

**SECTION 00 1113
ADVERTISEMENT FOR BIDS**

FROM:

1.01 THE OWNER (HEREINAFTER REFERRED TO AS OWNER/COUNTY):

- A. Zavala County Public Facilities
- B. Address:
200 E. Uvalde Street
Crystal City, Texas, 78839

1.02 DATE: 8-24-2020

1.03 TO: POTENTIAL BIDDERS

- A. Your firm is invited to submit an offer under seal to County for construction of a building located at US Hwy 83, Crystal City, TX 78839 before October 2 pm local standard time on the 2 nd day of October 2020, for:
- B. Project: Crystal City, TX - Main Post Office Must be marked "post office construction"
- C. All bidders are required to prequalify to the requirements described in Document 00 2113 - Instructions to Bidders.
- D. Project Description: Construction of a shell building with associated mechanical, electrical, plumbing and site work.
- E. Your offer will be required to be submitted under a condition of irrevocability for a period of 60 days after submission. Bids must be submitted to the County Clerk, 200 E Uvalde, Ste 7, Crystal City, TX 78839.
- F. The reserves the right to accept or reject any or all offers.
- G. For a listing of the forms and instructions to bidders please go to Zavala County Website Post Office Bidders Instructions.
- H. Questions should be sent to auditor@zavalacounty.org, or call to 830-374-2214 county auditor.
- I. A pre

SECTION 00 2113
INSTRUCTIONS TO BIDDERS

INVITATION

1.01 BID SUBMISSION

- A. Bids signed and under seal, executed, and dated must be received at the office of the County Clerk office on or before 5PM on Friday October 2, 2020 local standard time.
- B. Offers submitted after the above time shall be returned to the bidder unopened.
- C. Offers will be opened publicly at the next available Commissioners Court meeting currently planned for October 10, 2020 at 10:00 am.
- D. Amendments to the submitted offer will be permitted if received in writing prior to bid closing and if endorsed by the same party or parties who signed and sealed the offer.

1.02 INTENT

- A. The intent of this Bid request is to obtain an offer to perform work to complete a the construction of a new shell building with associated mechanical, electrical, plumbing and site work located at US Hwy 83, Crystal City, TX 78839 for a Stipulated Sum contract, in accordance with Contract Documents.

1.03 WORK IDENTIFIED IN THE CONTRACT DOCUMENTS

- A. Work of this proposed Contract comprises building construction and site work, including general construction Work.
- B. Work in this proposed Contract will comprise of all site work and the warm shell portion of the building and indicated in the contract documents. All work noted as finish out will be completed by the tenant and is not a part of this bid request.

1.04 CONTRACT TIME

- A. Identify Contract Time in the Bid Form. The completion date in the Agreement shall be the Contract Time added to the commencement date.

BID DOCUMENTS AND CONTRACT DOCUMENTS

2.01 AVAILABILITY

- A. Documents may be obtained from the County at Zavala County website, Post Office Construction. (digital only).

2.02 EXAMINATION

- A. Upon receipt of Bid Documents verify that documents are complete. Notify Architect should the documents be incomplete.
- B. Immediately notify Architect upon finding discrepancies or omissions in the Bid Documents.

2.03 INQUIRIES/ADDENDA

- A. Addenda may be issued during the bidding period. All Addenda become part of Contract Documents. Include resultant costs in the Bid Amount.
- B. Clarifications requested by bidders must be in writing not less than 7 days before date set for receipt of bids. The reply will be in the form of an Addendum, a copy of which will be forwarded to known recipients.

2.04 PRODUCT/ASSEMBLY/SYSTEM SUBSTITUTIONS

- A. Where the Bid Documents stipulate a particular product, substitutions will be considered up to 10 days before receipt of bids.

- B. When a request to substitute a product is made, Architect may approve the substitution and will issue an Addendum to known bidders.
- C. The submission shall provide sufficient information to determine acceptability of such products.
- D. Provide complete information on required revisions to other work to accommodate each proposed substitution.
- E. Provide products as specified unless substitutions are submitted in this manner and accepted.

SITE ASSESSMENT

3.01 PREBID CONFERENCE

- A. A bidders conference has been scheduled for Friday , September 18 at 10 a.m. on the 18 day of September at Commissioners Court at 200 E. Uvalde, Crystal City, TX 78839. Meeting is mandatory
- B. All general contract bidders and suppliers are invited.
- C. Representatives of Architect will be in attendance or attend virtually due to COVID 19.

QUALIFICATIONS

4.01 EVIDENCE OF QUALIFICATIONS

- A. To demonstrate qualification for performing the Work of this Contract, bidders may be requested to submit written evidence of financial position, license to perform work in the State.

4.02 SUBCONTRACTORS/SUPPLIERS/OTHERS

- A. Owner reserves the right to reject a proposed subcontractor for reasonable cause.

BID SUBMISSION

5.01 SUBMISSION PROCEDURE

- A. Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.
- B. Submit one copy of the executed offer on the Bid Forms provided, signed and sealed with the required security in a closed opaque envelope, clearly identified with bidder's name, project name and Owner's name on the outside.
- C. Improperly completed information, irregularities in security deposit, may be cause not to open the Bid Form envelope and declare the bid invalid or informal.
- D. An abstract summary of submitted bids will be made available to all bidders following bid opening.

5.02 BID INELIGIBILITY

- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
- B. Failure to provide security deposit, bonding or insurance requirements may, at the discretion of Owner, be waived.

BID ENCLOSURES/REQUIREMENTS

6.01 SECURITY DEPOSIT

- A. Bids shall be accompanied by a security deposit as follows:
 - 1. Bid Bond of a sum no less than 2.5 percent of the Bid Amount on AIA A310 Bid Bond Form.
- B. Endorse the Bid Bond in the name of the Owner as obligee, signed and sealed by the principal (Contractor) and surety.
- C. The security deposit will be returned after delivery to the Owner of the required Performance and Payment Bond(s) by the accepted bidder.
- D. Include the cost of bid security in the Bid Amount.

