



Purchasing Division
Finance Department
Room 120
411 West First Street
Duluth, Minnesota 55802

218-730-5340
purchasing@duluthmn.gov

INVITATION TO BID

Construct Ranch Hangar at Duluth International Airport

BID NUMBER: 23-4403

BIDS DUE: Thursday, March 2, 2023 at 2:00 pm

PROJECT DESCRIPTION: Construct Ranch Hangar at Duluth International Airport

PRE-BID MEETING: A virtual pre-bid meeting will be held at 10:00 am on Thursday, February 16, 2023. The link to the meeting can be found in the Project Manual.

QUESTIONS: Please submit any questions regarding this project via e-mail to max.vergeldt@krausanderson.com. Responses will be issued as an addendum to this solicitation. Deadline to submit questions is February 17, 2023 at 5:00 pm.

Specifications may be viewed and downloaded at no cost at www.bidexpress.com. Bidders must create a free account with Bid Express®; and login to search for city projects (search by "City of Duluth" or bid number). Bid Express® does charge a nominal fee for bid submission. More information can be found at https://www.bidexpress.com/vendor_resources.

Proposal forms, contract documents, plans and specifications may also be on file at the following offices: Minnesota Builder's Exchange, and Builder's Exchange of Wisconsin.

INSTRUCTIONS TO BIDDERS

Bids must be submitted electronically through Bid Express® at www.bidexpress.com. Bid surety in the amount of 5% of the total bid payable to the Duluth Airport Authority must be submitted with each bid. Bid bonds may be submitted electronically, either through Surety2000 or Tinubu within the Bid Express solicitation, or emailed to purchasing@duluthmn.gov. Paper bid bonds, certified checks or bank drafts payable to the Duluth Airport Authority may be mailed or dropped off at City Hall, 411 W. 1st Street, Room 120, Duluth, MN 55802. Regardless of the method of submission, bid surety must be received by Purchasing prior to the bid opening.

The City Purchasing Agent or her designee will conduct a public bid opening immediately after the deadline for receiving bids. Bidders may view the opening by going to the Purchasing web page (<https://www.duluthmn.gov/purchasing/bids-request-for-proposals/>) and selecting the appropriate link.



No alternatives to the specification will be considered unless specifically requested. Erasures or other changes to the bid must be initialed and dated, however no special conditions shall be made or included in the bid form by the bidder

The City of Duluth reserves the right to split the award where there is a substantial savings to the City, to waive informalities and to reject any and all bids. Price may not be the only consideration for bid award. Bids must be firm for a minimum of 60 days.

Please note that the following requirements also apply to this project, and any additional required documents must be submitted prior to award/contract execution.



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1. **Out of State Contractor** - Unless a State of Minnesota 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 of the signed exemption form when submitting Payment and Performance Bonds. This form may be found at: http://www.revenue.state.mn.us/Forms_and_Instructions/sde.pdf
2. **Prevailing Wage** - Not less than the minimum salaries and prevailing wages as set forth in the contract documents must be paid on this project.

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

CITY OF DULUTH
Patrice Stalvig
Purchasing Agent