

## Addendum #1

Project Bid Solicitation #12004; Lehi Sound Insulation  
Lehi Legacy Center  
123 North Center  
Lehi, UT 84043

Date 14 June 2012

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

Description

### **ARCHITECTURAL ITEMS** **SPECIFICATIONS**

Instructions to Bidders	Replace Form with attached.
Section 11113	Replace Section with attached.

**END OF ADDENDUM**

**Lehi Legacy  
Sound Insulation**

**BIDDING REQUIREMENTS**

**REQUIRED FORMS, ETC.**

# I N S T R U C T I O N S      T O      B I D D E R S

## **I. DOCUMENTS:**

- A. Bidding Documents include the proposed Contract Documents. Proposed Contract Documents consist of documents prepared by Mark Wilson Architects Inc. 46 West Main St. Lehi, Utah with any Modifications.
- B. Addenda are written or graphic documents issued prior to execution of the Contract which modify or interpret the Bidding Documents. They become part of the Contract Documents as noted in the Contractor Bid Proposal And Maintenance Project Agreement upon execution of the Contract.

## **II. BIDDER'S REPRESENTATIONS:**

- A. By submitting a bid, bidder represents that
  - 1. Bidder has carefully studied and compared Bidding Documents with each other. Bidder understands the Bidding Documents and the bid is fully in accordance with the requirements of those documents,
  - 2. Bidder has thoroughly examined the site and any building located thereon, has become familiar with local conditions which might directly or indirectly affect contract work, and has correlated its personal observations with requirements of proposed Contract Documents, and
  - 3. Bid is based on materials, equipment, and systems required by Bidding Documents without exception.

## **III. BIDDING DOCUMENTS:**

- A. Copies
  - 1. Owner will provide the Bidding Documents.
  - 2. Partial sets of Bidding Documents will not be issued.
- B. Interpretation Or Correction Of Bidding Documents
  - 1. Bidders will request interpretation or correction of any apparent errors, discrepancies, and omissions in the Bidding Documents.
    - a. All questions will be sent in writing to:  
  
Jered Plouzek  
Mark Wilson Architects  
46 West Main, Lehi, UT 84043  
jered@markwilsonarchitects.com  
Fax: 801-768-2624
  - 2. Corrections or changes to Bidding Documents will be made by written Addenda.
- C. Substitutions And Equal Products
  - 1. Equal products may be approved upon compliance with Contract Document requirements.
  - 2. Base bid only on materials, equipment, systems, suppliers or performance qualities specified in the Bidding documents.
  - 3. Where a specified product is identified as a "quality standard", products of other manufacturers that meet the performance, properties, and characteristics of the specified "quality standard" may be used without specific approval as a substitute.
- D. Addenda. Addenda will be sent to bidders and to locations where Bidding Documents are on file no later than three days prior to bid opening or by fax no later than 24 hours prior to bid opening.

## **IV. BIDDING PROCEDURES:**

- A. Form And Style Of Bids
1. Use Bid forms provided. No others will be accepted.
  2. Bid will be complete and executed by authorized representative of Bidder.
  3. Do not delete from or add to the information requested on bid form.
- B. Submission of Bids
1. Contractors are requested to submit an electronic copy of the proposal through BidSync.com or may submit one (1) hardcopy in a sealed envelope to the address below.
  2. If bid is sent by mail, enclose sealed envelope in separate mailing envelope with notation 'SEALED BID ENCLOSED' on face.
  3. If not submitted through BidSync.com, send or deliver bid to:  
  
Bid Solicitation #12004; Lehi Sound Insulation  
Lehi City Purchasing Office  
153 North 100 East  
Lehi, UT 84043  
Attn: Alyson Alger
  4. Bids are due at the above address no later than:  
  
2:00 PM  
28 June 2012
  5. It is bidder's sole responsibility to see that its bid is received at specified time. Bids received after specified bid opening time will be returned to bidders unopened.
  6. No oral, facsimile transmitted, telegraphic, or telephonic bids, modifications, or cancellations will be considered.
- C. Modification Or Withdrawal Of Bid
1. Bidder guarantees there will be no revisions or withdrawal of bid amount for 60 days after bid opening, except as negotiated between both owner and contractor.
  2. Prior to bid opening, bidders may withdraw bid by written request or by reclaiming bid envelope.
  3. Prior to bid opening, bidder may mark and sign on the sealed envelope that bidder acknowledges any or all Addenda.