- E. If no contract is awarded, all security deposits will be returned.

6.02 PERFORMANCE ASSURANCE

- A. Accepted Bidder: Provide a Performance and Payment bond as described in 00 7300 - Supplementary Conditions.
- B. Include the cost of Performance and Payment Bonds in the Bid Amount.

6.03 BID FORM REQUIREMENTS

- A. Complete all requested information in the Bid Form and Appendices.
- B. Taxes: Refer to Document 00 7300 - Supplementary Conditions for inclusion of taxes, procedures for tax rebate claims, and products that are tax exempt.

6.04 FEES FOR CHANGES IN THE WORK

- A. Include the fees for overhead and profit on own Work and Work by subcontractors, identified in Document 00 7300 - Supplementary Conditions .

6.05 BID FORM SIGNATURE

- A. The Bid Form shall be signed by the bidder, as follows:
 1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
 2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
 3. Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the bid is signed by officials other than the president and secretary of the company, or the president/secretary/treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Bid Form in the bid envelope.

OFFER ACCEPTANCE/REJECTION

7.01 DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable for a period of sixty (60) days after the bid closing date.

7.02 ACCEPTANCE OF OFFER

- A. Owner reserves the right to accept or reject any or all offers.

END OF SECTION

SECTION 00 3100
AVAILABLE PROJECT INFORMATION

PART 1 GENERAL

1.01 EXISTING CONDITIONS

- A. Certain information relating to existing surface and subsurface conditions and structures is available to bidders but will not be part of Contract Documents, as follows:
- B. Geotechnical Report: Entitled Geotechnical Engineering Study - New United States Post Office US 83 Crystal City, Texas Zavala County, dated April 8, 2020.
 - 1. Original copy is available for inspection at Owner's offices during normal business hours.
 - 2. This report identifies properties of below grade conditions and offers recommendations for the design of foundations, prepared primarily for the use of Architect.
 - 3. The recommendations described shall not be construed as a requirement of this Contract, unless specifically referenced in Contract Documents.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

END OF SECTION

**SECTION 00 4100
BID FORM**

THE PROJECT AND THE PARTIES

1.01 TO:

A. Zavala County (Owner)

1.02 FOR:

A. Project: Crystal City, TX - Main Post Office

1.03 DATE: _____ (BIDDER TO ENTER DATE)

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

- A. Bidder's Full Name _____
1. Address _____
2. City, State, Zip _____

1.05 OFFER

- A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by Fisher Heck Architects for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:
- B. _____ dollars
(\$ _____), in lawful money of the United States of America.
- C. We have included the required performance assurance bonds in the Bid Amount as required by the Instructions to Bidders.
1. The cost of the required performance assurance bonds is _____ dollars
(\$ _____), in lawful money of the United States of America.
- D. All applicable federal taxes are included and State of Texas taxes are included in the Bid Sum.

1.06 ACCEPTANCE

- A. This offer shall be open to acceptance and is irrevocable for sixty days from the bid closing date.
- B. If this bid is accepted by Owner within the time period stated above, we will:
1. Execute the Agreement within seven days of receipt of Notice of Award.
2. Furnish the required bonds within seven days of receipt of Notice of Award.
- C. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.
- D. In the event our bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

1.07 CONTRACT TIME

- A. If this Bid is accepted, we will:
B. Complete the Work in _____ calendar days from Notice to Proceed.

1.08 ADDENDA

- A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.
1. Addendum # _____ Dated _____.
2. Addendum # _____ Dated _____.

1.09 BID FORM SIGNATURE(S)

- A. The Corporate Seal of
- B. _____
- C. (Bidder - print the full name of your firm)
- D. was hereunto affixed in the presence of:
- E. _____
- F. (Authorized signing officer, Title)
- G. (Seal)
- H. _____
- I. (Authorized signing officer, Title)

END OF SECTION

SECTION 00 5000
CONTRACTING FORMS AND SUPPLEMENTS

PART 1 GENERAL

1.01 AGREEMENT AND CONDITIONS OF THE CONTRACT

- A. See Section 00 5200 - Agreement Form for the Agreement form to be executed.
- B. See Section 00 7200 - General Conditions for the General Conditions.
- C. The Agreement is based on AIA A101.
- D. The General Conditions are based on AIA A201.

1.02 FORMS

- A. Use the following forms for the specified purposes unless otherwise indicated elsewhere in Contract Documents.
- B. Post-Award Certificates and Other Forms:
 - 1. Schedule of Values Form: AIA G703.
 - 2. Application for Payment Forms: AIA G702 with AIA G703 (for Contractors).
- C. Clarification and Modification Forms:
 - 1. Architect's Supplemental Instructions Form: AIA G710.
 - 2. Construction Change Directive Form: AIA G714.
 - 3. Change Order Form: AIA G701.
- D. Closeout Forms:
 - 1. Certificate of Substantial Completion Form: AIA G704.

1.03 REFERENCE STANDARDS

- A. AIA A101 - Standard Form of Agreement Between Owner and Contractor where the basis of Payment is a Stipulated Sum; 2017.
- B. AIA A201 - General Conditions of the Contract for Construction; 2017.
- C. AIA G701 - Change Order; 2017.
- D. AIA G702 - Application and Certificate for Payment; 1992.
- E. AIA G703 - Continuation Sheet; 1992.
- F. AIA G704 - Certificate of Substantial Completion; 2017.
- G. AIA G710 - Architect's Supplemental Instructions; 2017.
- H. AIA G714 - Construction Change Directive; 2017.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION