

BID DOCUMENT

**EUNICE RENEE ROBERTSON REPLACEMENT HOME
317 MARTIN LUTHER KING, JR DRIVE**

**CITY OF GEORGETOWN, KENTUCKY
BOSTON SCATTERED SITE HOUSING PROJECT**

SEPTEMBER 2020

INFORMATION FOR BIDDERS

The City of Georgetown will receive lump sum bids on the behalf of Eunice Renee Robertson for the complete construction of one new house and related items to be located at 317 Martin Luther King, Jr Drive. Bids will be received until 11:00 AM local time on November 17, 2020 at the **City of Georgetown, 100 N. Court St., Georgetown, KY 40324-1702**. Due to COVID-19 and restrictions on gatherings, bids will be opened at the aforementioned date and time via Zoom meeting. Please contact the City Clerk at tracie.hoffman@georgetownky.gov or 502-863-9800 (TDD: 711) for inquiries or to receive an emailed invitation to join the virtual bid opening.

Bids shall be publicly opened at the same time and location. All bids shall be sealed and clearly marked "Eunice Renee Robertson Bid". Conditional or qualified bids will not be accepted. The contract will be awarded on the basis of the lowest responsible bid price (not including alternates) subject to owner approval of contractor.

Bidders must have a Contractor Application on file with City of Georgetown along with certificates of insurance. If these documents are not on file, they must be submitted with the bid. General contractor will be required to carry fire and extended coverage insurance on this project.

Work must be done according to all applicable codes, the house plans and the New Housing Standard Specifications dated **September 2020**. Questions on the bidding process shall be directed to Kriss Lowry & Associates, Inc., 227 S. Rays Fork Road, Corinth, KY 41010, (502) 857-2800 (TDD: 1-800-247-2510 for the Hearing Impaired only) or kriss@krisslowry.com.

Proposed forms of contract documents, bid documents, plans and specifications are on file at the City of Georgetown at the address listed above. Copies of these documents may be obtained from Kriss Lowry & Associates, Inc. or downloaded at <http://www.krisslowry.com/housing>. No deposit is required.

The successful bidder will be required to furnish and pay one of the following: 1) one-hundred percent performance and payment bond or bonds; 2) a 20% cash escrow; 3) a 25 % irrevocable letter of credit, or 4) contractor may opt for twenty-five percent retainage on completed work. The successful bidder shall pay for any local permits or inspections, i.e. plumbing, electrical, HVAC, etc. The Contractor is required to obtain a City of Georgetown building permit and storage building permit as applicable. All contractors and subcontractors working within the City of Georgetown are required to have a business license from the Georgetown Scott County Revenue Commission. The General Contractor is to include the cost of bringing all utilities to the house.

Attention is called to the provisions for equal employment opportunity. Minority bidders are encouraged to bid. Contractor's submitting bids of \$100,000 or more are required to submit a

Section 3 Certification & Section 3 Plan with their bid. City of Georgetown, acting as agent for the Owner, reserves the right to reject any or all bids or to waive any informalities in the bidding. The city reserves the right to limit the number of bids awarded to any one bidder. This project is being developed through the Community Development Block Grant Program Grant No. 18-048 administered by the KY Dept. for Local Government. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the consent of City of Georgetown.

BID FORM

FOR:

New House – Plan 1064ES-A

Eunice Renee Robertson Residence
317 Martin Luther King, Jr Drive

To: Eunice Renee Robertson

1. The undersigned, having familiarized themselves with the local conditions affecting the cost of the work, and with the Specifications including the Information for Bidders, this bid, the Special Conditions, local Zoning Regulations, the Construction Contract, the Standard New Housing Specifications, the Drawings and the Addenda, if any, thereto, on file at the City of Georgetown, Kentucky, hereby propose to furnish all labor, materials, equipment and services required to complete the construction of one new house located at 317 Martin Luther King, Jr Drive.

BASE BID

For the complete construction of a replacement home in conformance with Kentucky Residential Building Code, Special Conditions, and Specifications.

1. 317 Martin Luther King, Jr Drive, Eunice Renee Robertson - Plan 1064ES-A

Sub-Lump Sum \$ _____

2. Demolition work at 317 Martin Luther King, Jr Drive

Sub-Lump Sum \$ _____

Enter the total below for items one and two (not including alternates):

Dollars
(Use Words)

(\$ _____) Bids are rounded to the nearest whole dollar.

