

Bell & Associates Architects
128 Lovvorn Road
Carrollton, GA 30117
(770) 830-8856



SPECIFICATIONS
Redevelopment of Osborne Park
Covered Bridge Rd., Euharlee, GA
Project #: 2244-R04
Issue Date: May 2023

SECTION 00 11 13

ADVERTISEMENT FOR BIDS

This is an invitation to submit a bid to The City of Euharlee for Redevelopment of Osborne Park as indicated herein.

Sealed bids from General Contractors will be received at the office of the City Manager (City of Euharlee City Hall) until **2:00 p.m. on Tuesday, June 13, 2023**, at which time they will be opened and publicly read:

**Euharlee City Hall
30 Burge's Mill Road
Euharlee, Georgia 30145**

for the following Project:

**REDEVELOPMENT OF OSBORNE PARK:
City Of Euharlee
111 Covered Bridge Road
Euharlee, Georgia**

Contact **Bell & Associates Architects LLC** to be placed on official bidders list:

**Zac Bell, Project Director
Bell & Associates Architects LLC
128 Lovvorn Road
Carrollton, Georgia 30117
www.alanbellarchitect.com**

Pre-Bid Conference will be held at the project site at **10:00 am on Tuesday, May 30, 2023**. Those intending to submit a bid are strongly encouraged to attend the pre-bid conference. For additional information, contact:

Barry Atkison
Project Manager, City of Euharlee
770.386.1542
batkison@euharlee.com

Bid documents may be obtained from the Architect's website, alanbellarchitect.com. A fee of \$100.00 is required to be placed on the Official List of Bidders as a General Contractor and become eligible to submit a bid. Payments can be made via check, cash or card (there is a 4% fee for card payments).

A bid bond amounting to five percent of Base Bid is required and must be submitted with bid.

A performance and payment bonds amounting to 100 percent of contract sum will be required.

Instructions for preparation and submission of a bid-proposal are contained in this packet. Bids must be typed or printed in ink. Bids submitted as a result of this invitation must include the "Bid Form" along with all required documents and be returned in a sealed envelope or container marked, "SEALED BID for Redevelopment of Osborne Park" on the outside. Bids may not be considered unless so received. The City of Euharlee will not accept late bids.

City of Euharlee provides equal opportunities for all businesses and does not discriminate against any person or business because of race, color, religion, sex, national origin, handicap or veterans status. This policy ensures all segments of the business community have access to supplying the goods and services needed by the City of Euharlee.

The City of Euharlee reserves the right to waive any and all technicalities and informalities, reject any or all bids, and make the award in the best interest of the City.

Sincerely,

James Stephens, City Manager
City of Euharlee

END OF DOCUMENT



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INSTRUCTIONS TO BIDDERS

To be considered, Bids must be made in accordance with these Instructions to Bidders:

1. **EXAMINATION:** Bidders shall carefully examine the documents and the construction site to obtain first-hand knowledge of existing conditions; the conformation of the ground; the character, quality and quantity of the products required for the prosecution and completion of the work; the general and local conditions and all other matters which can in any way affect the work to be done under the Contract. Failure to examine the site will not relieve the successful bidder of his obligation to furnish all products and labor necessary to carry out the provisions of his contract - contractors will not be given extra payments for conditions that can be determined by examining the site and documents. The Bidders shall notify the Owner's representative of the date and time they propose to examine the location of the work. The Bidder shall confine his examination to the specific areas designated for the proposed construction, including easements and public rights of way. The Bidder is solely responsible for any damages caused by his examination of the site.

Pre-Bid Conference will be held at **On-Site** at **10:00 AM on Tuesday, May 30, 2022**

2. **QUESTIONS:** Any questions and/or misunderstandings that may arise from this invitation shall be submitted in writing at least 10 days prior to the bid opening. Submit all questions about the Drawings and Specifications **to the Architect, in writing**. The City will not respond to any questions received within 72 hours prior to the bid opening. Answers to questions submitted that materially change the conditions and specifications of this invitation for bid will be promulgated to all email addresses as addenda to the Drawings and Specifications, and will become part of the Contract. The Architect and Owner will not be responsible for oral clarification - any discussions or documents will be considered non-binding unless incorporated and promulgated in an addendum.
3. **PREPARATION OF BIDS:** Bids shall be submitted on the Proposal Forms included. Bids shall be based upon unit prices for estimated quantities except where bid items require lump sum proposals as indicated by the Proposal Form. Where errors or omissions result in discrepancies in bid totals, prices per unit as submitted will be binding.

Final payment will be based upon actual in-place measured quantities, excepting where lump sums are requested for bid items.

