

INVITATION TO BID
CITY OF NEW ORLEANS, DEPARTMENT OF FINANCE, PURCHASING BUREAU
CITY HALL, 1300 PERDIDO ST., ROOM 4W07, NEW ORLEANS, LA 70112

Email: purchasing@nola.gov.

THIS IS A FORMAL CITY BID SOLICITATION FOR PUBLIC WORKS AND CAPITAL PROJECTS. INTERESTED PERSONS SHOULD CAREFULLY READ AND ATTEND ALL STATED INFORMATION AND REQUIREMENTS, INCLUDING SUCH CONTAINED IN ATTACHMENTS.

BID TYPE:	☒ Public Works ☐ Capital Projects	PROPOSAL NO. 500C-01158	ISSUE DATE: 07/14/2011
SPONSORING CITY DEPT. OR AGENCY: Public Works			

BID DESCRIPTION: (as detailed in Attachment A) DPW St. Project No. 2005-ENH-021A BAYOU ROAD (North Broad St.-North Rocheblave St.)

BID CONFERENCE:	☐ None ☒ Optional	☐ Mandatory-The City will receive bids only from persons/firms shown on the City's attendance list. Date: 8/3/2011 Time: 2:00 pm Place: ☐ ☐ Purchasing Conf. Room, #4W05, 4 th Fl. City Hall, 1300 Perdido St., New Orleans, LA 70112 followed by site walk-through at _____ or ☒ Public Works Conference Room, Rm. 6W03, 6 th FL. City Hall
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Note: The City may prepare a conference report showing attendance, summarized Q&A, and matters discussed. The City will publish any such report by Invitation to Bid Addendum posted to the Purchasing website (<http://www.purchasing.nola.gov/bso/login.jsp>) and provide it in the Purchasing Bureau two working days after the conference. The published conference report is the exclusive, authoritative record of City statements at the conference. Substantive questions must be submitted by proposers in writing to the Point of Contact no later than seven (7) working days prior to bid opening.

BID INSTRUCTIONS: *Failure to satisfy instructions may render bids non-responsive and remove them from the competition.* Bid submissions are City property. Bidders should mark documents or information claimed confidential and justify any claimed exemption from public records disclosure. The City will not credit blanket confidentiality claims. All bids remain valid for 45 DAYS after the bid opening. Specification references to certain brands, makes, or manufacturers state only general style, type, character, and quality desired. Equivalent products are acceptable. The City is not responsible for bid costs. Procurements produce no exclusive right to City work or purchases. Bidders commit to abide by City Code, Chap. 2, Art. XIII, Sect. 2-1120, adopted by City Ord. No. 22,888 M.C.S. (relative to the operations and authority of the City Inspector General). **Bidders should closely monitor the purchasing website for new or revised specifications, bid instructions, notices, etc.** "La. Public Bid law (RS 38:2212 et seq.) may apply to solicitations for Public Works and Materials & Supplies purchases."

DOCUMENTS: APPLIES? ☐ YES ☒ NO Bidding documents may be obtained online at <http://www.purchasing.nola.gov/bso/login.jsp> or through the City of New Orleans webpage www.nola.gov, select "City Purchasing Portal". Addenda will be transmitted to all bidders who acknowledge download of bid documents online from the City Purchasing Portal, i.e. answer "yes" when downloading bid documents.

APPLIES? ☒ YES ☐ NO **Printed sets of Bidding Documents may be obtained from Ridgeway's, 433 O'Keefe Street, New Orleans, La 70113 (504) 522-3831.** A fee or deposit in the amount noted below is required. Bidding Documents will be issued only in completed sets.

PROJECT NAME: DPW 2005-ENH-021A BAYOU ROAD

CONSULTANT: Three Fold Consultants, LLC., 1515 Poydras St., Ste 1875, New Orleans, La 70113, (504) 799-3653

APPLIES? ☒ YES ☐ NO **A deposit for printed sets of bidding documents in amount of \$50.00**

APPLIES? ☐ YES ☒ NO **A non-refundable fee for printed sets of bidding documents in amount of**

DEPOSITS ON THE FIRST SET OF DOCUMENTS FURNISHED BONA FIDE PRIME BIDDERS WILL BE FULLY REFUNDED UPON RETURN OF THE DOCUMENTS NO LATER THAN TEN DAYS AFTER RECEIPT OF BIDS. ON OTHER SETS OF DOCUMENTS FURNISHED TO BIDDERS THE DEPOSIT LESS ACTUAL COST OF REPRODUCTION, WILL BE REFUNDED UPON RETURN OF THE DOCUMENTS NO LATER THAN TEN DAYS AFTER RECEIPT OF BIDS. WHERE THE PUBLIC ENTITY, ITSELF, PREPARES AND DISTRIBUTES THE CONTRACT DOCUMENTS, THE PUBLIC ENTITY MAY, IN LIEU OF A DEPOSIT, CHARGE A FEE FOR THE DOCUMENTS, WHICH SHALL NOT EXCEED THE ACTUAL COST OF REPRODUCTION.

