

## INVITATION TO BID

Sealed bids subject to the conditions contained herein, will be received by the City of Foley until 2:00 p.m. CT on Thursday, June 20, 2019 and then publicly opened and read at the City of Foley Conference Room, 407 East Laurel Avenue, Foley, Alabama 36535 for furnishing all labor and materials and performing all work for:

### **PRESS BOX UNIT FOR FOLEY SPORTS TOURISM COMPLEX CHAMPIONSHIP FIELD STADIUM Requisition No. STC-062019**

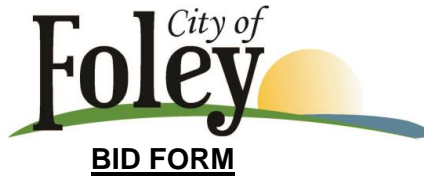
Bid documents may be obtained at Foley City Hall, 407 East Laurel Avenue, Foley, Alabama, 36535, by calling (251) 943-1545, or, the bid may be downloaded from the City's website at <http://www.cityoffoley.org>.

Guarantee will be required with each bid as follows: A cashier's check or bid bond payable to The City of Foley in an amount not less than five (5) percent of the amount of the bid, but in no event more than \$10,000, must accompany the bidder's proposal. Performance and Payment Bonds (100% of contract price) and evidence of insurance required in the bid documents will be required at the signing of the Contract.

To be eligible for consideration, bids must be submitted on complete original proposal forms found in the bid package. **The complete bid packet and all executed bid forms must be submitted in a sealed envelope, clearly marked, identifying the bid and the date of the bid opening. The Bidder's Alabama State Contractor's License Number shall be on the outside of the envelope or bid will not be opened.** It shall be the sole responsibility of the bidder to assure receipt of the bid at the Foley City Hall prior to the published time for the bid opening.

The City of Foley reserves the right to accept or reject any or all bids and to waive technical errors if, in the City's judgment, the best interests of the City will thereby be promoted.

Rachel Keith  
Project Manager  
City of Foley, Alabama



CITY OF FOLEY, ALABAMA  
OFFICE OF PURCHASING AGENT

REQUISITION NO. **STC-062019**  
BIDS TO BE OPENED AT: **2:00 p.m.**  
DATE: **THURSDAY, JUNE 20, 2019**

Sealed bids will be received by the City of Foley, Alabama, at its office in Foley until the above date and time, and then opened as soon thereafter as practicable.

*Rachul Keith*  
Project Manager

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SPECIFICATIONS: SEE ATTACHED

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If you are unable to furnish an item as specified and desire to offer a substitute, give full description of the item. No errors will be corrected after bids are opened. Substitutions will be treated as "approved equivalent or equal" which is discussed in paragraph 1.05 of the bid documents *GENERAL CONDITIONS*. Please refer to Paragraph 1.05 prior to offering any substitutions. No prices shall include State or Federal Excise Tax. Tax exemption certificates furnished upon request. City reserves the right to accept or reject all bids or any portion thereof.

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We are in a position to complete project per the attached quote within \_\_\_\_\_ days after receipt of notice to proceed. Any attachment hereto is made and becomes a part of this inquiry and must be signed by Bidder.

I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at fixed price or to refrain from bidding, or otherwise.

THIS BID MUST BE NOTARIZED  
Sworn to and subscribed before me  
this the \_\_\_\_\_ day of  
\_\_\_\_\_, 2019.

FIRM: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature accepted in ink only

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

BIDS MADE OUT IN PENCIL WILL NOT  
BE ACCEPTED.

TERMS: \_\_\_\_\_  
FOR CASH PAYMENT WITHOUT REGARD TO DATE  
OF REMITTANCE

**ALL BIDDERS MUST USE OUR BID FORM(S). REQUISITION NUMBER AND OPENING DATE AND TIME MUST BE PRINTED ON THE OUTSIDE OF THE SEALED ENVELOPE ALONG WITH CURRENT STATE OF ALABAMA GENERAL CONTRACTORS LICENSE NUMBER (if applicable). EACH BID MUST BE IN SEPARATE ENVELOPES.**

**BIDDER'S INFORMATION:**

<b>Bid Requisition Number:</b>	<b>STC-062019</b>
<b>Bid Name:</b>	<b>PRESS BOX UNIT FOR FOLEY SPORTS TOURISM COMPLEX CHAMPIONSHIP FIELD STADIUM</b>

<b>Company Name:</b>	
<b>General Contractor Number:</b>	
<b>Submitted By:</b>	
<b>Mailing Address:</b>	
<b>Telephone Number:</b>	
<b>Fax Number:</b>	
<b>E-Mail Address:</b>	

**ADDENDUM ACKNOWLEDGEMENT:**

Bidder acknowledges receipt of the following addendums and has incorporated the requirements of such addendums into the bid.

