



LAGRANGE

GEORGIA

February 13, 2017
To Whom It May Concern:

The City of LaGrange will receive sealed bids until **2 P.M. local time, Wednesday, March 15, 2017** in the Office of Purchasing, Room 301, City Hall, 200 Ridley Avenue, LaGrange Georgia 30240 for **providing all labor, equipment, and materials to construct the Granger Park Water Quality Pond Stormwater Improvements Project, as shown on the plans and specifications prepared by Rindt-McDuff Associates dated 2/08/2017**, in LaGrange, Georgia 30240 in accordance with the following conditions and specifications:

1. The City of LaGrange is exempt from sales and excise taxes. All bids shall be free of sales and excise taxes. This does not relieve the contractor from any obligation to pay sales and excise tax to suppliers.
2. The City reserves the right to ask any and/or each bidder to submit a list of similar jobs completed in the LaGrange and surrounding area, to inspect those jobs and to question owners or other knowledgeable individuals about the quality of work or reliability of the contractor
3. All work shall be done in accordance with the bid documents, specifications and drawings. Bids shall be submitted on the forms supplied in the bid documents.
4. All bids shall be held valid for a period of sixty (60) days after the opening date.
5. A Bid Bond or certified check made out to the City of LaGrange in the amount of 5% of the base bid proposal must accompany the bid. Bid Bonds or certified checks will be returned to unsuccessful bidders within 30 days. The Bid bond or certified check will be returned to the successful bidder when the notice to proceed is issued.
6. Bidders are expected to examine carefully the work sites, the specifications, conditions, etc. before submitting a proposal. The submission of a proposal shall be considered evidence that the bidder has made such examinations and is satisfied with the conditions to be encountered in performing the work.
7. The City of LaGrange reserves the right to accept or reject any and/or all bids and to accept the bid which City personnel considers the most advantageous to the City. The City further reserves the right to waive informalities and minor irregularities in all bids received in the bidding process.
8. All bidders shall complete and submit with any bid a notarized affidavit (forms attached) in compliance with O.C.G.A. Section 13-10-91 attesting to the Bidder's registration with the Federal work authorization program.
9. **A mandatory pre-bid conference is schedule for 10:00 A.M. EST, Wednesday, March 1, 2017. The meeting will be held at LaGrange City Hall, Third Floor Conference Room, 200 Ridley Avenue, LaGrange, GA 30240 with a site visit to follow. All prospective bidders are required to attend.**

Questions concerning these conditions and specifications should be addressed in writing to David E. Brown, Director of Public Services (DBrown@lagrange.org) or Roger Cox, Rindt-McDuff Associates (RCox@rindt-mcduff.com). All questions will be listed and answered by the City of LaGrange and/or Rindt-McDuff Associates and will be posted as addenda on the City of LaGrange website for the benefit of all parties interested in bidding on this project. **No questions will be accepted after 5 P.M. EST, Friday, March 10, 2017.** To avoid being inadvertently opened by City personnel, all bids should be clearly marked "**BID OPENING, GRANGER PARK WATER QUALITY POND STORMWATER IMPROVEMENT PROJECT, 2 P.M., EST, WEDNESDAY, MARCH 15, 2017.**".

Sincerely,

Robi Higgins, CPPO
Purchasing Agent