

**INVITATION TO BIDDERS
CHILDREN'S LIGHTHOUSE-O'FALLON, MO**

DATE: 9 October, 2023

**LOCATION: 2558 Sommers Rd. at Hwy. DD
CITY: O'Fallon,
COUNTY: St. Charles
STATE: MO**

**ARCHITECT: Kristen DeGreeff, AIA
CASCO
12 Sunnen Dr., Suite 100
St. Louis, MO 63143

314.238.7776

kristen.degreeff@thecdcompanies.com**

**CIVIL ENGINEER: Mike Noe, PE
Bax Engineering Co., Inc.
221 Point West Blvd.
St. Charles, MO 63301
636.928.5552
mnoe@baxengineering.com**

**OWNER: Mrs. Ashley Fangmann
JAFRI1, LLC
34 Heatherwood Court
O'Fallon, MO 63338**

**OWNER'S PM: V. Wayne Brown
CRE Project Management, LLC
1404 Barclay Dr.
Carrollton, TX 75007
vwbrown224@CREProjectManagementLLC.onmicrosoft.com**

ARCH. DOCS AVAILABLE AT: <http://filevault.cascocorp.com>.

BID FORM PARTS ONE & TWO DUE ON 26 OCTOBER, at 2:00 PM VIA EMAIL TO PROJECT MANAGER WITH HARD COPY DUE ON 27 OCT. PART ONE IS TO BE A PDF, PART TWO IN EXCEL FORMAT.

GENERAL NOTES: The Project is approximately 11,900 SF conditioned space, ground up construction, in a single-story building, at the location described above, with onsite parking. The building permit fee will be paid by the Owner and is not to be included in your bid. Tap fees, impact fees or meter fees are by Owner. You are responsible for all other fees, permits, inspections or re-inspections, if any. The Testing Lab will be employed by the Owner. Builder's Risk insurance will be by the Owner, and the deductible will be by Contractor. Specifications of products, equipment or manufacturers are as shown on the plans or in the specifications and will be the basis of the bid. Voluntary alternates will not be considered with respect to the award of the base bid but may be submitted on a separate document, so marked, and possibly accepted by the Owner if they result in a reduction in costs. However, the award will be based upon the bid documents and specs.

INSURANCE: General Liability insurance with a combined single limit of not less than \$1,000,000 per occurrence, and an umbrella of at least \$5,000,000 or combination thereof is required. Commercial Automobile Liability with a combined single limit of not less than \$1,000,000 per occurrence is required. Worker's compensation insurance will be per state requirement as a minimum. We reserve the right to review the policies and request language satisfactory to the Owner. The Owner shall be named as additional insured as well as the Certificate Holder.

SUPERVISION: A full-time superintendent, with prior commercial experience acceptable to the Owner, will be dedicated to this project. If subs are on site, the presence of the superintendent on site is also required. The superintendent must speak English satisfactorily and be able to order materials, read and interpret the plans and specs, and direct and coordinate the Work on site, scheduling the subcontractors and vendor deliveries.

DURATION: You will bid calendar days on the Bid Documents. You will allow for weather related delays based upon normal, average rainfall and temperatures related to the time of the year of the project start and completion, based upon National Weather Service average days of measurable precipitation (.10 of an inch) or freezing weather. No allowances for rain days or weather-related delays will be considered for additional compensation but may be allowed for time extension if the average days are exceeded. The contract time bid will be a consideration of the award, in that time is of the essence in completion of the project. Bid calendar days on Bid Form Part One where requested.

CONTRACT: The contract document contemplated is the AIA 101- 2017 Standard Form of Agreement between Owner and Contractor, wherein the basis of the contract is a lump sum cost basis. Ten percent retainage will be held for work in place or materials on site or suitably stored. A Certificate of Occupancy from the local authority having jurisdiction will be a requirement for establishing the completion date. Retainage will be released after completion of the closeout requirements, punch list completion, and per the State of Missouri Property Code requirements.

BID FORMS: There are two Bid Forms. PART ONE is for the lump sum bid amount, with alternates and unit prices requested as shown. Your bid is not complete if the alternates or unit prices are not included and may be rejected. Part Two shall be your estimate of costs by Division, provided electronically on the bid date requested. The bid must be organized in CSI form, as per the BID FORM PART TWO provided. Please see that your estimators and subs understand these instructions. Voluntary alternates must be listed on a separate sheet, and not included in the base bid, which must be per plans and specifications. Alternate bids requested on the Bid Form may be used in determining the low/best bid, but any voluntary alternate must **NOT** be included in the base bid. Both Bid Forms, Part One and Part Two, will be furnished for your use if you agree to provide a bid. Your originally signed Bid Form Part One, in hard copy, must be received on 26 October in the office of the Project Manager. Failure to provide the executed original Part One, and Part Two electronically may be grounds for dismissal or rejection of the bid. The Owner reserves the right to reject any or all bids and award the contract on the basis of the low and best bid. Examples of the Bid Forms are in the plan vault and will be furnished the bidding contractors.