SUBMISSIONS DUE:	Date: 08/16/2011	Time: 2:00 pm	Place: Purchasing Bureau, Rm 4W07 City Hall, 1300 Perdido St., New Orleans, LA 70112
<i>Note: The City will not accept or consider bids delivered by fax, at any other location or email address, or past the deadline.</i>			
SUBMISSION PACKAGE:	EITHER: SEALED ENVELOPE bearing the proposal number OR ONLINE AT http://purchasing.cityofno.com/bso/login.jsp <i>Note: Bidders should submit bids according to means that produce a written proof of delivery. The City will not credit delivery claims lacking a written proof of delivery.</i>		
REQUIRED CONTENTS:	(1) EITHER: TYPED OR PRINTED BID , bearing original signature IN INK by the bidder or authorized representative, on the bid form provided with required attachments, <u>and receipt of all addenda acknowledged.</u>		

	OR BID SUBMISSION ONLINE at http://purchasing.nola.gov/bsol/login.jsp completing bid quote online and attaching required bid documents including receipt of all addenda acknowledged online. (2) IF SOMEONE OTHER THAN A CORPORATE OFFICER SIGNS FOR THE BIDDER/CONTRACTOR, A COPY OF A CORPORATE RESOLUTION OR OTHER SIGNATURE AUTHORIZATION SHALL BE REQUIRED FOR SUBMISSION OF BID. FAILURE TO INCLUDE A COPY OF THE APPROPRIATE SIGNATURE AUTHORIZATION, IF REQUIRED, MAY RESULT IN THE REJECTION OF THE BID UNLESS BIDDER HAS COMPLIED WITH LA. R.S. 38:22L2(A)(L)(C) OR RS 38:2212(O)
	REQUIRED? ☒ YES ☐ NO (For "construction undertaking" valued \$50.00 or more or "hazardous materials" work value \$1 or more.) THE BIDDER'S APPLIED CURRENT LICENSE(S) NUMBERS in the following project classification(s): <i>Municipal and Public Works Construction/Highway, Street & Bridge Construction</i> must be included in bid. NOTE: THE BIDDER MUST SHOW HIS LICENSE NUMBER ON THE BID ENVELOPE if paper submission.
OTHER CONTENTS:	REQUIRED? ☒ YES ☐ NO A <u>bid bond</u> or security in an amount not less than ☐ \$ _____ or ☒ five percent (5%) of bid amount, conditioned on the bidder's failure to execute a contract with the City to supply the specified goods or services. If submitting a bid online, electronic bid bond submission is enabled through two participating surety agencies or clearinghouses, InSure Vision Technologies and Surety2000. Contact your bonding agent for information about submitting Bond Validation Numbers Online. If submitting a bid via sealed envelope, the City will accept a cashier's check, certified check or satisfactory bid bond payable to the City of New Orleans. <i>The City will retain bid securities of the three lowest bidders until the Contract is executed or until final bid disposition. The City will return other bid securities after the bid canvass. At contract execution, the City will return bid securities not forfeit for failure to execute a contract with the City.</i>
BID OPENING: The City will open the bids in public at ☒ the purchasing bureau or ☐ _____ immediately following the bid deadline.	

AWARD: It may require additional information from bidders and conduct inquiries to determine the bidder's responsibility or the accuracy of furnished information. Subject to merit-based cancellation and confirmed city funding, the City will award the procurement to the responsible bidder that submitted the lowest responsive bid (including bid and post-bid requirements) bid. The City may award any options or separate work categories separately or together.

CONTRACT:	
TYPE:	☒ Fixed Price: Gets the specified thing(s) or service(s) at the bid price. ☐ Requirements/Price Protection: Gets a commitment to supply the thing(s) or service(s) at bid price at City request during term.
TERM:	APPLIES? ☒ YES ☐ NO ☐ _____ year[s] with City option to renew. ☒ As provided in specifications, terms, & conditions.
PROVISIONS:	APPLIES? ☒ YES ☐ NO The contract will contain the additional terms and conditions shown in Project Manual or Specifications.
FEES:	The contractor is responsible for any recordation, notary, and copy fees.
ADDITIONAL NEEDS: Selected bidder must satisfy indicated needs before it receives a contract.	REQUIRED? ☒ YES ☐ NO PERFORMANCE BOND: Supply a performance bond acceptable to the City within ten days after notice of award, issued in the sum of: ☒ 100_% of bid amount. ☐ \$ _____ ☐ Specified amount
	REQUIRED? ☒ YES ☐ NO PAYMENT BOND: Supply a payment bond acceptable to the City within ten days after notice of award, issued in the sum of: ☒ 100_% of bid amount. ☐ \$ _____ ☐ Specified amount
	REQUIRED? ☒ YES ☐ NO INSURANCE: Supply Insurance certificates showing coverage required in the specifications.
	REQUIRED? ☒ YES ☐ NO LICENSES: Supply copy of all applicable and required licenses;
	REQUIRED? ☒ YES ☐ NO TAX CLEARANCE: Supply a City tax clearance showing no delinquency in City taxes;
	REQUIRED? ☒ YES ☐ NO CONVICTED FELON AFFIDAVIT: Required by City Code Sec.2-8c;
	REQUIRED? ☒ YES ☐ NO NON-SOLICITATION AFFIDAVIT: Required by City Code Sec. 46-51.

POINT OF CONTACT:	Direct inquiries to the Bureau of Purchasing: Name: Bryan Williams, Address: 1300 Perdido rm 4w07 4th fl, New Orleans, La. 70112 , Telephone (504) 504-658-1550. E-mail:brwilliams@nola.gov.
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	Prospective bidders are prohibited from contacting City employees or officials, other than the designated purchasing official above about this procurement prior to the deadline for submitting questions or bids. <i>NOTE: Solicitation changes issue by formal addendum ONLY.</i>
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<u>ATTACHMENTS:</u>	<i>APPLIES?</i> ☐ YES ☒ NO "A" Project Manual and Related Drawings or Plans if applicable.
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Rev 20 Dec 2009 AC itb FAW 19 Nov 2010