(List all addendums issued for this bid.)

No.	Date

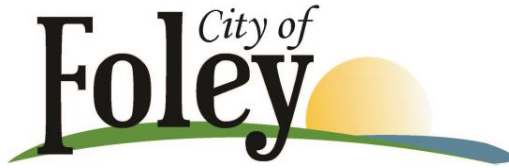
No.	Date

No.	Date

No.	Date

No.	Date

No.	Date



## **PRESS BOX UNIT FOR FOLEY SPORTS TOURISM COMPLEX CHAMPIONSHIP FIELD STADIUM**

### **MINIMUM BID SPECIFICATIONS**

The City of Foley is soliciting bids for a press box unit at the Foley Sports Tourism Championship Field Stadium located at 980 E. Pride Boulevard, Foley, AL 36535.

Upon receipt of bids, it will be the decision of the City of Foley to award or not award the bid. The City reserves the right to reject any or all proposals and to waive technical errors, if, in the City's judgment, the best interest of the City will thereby be promoted.

#### **General Requirements**

To be eligible for consideration, General Contractor's bids must be submitted on forms found in the bid packet. The complete bid packet, with all executed bid forms and documents, must be submitted in a sealed envelope and the outside of the envelope shall be clearly marked with the following information: Bid Name, Bid Requisition Number, Contractor's License No., Contractor's name & address. If hand delivering the bid, the envelope must be "Date and Time" stamped at the receptionist's desk when the bid package is turned in. It shall be the sole responsibility of the bidder to assure receipt of the bid at Foley City Hall prior to the published time for the bid opening.

All bidders bidding in amounts exceeding that established by the State Licensing Board for General Contractors must be licensed under the provisions of Title 34, Chapter 8, Code of Alabama, 1975, and must have the required major classification per Section 230-X-1-.27 of the State of Alabama Licensing Board for General Contractors Administrative Code. Contractor shall provide evidence of such by including a copy of his or her current license in the sealed envelope in which the proposal is delivered. The bidder shall also show such evidence by clearly displaying his or her **current license number** on the outside of the sealed envelope in which the proposal is delivered or bid packet will not be opened.

All public works bidders must file with their bids either a cashier's check drawn on an Alabama bank or a bid bond executed by a surety company duly authorized and qualified to make bonds in the State of Alabama and made payable to the City of Foley in the amount of five (5%) percent of the Contractor's bid but in no event more than \$10,000.

If awarded the bid and prior to beginning work, the Contractor is required to have a current City of Foley Business License, furnish a Certificate of General Liability Insurance and Workers Compensation Insurance, proof of Automobile General Liability Insurance. Insurance Certificate provided to the City shall list the City of Foley as an additional insured. A performance bond and Payment Bond must be executed within 7 days of bid award with a penalty equal to one hundred

(100%) percent of the amount of the contract price. If the successful bidder's award amount is \$50,000.00 or greater, a background check will be performed per City of Foley Ordinance No. 1029-08, General Conditions, Section 1.14.

Prior to beginning work, Contractor shall obtain the appropriate City of Foley permits.

Proof of E-Verify documentation in the form of a copy of the signed Memorandum Of Understanding (MOU) generated upon completion of the E-Verify program should be submitted with this bid.

### **Scope of Work**

- The successful bidder shall provide and install one (1) press box at Foley Sports Tourism Championship field located at 980 E. Pride Boulevard, Foley, AL 36535.
- The press box unit will "tie into" an existing bleacher system.
- Press box shall be set on existing understructure.
- Press box shall be 8' x 30' and include ALL Steel – Type II – non-combustible construction, (3) rooms, (3) PTAC units, film deck with interior roof hatch and ladder, and impact rated front glass (MI – 185 SH)
- Manufacturing (AISC approved facility) and shipping materials needed for complete installation
- Receive and set press box
- Sealed shop drawings by state authorized engineer
- Project **MUST** be completed by October 21, 2019.
- It is the contractor's responsibility to visit the site to ensure their product will tie into the existing bleacher system and to verify dimensions of the structure. Contractor shall also familiarize itself with the existing conditions, work required, and any restrictions or limitations that may exist. To schedule a site visit, contact Rachel Keith at 251-970-2418 or by email at rkeith@cityoffoley.org
- Contractor shall provide any ancillary materials, special tools, or equipment at his cost, that are necessary to complete this project per these specifications and as directed the City.
- Contractor is responsible for storage of all materials prior to and during construction/installation.
- Any and all deliveries must be coordinated and received by contractor.
- A site supervisor must be present to oversee the project.
- Repair of any damage sustained to the facility during construction is the responsibility of the contractor. Materials used in the repair shall meet or exceed the quality of the existing material.
- Contractor shall be responsible for complying with applicable safety requirements for his workers and others.
- Contractor shall clean up and dispose of all debris that is the result of this project.
- Bid price shall include materials, freight, installation and any other miscellaneous charges.
- Bid price shall be constant for a period of 120 days.

