



BID PACKAGE

**Owner: Christopher Homes of Arkansas
Modular Safe Room for Christopher Homes of North Little Rock**

**Prepared by Central Arkansas Planning and
Development District, Inc.
PO Box 300
Lonoke, AR 72086
Phone 501-676-2721**

April 2018

**Project Funding Provided by the Federal Emergency Management Agency via
the Arkansas Department of Emergency Management
Hazard Mitigation Grant Program; Project #FEMA-DR-4270-AR, Project #5**



FEMA



Advertisement for Bids

May 14, 2018

Christopher Homes of Arkansas

Modular Community Safe Room at Christopher Homes of North Little Rock

FEMA HMGP Grant # FEMA-4270-DR-AR, Project #5

Christopher Homes of Arkansas will receive the sealed bids for the procurement and installation of a modular pre-fabricated community safe room from qualified storm shelter or safe room providers at 2417 North Tyler Street, Little Rock, AR 72207, May 29, 2018 at 2:00 PM and then at said location publicly opened and read aloud.

Instructions to Bidders, Bid and Contract Forms, Specifications, and other contract documents may be examined and obtained at the Central Arkansas Planning and Development District, 902 N. Center St., Lonoke, AR 72086.

The owner reserves the right to waive any informalities or to reject any or all bids. Bidders may not withdraw their bids within 15 days after the date of bid opening. All bidding processes shall be in accordance with State law.

To request bidding information or obtain further information contact:

Amanda Adaire, Program Manager

Central Arkansas Planning and Development District

PO Box 300, 902 N. Center Street

Lonoke, AR 72086

501-676-2721

amanda.adaire@capdd.org

Instruction to Bidders

The following information is specific to prospective bidders of the proposed project:

1. RECEIPT AND OPENING OF BIDS

Christopher Homes of Arkansas (herein identified as "Owner"), invites bids on the forms attached hereto, all blanks of which must be appropriately filled in. Bids will be received by the Owner at 2417 North Tyler Street, Little Rock, AR 72207, May 29, 2018 at 2:00 PM and then at said location publicly opened and read aloud. *The envelopes containing the bids must be sealed, addressed to Christopher Homes of Arkansas.* Bids may be mailed or hand-delivered, but must arrive before the scheduled bid opening to be considered. The mailing address is PO Box 7565, Little Rock, AR 72217-7565. Hand delivery will be accepted Monday- Friday from 8:30 am - 4:30 pm at 2417 North Tyler Street, Little Rock, AR 72207.

It shall be the responsibility of the bidder to assure that their proposal arrives at the location and time stated above. Late bids will not be considered.

The Owner may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or scheduled time for bid opening or authorized postponement thereof. No bidder may withdraw a bid within **15 days** after the actual date of bid opening.

2. QUALIFICATIONS OF BIDDER

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to furnish and install the safe room, and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

3. TIME OF DELIVERY AND LIQUIDATED DAMAGES

Bidder must agree to complete the specified project within one hundred and fifty (**150**) days from the date of contract agreement between Owner and Bidder. No liquidated damages will apply to this project.

4. LAWS AND REGULATIONS

Bidder's attention is directed to the fact that all applicable Federal and State Laws and Ordinances and the rules and regulations of all agencies and/or authorities having jurisdiction over material and equipment standards shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written in full.

5. BID SECURITY

Each bid **MUST** be accompanied by cash, certified check of the bidder, or a bid bond, duly executed by the bidder as principal and having as surety thereon a surety company in the amount of **5%** of the bid. Such cash, checks or bid bonds will be returned to all but the three lowest bidders within three days after the opening of bids, and the remaining cash, checks or bid bonds will be returned promptly after the Owner and the accepted bidder have executed the contract. **THIS IS A STATE LAW. No performance and payment bond will be required, but a bid bond or equivalent is required.**

6. **METHOD OF AWARD**

The contract will be awarded based on the submitted bids. The safe room chosen will be the one, in the opinion of the Owner, which offers the best value for the amount of money the owner has available. The owner has the right to accept or reject all bids for a period of 30 days.

