
- Required: Electrical; All electrical work, a complete job, is to be performed by a licensed electrician in the state of Arkansas. Contractor to furnish and install electrical panel and to be positioned closets to the electrical source with both 110v., and 220v. Electricity is to be brought from the power pole underground to the building.
- Required: Contractor to install large commercial ceiling fans furnished by owner.
- Required: Heaters - Gas (propane); Contractor is to furnish and install three hanging propane 80,000BTU heaters with blowers, as well as install gas line from tank location to all heaters.
- Information: There will be no air conditioning units for this building.
- Required: Clean up all debris each day resulting from work. Debris blown into Lake De Gray shall be retrieved by the contractor immediately. Any and all fines are the responsibility of the contractor.

IMPORTANT - READ CAREFULLY

INSTRUCTIONS TO BIDDER

If bid exceeds \$35,000 a Bid Bond of not less than five (5) percent, Cashier's Check or Money Order shall be submitted with the bid. A Company or Personal Check, Letter of Credit or Cash will NOT be accepted.

CONTRACTOR'S INSURANCE REQUIREMENTS

Certificates of Insurance acceptable to the owner shall be filed with the Purchasing Office prior to commencement of the work. This document is required regardless of bid amount.

The contractor shall purchase and maintain such Insurance as will protect him from claims set forth which may arise out of or result from the contractor's operations under the contract, whether such operations be by himself or herself or by anyone directly or indirectly employed by any of them, or by anyone for whose acts may be liable;

- A. Claims under Workmen's Compensation, Disability Benefit and other similar benefit act;
- B. Claims for damages because of bodily injury, occupational sickness or disease, or death of his/her employees;
- C. Claims for damages because of bodily injury, sickness or disease, or death of any person other than his/her employees;
- D. Claims for damages insured by usual personal injury liability coverage which are sustained.
 - (1) By any person as a result of an offense directly or indirectly related to the employment of such person by the contractor, or
 - (2) By any person; and
- E. The contractor shall provide and maintain during the term of this contract, at the contractors' expense, comprehensive automobile liability insurance at limits no less than the statutory requirements and it shall be shown on the certificate in per person, per accident for bodily injury and per accident for property damages.
- F. Claims under comprehensive general liability for damages because of injury to or destruction of tangible property including loss of use resulting therefrom. Coverage for "Completed Operation" shall be required under this comprehensive liability section.

The insurance required by above paragraph shall be written for not less than any limits of liability required by law.

A 100% Performance Bond is to be required by HSU.

PERFORMANCE SECURITY

In order to assure full performance of all obligations imposed on the bidder by contracting with HSU, the contractor will be required to post a performance bond in the amount of 100% of the proposal before contractor shall begin work. The only form of security accepted shall be a standard form of performance bond that is approved by the State of Arkansas and issued by a surety companies licensed and authorized to do business in Arkansas. The performance security will be required immediately after award of the contract has been made.

If bidder fails to deliver the required performance security, the bid shall be rejected and award made to the next qualified bidder, as determined through the evaluation process. In the event of a breach of contract, either due to quality problems, late delivery, warranty performance, or other factors within the control of the bidder, Henderson State University will notify the bidder of the default and may assess reasonable damages against the bidder. If, after notification of default, the bidder fails to remedy the damages to HSU within ten (10) working days, procedures for collection against the bidder's performance security will be instituted by HSU. In order to achieve the greatest economy for HSU, HSU may, at its option, choose the next qualified bidder as determined through the evaluation process, re-advertise for proposals, negotiate a purchase or complete any other action consistent with the Arkansas purchasing laws. The Performance Bond is to be signed by an Arkansas resident agent with his Power of Attorney attached and **filed in Clark County**, Arkansas. A certified copy (by the Clark County Circuit Clerk) shall be submitted to HSU Purchasing Department as evidence the filing of the original. The Contractor is to pay all expense incidental to the filing of the bond.

The performance security will be released at the satisfactory completion of the job.

Contracts and Grant Disclosure and Certification.

Any contract, or amendment to any contract, executed by the University, which exceed \$25,000, shall require the contractor to disclose information as required under the terms of Executive Order 98-04 and the regulations pursuant thereto. Failure of any person or entity to disclose or the violations of any rule, regulations or policy promulgated by the Arkansas Department of Finance and Administration pursuant to this order shall be considered a material breach of the terms of the contract. The material breach of the term shall subject the party failing to disclose, or in violation, to all legal remedies available to the University under the provision of existing law. The attached Contract Grant and Disclosure and Certification Form (f-1 and F-2) shall be used for the disclosure purpose. No contract or amendment to any existing contract will be approved until the contractor completes and returns the disclosure form (form available online). <http://www.dfa.arkansas.gov/offices/procurement/Documents/contgrantform.pdf>

ACKNOWLEDGMENT OF RECEIPT
Construction of Metal Building

Please fill in the requested information below as acknowledgment that you have received the Invitation for Bid noted above. If your firm is interested in participating, it is highly recommended that this sheet be completed and returned or faxed to Henderson State University, Tim Jones, 1100 Henderson Street, Arkadelphia, AR 71999-0001, Fax: 870-230-5486, jonest@hsu.edu. By doing this, we will be able to provide notification to you any addenda to the RFP.

Name of Firm: _____

Fax #: () _____ Tel. #: () _____

_____ YES, Our Company does have an interest in responding.

_____ NO, our company does not have an interest in responding.

Name: (Print) _____ Title: _____

Signature: _____ Date: _____