

INVITATION TO BID

You are invited to bid on a Furniture Contract, including but not limited to work for the:

City of Florissant, MO
Justice Center Building
4575 Washington Avenue
Florissant, MO 63031
Invitation #PW18-3348

The Owner is: City of Florissant, 955 Rue St. Francois, Florissant, MO 63031

The Architect is: Nova Group, 6312 Hazelwest Ct., Suite 102, Hazelwood, MO 63042
Standing Design, 1761 Wishingwell Drive, St. Louis, MO 63146

The Construction Manager is: Wachter, Inc., 108 Industrial Dr., Arnold, MO 63010

Project scope includes all labor, materials services and incidentals necessary to complete purchasing, receiving, inspection and installation of all furniture specified for the furnishings in a new justice center and Florissant police.

Plans will be available after 12:00 noon on January 26, 2018 through County Blueprint Reprographics, 1449 Strassner Drive, Brentwood, MO 63144. Contact Bev Bowman at 314-961-3800 for coordination of printing, plan availability, etc. Contractors are responsible for the cost of all reproductions.

A Pre-Bid Conference will be held for the benefit of the bidders to assist in determining scope of work for preparation of their bids. Attendance is mandatory for all Contractors. The pre-bid conference will be held at Florissant city Hall on February 6, 2018 at 10:00 a.m.

All Prime contractor bids will be received at the City of Florissant, Purchasing Department, 955 Rue St. Francois, Florissant, MO 63031 no later than exactly 2:00 p.m. C.S.T. on February 23, 2018. Bids may not be modified, withdrawn or cancelled by the bidder for a period of 60 days following the submittal of bids.

Bidder represents by submitting a bid (proposal) for this project that his "Company" has at least five years experience of completing projects of a similar nature (references to be available upon request) and that the company is familiar with the special nature of this project. The company shall provide the staff for this project who have experience in similar projects of this size and complexity and are directly familiar with the construction techniques necessary to successfully construct this project.

All bids must be on a lump sum basis; segregated bids will not be accepted.

To be considered, bids must be in accord with this Invitation to Bid, AIA Document A-701 and Supplementary Instructions to Bidders. No Facsimiles or E-Mail bids will be accepted.

Bid Security in the amount of five percent (5%) of the bid must accompany each bid.

The Bidders to whom a contract is awarded is required to provide Performance and Payment Bonds in the amount of 100% of the contract amount as per AIA Document A312 Performance & Payment Bond.

All bidders whose bids are in excess of \$5,000.00 must provide with their bid the Federal work authorization Program ("FWAP") Affidavit of Compliance and Verification Form with respect to employees working in connection with the contracted services, affirming enrollment in a FWAP.

The City of Florissant is exempt from payment of Missouri State Tax on purchases of tangible personal property or services, including materials, supplies and equipment purchased for construction of buildings and other structures owned and operated for educational purposes.

Bids received after the bid time and date will be returned unopened.

The Owner reserves the right to reject any and all bids and waive any requirements therein.

Email technical questions in written format only to Scott Fehl at sfehl@novagroupinc.net, 6312 Hazelwest Ct., Suite 102, Hazelwood, MO 63042, Jerri Standing at jstanding@sbcglobal.net, and copy Mark Kamp at mekamp@wachterinc.com.

A formal schedule of values is required to be submitted to the Construction Manager by all successful work package contractors within 20 working day of the notice of award.

Each contractor is required to submit the completed Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization with their bid proposal. This form may be found in Appendix A of this project manual.

Progress meetings will be held bi-monthly on site for the duration of the project. All work package contractors and subcontractors should make arrangements to attend the mandatory meetings, no exceptions. The Construction Manager will determine if a contractor may be excused.

The architect, Nova Group, Inc. will submit plans for permit to all authorities having jurisdiction. The successful contractor will be responsible for the cost of the permits as they pertain to their work package.

The successful contractor will be required to submit a Certified Payroll Report Form with the monthly application for payment. Also, payment of stored materials will be allowed provided the contractor can show an invoice for material, photographic evidence that the material is in his possession and a notarized statement stating the material is specifically intended for the project known as The Florissant Justice Center.

The three (3) low bidders for each work package as defined in this project manual will be required to submit a complete cost breakdown to the city of Florissant and the Construction Manager by 5pm

CST on the next day after the bid opening. These breakdowns may be submitted via email. The authorized email address will be provided at the conclusion of the bid opening.

This project will include a Liquidated Damages Provision. Once the agreed upon, contractual date of final completion is determined, at the execution of the contract, a penalty of \$1,000.00 (One Thousand Dollars) per calendar day past the date of final completion will be imposed.

END OF INVITATION TO BID