

ITEM I
INVITATION TO BID

Sealed bids will be received by the City of Fairhope of Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St. Fairhope, Alabama, until **Wednesday, March 30, 2016 AT 11:00 A.M.**, then publicly opened thereafter in conference room, for furnishing all labor and materials, and performing all work required by the City of Fairhope and described as follows:

Project No. PW013-16, Emergency Repairs Civic Center brick collapse

The work consist of an Emergency repair to the Civic Center West wall.

Plans, Drawings and Specifications are on file and may be viewed in the Purchasing Department of the City of Fairhope, Alabama, located at 555 S. Section Street. **Prior to opening, copies of the bid packet, including plans, drawings and specifications will be available for purchase at Jade Consulting, LLC, 208 North Greeno Road, Fairhope, AL, 36532, at a nonrefundable charge of \$50 per set. Please email sruth@jadengineers.com or call 251 928-3443 to request plans.** Please make checks payable to Jade Consulting, LLC. Bid packages may be picked up at that location during normal operation time. No plans and specifications will be issued to contractors later than five (5) days prior to the time indicated above for receiving bids. Bid advertisement, addenda and other related documents will be posted on the City of Fairhope website: www.cofairhope.com. Questions or comments pertaining to this bid must be presented in writing and sent as e-mail to the attention of the Purchasing Manager, Daniel P. Ames, P.O. Drawer 429, 555 South Section St., Fairhope, Al 36532, e-mail: dan.ames@cofairhope.com, no later than one (1) days prior to the bid opening or will be forever waived.

All Bids must be on blank bid forms provided in the Bid documents. Bids shall be accompanied by a BID SECURITY equal to 5% (percent) of the bid price, but in no event more than \$10,000.00. BID SECURITY shall be in the form of a Bid Bond signed by a Bonding company authorized to do business in the State of Alabama, or a Cashier's Check payable to the City of Fairhope. NO BID SECURITY is required on bids less than \$10,000.00.

A **Performance Bond** in the form and terms approved by the City of Fairhope in an amount not less than the sum of the bid will be required at the signing of the CONTRACT, and in addition, a **Labor and Materials Bond** in the form and terms approved by the City of Fairhope in an amount not less than fifty percent (50%) of the CONTRACT price insuring payment for all labor and materials.

A mandatory pre-bid meeting will be held on-site at Fairhope Civic Center West Wall, 161 N. Section St. Fairhope, Alabama, at Friday, March 25, 2016 AT 11:00 A.M.

The City of Fairhope is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract documents in this regard. The CITY also encourages and supports the utilization of Minority Business Enterprises on this and all public bids.

All bids, with their guarantee (when required), must be enclosed in a **sealed, opaque envelope**, clearly identified on the outside as "**Sealed Bid**" with **Bid Name, Bid Number, City of Fairhope's name and address, and the Bidder's name, address, and General Contractor's License Number (Mandatory by State law)**. Each bid must be in a separate envelope. Bids made out in pencil will not be accepted. Failure to observe the instructions contained herein will constitute grounds for rejection of your bid. The CITY reserves the right to accept or reject all bids, or any portions thereof, and to waive informalities, and to furnish any item of material or work to change the amount of the **CONTRACT**, whichever is in the best interest of the City of Fairhope.

The **CONTRACTOR** must furnish to the City of Fairhope at the time of the signing of the **CONTRACT**, a Certificate of Insurance coverage as provided in the contract documents which will include Comprehensive Insurance, Contractor's Automobile, and where applicable, Owner's Protective Liability insurance, Subcontractor's Public Liability and Property Damage Insurance. The company that is awarded the bid must have Workman's Compensation Insurance on all of its employees if work is to be performed on City of Fairhope premises. General Liability Insurance, specifying coverage, must be maintained to hold the City of Fairhope harmless in the event of an accident. See bid packet for details.

No bids will be considered unless the Bidder, whether resident or non-resident of Alabama, is properly qualified to submit a bid for this type of work in accordance with all applicable laws of the State of Alabama. Where applicable, this shall include evidence of holding a current license with proper classification from the Alabama Licensing Board for General Contractors, Montgomery, Alabama, as required by Chapter 8, Title 34, of the Code of Alabama, 1975. In addition, the awarded vendor, if a non-resident of the State, and if a corporation, Shall show evidence of having qualified with the Secretary of State to do business in the State of Alabama, <http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx>. Awarded Bidder must have a current business license, or purchase a business license, with the City of Fairhope prior to work performed. No bids shall be withdrawn for the period of thirty (30) days subsequent to the opening of bids without the consent of the City of Fairhope, Baldwin County, Alabama. Once completed, a tabulation of the responsive and responsible bids will be available for public viewing by visiting the following web address: www.cofairhope.com.

Daniel P. Ames, Purchasing Manager