SECTION 00 11 13 - ADVERTISEMENT - REQUEST FOR PROPOSALS

CITY OF NATCHITOCHES (hereinafter referred to as the "Owner").

The Owner will accept sealed proposals for – **MOLD REMEDIATION AND CLEANING OF HVAC SYSTEM – MLK RECREATION CENTER**, City RFP No. 0292, and will be received by Edd Lee, Director of Purchasing, City of Natchitoches, 1400 Sabine Street, Natchitoches, Louisiana, 71457, for the construction of the project described as follows:

"**MOLD REMEDIATION AND CLEANING OF HVAC SYSTEM – MLK RECREATION CENTER**"

Sealed proposals shall be addressed to the City of Natchitoches, Office of the Director of Purchasing and delivered to the City not later than **2:00 P.M. on Thursday, September 1st, 2022**. All proposals shall be plainly marked in the upper left corner of the sealed envelope as follows: **SEALED PROPOSAL, Proposal of [Name of Contractor]**. 

"MOLD REMEDIATION AND CLEANING OF HVAC SYSTEM – MLK RECREATION CENTER," City of Natchitoches Proposal No. 0292. To be opened at **2:00 P.M., local time, on Thursday, September 1st, 2022.**

Louisiana Contractor License No. (insert license #).” All proposals must be submitted on the proper proposal form. Any proposals received after the specified time and date will not be considered. The sealed proposals will be publicly opened and read aloud at **2:00 P.M.** (Central Standard Time) on **Thursday, September 1st, 2022**, at the City of Natchitoches Purchasing Department, 1400 Sabine Street, Natchitoches, Louisiana 71457.

The Information for Bidders, Form of Proposal, Form of Contract, Plans, Specifications, and Forms of Proposal/Bid Bond, Performance and Payment Bond, and other contract documents may be examined at the office of the City Engineer located at 1400 Sabine St, Natchitoches, LA 71457. Copies may be obtained at the office of the City Engineer, upon payment of $50.00 deposit, which amount constitutes the cost of reproduction and handling. As per LA R.S. 38:2212 A(a)(e), deposits on the first set of documents furnished to bona fide prime contractors will be fully refunded upon return of the documents no later than ten days after receipt of proposals. On other sets of documents furnished to contractors the deposit, less actual cost of reproduction, will be refunded upon return of the documents no later than ten days after receipt of proposals.

The Owner reserves the right to reject any and all proposals for just cause; such actions will be in accordance with Title 38 of the Louisiana Revised Statutes. All contractors providing proposals must sign: (1) the Proposal, (2) Certificate of Corporate Principal and Surety, and (3) Proposal/Bid Bond which always must accompany the proposal in the correct amount. A Resolution authorizing a representative of the corporation/LLC to sign the proposal must also accompany the proposal. All Addendums issued must be acknowledged by the contractor providing the proposal. No contractor may withdraw his proposal within forty-five (45) days after the actual date of opening thereof.

Each contractor must deposit with his/her proposal, security in the amount, form, and subject to the conditions provided in the Information for Bidders. Sureties used for obtaining bonds must appear as acceptable on the U.S. Department of Treasury Circular 570.

The Contractor shall begin mobilization and procurement of materials within thirty (30) calendar days of the receipt of the Notice to Proceed.

Any person with disabilities requiring special accommodations under ADA requirements must contact the Owner no later than (7) days prior to proposal opening.

IN PARTICULAR, CONTRACTORS SHOULD NOTE THE REQUIRED ATTACHMENTS AND CERTIFICATIONS TO BE EXECUTED AND SUBMITTED WITH THE PROPOSAL.

The City of Natchitoches Fairness, Equality, and Inclusion Program desires to provide equal opportunities for small disadvantaged, women, and minority-owned businesses to compete for and perform services, regardless of race, color, sex, or national origin.

Publishing Dates: **August 11th, August 18th, and August 25th, 2022**  

/s/ Ronnie Williams, Jr., Mayor

Run in the Legal Section of the: **Natchitoches Times**
NOTE: PROPOSALS SHALL ONLY BE ACCEPTED FROM CONTRACTORS WHO ARE LICENSED UNDER LOUISIANA CONTRACTORS LICENSING LAW FOR THE MAJOR CLASSIFICATION OF MOLD REMEDIATION CONTRACTOR.

CONTRACTOR'S QUALIFICATIONS:

Proposals will be considered only when the contractor certifies that he/she holds a current valid Louisiana contractor's license of proper (mold remediation) classification and shows his/her license number on the Proposal Form above his signature as required under R.S. 37:2151-2163. Contractors desiring to submit proposals shall submit to the Owner / Designer evidence that they hold license of proper classification and in full force and effect.

The Owner may make such investigations as he deems necessary to determine the ability of the contractor to perform the work, and the contractor 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 proposal if the evidence submitted by, or investigation of, such contractor fails to satisfy the Owner that such contractor is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein. Conditional proposals will not be accepted.

Liquidated Damages will apply for each consecutive calendar day in which the work is not completed beyond the established completion date. The contract time shall be forty-five (45) calendar days. For this project, Liquidated Damages will be the sum of One Hundred Dollars ($100.00) per site for each consecutive calendar day the Work is not complete, beginning with the first day beyond the completion time stated above. Said sums shall in no event be construed to be a penalty, but only as damages fixed and agreed upon in advance. In addition, Liquidated Damages will be the sum of One Hundred Dollars ($100.00) for each consecutive calendar day after the 45th day after the date of Substantial Completion that any item on the Punch List remains incomplete. No proposal may be withdrawn for a period of forty-five (45) days after actual date of the opening thereof.

The Owner reserves the right to reject any and all proposals. Proposals which deviate from the Construction Documents will not be considered.

A NON-MANDATORY PRE-PROPOSAL CONFERENCE will be held on Thursday, August 25th, 2022 at 10:00 a.m. at the project site, 660 Martin Luther King Jr. Drive, Natchitoches, LA 71457. Attendance at the Pre-Proposal Conference by an Officer or Estimator directly involved with this Project is NON-MANDATORY and is not a Pre-Condition for contractor eligibility. Sign-in for the Conference will be between 9:30 a.m. and 10:00 a.m. The Conference will begin promptly at 10:00 a.m.
ADDENDUM NO. 1 – Date: August 16th, 2022

RE: Mold Remediation and Cleaning of HVAC System
MLK Recreation Center
660 Martin Luther King Jr. Drive
Natchitoches, LA 71457
NM #223100

FROM: Newman Marchive Incorporated
A Professional Corporation
A Veteran Owned Small Business
2800 Youree Drive, Suite 310
Shreveport, Louisiana 71104
(318) 219-1814

TO: Prospective Bidders

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated April 15th, 2022, as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

PRIOR ADDENDA: None.

CHANGES TO BIDDING REQUIREMENTS: Change to Bid Date to August 31st, 2022 at 2:00 p.m. from September 1st, 2022. Sealed proposals shall be addressed to the City of Natchitoches, Office of the Director of Purchasing and delivered to the City not later than 2:00 p.m. on Wednesday, August 31st, 2022. The sealed proposals will be publicly opened and read aloud at 2:00 P.M. (Central Standard Time) on Wednesday, August 31st, 2022, at the City of Natchitoches Purchasing Department, 1400 Sabine Street, Natchitoches, Louisiana 71457.

CHANGES TO SPECIFICATIONS: None.

CHANGES TO DRAWINGS: None.

PRIOR APPROVALS: None