

BID DOCUMENT

**ANITA FRANCE REPLACEMENT HOME
111 BROAD ST.**

**CITY OF DRAKESBORO, KENTUCKY
DRAKESBORO SCATTERED SITE HOUSING PROJECT III**

FEBRUARY, 2012

INFORMATION FOR BIDDERS

The City of Drakesboro will receive lump sum bids on the behalf of Anita France for the complete construction of one new house and related items to be located at 111 Broad St. Bids will be received until 1:30 PM local time on February 9, 2012 at the City of Drakesboro, 212 Mose Rager Blvd., PO Box 129, Drakesboro, KY 42337. Bids shall be publicly opened at the same time and location. All bids shall be sealed and clearly marked "Anita France Bid". Conditional or qualified bids will not be accepted. The contract will be awarded on the basis of the lowest responsible bid price (not including alternates) subject to owner approval of contractor. Drakesboro City Hall is open from 7:30 A.M. to 4 P.M. Monday through Friday.

Bidders must have a Contractor Application on file with City of Drakesboro along with certificates of insurance. If these documents are not on file, they must be submitted with the bid. General contractor will be required to carry fire and extended coverage insurance on this project.

Work must be done according to all applicable codes, the house plans and the New Housing Standard Specifications dated November, 2011. Questions on the bidding process shall be directed to Kriss Lowry & Associates, Inc., 227 S. Rays Fork Road, Corinth, KY 41010, (502) 857-2800 (TDD: 1-800-247-2510 for the Hearing Impaired only) or kriss@krisslowry.com.

Proposed forms of contract documents, bid documents, plans and specifications are on file at the City of Drakesboro at the address listed above. Copies of these documents may be obtained from Kriss Lowry & Associates, Inc. or downloaded at <http://www.krisslowry.com/housing.html>. No deposit is required.

The successful bidder will be required to furnish and pay one of the following: 1) one-hundred percent performance and payment bond or bonds; 2) a 20% cash escrow; 3) a 25 % irrevocable letter of credit, or 4) contractor may opt for twenty-five percent retainage on completed work. The successful bidder shall pay for any local permits or inspections, i.e. plumbing, electrical etc. The Contractor is required to obtain a City of Drakesboro building permit at a cost of \$345 per house. The General Contractor is to include the cost of bringing all utilities to the house.

Attention is called to the provisions for equal employment opportunity. Minority bidders are encouraged to bid. Contractor's submitting bids of \$100,000 or more are required to submit a Section 3 Certification and Section 3 Plan with their bid. City of Drakesboro, acting as agent for the Owner, reserves the right to reject any or all bids or to waive any informalities in the bidding. The city reserves the right to limit the number of bids awarded to any one bidder. This project is being developed through the Community Development Block Grant Program Grant No. 10-103 administered by the KY Department for Local Government. No bid shall be withdrawn for a

period of sixty (60) days subsequent to the opening of bids without the consent of City of Drakesboro.

BID FORM

FOR:

New House – Plan 1064-ES-A-Rev

Anita France Residence
111 Broad St.

To: Anita France

1. The undersigned, having familiarized themselves with the local conditions affecting the cost of the work, and with the Specifications including the Information for Bidders, this bid, the Special Conditions, local Zoning Regulations, the Construction Contract, the Standard New Housing Specifications, the Drawings and the Addenda, if any, thereto, on file at the City of Drakesboro, Kentucky, hereby propose to furnish all labor, materials, equipment and services required to complete the construction of one new house located at 111 Broad St.

BASE BID

For the complete construction of a replacement home in conformance with Kentucky Residential Building Code, Special Conditions, and Specifications.

111 Broad St., Anita France - Plan 1064-ES-A-Rev

Lump Sum \$ _____

Enter the total below:

_____ Dollars
(Use Words)

Bids must be in whole dollar amounts.

2. Addenda to the Drawings and Specifications issued heretofore are hereby acknowledged by the undersigned as being:

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

(In the spaces above insert the numbers and dates of any Addenda issued and received. If none has been issued and received the word "None" should be inserted.)

