



REQUEST FOR BID  
Date: 04/14/15  
Project #15-19-RH  
Bid #15-0332

CITY OF DULUTH

RETURN BY BID OPENING TIME TO:  
PURCHASING DIVISION  
100 City Hall  
411 West First Street  
Duluth, Minnesota 55802

Malt Shop Lakewalk Stairs

PHONE: (218)730-5340

FAX: (218)730-5921

**BID OPENING AT: 2:00 AM/PM ON Tuesday, May 5, 2015**

NOTE: All bids must be written, signed and transmitted in a sealed envelope, plainly marked with the Subject Matter and Opening Date. The City of Duluth reserves the right to split award where there is substantial savings to the City, waive informalities and to reject any and all bids. Bidder shall state in proposal if Bid price is based on acceptance of total order. Sales Tax is not to be included in the unit price. Bidder shall state freight charges if, the proposal F.O.B. is shipping point, freight not allowed. Low Bid will not be the only consideration for award of Bid. All pages shall be signed or initialed by authorized bidder's representative as indicated at the bottom of the page(s) of the request for bid forms.

RETURN BID IN DUPLICATE WITH DUPLICATE DESCRIPTIVE LITERATURE TO THE CITY PURCHASING OFFICE

BID DEPOSIT REQUIREMENTS: 5% of Bid Amount

Deposit shall mean cash, cashier's check, or corporate surety bond payable to or in favor of City of Duluth.

PERFORMANCE and PAYMENT BONDS: Shall be required of the successful bidder. Bonds shall BOTH be in the full amount of the Contract amount.

INSURANCE CERTIFICATE: Shall be required per specified requirements per the attached requirements.

*Designated F.O.B. Point:*

*City Architect*

*Jobsite(s)*

*Tax: Federal Excise Exemption*

*Account Number: 41-74-0056 K*

NAME \_\_\_\_\_

ADDR1 \_\_\_\_\_

ADDR2 \_\_\_\_\_

ADDR3 \_\_\_\_\_

**PAYMENT TERMS:**

BY: \_\_\_\_\_

(Print)

(Title)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
Phone #

Date: 04/14/15

Project #15-19-RH

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**Project name: Project/Address**

The undersigned, having familiarized self/itself with the existing conditions on the project affecting the cost of the work, and with the Contract Documents which include the Invitation to Bid, the Contract Agreement Form, the Non-Collusion Affidavit, any/all Addenda, General Conditions (parts I & II), the Special Conditions, Technical Specifications, Drawings (as listed in the schedule of drawings), EEO Affirmative Action Policy Statement & Compliance Certificate, and Form of Surety Bond or Bond as prepared by the City of Duluth and on file in the office of the City Architect and City Purchasing Agent, and hereby proposes to furnish all supervision, technical personnel, labor, materials, machinery, tools, appurtenances, equipment & services, including utilities and transportation services required to complete the **Malt Shop Lakewalk Stairs** specification by Northland Consulting.

CONTRACTOR'S BID PROPOSAL FORM

**Project: Malt Shop Lakewalk Stairs**

**BID OPENING: 2 PM, Tuesday, May 5, 2015/Place : Room 100 City Hall, 411 West First Street, Duluth, MN 55802**

**PRE-BID MANDATORY WALK THROUGH, 9 AM, WEDNESDAY,**

**APRIL 28, 2015 at LAKEWALK 151A on SUPERIOR STREET near Fitger's**

PART 1: BID SCHEDULE

1.01 The following bid items are to include materials, labor, profit, taxes and overhead for the complete system in place.

*The City of Duluth reserves the rights to award this project based upon its funding availability and the ability of volunteer groups & organizations to fund raise for those items indicated on the bid documents and contained herein on the Bid Form. The City of Duluth also reserves the right to award in any manner which meets the funding objectives and not in any particular order. The Bid Form is not ranked in any manner of importance and is intended only to identify specific work groups which are logical to the work described therein. The City of Duluth reserves their right to waive any sequencing in the final award of this project,*

| Base Bid Item # | Description | Unit | Amount |
|-----------------|-------------|------|--------|
| 1               |             |      |        |
| 2               |             |      | \$     |
| 3               |             |      |        |
| 4               |             |      |        |
| 5               |             |      |        |
| 6               |             |      |        |
| 7               |             |      |        |
| 8               |             |      | \$     |
| 9               |             |      |        |
| 1               |             |      |        |
| 1               |             |      |        |
| 1               |             |      |        |
| 1               |             |      |        |
| 1               |             |      |        |
| 1               |             |      | \$     |
| 1               |             |      |        |
| 1               |             |      |        |
| 19.             |             |      |        |

**TOTAL - BASE BID**

\_\_\_\_\_

WRITTEN

\_\_\_\_\_

\_\_\_\_\_

SUPPLEMENTAL SCHEDULE OF UNIT PRICES

A. All items are to be filled in by all Bidders. Failure to complete this portion of the Bid Proposal may result in disqualification of the bid.

B. The following prices are intended to be the basis for additions or deletions to the work for items bid as lump sums, if required, the value of such changes to be determined by the quantities involved at the time of Award and/or throughout the contract duration. All unit price amounts for each of the items listed below shall include its pro rata share of materials, labor, profit, taxes, overhead, etc. for the item in place. Unit prices are to be valid for the life of the contract.

| Item # | Description | Unit | Unit Amount |
|--------|-------------|------|-------------|
| 1.     |             |      |             |
| 2.     |             |      |             |
| 3.     |             |      |             |
| 4.     |             |      |             |
| 5.     |             |      |             |
| 6.     |             |      |             |
| 7.     |             |      | \$          |
| 8.     |             |      |             |
| 9.     |             |      |             |
| 10.    |             |      |             |
| 11.    |             |      |             |
| 12.    |             |      |             |
| 13.    |             |      |             |
| 14.    |             |      |             |
| 15.    |             |      |             |
| 16.    |             |      |             |
| 17.    |             |      | \$          |
| 18.    |             |      |             |
| 19.    |             |      |             |
| 20.    |             |      |             |
| 21.    |             |      |             |
| 22.    |             |      |             |
| 23.    |             |      |             |
| 24.    |             |      |             |
| 25.    |             |      |             |

1.02 ALTERNATE BID ITEMS

The following Bid Alternates may be accepted at the Owner's option.

None

Alternate #1 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #2 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #3 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #4 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #5 \_\_\_\_\_  
Written \_\_\_\_\_

1.03 APPROVED SUBSTITUTIONS: If a substitution(s) is proposed, specify brand and model number below.

| Substitution | Deduct/Add Amount (List in Complete Detail) |
|--------------|---|
| _____        | _____                                       |
| _____        | _____                                       |

CITY OF DULUTH  
INVITATION TO BID

PROJECT NAME/DESCRIPTION: Stair Replacement at Lakewalk Malt Shop

PROJECT NUMBER:15-19-RH

BID NUMBER:15-0332

Sealed bids will be received by the City Purchasing Agent in and for the Corporation of the City of Duluth, Minnesota in Room 100 City Hall, Duluth, Minnesota 55802, (218) 730-5340 at 2:00 p.m., Tuesday, May 5, 2015 for the Stair Replacement at Lakewalk Malt Shop on Superior St; immediately thereafter, bids will be taken to Room 106A City Hall where they will be publicly opened and read aloud.

**NOTICE TO BIDDERS:**

1. **A Project Labor Agreement (PLA) will be required for any bid that is over or could virtually go over \$150,000.**
2. **Unless a Certificate of Exemption is provided, any out-of-state bidder receiving a bid award will have 8% retained from invoice payments on any contracts over \$50,000. Submit a signed copy from the State of Minnesota when submitting Payment and Performance Bonds. This form may be found at the following web address: [http://taxes.state.mn.us/Forms and Instructions/sde.pdf](http://taxes.state.mn.us/Forms_and_Instructions/sde.pdf)**

This advertisement is also available on the City of Duluth website at [http://www.duluthmn.gov/purchasing/bid\\_information.cfm](http://www.duluthmn.gov/purchasing/bid_information.cfm)

In general, this project consists of: **Removing stair treads, concrete landings. Prepare and paint steel structure, install treads and ipe wood decking on the bridge and landings, bring railings up to code.**

Proposal forms, contract documents, plans and specifications as prepared by the firm of Northland Consulting Engineers, LLP are on file at the following offices for review: City Purchasing Office; City Architect's Office; Duluth Builder's Exchange; McGrawhill Construction; Minneapolis Builder's Exchange; Reed Construction Data, St. Paul Builder's Exchange and the office of Northland Consulting Engineers, LLP, 102 S 21<sup>st</sup> Ave W, Duluth.

Copies of these plans and specifications may be obtained from Sheldon Print and Design, 124 East Superior St, Duluth at Shedon's Cost of printing. There will be no refunds for this cost.

A certified check or bank draft payable to the order of the City of Duluth, negotiable U.S. Government Bonds (at par value), or a satisfactory bid bond executed by the bidder and acceptable surety, in an amount equal to five percent (5%) of the total bid, shall be submitted with each bid.

Attention is called to the fact that not less than the minimum salaries, wages and benefits as set forth in the contract documents must be paid on this project. The contractor must take affirmative action to ensure that the employees and applicants for employment are not discriminated against because of their race, color, creed, sex or national origin and must meet the affirmative action goals. Contractors are encouraged to subcontract with disadvantage business enterprises when possible.

The City of Duluth reserves the right to reject any or all bids or to waive any informalities in the bidding. Bids may be held by the City of Duluth for a period not to exceed thirty (30) days from the date of opening the bids for the purpose of reviewing the bids and investigating the qualifications of the bidders, prior to awarding the contract.

The City of Duluth is an Equal Opportunity Employer. Contractor shall comply with all applicable Equal Employment Opportunity laws and regulations.

CITY OF DULUTH

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Dennis Sears  
Purchasing Agent