**V. CONSIDERATION OF BIDS:**

- A. Bids will be opened at time specified above - Contractor need not be present. All bid results will be provided to each bidder. Reference sheets will not be shared.
- B. Acceptance Of Bid
1. No bidder will consider itself under contract after opening and reading of bids until Agreement between Owner and Contractor is fully executed.
  2. The Criteria for evaluating the bids will be the following:
    - a. Schedule: 40%
    - b. Bid Amount: 40%
    - c. References: 20%
      - (1) Including: Bidder's past performance, organization, subcontractor selection

**VI. POST-BID INFORMATION:**

- A. The conditionally accepted bidder submitting a bid involving subcontractors will submit its list of proposed subcontractors in a meeting to be held immediately after bid opening.

**VII. FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR:**

- A. Agreement form is attached to these documents.

**VIII. MISCELLANEOUS:**

- A. A Pre-Bid Site Visit is required of all bidders. Please sign the site visit log available at the site.
1. To be held on Wednesday, June 20<sup>th</sup> at 10:30 am.
  2. Additional times will be available by appointment only by contacting:

Dan Harrison, Recreation Director  
801-768-7124

END OF DOCUMENT

**BIDDING REQUIREMENTS - PROPOSAL FORM**

PROJECT: LEHI LEGACY CENTER SOUND INSULATION

The undersigned hereby proposes and agrees to provide construction services for the above project, in conformity with the Bidding Documents prepared by MWA, Inc., for the sum hereafter listed:

**BASE BID: FOR NEW SOUND INSULATION AND PAINTING, THE SUM OF:**

\_\_\_\_\_ DOLLARS

(\$ \_\_\_\_\_)

**Provide Unit Pricing for the following:**

Paint: \_\_\_\_\_ dollars/square foot

Sound Insulation: \_\_\_\_\_ dollars/square foot

**The above work will be awarded in whole or in part as negotiated between Contractor and Lehi City.**

5 percent bid security in accordance with Instructions to Bidders is attached to this Proposal in the form of a check \_\_\_\_\_, or bid bond \_\_\_\_\_.

The undersigned has examined the location of the Work, and is familiar with the Bid Documents and the local conditions of the place where the Work is to be done.

The undersigned agrees to have work substantially completed within \_\_\_\_\_ consecutive calendar days after notice to proceed.

Upon receipt of acceptance of this bid, I (we) shall execute the Contract within 20 days and deliver surety bonds for the faithful performance and payment under this Contract.

This bid is valid for a period of 60 days after the date set for receipt of bids.

The following addenda are hereby acknowledged:

Addenda Numbers \_\_\_\_\_

My / Our State of Utah Contractor's License is Number \_\_\_\_\_

Dated this \_\_\_\_\_ day of June 2012.

Respectfully submitted,

Contractor Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

**References:**

1. Project: \_\_\_\_\_
  - a. Client: \_\_\_\_\_
    - i. Phone: \_\_\_\_\_
    - ii. Email: \_\_\_\_\_
    - iii. Address: \_\_\_\_\_
  - b. Original Bid: \_\_\_\_\_
    - i. Change order amount: \_\_\_\_\_
  
2. Project: \_\_\_\_\_
  - a. Client: \_\_\_\_\_
    - i. Phone: \_\_\_\_\_
    - ii. Email: \_\_\_\_\_
    - iii. Address: \_\_\_\_\_
  - b. Original Bid: \_\_\_\_\_
    - i. Change order amount: \_\_\_\_\_
  
3. Project: \_\_\_\_\_
  - a. Client: \_\_\_\_\_
    - i. Phone: \_\_\_\_\_
    - ii. Email: \_\_\_\_\_
    - iii. Address: \_\_\_\_\_
  - b. Original Bid: \_\_\_\_\_
    - i. Change order amount: \_\_\_\_\_
  
4. Project: \_\_\_\_\_
  - a. Client: \_\_\_\_\_
    - i. Phone: \_\_\_\_\_
    - ii. Email: \_\_\_\_\_
    - iii. Address: \_\_\_\_\_
  - b. Original Bid: \_\_\_\_\_
    - i. Change order amount: \_\_\_\_\_