2. Addenda to the Drawings and Specifications issued heretofore are hereby acknowledged by the undersigned as being:

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

(In the spaces above insert the numbers and dates of any Addenda issued and received. If none has been issued and received the word "None" should be inserted.)

3. In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within sixty (60) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) days after the contract is presented for signature.

4. By signing this bid the undersigned certifies that he/she has not entered into any collusion with any person in respect to this bid proposal or any other proposal or the submitting of proposals for the contract for which this proposal is submitted.

4. By submitting this bid the Contractor is certifying that he has not been debarred by a public agency and the Contractor has completed the "Contractor Eligibility Certification Regarding Debarment, Suspension, and Other Responsibilities" form and submitted it with the bid form.

5. If the total bid amount is \$100,000 or more, I certify that a Contractor Section 3 Plan was prepared and submitted as part of the bid.

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date _____, 20_____.

Printed or Typed Name of Bidder: _____

By: _____

Title: _____

Official Address:

(SIGN ORIGINAL ONLY)

SPECIAL CONDITIONS

FOR:

Construction of the following property:

Eunice Renee Robertson Residence

317 Martin Luther King, Jr Drive

The house to be constructed is a 3-bedroom Plan 1064ES-A. Contractor is to install an electric heat pump with central air conditioning. Provide electric cooking stove and energy star rated refrigerator. Install cabinet instead of dishwasher. Install bathtub with two grab bars. Install grab bar on wall next to toilet. Install standard toilet. Install handrails on all steps. Install vinyl floor cover in entire house. Provide a concrete walk from front door and accessible door to the driveway. Leave the concrete driveway in its existing location. House to be located with 30 foot front yard setback and 7.5 foot side yard setback on the south side. Construct an 8'by12" storage building behind house. Storage building is to be at least 10 feet from house or property line. See site plan.

Demolition work is to include demolition of existing house and carport. Remove old front walkway. The drywall tested positive for asbestos and will be removed under a separate contract. Clean up any debris on lot.

CONTRACTOR SECTION 3 PLAN
(Must be submitted if bid exceeds \$100,000)

_____ (Insert Name of Contractor) agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and businesses within the City of Georgetown, Kentucky

- A. To ascertain from the locality's CDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the Section 3 Plan.
- B. To attempt to recruit from within the city the necessary number of lower income residents through: Local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U.S. Employment Service.
- C. To maintain a list of all lower-income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. To insert this Section 3 plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 plan including utilization goals and the specific steps planned to accomplish these goals. *
- E. To insure that subcontract which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project areas, are also let on a negotiated basis, whenever feasible, when let in a Section 3 covered project area. *
- F. To formally contact unions, subcontractors and trade associations to secure their cooperation for this program.
- G. To insure that all appropriate project area business concerns are notified of pending sub-contractual opportunities.
- H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 plan.
- J. To list on Table A, information related to subcontracts to be awarded.
- K. To list on Table B, all projected workforce needs for all phases of this project by occupation, trade, skill level and number of positions.

* Loans, grants, contracts and subsidies for \$100,000 or less are exempt.

As officers and representatives of _____

(Name of Contractor)

We the undersigned have read and fully agree to this Section 3 Plan, and become a party to the full implementation of this program.

Signature

Title

Date

Signature

Title

Date

CONTRACTOR SECTION 3 PLAN (continued)

TABLE B
ESTIMATED PROJECT WORKFORCE BREAKDOWN

Column 1	Column 2	Column 3	Column 4	Column 5
JOB CATEGORY	TOTAL ESTIMATED POSITIONS	NO. POSITIONS CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS NOT CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS TO BE FILLED WITH SECTION 3 RESIDENTS*
OFFICERS SUPERVISORS				
PROFESSIONALS				
TECHNICIANS				
HOUSING SALES RENTAL/MANAGEMENT				
OFFICE CLERICAL				
SERVICE WORKERS				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

TRADE:

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

* Section 3 residents include low and very low income persons who live in the project area, public housing residents and persons with disabilities.

Company

Project Name

Project Number

EEO Officer-Signature

Date