SPECIAL BID ITEMS: There are two specific bid items that will be identified on BID FORM PART TWO for the owner's information in negotiation for shared costs: 1) Allow \$10,000 for adjacent lot clearing and haul off, identified as Out Lot A, Lot 2, 1.63 Ac on Plat Plan in civil documents 2) Detention pond grading, piping, landscape, head walls, haul off, taxes and insurance and any associated work on the lot identified as Common Ground & Detention on the .90 AC lot will be a shared responsibility daycare and Seller. All costs of this work will be identified and segregated from the total amount bid with the successful Contractor. Please direct your subs to bid the work to you accordingly.

OWNER FURNISHED ITEMS: The Owner Furnished/Owner Installed items are shown in the plans and specifications as such. Playground equipment and classroom furniture are OF/OI items. The exterior signs are OF/OI. Internal signage is supplied and installed by GC.

CONSTRUCTION SCHEDULE: The successful bidder will submit a construction schedule within five working days of the notice of intention to award the contract reflective of the calendar days bid, and with sufficient breakdown of subcontractor work as to provide a realistic program for completion. This will become an Exhibit to the contract. Since time is of the essence, adherence to the schedule is required of the contractor. Delays in the schedule must be addressed by working longer days, nights or weekends to meet the deadlines agreed. It is the Contractor's responsibility to bid the work understanding the normal weather conditions related to the geographic area of the project, consistent with the delivery of the premises and time of year of the start.

ALLOWANCE: An Owner's contingency allowance of \$40,000 will be included in the contract price in General Conditions for use by the Owner. It will be carried on a spreadsheet by GC. It shall not be used for bid items left out by the GC or mistakes in bidding. Any balance remaining at Substantial Completion will be credited to the contract by Change Order. See specifications re other allowances if any.

SCHEDULE OF VALUES: The successful bidder will submit a Schedule of Values within five working days of notice of intention to award the contract by CSI division, with adequate detail acceptable to the Construction Manager or Lender, to allow the Construction Manager to evaluate the percentage of completion for the various tasks by scope and trade without undue effort or time. A SOV will be an Exhibit to the Agreement Between Owner and Contractor and subject to approval by the Project Manager.

CLOSEOUT: The successful General Contractor must comply with the project closeout requirements. The retainage will not be paid until the requirements of the closeout documents have been met. Among others, this includes punch list completion, MEP and GC warranties (beginning on the date of Substantial Completion), operating manuals, and final lien waivers. No exceptions.

CHANGE ORDERS: The successful General Contractor will follow the proper procedure for change order proposals, approvals and accounting, maintaining a change order log current, on site. No change order will be paid unless authorized by the Architect, Owner or Owner's Rep in writing or via email. A Construction Change Directive may be issued by the Architect, or Construction Manager verbally, but should be followed by a written instruction within 48 hrs. See Bid Form Part One for more specific information regarding change order requests. Provide cost of materials, labor, equipment, burden and overhead on change order proposals, showing percentage of profit requested on the total, from your subcontractors, or on work self-performed. Mark ups on subcontractor work shall not exceed 10% for the subcontractor and 7.5% for the GC overhead/profit, plus an administrative fee of \$150, lump sum.

PAYMENTS: Submit monthly draws to CM/Owner's Rep on or about the 25th of the month for payment requested by the 20th of the month following, assuming approval, and receipt of partial lien waivers from the previously paid draw. Failure to provide lien waivers from subs and vendors, if requested, will result in delayed approval of current applications. See AIA 101 Contract, and General Conditions of the AIA 201 for this process. Any request for stored materials not incorporated into the work must be supported by the vendor's invoice, not a subcontractor's draw. Retainage will be withheld on stored materials as well.

REQUESTS FOR INFORMATION: A RFI inquiry as to plans, specs, intent of the documents, etc. must come through the GC, directed to the Project Architect. We will not be addressing questions from individual subs or vendors. You may contact the Architect, Mrs. Kristen DeGreeff, for responses to the RFI. The Architect is responsible for the interpretation of the intent of the design documents. The Project Manager will be responsible for the intent of the contract between Owner and Contractor, SOV and Construction Schedule.

SITE VISIT: By submitting your bid you acknowledge you and your subcontractors are aware of existing conditions and have taken those factors into consideration in your bid. No additional compensation will be paid for your failure to visit the specific site and familiarize yourself with the existing conditions.

PRE-BID CALL: A TEAMS call will be held on 18 October, 2023, at 10:00 AM to address questions that have arisen in the course of your takeoffs and solicitation of sub bids. Any addenda issued as a result of RFIs on the Pre-Bid Call will be acknowledged and included in your bid via BID FORM PART ONE. Call in information will be furnished to those submitting bids. You will acknowledge any Addenda on that document.

This **INVITATION TO BIDDERS** will be an Exhibit to the Contract and your compliance with these requirements is expected and shall be enforced.

Thanks in advance for your time and interest in our project. I look forward to the opportunity to work with you in obtaining the low, best bid for the Owner and delivering the project on time, and within budget. Please advise me of your intention to **BID/NOT BID** within 48 hours of receipt of this Invitation to Bid.

Regards,

V. Wayne Brown
Manager
CRE Project Management, LLC