Excludes:

- Any site work including, but not limited to, rough / final grading, asphalt, gravel, concrete sidewalks.

- Any layout, excavation, installation, backfilling and grouting of concrete footings, pads OR piers needed for press box.
- Any vertical picket railing.
- Any additional structural steel.
- Electrical feed and final hook up to panel box in press box.
- Any auxiliary equipment in press box such as public address system, scoreboards, etc.
- Handicap accessibility to any level or building.
- Any cutting or patching for other trades.

Owner Responsibilities:

- Owner shall provide permanent bench mark and control points for press box locations and elevations.
- Owner shall provide access to the site. Owner shall be responsible for demolition of current viewing deck.
- Owner shall provide staging area adjacent to jobsite for materials and equipment.

**Championship Field Bleacher Information**

- Included as a separate attachment to this bid are the drawings/specifications for the bleacher system that is in place at the Foley Sports Tourism Championship Field. Press box must tie into this bleacher system. **(File name: Southern Bleacher – 15174-FOLEY AL REV1.pdf)**

**Contract Period**

The work shall be commenced within ten (10) days of the date specified in a Notice to Proceed to be issued to the Contractor by the Owner, or its authorized representative, and shall be completed no later than October 21, 2019.

It is mutually agreed between the parties hereto that time is of the essence in regards to this Contract, and in the event the construction of the Work is not completed within the time herein specified, it is agreed that from the compensation otherwise to be paid to the Contractor, the first party may retain the sum of **Two-Hundred and Fifty Dollars (\$250.00)** for each day thereafter, Saturdays, Sundays and holidays excluded, that the work remains uncompleted, which sum shall represent the actual damages which the Owner will have sustained per day by failure of the Contractor to complete the work within the time stipulated, and this sum is not a penalty, being the stipulated damages the first party will have sustained in the event of such default by the second party.

If a working day is lost due to inclement weather or other unforeseen event, the contractor is encouraged to submit this information at the end of each working week to the Sports Tourism Director or his designee. These days will be taken into consideration relating to the required completion period. In the event that the contract working days are exceeded without proper notification of lost days due to inclement weather or other unforeseen event, the City may choose to enforce liquidated damages.

Upon Contractor's completion of pay items, a joint, final site inspection will be conducted between the Contractor and the Engineering Department. Any discrepancies will be addressed and resolved prior to issuing final payment.

## **Warranty**

Warranty information shall be provided on price sheet or on a separate sheet if needed.

## **Additional Information**

Questions regarding this project should be e-mailed to Rachel Keith at rkeith@cityoffoley.org. All questions and answers will be provided to participating contractors.

Bid packets may be sent or hand delivered to the City of Foley, 407 East Laurel Avenue, Foley, Alabama 36535 **or** mailed to P.O. Box 1750, Foley, Alabama 36536

Section 39-3-5, Code of Alabama, requires that preference be given to Alabama resident contractors when awarding certain public works contracts to the same extent as required by the laws of a non-resident bidder's home state: "In awarding the Contract, preference will be given to Alabama resident contractors and a nonresident bidder domiciled in a state having laws granting preference to local contractors shall be awarded the Contract only on the same basis as the nonresident bidder's state awards contracts to Alabama contractors bidding under similar circumstances."

## **Instructions to Bidders**

To be eligible for consideration, bid must be submitted on complete original forms found in the Invitation to Bid package. **The entire bid packet and all executed bid forms must be submitted in a sealed envelope, clearly marked, identifying the bid and the date of the bid opening.** It shall be the sole responsibility of the bidder to assure receipt of the bid at the Foley City Hall prior to the published time for the bid opening.

