



**Return Bid To:**  
**CITY OF GUNTERSVILLE**  
**341 GUNTER AVENUE**  
**GUNTERSVILLE, ALABAMA 35976**  
**(256) 571-7560**

**BID OPENING DATE & TIME:**  
**THURSDAY, DECEMBER 19, 2019 AT 2:00 P.M.**  
**BIDS MUST BE RECEIVED BY THIS DATE & TIME**

**LOCATION:** CONFERENCE ROOM  
2ND FLOOR – CITY HALL,  
MUNICIPAL BUILDING,  
GUNTERSVILLE, ALABAMA

**INVITATION FOR BIDS FOR**  
**Rec Center Multi-Purpose Room Renovations (HVAC, lighting, flooring, store front, etc.)**

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the City of Guntersville, Guntersville, Alabama will receive competitive bids on the above item(s) for the Parks and Recreation Department, City of Guntersville, and/or any agencies thereof.

**BACKGROUND INFORMATION**

Please see attached sheets for specific bid information.

The City of Guntersville reserves the right to accept and/or reject any and all bids.

Signed:

Betty Jones  
City Clerk  
City of Guntersville

**VENDOR'S RESPONSE:**

**VENDOR'S NAME** \_\_\_\_\_

**VENDOR'S ADDRESS** \_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE NUMBER** \_\_\_\_\_

**FAX NUMBER** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

\_\_\_\_\_  
**Authorized Representative**

\_\_\_\_\_  
**Typed or Printed Name**

**\*\*\*IF SHEET ISN'T SIGNED, BID IS VOID!!\*\*\***

**INVITATION TO BID:**

**Rec Center Multi-Purpose Room Renovations (HVAC, lighting, flooring, store front, etc.)**

**OWNER INFO: GUNTERSVILLE PARKS AND RECREATION DEPARTMENT  
1500 SUNSET DRIVE  
GUNTERSVILLE, AL 35976**

**BIDS DUE: THURSDAY, DECEMBER 19, 2019 @2:00PM  
GUNTERSVILLE CITY HALL  
341 GUNTER AVENUE  
GUNTERSVILLE, AL 35976**

**CONTACT PERSONS:**

Site visits:

Mr. Matt Bryant, Director of Parks and Recreation  
Guntersville Parks and Recreation Department  
(256)571-7590

[mbryant@guntersvilleal.org](mailto:mbryant@guntersvilleal.org)

Electronic drop box access for all bid documents and specifications:

Mr. Emmett Smith

Emmett D. Smith & Associates, Architect, P.C.  
(205)531-3749

[emmettsmitharchitect@yahoo.com](mailto:emmettsmitharchitect@yahoo.com)

**BID SPECIFICATIONS:**

**SECTION 00-1113**

**INVITATION TO BID**

**Owner:** City of Guntersville  
**Owner's representative:** Matt Bryant, phone (256) 571-7590

**Architect:** Emmett D. Smith & Associates, Architect, P.C  
**Architect's representative:** Emmett Smith, phone (205) 531-3749

The City of Guntersville (Owner) invites qualified bidders to submit proposals for the RENOVATION OF MULTI-PURPOSE ROOM AND EXTERIOR STOREFRONTS AT THE GUNTERSVILLE PARKS & RECREATION Building located at 1500 Sunset Drive, Guntersville, Alabama. All material, equipment, vehicles, services and labor, whether specifically set forth in bid documents or not, which are necessary for the completion of all work within specified time allowed, storage of materials, protection of adjacent property and buildings, removal of debris and remediation of the building and site, shall be included in the bid, including providing temporary electrical service for construction activities and potable water service and portable toilet facilities for the contractor's employees.

Bidder(s) must be Alabama licensed general contractor per Alabama Licensing Law: Chapter 8 of title 34, Code of Alabama, and must hold a current license. If subcontractor(s) are used, they must also comply with requirements of all Alabama Licensing Laws.

A pre-bid meeting will be held at the Guntersville Parks & Recreation Building on Tuesday, **November 12, 2019** at 2:00 P.M. (Attendance of the pre-bid meeting is not required to bid the work.)

Electronic copies of the Bid Documents, consisting of specifications and drawings, will be made available online beginning **November 1, 2019**, (after 12:00 noon). Directions for accessing these electronic files shall be provided by contacting the architect during normal business hours.

Sealed bids will be received within the Guntersville Municipal Building on or before **2:00 P.M.** on **December 19, 2019**. (The room or location within the building where bids shall be received and opened shall be designated by the Owner.) Valid bids delivered personally or by mail will be accepted, but no bids received after the designated time and date will be considered. Sealed envelopes containing the bids shall bear the following endorsement: "Renovation of Multi-purpose Room at the Guntersville Recreation Center". The envelope must also contain the name of the bidding organization and his/her current license number. Bids must be on the Proposal Form included with the bid documents and must contain the following to be considered:

1. Signature(s) of company representative(s) qualified to bind contract.
2. The contractor's Alabama General Contractor License number.
3. A bid bond executed by a qualified surety company or a cashier's check, made payable to the City of Guntersville, in the amount of five percent (5%) of the bid, but in no event more than \$10,000, must accompany the bidder's proposal. Performance and Payment Bonds and evidence of insurance required in the bid documents will be required at the signing of the Contract.