3. In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within sixty (60) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) days after the contract is presented for signature.

4. By signing this bid the undersigned certifies that he/she has not entered into any collusion with any person in respect to this bid proposal or any other proposal or the submitting of proposals for the contract for which this proposal is submitted.

4. By submitting this bid the Contractor is certifying that he has not been debarred by a public agency and the Contractor has completed the "Contractor Eligibility Certification Regarding Debarment, Suspension, and Other Responsibilities" form and submitted it with the bid form.

5. If the total bid amount is \$100,000 or more, I certify that a Contractor Section 3 Plan was prepared and submitted as part of the bid.

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date _____, 20_____.

Printed or Typed Name of Bidder: _____

By: _____

Title: _____

Official Address:

(SIGN ORIGINAL ONLY)

SPECIAL CONDITIONS

FOR:

Construction of the following property:

Anita France Residence

111 Broad St.

The house to be constructed is a 3 bedroom Plan 1064-ES-A-Rev. Contractor is to install electric heat pump with central air conditioning. Provide electric cooking stove and energy star rated refrigerator. Install cabinet instead of dishwasher. Install two grab bars in bathtub. Install grab bar on wall next to toilet. Install standard toilet. Install handrails on all steps. Install carpet in two front bedrooms and vinyl flooring in remainder of house. Provide a concrete walk from front door and accessible entrance to driveway. Replace existing driveway on the side of house the same size and location as the existing driveway from the front of house to rear of house. If remainder of existing drive is damaged by construction work, replace damaged portions. Construct 8' by 12' storage building behind house. House to be located in same approximate location as existing house (approximately 66 foot front yard setback and 24 foot side yard setback on the west side of house. No mailbox is required.

Demolition of existing house will be done by Muhlenberg County. Contractor is to remove large oak trees in front of house. Remove cedar tree on side of house as necessary to construct house so that no trees overhang the house. Contractor is to do final grade, seed and straw of any areas disturbed by demolition work done by Muhlenberg County. Asbestos will be removed under a separate contract.

CONTRACTOR SECTION 3 PLAN
(Must be submitted if bid exceeds \$100,000)

_____ (Insert Name of Contractor) agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and businesses within the City of Springfield, Kentucky

- A. To ascertain from the locality's CDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the Section 3 Plan.
- B. To attempt to recruit from within the city the necessary number of lower income residents through: Local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U.S. Employment Service.
- C. To maintain a list of all lower-income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. To insert this Section 3 plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 plan including utilization goals and the specific steps planned to accomplish these goals. *
- E. To insure that subcontract which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project areas, are also let on a negotiated basis, whenever feasible, when let in a Section 3 covered project area. *
- F. To formally contact unions, subcontractors and trade associations to secure their cooperation for this program.
- G. To insure that all appropriate project area business concerns are notified of pending sub-contractual opportunities.
- H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 plan.
- J. To list on Table A, information related to subcontracts to be awarded.
- K. To list on Table B, all projected workforce needs for all phases of this project by occupation, trade, skill level and number of positions.

* Loans, grants, contracts and subsidies for \$100,000 or less are exempt.

As officers and representatives of _____
(Name of Contractor)

We the undersigned have read and fully agree to this Section 3 Plan, and become a party to the full implementation of this program.

Signature

Title

Date

Signature

Title

Date

CONTRACTOR SECTION 3 PLAN (continued)

TABLE B
ESTIMATED PROJECT WORKFORCE BREAKDOWN

Column 1	Column 2	Column 3	Column 4	Column 5
JOB CATEGORY	TOTAL ESTIMATED POSITIONS	NO. POSITIONS CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS NOT CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS TO BE FILLED WITH SECTION 3 RESIDENTS*
OFFICERS SUPERVISORS				
PROFESSIONALS				
TECHNICIANS				
HOUSING SALES RENTAL/MANAGEMENT				
OFFICE CLERICAL				
SERVICE WORKERS				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

* Section 3 residents include low and very low income persons who live in the project area, public housing residents and persons with disabilities.

Company

Project Name

Project Number

EEO Officer-Signature

Date