

INVITATION TO BID AND INSTRUCTION TO BIDDERS

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

PROJECT NAME: Wilkinson Boulevard Intelligent Transportation System (ITS) Project

PROJECT NUMBER: CDOT-ITS-18-544

PRE-BID: Thursday August 29, 2019 at 10:00 A.M. (EST)
Charlotte-Mecklenburg Government Center
6th Floor, Room 601
600 East Fourth Street, Charlotte, NC 28202

BID DATE AND TIME: Thursday September 12, 2019 AT 2:00 P.M. (EST)

BID OPENING LOCATION: Charlotte-Mecklenburg Government Center
6th Floor, Room 601
600 East Fourth Street, Charlotte, NC 28202

SCOPE OF WORK:

The Wilkinson Boulevard ITS Project includes the installation of approximately 4 miles of fiber optic cable in new directionally bored and trenched conduit and aerial attachments to wood utility poles. This project includes entrances and interconnect equipment for 9 existing traffic control cabinets and the installation of 11 traffic management cameras. This project also includes fiber splicing and testing. This project limits are Wilkinson Boulevard from Josh Birmingham Road to Morehead Street and Ashley Road to Greenland Avenue, Charlotte, in Mecklenburg County, NC.

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/Pregual/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.

Bidding documents includes a printed copy of one (1) Project Manual and one (1) full-size Drawing set, are available for a non-refundable charge. Please contact:

Richa Graphics
800 North College Street,
Charlotte, NC 28206
855-880-3998
Orders@richa.com

For information regarding this Invitation to Bid, contact as follow:

Monica Henson, Contracts Administrator
Charlotte Department of Transportation
600 East Fourth Street, Charlotte, NC 28202
704-336-3940 or mahenson@charlottenc.gov
Website: <http://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx>

Bid Bond or Bid Deposit: Each bid that equals or exceeds \$100,000 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 Charlotte.

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.

A secure Bid Box is located at the Bid Opening Location indicated above. Bids placed in the subject Bid Box prior to the bid opening date and time are considered bids received; and will be opened at the bid opening and read aloud.

The bid form furnished by the City of Charlotte 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 Charlotte, Charlotte Department of Transportation, Attention: Monica Henson, 600 East 4th Street, Charlotte, NC 28202.

Please submit questions or inquiries no later than 3 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 Charlotte 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 0% has been established for this project.