

City Utilities of Springfield, Missouri

General Utility Construction

Prequalified Bidding Event 0000053096

Transit Parking Damage Repair

- Scope of Work: Furnish labor, equipment, and incidentals to repair the damaged fence and columns in the employee parking area at Transit Operations.
- Bid Opening: September 14, 2017 at 2:00 p.m.
Purchasing Department
301 E. Central St., Springfield, Missouri 65802
- Bid Submittal Methods: FAX AND EMAIL RESPONSES ARE NOT ACCEPTABLE. All bids must be received by CU Purchasing by the opening date and time stated in this document. The method of submittal is at the sole discretion and risk of the Bidder. Preparation for any submittal method should be taken well enough in advance of the posted opening date and time to allow for unexpected issues. City Utilities is not responsible for submittal failures of any kind- electronic or otherwise. Contractors utilizing CU's Electronic Bid Attachment Tool (EBAT) should verify that any attachment meets the posted electronic file type and size requirements. Bidders mailing bids or having bids delivered should allow sufficient time to insure receipt by the due date and time specified. Mail, express mail and delivered responses must be sealed in an opaque envelope or package and should include one set of original documents plus two (2) copies (marked appropriately as "Original" and "Copy").

Proposals in response to this Bidding Event may be submitted by any of the methods listed below:

1. Electronic Bid Attachment Tool (EBAT)

Open to all bidders – NO REGISTRATION OR LOGIN REQUIRED. Proposals submitted via EBAT must be an approved electronic file type (PDF, DOC, XLS, TIF or ZIP) and have a total attachment size that does not exceed 50-MB.

www.cityutilities.net/EBAT

OR GO TO www.cityutilities.net and click on the following links:

- For Business (at top of page)
- Purchasing
- Bidding Opportunities
- Electronic Bid Attachment Tool (EBAT)

2. Mail / Express Mail / Hand Deliver

Proposals submitted via mail/express mail or hand delivered shall be sealed in an opaque envelope or package that is clearly marked on the outside with the RFP number and opening date/time. Proposals are to be addressed to:

City Utilities of Springfield, Missouri
Purchasing Manager
301 East Central (65802)
P.O. Box 551
Springfield, MO 65801-0551

3. PeopleSoft Registered On-Line Bidding System (Legacy system – enrollment closed)

Wage Required: Annual Wage Order No. 24, Rev 6/7/17 which can be viewed and downloaded at: <http://www.cityutilities.net/purchasing/purchasing.htm>

Materials: All materials to be supplied by City Utilities

Insurance: Required within 3 days of Notice of Award.

Start Date: Contractor to start work within 14 days after Notice to Proceed.

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SPECIFICATIONS

General Utility Construction

Work shall be performed in accordance with:

1. City Utilities Drawing Number A1.1 Transit Fence Repairs
2. *Prequalified Bidder Program: Small to Moderate General Utility Construction Projects* document dated March 2014
3. Online Referenced Attachments:
 - City Utilities' Bidding Instruction (Rev 8-2015)
 - City Utilities' Standard Purchase Order Terms and Conditions (Rev 8-2015)
 - City Utilities' General Conditions (Rev 8-16)

Online Referenced Attachments can be viewed and downloaded by navigating to the following Website and searching under the *Prequalified Bidder Programs* section:

<http://www.cityutilities.net/purchasing/purchasing.htm>

or go to

www.cityutilities.net and follow these links:

- For Business
- Purchasing
- Bidding Opportunities
- Prequalified Bidder Programs
- General Utility Construction & Mechanical HVAC

Specifications:

- A1.1 Transit Fence Repairs

Procurement Documents for Prequalified Bidding Event 0000053096 can be viewed and downloaded by navigating to the following Website and searching by bidding event number or name:

<https://www.cityutilities.net/bids>

or go to

www.cityutilities.net and follow these links:

- For Business (top of page)
- Purchasing
- Bidding Opportunities
- Current Bidding Events & Awards Results
- All CU Bidding Opportunities
- 0000053096

You will have access to open, print and/or save pdf file(s).

CONTACT PERSONS

Purchasing Questions: Ryan Lee (417) 831-8652

Technical Questions: Tyler Peck (417) 831-8408

Insurance Questions: Heath Silvey (417) 831- 8646

Insurance Requirements

Without limiting any of the other obligations or liabilities of the Contractor, the Contractor shall secure and maintain at its own cost and expense, throughout the duration of this Contract and until the Work is completed and accepted by City Utilities, insurance of such types and in such amounts as may be necessary to protect it and the interests of City Utilities against all hazards or risks of loss as hereunder specified or which may arise out of the performance of the Contract Documents. The form and limits of such insurance, together with the underwriter thereof in each case, are subject to approval by City Utilities. Regardless of such approval, it shall be the responsibility of the Contractor to maintain adequate insurance coverage at all times during the term of the Contract. Failure of the Contractor to maintain coverage shall not relieve him of any contractual responsibility or obligation or liability under the Contract Documents.