7. **OBLIGATION OF BIDDER**

At the time of the opening of the bids, each bidder will be presumed to have read and to be thoroughly familiar with the Specifications. The failure of any bidder to examine any form, instrument or document shall in no way relieve any bidder from any obligation in respect of his bid.

8. **APPROVED EQUAL (OR EQUAL)**

Where a definite manufacturer is specified, it is not the intent to discriminate against an equal product of another manufacturer. It is the intent to set a definite quality standard. Bidder shall note in his detailed description any differences from those items as specified herein.

9. **WARRANTIES/GUARANTEES**

The successful bidder shall submit copies of warranties and/or guarantees applicable to the owner. A one-year warranty period is required. A warranty on the structural components of the safe room will be required for 10 years.

10. **BIDDER RESPONSIBILITIES**

The bidder shall defend any and all suits and assume all liability for any and all claims made against the Owner or any of its officials or agents for the use of any patented process, device or article forming a part of the safe room furnished under the contract.

All bidders must use the enclosed BID FORM. Any bidder not using said form shall be considered as submitting an unresponsive bid, and bid will be returned. All pertinent brochures and information shall be attached to the BID FORM.

Bidder must maintain a current registration with www.sam.gov from the date of contract award until the project is complete and accepted by owner. Questions for this process, can be directed to Amanda Adaire at CAPDD 501-676-2721 or Amanda.adaire@capdd.org

Specifications

Description

Procurement and installation of a Modular Community Safe Room at Christopher Homes of North Little Rock located at 656 Donovan Briley Blvd., North Little Rock, AR. The safe room must provide tornado and severe weather protection for 60 persons, and must provide at least 320 square feet of interior space.

Minimum Qualifications

The successful bidder must provide a "Pass Letter" from the Texas Tech University National Wind Institute for wind impact tests relating to a 250 mph wind speed, and must sign a notarized certification/affidavit attesting that the pre-fabricated structure meets FEMA Publication 320 and FEMA Publication 361 post installation (the required form will be provided by owner).

- Obtain building permit from the City of North Little Rock
- Utility locate before digging
- Furnish and Install one 16 gauge steel, prefabricated 320 square foot modular safe room (including delivery and freight)
- Installation to include:
 - Concrete testing
 - Erosion control
 - Footing excavation & haul off
 - 16" reinforced concrete slab
 - Each entrance must contain ADA accessible ramp with connection to existing sidewalk, with backfill
 - Crane rental
 - Termite protection
- FEMA compliant tornado shelter signage
- Lightning protection and grounding
- Natural Ventilation
- Construct 16" Reinforced Concrete Foundation with up to 24 5/8" Anchors with 6" Epoxy Embeds (or as required to comply with the listed standards)
- Furnish and Install a privacy curtain and chemical toilet facility

The finished shelter and components must comply with:

- FEMA Publication 361-Design and Construction Guidance for Community Shelters
- ICC 500 International Building Codes
- American Tornado Shelter Association standards
- National Storm Shelter Association standards

Deductive Alternates

Deductive Alternative 1: Concrete Work- 16" Reinforced Concrete Foundation (or as required to comply with the listed standards) and sidewalks/ramps for ADA access at 2 openings to connect to existing sidewalks.

Deductive Alternate 2: Furnish and Install a privacy curtain and chemical toilet facility.

Site must be returned to pre-installation condition upon completion of project.

To schedule a site visit, please contact Liz Lopez at 501-664-1881 or llopez@dolr.org

Site Plan



Red Box- Proposed structure as an 8' x 40' (alternatives accepted)

Blue Boxes- Proposed sidewalk locations; each approximately 5' x 20' (alternatives accepted)

Please note: the garden boxes pictured are no longer there.

Upon written notice of acceptance of this proposal, the Bidder will begin the project, and may provide a purchase contract within Ten (10) days of date of notice. Bidder further agrees to include in said purchase contract a reference to the detailed description provided with the bid as being "included herein as if attached," or similar wording, before contract will be signed.

Respectfully submitted,

Name and Address of Bidder

Phone Number

Fax Number

DUNS Number

Acceptance of bid by owner, and Notice of Award for Contract:

Elizabeth Lopez
Executive Director, Christopher Homes of Arkansas