4. **BID SECURITY:** Each Proposal must be accompanied by a Bid Bond payable to City of Euharlee for an amount equal to at least five percent (5%) of the bid amount. If for any reason whatsoever the Bidder withdraws from the competition after opening the bids, or if he refuses to execute the Contract, the Owner will proceed on the Bid Bond. The Surety of the Bid Bond (5%), Performance Bond (100%), and Payment Bond (100%) shall be a surety company authorized to do business in the State of Georgia, shall be listed in the Department of the Treasury Circular 570, and shall have an underwriting limitation in excess of 100% of the bid

amount. The Bonds and Surety shall be subject to approval by the Attorney for the Owner. Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

5. **GEORGIA OPEN RECORDS ACT:** Bidders are reminded that documents and information in the possession of the City of Euharlee will be treated as confidential/proprietary information only to the extent permitted by the Georgia Open Records Act, and will be exempt from disclosure to a third party only to the extent permitted by the Georgia Open Records Act. Any trade secrets in your bid must be placed in a separate envelope, clearly identified and marked as such. Marked at a minimum by a cover letter explaining exactly where such information is, and otherwise marked, highlighted, etc. so as to be plainly visible.
6. **PERFORMANCE & LABOR & MATERIAL PAYMENT BONDS:** The accepted bidder (Contractor) shall furnish a proper **Performance Bond and Payment Bond** covering the full amount of the Contract Price as security for the faithful performance of all work under the Contract and payment of all charges in connection therewith. Cost of referenced Bonds shall be included in the Bid.
7. **SUBMITTALS:** Submit bid and bid security in an opaque, sealed envelope to **The City of Euharlee, 30 Burge's Mill Road, Euharlee, Ga 30145 - Attn: James Stephens**. Identify the envelope with project name and name of bidder.
8. **MODIFICATION AND WITHDRAWAL:** Bids may not be modified after submittal. Bidders may withdraw Bids at any time before bid openings, but may not resubmit them.
9. **DISQUALIFICATION:** The Owner reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the bidder. Owner reserves the right to disqualify bids submitted without bid security and to waive any and all technicalities and informalities, reject any or all bids.
10. **AWARD:** Owner reserves the right to accept any Bid, to reject any and all Bids, or to negotiate Contract Terms with the various Bidders, when such is deemed by the Owner to be in his best interest.
11. **DETERMINATION OF SUCCESSFUL BIDDER:** The Contract will be awarded to the lowest responsive, responsible bidder, if awarded.
 - (a) **Responsibility:** The determination of the bidder's responsibility will be made by the Owner based on whether the bidder:
 1. maintains a permanent place of business,
 2. has the appropriate technical experience,
 3. has adequate plant and equipment to do the work properly and expeditiously
 4. has suitable financial means to meet obligations incidental to the work.

The Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the Owner that he is properly qualified to carry out the obligation of the Contract.

- (b) **Responsiveness:** The determination of responsiveness will be made by the Owner based on a consideration of whether the Bidder has submitted a complete Proposal form without irregularities, excisions, special conditions, or alternative bids for any item unless specifically requested in the Proposal form.
12. **BID ALTERNATES:** Bidders are requested to review Bid alternates as outlined on the Bid Sheet.
 13. **CONTRACT TIME:** Contract time shall consist of _____ consecutive calendar days for the completion of work, to be computed from the date of the Notice to Proceed.
 14. **CONTRACT FORM:** Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum.
 15. **COMMENCEMENT:** Accepted bidder shall assist and cooperate with the Owner in preparing the formal Contract Agreement, and within 10 days following its presentation shall execute same and return it to the Owner along with bonds and certificates of insurance. Accepted bidder must be ready to begin work within 10 days following receipt of written order from the Owner to proceed or on date stipulated in such order.
 16. **GRATUITIES:** City of Euharlee acknowledges that, particularly during the holiday season, it may be customary to provide gifts to employees or departments. However, the City of Euharlee Personnel Policy prevents the acceptance of such gifts. Your cooperation in respecting the policy is appreciated.

END OF DOCUMENT



SECTION 01 11 00

SUMMARY OF WORK

1.01 DESCRIPTION:

- A. Name of Project: **Redevelopment of Osborne Park
City of Euharlee
Covered Bridge Road
Euharlee, Georgia 30145**
- B. Owner: **City of Euharlee
30 Burge's Mill Road
Euharlee, Georgia 30145**
- C. Contract Documents: Prepared by **Bell & Associates Architects LLC**
- D. Summary by References: Work of Contract can be summarized by reference to the contract, contract documents, and specification sections as listed in the Project Specifications Manual "Table of Contents", drawings listed in "List of Drawing Sheets", Addenda, and modifications to the contract documents issued after printing this project specifications manual.
- E. Abbreviated Written Summary:
1. Work under base bid:

The Redevelopment of Osborne Park includes Demolition Work & three (3) Phases of New Construction

Demolition: Existing Restroom Building, Baseball Fields, Basketball Court, Tennis Courts, & all Lighting

Phase I: Parking, Amphitheatre w/ Terraced Seating & Covered Stage, two (2) Toilet Houses, Riverwalk Path w/ Path Lighting, and Playground - associated Site Work & Sidewalks

Phase II: Dog Park w/ Fencing & Gates and additional Sidewalks connecting to Phase I Playground & Existing Walking Track

Phase III: Kayak Launch Ramp - work to be permitted separately

1.02 RELATED DOCUMENTS:

- A. Project Specifications Manual
- B. Contract Document Drawings
- C. Addenda

PART 2 - NOT USED

PART 3 - NOT USED

END OF SECTION