The certificate of insurance, including evidence of the required endorsements hereunder or the policies shall be filed with City Utilities within ten (10) days after the date of the receipt of Notice of Award of the Contract to the Contractor and prior to the start of work. All insurance policies shall provide thirty (30) days written notice to be given by the insurance company in question prior to material reduction in coverage or protection of City Utilities or cancellation of such insurance. Such notices shall be mailed, certified mail, return receipt requested, to:

Risk Manager
 City Utilities of Springfield, Missouri
 301 E. Central Street
 Springfield, MO 65802

The minimum coverage for the insurance referred to herein shall be in accordance with the requirements established below:

(A)	Workers' Compensation* **	Statutory Limits
	Employer's Liability	
	Bodily Injury by Accident—each accident.....	\$1,000,000
	Bodily Injury by Disease—each employee limit.....	\$1,000,000
	Bodily Injury by Disease—policy limit.....	\$1,000,000

*** Workers' Compensation: Policy or self-insurance plan with statutory limits formally approved by the State of Missouri will be required, even if no employees other than owners.**

**** Workers' Compensation coverage shall include a waiver of subrogation in favor of City Utilities where permitted by law.**

(B)	Commercial General Liability Insurance***, Including Premises, Operations, Products and Completed Operations, Contractual Liability, Broad Form Property Damage, Independent Contractors, Such Coverage Shall Apply to Bodily Injury and Property Damage on an "Occurrence Form Basis" with each Occurrence Limit of.....	\$1,000,000
	In the Aggregate.....	\$2,000,000
(C)	Automobile Liability Insurance*** Covering Bodily Injury And Property Damage for Owned, Non-owned and Hired Vehicles with a Combined Single Limit of.....	\$1,000,000

***** City Utilities shall be added as an Additional Insured on the Liability insurance coverages.**

Contractor shall require any and all subcontractors with whom he enters into a contract to perform Work on this Project, to protect, through insurance, against applicable hazards or risks and shall, upon request of City Utilities, provide evidence of such insurance. Contractor shall be liable for all deductible amounts from such insurance and shall indemnify and hold City Utilities harmless there from. These Insurance Requirements are intended to be minimum coverages, and City Utilities does not warrant that coverages or amounts will be sufficient protection for contractors or City Utilities. Contractors will be responsible for any deficiencies thereof.

NOTE:

Acord certificate changes regarding cancellation notifications do not lessen the responsibility of vendors to comply with obligations set forth in these insurance requirements. Specifically, the requirement "All insurance policies shall provide thirty (30) days written notice to be given by the insurance company in question prior to material reduction in coverage or protection of City Utilities or cancellation of such insurance." must be met wherever permitted by law.

Since the requirement cannot be met using the Acord certificate, the requirement must be met by specifically endorsing CU onto **each required policy** to receive notifications.

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Modifications to the Prequalified Bidder Program

Additional or Modified Requirements to the "Prequalified Bidder Program: Small to Moderate General Utility Construction Projects" document issued March 2014, as shown below:

***** NONE *****

BID FORM
Prequalified Bidding Event 000053096
Transit Parking Damage Repair

A. NAME OF BIDDER:

[to be used if Contractor is a corporation] _____
a corporation organized and existing under the laws of the State of _____
with its principal office and place of business in the city of _____
with the address of _____.

[to be used if Contractor is a partnership] _____
a partnership consisting of _____ and _____
of the city of _____, with the address of _____
_____.

[to be used by an individual or sole trader] _____
doing business as _____ of the city of _____
with the address of _____.

**B. TO: BOARD OF PUBLIC UTILITIES
CITY OF SPRINGFIELD, MISSOURI**

The undersigned proposes to furnish at his risk, cost and expense all labor, tools, equipment, miscellaneous materials, supplies, facilities, transportation and other means necessary to perform the work as set out in the Contract Document in strict accordance therewith, for the lump sum amount as indicated:

Provide price for all work as indicated on plan sheet A1.1 Transit Fence Repairs

Total lump sum price:

_____ U.S. Dollars

\$ _____

The "Contract Documents" as defined in the "Prequalified Bidder Program: Small to Moderate General Utility Construction Projects" document dated March 2014 are hereby made part of this bid by reference. In making this bid the undersigned has taken into account and agrees to each provision of all of the Contract Documents.

Contractor acknowledges that he has received this Prequalified Bidding Event and any/all Addenda and that they are part of the Contract Documents.

The bidder states that in the event that it is awarded this Contract, it will use the below listed companies for performance of any part of each major phase of work:

Phase of Work	Company
_____	_____
_____	_____
_____	_____

The undersigned declares that the following Addenda have been received and all changes required by them are included in the bid amount. If no Addenda have been received, state "NONE".

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

EXCEPTIONS

The undersigned declares that the following list states any and all variations from and exceptions to the requirements of the Request for Quotation and that otherwise it is the intent that the work will be performed strictly in accordance therewith. If no exceptions are taken, state "NONE". (Note: use separate page, if necessary)

The bidder recognizes that City Utilities reserves the right to accept or reject any and all bids and to waive any technicality or informality therein.

The Company's name, signature and title of an authorized agent of the Company duly empowered to enter into and make binding agreements on Company's behalf are executed below.

Company: _____

Signature: _____

Print Name: _____

Title: _____

Date: _____

Email: _____

----- **END OF DOCUMENT** -----