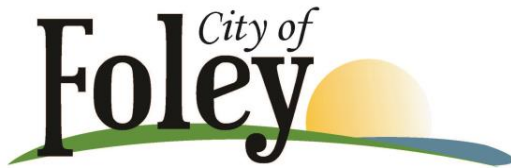
Bids should be sent to one of the following addresses:

### **U.S. Postal Service**

City of Foley  
Attn: Purchasing Agent  
P.O. Box 1750  
Foley, AL 36535

### **Physical Address**

City of Foley  
Attn: Purchasing Agent  
407 E. Laurel Avenue  
Foley, AL 36536



**PRESS BOX UNIT FOR FOLEY SPORTS TOURISM COMPLEX  
CHAMPIONSHIP FIELD STADIUM**  
Requisition No. STC-062019

**PRICE SHEET**

ITEM DESCRIPTION	TOTAL PROJECT COST
<b>PRESS BOX UNIT FOR CHAMPIONSHIP FIELD STADIUM</b>	\$ _____
<b>ANY ADDITIONAL COST RELEVANT TO COMPLETION OF THE PROJECT (<i>List items included</i>)</b>	\$ _____

**WARRANTY:**

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**Company:** \_\_\_\_\_

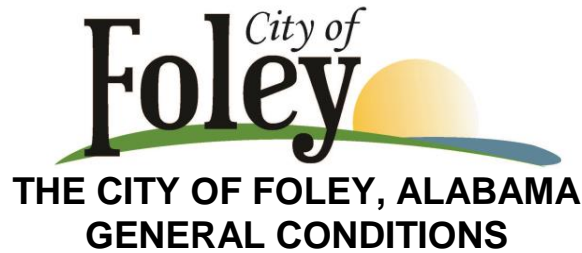
**Submitted By:** \_\_\_\_\_

**State of Alabama Contractor's License Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_





**THE CITY OF FOLEY, ALABAMA**  
**GENERAL CONDITIONS**

To insure acceptance, all bidders submitting bids to the City of Foley shall be governed by the following conditions, attached specifications, and bid form(s) unless otherwise specified. Bids **not** submitted on the bid form(s) provided may be rejected, and bids **not** complying with these conditions will be subject to rejection.

1.0 Intent of Specifications:

It is the intent of the specifications attached hereto to set forth and describe certain item(s) or service(s) to be purchased by the City of Foley including all materials, equipment, machinery, tools, apparatus, and means of transportation (meaning freight costs) necessary to provide these items or services.

1.01 Legal Requirements:

All applicable provisions of Federal, State, County and local laws including all ordinances, rules and regulations shall govern the development, submittal and evaluation of all bids received in response to these specifications, and shall govern any and all claims between person(s) submitting a bid response hereto and the City of Foley, by and through its officers, employees and authorized representatives. A lack of knowledge by the bidder concerning any of the aforementioned shall not constitute a cognizable defense against the legal effect thereof.

1.02 Sealed Bids:

The specifications and all executed bid forms must be submitted in a sealed envelope. All proposals must be signed by an authorized representative of the bidder. In the event more than one bid opening is scheduled for the same date and time, do not include bids concerning different sets of specifications within the same envelope. **The face of the envelope shall be plainly marked identifying the bid requisition number and opening date and time.** It shall be the sole responsibility of the bidder to assure receipt of bid at the Purchasing Office prior to the published time for the bid opening. No bid will be opened that is received after closing time for receipt of bids, nor will any offers by telephone, fax, or any electronic means be accepted.

1.03 Exceptions to Specifications:

During the drafting of written specifications, a sincere effort is made to describe products and services best suited to the needs of the City; however, in order that fair consideration is given in evaluating bids, all exceptions to or deviations from the specifications as written must be noted and fully explained. The Mayor and City Council are the final authority in determining the acceptability of any exceptions to specifications.

1.04 Discounts:

Terms offering a discount for prompt payment will be considered in determining the low bid. The discount period shall begin whenever (1) the conditions of the specifications have been fully met and the product or service judged acceptable to the City of Foley or (2) a correct invoice and other required documents have been received, whichever is later. Discounts offered for a period of less than thirty (30) days will not be considered in determining the low bid.

1.05 Approved Equivalents or Equals:

Any manufacturer's names, trade names, brand names, model numbers, etc. listed in the specifications are for information only and not intended to limit competition. The bidder may offer any brand for which he is an authorized representative that meets or exceeds the specifications as written. If the bid is based on an "approved equivalent or equal" item, supportive information in the form of manufacturer's printed literature or brochures, sketches, diagrams and/or complete specifications must accompany the bid. The bidder must explain in detail the reasons why the proposed equivalent or equal will meet specifications and not be considered an exception thereto. The City of Foley reserves the right to determine acceptance of proposed equivalent or equal item.

1.06 Bid Withdrawals:

Bids may be withdrawn by written request received from bidders prior to the time fixed for opening but no bid may be withdrawn after closing time for receipt of bids for a period of sixty (60) days. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

1.07 Rejection of Bids:

The City of Foley reserves the right to accept or reject any or all bids, to award bids on a split-order basis, to waive any minor bid irregularities, technicalities, or informalities, and to re-advertise for bids when deemed in the best interest of the City of Foley.

If there is any reason for believing that collusion exists among the bidders, any or all proposals may be rejected, and those participating in such collusion may be barred from submitting bids on the same or other work with the City of Foley.

1.08 Delivery:

Bid quotations shall include all freight cost to Foley, Alabama to point(s) specified herein or specified at the time the purchase order is placed. No title to the item(s) ordered nor any risk of loss shall be passed to the City of Foley until after receipt of delivery has been acknowledged by an authorized representative of the City of Foley.

1.09 Taxes:

The City of Foley, a Municipal Corporation, is a tax exempt entity per Section 40-23-4(11), Code of Alabama 1975. The City of Foley is exempt from all state and local sales taxes. This should **not** be construed to mean that contractors or suppliers doing business with the City of Foley are exempt from paying tax (General Conditions, Section 1.11 Permits and Taxes).

1.10 Licenses, Registration and Certificates:

A City of Foley Business License must be obtained within ten days of bid award. Each bidder must provide proof of State required competency certifications whenever applicable to engage in the business of contracting (or special contracting if the work to be performed necessitates a particular type of specialty contractor) in the City of Foley.

1.11 Permits and Taxes:

The contractor shall procure all permits, pay all charges, fees and taxes and give all notices necessary and incidental to the due and lawful prosecution of the work.

1.12 Compliance with Federally Funded Programs:

The successful bidder shall assure the City of compliance with any and all special provisions (if applicable) contained in the contract being bid. These provisions may include but are not limited to maintaining a Drug-Free Workplace, compliance with Clean Air and Water Laws and Regulations, and compliance with Equal Opportunity and Non-Segregated Facilities guidelines.

1.13 Proof of Liability & Worker's Comp Insurance:

If applicable, Proof of Liability and/or Worker's Comp Insurance must be included in the bid packet. If a company is not covered by Worker's Comp Insurance, labor and material charges should be separated on the bid/proposal. This should be done in order for the City to determine the Worker's Comp rate (in accordance with the City's current Worker's Comp fee schedule) that will be deducted from payment to the company performing the work.

1.14 Background Check:

The bid award of "Public Works" projects over \$50,000 will be contingent upon the results of a background check of the successful low bidder as stated in Ordinance No. 1029-08. According to this ordinance, the City of Foley will take criminal histories into account when deciding whether a low bidder is qualified to do work for the City.

1.15 Disqualification:

The City can disqualify a company based upon the results of a background check or if the company has been prohibited from contracting with another government agency as stated in Ordinance No. 1029-08.

If, in the opinion of The City of Foley, a sealed bid contains false or misleading statements or references that do not support a function, attribute, capability, or condition as contended by Company, the sealed bid may be disqualified from further consideration.

1.16 Expenses:

Expenses for developing sealed bids and addressing information requests herein are solely and entirely the responsibility of Company and shall not be chargeable in any manner to the City of Foley.

1.17 Beason-Hammon Act:

Must be in compliance with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535 dealing with immigration (Immigration Act).

1.18 Alabama Immigration Law:

The Contractor receiving the bid award must abide by the Alabama Immigration Law (also referred to as "Act 2011-535" and codified in State law as Title 31, Chapter 13 of the Code of Alabama 1975) and as it was amended by Act #2012-491 that was signed by Governor Bentley on May 18, 2012.

1.19 Local Bid Preference:

The City of Foley has accepted the local bid preference guidelines established in Act 2015-293 and allows these guidelines to be utilized when appropriate, on a case by case basis. The local preference area has been established per Resolution 15-2369-RES and is defined as the area within the police jurisdiction of the City of Foley. Bid awards may be made to local vendors in this area if their submission is within 5% of a lower bid submitted by a vendor outside of this area and a 10% preference is extended if the lower bidder is located outside the state.

***"The City of Foley encourages all vendors to list job openings with Job Services of Alabama."***