

University of Louisville

ADVERTISEMENT FOR BID

IB-35-08

1. INVITATION

Sealed bids for the following work will be received by the University of Louisville, Purchasing Department, Belknap Campus, Room 101, Service Complex, Louisville, Kentucky 40292, in the manner and on the date hereinafter specified for the furnishing of all labor, materials, equipment, services and supervision necessary for;

Theatrical Dimming System, UofL School of Music

as set forth in the specifications and as shown on the drawings prepared by **Staggs and Fisher Engineers Inc.**, and their consultants, and approved by the University of Louisville **Physical Plant Department**, and under the terms and conditions of this Invitation to Bid.

2. GENERAL DESCRIPTION OR SCOPE OF WORK

The project consists but not limited to:

Upgrade existing theatrical dimming system at the University of Louisville School of Music building. Existing dimming system is to be removed and replaced with new theatrical dimming system and to include but not limited to replacing existing architectural control stations, emergency lighting transfer panel, architectural lighting fixtures, upgrading of control console and any associated equipment.

3. METHOD OF RECEIVING BIDS:

Bids will be received from contractors on a lump sum basis for the total project. All phases of work shall be bid to and through **General Electrical Contractors**. Bids shall be submitted in the manner herein described and on the official proposal form included with the conditions and specifications and shall be subject to all the conditions as set forth and described in the bid document.

SPECIAL NOTE: Bids shall be submitted only on the Form of Proposal supplied by the Purchasing Department within the original bid document book. Failure to comply with the foregoing requirements will be cause for invalidation of bid.

4. METHOD OF AWARD:

Award shall be made to the lowest responsive/responsible within budget bidder offering the best value to the University. If alternates are accepted they will be accepted at the time of award and in the sequence of their listing. The prices of the alternates will be added or deducted from the base bid to arrive at a lump sum figure which will be the basis of the award. If not feasible to award in the manner proposed, the Department of Purchasing reserves the right to change the method of award. The Bid Proposal shall contain all qualifying requirements and forms.

5. PLANS AND SPECIFICATIONS REVIEWED:

Specifications, Plans, and Contract Documents may be examined at the following places:

1. Construction Market Data/Associated Builders & Contractors of Kentuckiana, 1812 Taylor Avenue, Louisville, KY, 40213, (502) 479-5661.
2. Dodge Scan McGraw Hill Construction 3315 Central Avenue Hot Springs AR 71913-6138
3. Builders Exchange, P. O. Box 5398, Louisville, KY 40255-0398, (502) 459-9800.
4. McGraw-Hill Construction Dodge, 1811 Cargo Court, Louisville, Kentucky 40299 (502) 671-1296, Fax 502-671-1298
5. Small and Minority Business Division, Kentucky Cabinet for Economic Development, 67 Wilkinson Boulevard, Frankfort, KY 40601.
6. Louisville enterprise Group, 2900 West Broadway (NIA Center) suite 320, Louisville, KY 40211, Phone 02-776-2566 fax 502-776-4434

6. OBTAINING PLANS AND SPECIFICATIONS:

Plans and Specifications may be obtained from ZEN Reprographics starting December 17, 2007, 648 South 8th Street, Louisville, KY 40203, (502) 587-1951. All checks shall be payable to the ZEN Reprographics.

The charge for plans and specifications is **\$100.00/** per set. (Cash payments will not be accepted.) This charge is **refundable** if plans and specifications are returned to Zen within Thirty (30) days after contract award. Awarded contractor and their sub's/suppliers are not required to return plans and specifications. However it will be the responsibility of those parties to make arrangements for the refundable charge to be returned based upon confirmation by the awarded contractor of the requestors participation in the project.

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Surplus sets of plans and specifications, if any, will be provided to the awarded Contractor.

NO BIDDING DOCUMENTS (FORM OF PROPOSALS) WILL BE RELEASED BY THE DEPARTMENT OF PURCHASES or ZEN REPROGRAPHICS COMMENCING FIVE (5) DAYS PRIOR TO THE DATE OF THE BID OPENING.

7. PRE-BID CONFERENCE:

There will be a Pre-Bid meeting for this Invitation to Bid on **Tuesday, January 8, 2008 at 10:00 AM**. Location: University of Louisville Belknap Campus, Service Complex Building, Physical Plant Conference Room.

All questions shall be submitted via email to Curtis Monroe at cmmonr01@louisville.edu no later than **Friday, January 11, 2008** at 12:00 PM

No transcript of this pre-bid meeting will be provided.

8. BID SUBMITTAL:

Contractors must submit their bid in a sealed envelope and the envelope must contain the following information on the outside lower left-hand corner:

SEALED BID INVITATION NUMBER: **IB-35-08 Theatrical Dimming System,
UofL School of Music**

BID DATE: **January 22, 2008**

TIME: **2:00 PM @ UL Department of
Purchasing**

Bids, upon their receipt by the Purchasing Department are stamped showing the hour and date received. Bids received after the scheduled closing time for reception of bids will not be considered provided any legal bids have been received on said referenced Invitation.

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9. BID WITHDRAWAL:

No bidder may withdraw his bid for a period of **Sixty (60)** days after the date set for the opening of bids. Clerical errors and omissions in the computation of the total lump sum bid shall not be cause for withdrawal of the bid without forfeiture of bid bond. Bids may be withdrawn in person prior to the closing date for receipt of bids

10. BONDING:

All bids shall be accompanied by a bid guarantee of not less than five percent (5%) of the amount of the base bid. A 100% Performance and Payment Bond shall be furnished by the awarded contractor. All bonding and insurance requirements are contained in the Instructions to Bidders and/or Conditions.

11. RIGHT TO REJECT:

The University of Louisville, Purchasing Department reserves the right to reject any and all bids and to waive all formalities and/or technicalities where the best interest of the University may be served.

12. GENERAL INFORMATION:

A. The listing of major subcontractors and unit prices are required to be submitted with the bid. Materials and equipment lists are to be submitted within one (1) hour after the reading of bids.

B. KRS 337.550 (1) provides that if any contractor or subcontractor is found to be in violation of any provisions of KRS 337.505 to 337.550 by the Department of Labor and upon notification to the Commissioner Department of Facilities Management, the Commissioner of Department of Facilities Management shall hold such contractor or subcontractor ineligible to bid on public works until such time as that contractor or subcontractor is in substantial compliance as determined by the Commissioner of Labor.

Submitted by:

SIGNED: Curtis Monroe
Curtis Monroe CPPB
Purchasing Manager