Unsolicited alternates will not be considered in the bid evaluation for low bidder on this project, but they may be included as separate attachments to the Proposal Form.

Bids shall be opened and read aloud publicly by the Owner. The Owner reserves the right to hold the bids for ten (10) days after the bid opening date to evaluate the bids and determine the lowest qualified bidder before making an award. The Owner also reserves the right to reject any or all bids, or portion thereof, and to waive any defect or technicality if, in the Owner's judgment, the best interest of the Owner will thereby be served. The Owner assumes no responsibility to compensate or indemnify the bidders for any expense incurred in the preparation of their bid. Bids must be valid for ninety (90) days after the bid opening. Within three (3) days after a contract is executed, the successful contractor shall be required to provide a Performance and Payment Bond, executed by a qualified surety company, in the amount of 100 % of the contract.

Another bond, payable to the City of Guntersville, in an amount not less than 50% of the contract price with the obligation that the contractors shall promptly make payments to all persons supplying labor, materials, or supplies for or in the prosecution of the work provided in the contract and for the payment of reasonable attorney's fees incurred by successful claimants or plaintiffs in civil actions on the bond.

The construction start date shall be no earlier than **April 27, 2020** and the work must be completed, and the building be available for the Owner's use, no later than **June 12, 2020**. Access to the work area at night and/or weekends will be available to the successful contractor, if required to complete the work on the above schedule. Failure to provide adequate workers, or not pursuing the work in a manner that will meet the required completion date, will be cause for termination of this contract.

The successful contractor will be expected to order materials between the award of contract and the specified construction start date as required to have materials available before construction begins. The contractor will be allowed to store materials onsite prior to construction starting. The Owner has some interior areas onsite that will be available for storage. The capacity of these storage areas shall be identified by bidders prior to bidding the work. If inside onsite storage areas are not adequate, the successful contractor shall have the option of erecting, at the contractor's expense, a temporary exterior secured storage area at the building site. The exterior storage area, if needed, shall be completely removed by the contractor when construction is complete.

All work shall be performed in strict conformance with applicable State and Federal laws and regulations, including the Occupational Safety and Health Regulations (OSHA).

#### END OF SECTION

#### **BIDDER RESPONSE:**

**By signing, I am certifying that we are capable of meeting the specifications listed above in the stated time frame.**

---

**Authorized Representative**

**SPECIAL INSTRUCTIONS TO BIDDERS:**

- (1) It shall be the bidder's responsibility to possess all proper County, State, and Federal license and shall familiarize oneself with and shall comply with all Federal, State and local laws, ordinances, and regulations.
- (2) The City of Guntersville reserves the right to award this contract as a whole or in part, whichever is in the best interest of the City of Guntersville.
- (3) This bid shall be valid until completion of renovation project or September 30, 2020.
- (4) Bids may be submitted either by mail or in person; however, the City of Guntersville will not be responsible for the security of mailed bids. (Also, if mailing bid, please be advised that we do not receive mail before 2:00 P.M. daily, therefore mail early to ensure prompt arrival).
- (5) By signing and submitting of this bid, the vendor certifies that he/she is an equal opportunity employer.
- (6) Bidders are required to use this "*Invitation for Bids*." Failure to do so will be cause for rejection of bid.
- (7) Bidders shall bid all items, sign, and return all sheets in the "*Invitation for Bids*". Failure to do so will be cause for rejection of bid.
- (8) Each individual bid must be submitted in a sealed envelope with the word "*BID*" and name of bid item marked on outside of envelope.
- (9) Please be advised that in the event a bid is received from a person, firm, or corporation deemed to be a responsible bidder, having a place of business within the City of Guntersville and the bid is no more than three percent (3%) greater than the bid of the lowest responsible bidder, the Mayor and City Council of the City of Guntersville may award the contract to the resident responsible bidder.

\*\*\*\*\*

**BIDDER ACKNOWLEDGEMENT**

**By signing and submitting the above bid, your company acknowledges that the quoted prices cannot be changed during the period of time stated, no can any type of surcharge or escalation charge be assessed without agreement from City Officials. Your company also understands the information set out in the Special Instructions to the Bidders and understands that not following the instructions could lead to bid disqualification.**

**By signing this contract, \_\_\_\_\_ represents and agrees that it is not currently engaged in, nor will engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy free trade.**

**Vendor's Response:**

**I hereby understand the information set out in the Special Instructions to the Bidders and understand that not following the instructions could lead to bid disqualification.**

\_\_\_\_\_  
**Authorized Representative**

**\*\*\*IF ALL SHEETS ARE NOT SIGNED, BID IS VOID!!\*\*\***