

**CITY OF GASTONIA
DEVELOPMENT SERVICES
INVITATION TO BID**

The City of Gastonia (hereinafter the "City") will receive sealed bids for the following Project:

PROJECT NAME: Highland Branch Greenway Phase I

NCDOT PROJECT NUMBER: C-5622

PRE-BID: Thursday, November 18, 2021, 2:00 pm (EST)
Garland Business Center
Room 131
150 S. York Street
Gastonia, NC 28052

BID DATE AND TIME: Thursday, December 2, 2021, 2:00 pm (EST)

BID OPENING LOCATION: Garland Business Center
Room 131
150 S. York Street
Gastonia, NC 28052

SCOPE OF WORK:

This project will construct a ten foot wide greenway trail from US 321 to Bulb Avenue in order to connect with the Highland Rail Trail.

All work shall be in accordance with *2018 NCDOT Standard Specifications*.

The Work to be performed under this Contract will be financed in whole or in part with Federal funding. As such, Federal laws, regulations, policies, and related administrative practices apply to this Contract. The most recent of such Federal requirements, including any amendments made after the execution of this Contract, shall govern this Contract, unless the Federal Government determines otherwise. This Section identifies the Federal requirements that are applicable to this Contract. The Contractor is responsible for complying with all applicable provisions.

PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE PREPARING AND SUBMITTING YOUR BID.

Any firm that wishes to bid as a prime contractor shall be **prequalified by NCDOT** as a Bidder or Prime Contractor **prior** to submitting a bid. Information regarding prequalification can be found at: <https://connect.ncdot.gov/business/Prequal/pages/default.aspx>.

Bidders must be properly licensed under North Carolina state law to perform the work. The Bidder will provide their North Carolina General Contractor's License Number, Classification(s), and Limits in the space provided on the signature page of the bid.

Bid documents and Project Plans may be obtained from Duncan Parnell via their bid room <http://www.dpibidroom.com> . Registration with Duncan Parnell is required to obtain the bid documents. The NON-REFUNDABLE FEE will depend on the number and size of the bid documents, applicable taxes, and shipping method selected by the prospective bidder. Neither OWNER nor ARCHITECT will be responsible for copies of the Bidding Documents obtained from sources other than from Duncan Parnell. If you need any assistance ordering or getting registered on <http://www.dpibidroom.com> please contact: Michaela Bruinius at michaela.bruinius@duncan-parnell.com or 704-526-1856.

All questions related to this project during the advertisement period shall be submitted to Margo Tausel, Project Administrator, at the office of the Engineer (email address is margot@cityofgastonia.com).

Bid Bond or Bid Deposit: Each bid shall be accompanied by a corporate bid bond or a bid deposit of a certified or cashier's check in the amount of at least 5% of the total amount bid for the contract. When a bid is secured by a bid deposit (certified check or cashier's check), the execution of a bid bond will not be required.

When the bid security is in the form of a bid bond, that bid bond shall be executed by a corporate surety licensed in North Carolina to execute such bonds.

When the bid security is in the form of a cashier's check, or a certified check; that check shall be written on a bank or trust company insured by the Federal Deposit Insurance Corporation, made payable to the order of the City of Gastonia.

The Bidder will provide their North Carolina General Contractor's License Number, Classification(s), and Limits in the space provided on the signature page of the bid. Bidders shall comply with NC General Statutes.

Bids may be held by the City for a period not to exceed sixty (60) days from the date of the bid opening for the purpose of reviewing bids and investigating qualifications of Bidders.

Bidders will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, national origin, disability, or veteran's status.

The itemized proposal form provided by the City shall be used and the Project Manual in its entirety (the Project Manual shall not be taken apart or altered) shall be submitted for bid consideration. All entries including signatures shall be written in ink.

The bid form furnished by the City of Gastonia with the proposal shall be used and shall not be altered in any manner. **DO NOT SEPARATE THE BID FORM FROM THE PROPOSAL**

All entries on the bid form, including signatures, shall be written in ink. The sealed bid must display the following statement on the front of the sealed envelope:

BID FOR: _____ (Enter the project name as shown on the Bid Documents) <i>Project Name</i>
BIDDER'S NAME: _____ (Full name of Contractor submitting the bid) <i>Contractor's Name</i>
PROJECT NUMBER: _____ (City project number as shown on the Bid Documents) <i>Project Number</i>
DO NOT OPEN UNTIL: _____ (Enter the date & time as shown on the Bid Documents) <i>Bid Opening Date & Time</i>

The Bidder shall submit a unit price for every item on the bid form. The unit prices for the various contract items shall be written in figures. **Unit prices must be limited to TWO decimal places.**

A bid amount shall be entered on the bid form for every item. The amount bid for each item shall be determined by multiplying each unit bid by the quantity for that item, and shall be written in figures in the "Amount Bid" column of the form.

The total amount bid shall be written in figures in the proper place on the bid form. The total amount shall be determined by adding the amounts bid for each item.

Changes in any entry shall be made by marking through the entry in ink and making the correct entry adjacent thereto in ink. A representative of the Bidder shall initial the change in ink. Do not use "White Out" or similar product to make corrections.

The bid shall be properly executed. All bids shall show the following information:

- Name of individual, firm, corporation, partnership, or joint venture submitting bid.
- Name of individual or representative submitting bid and position or title.
- Name, signature, and position or title of witness.
- Federal Identification Number
- Contractor's License Number (If available)

Bids submitted by corporations shall bear the seal of the corporation.

The bid shall not contain any unauthorized additions, deletions, or conditional bids.

The bidder shall not add any provision reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.

If delivered by mail, the sealed envelope shall be placed in another sealed envelope and the outer envelope shall be addressed as follows: City of Gastonia, Garland Business Center, Attn: Margo Tausel, 150 S. York Street, P.O. Box 1748 (28053), Gastonia, NC 28052

Please submit questions or inquiries no later than 7 days prior to the due date. Questions or inquiries past this deadline may not be addressed by the City prior to the Bid Due Date.

The City of Gastonia or NCDOT reserves the right to reject any and all bids and to waive any informalities or technicalities as it may deem to be in its best interest.

A DBE Contract Goal of 6% has been established for this project.