

DOCUMENT 001116 - INVITATION TO BID **(ADD 01)**

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders.
- B. Project Identification: MARC Phase 1 Office Renovation
 - 1. Project Location: 600 Broadway Blvd, Kansas City, MO 64105
- C. Owner: Mid-America Regional Council
 - 1. Owner's Representative:
 - a. Carol Gonzales, Director of Finance and Administration (MARC),
cgonzales@MARC.ORG
 - b. Eric Winebrenner, Public Safety Program Director (MARC),
ewinebrenner@MARC.ORG
- D. Architect: Odimo, LLC
 - 1. Architect's Representative: Ashley Perrin, aperrin@odimo.us
- E. Project Description: Project consists of the renovation of approximately 14,000 sf space on Level 02, Level 03, and Level 04 of an existing building.
- F. Construction Contract: Bids will be received for the following Work:
 - 1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Date: June 21st, 2022.
 - 2. Bid Time: 2:00 p.m., local time.
 - 3. Delivery Method: Via email to Carol Gonzales, Eric Winebrenner, & Ashley Perrin.
 - a. Email contact information noted above.
- B. Bids will be thereafter privately opened.

1.3 PREBID CONFERENCE

- A. A prebid conference for all bidders will be held at Level 04 of 600 Broadway Blvd, Kansas City, MO 64105 on June 8, 2022 at 10:00 a.m local time. Prospective bidders are required to attend.

1.4 DOCUMENTS

- A. Online Procurement and Contracting Documents: Documents will be posted for public view on Demand Star.

- B. Addenda will be posted via Demand Star.

1.5 **PREVAILING WAGES / DAVIS BACON WAGES (ADD 01)**

- A. Prevailing Wages. This contract requires payment of the prevailing hourly rate of wages for each craft or type of work required to execute per adherence to a schedule of minimum wages as determined by the United States Department of Labor. **For work performed anywhere on this project, the contractor and the contractor's subcontractors shall pay the higher of these two applicable wage rates. (ADD 01)**
- B. The applicable wage rates for this contract are **as noted below: (ADD 01)**
 - 1. The effective Davis-Bacon federal wage rates posted the tenth day before the bid opening date and are attached herein.
 - 2. **The applicable state wage rates for this contract are detailed in "MO Annual Wage Orders: MO County Jackson - Wage Order 28 (ADD 01)**
- C. **The bidder is required to provide all additional forms required by Mo DOL. (ADD 01)**
- D. **These supplemental bidding documents have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project. (ADD 01)**

1.6 MISSOURI PROJECT EXEMPTION CERTIFICATE

- A. MARC is eligible to apply for sales tax exemption on construction projects in Missouri and Kansas. A project exemption form may be requested to enable contractors to purchase materials under MARC's tax-exempt status.
- B. The Missouri project exemption form 5060 is Missouri Department of Revenue Form 5060, Project Exemption Certificate, and can be found on the MARC intranet. The form shall be completed by the MARC staff responsible for the creation of the contract. Signed copies shall be submitted to the contractor and kept in the contract file.

1.7 TIME OF COMPLETION

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.

1.8 ANTICIPATED SCHEDULE

- A. To be included with Bid Submittal.
- B. Schedule to show overall anticipated process andp proposed critical path.

1.9 BIDDER'S QUALIFICATIONS

- A. To be included with Bid Submittal.
- B. Packages must include the following items:

1. Corporate Organizational Charts
 2. Project Organizational Charts
 3. Summary of Similar Projects
 4. Client References within the Public Realm
 5. Resumes – resumes for each key individual proposed for the project, include: position in the firm, project responsibility, education, license or registration and relevant experience over the last five years.
 6. Financial Statements and/or Evidence of Bonding Capacity
 7. Brief Narratives indicating how the Contractor intends to manage this project, including subcontractors.
- C. Procedure:
1. All qualification information and supporting materials must be submitted with the final bid. Following the bid date, the Owner reserves the right to request additional informational material to evaluate qualifications. Failure of the Contractor to demonstrate their ability to comply with these qualifications may be grounds for the Owner not recommending award of the Contract.
- D. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

END OF DOCUMENT 001116

DOCUMENT 002513 - PREBID MEETINGS **(ADD 01)**

1.1 PREBID MEETING

- A. Architect will conduct a Prebid meeting as indicated below:
 - 1. Meeting Date: June 24 ~~8~~, 2022 **(ADD 01)**
 - 2. Meeting Time: 10:00 a.m. local time.
 - 3. Location: Level 04 of 600 Broadway Blvd, Kansas City, MO 64105

- B. Attendance:
 - 1. Prime Bidders: Attendance at Prebid meeting is **mandatory**.
 - 2. Notice: Bids will only be accepted from prime bidders represented on Prebid Meeting sign-in sheet.

- C. Bidder Questions: Submit written questions to be addressed at Prebid meeting minimum of **two** business days prior to meeting.

- D. Agenda: Prebid meeting agenda will include review of topics that may affect proper preparation and submittal of bids, including the following:
 - 1. Procurement and Contracting Requirements:
 - a. Invitation for Bids.
 - b. Instructions to Bidders.
 - c. Bonding, Insurance,
 - d. Bid Form and Attachments.
 - e. Bid Submittal Requirements.
 - f. Notice of Award.

 - 2. Communication during Bidding Period:
 - a. Obtaining documents.
 - b. Bidder's Requests for Information.
 - c. Bidder's Substitution Request/Prior Approval Request.
 - d. Addenda.

 - 3. Contracting Requirements:
 - a. Agreement.
 - b. The General Conditions.
 - c. Other Owner requirements.

 - 4. Construction Documents:
 - a. Scopes of Work.
 - b. Use of Site.
 - c. Work Restrictions.
 - d. Alternates and Unit Prices.
 - e. Substitutions following award.

 - 5. Separate Contracts:

- a. Work by Owner.
6. Schedule:
 - a. Project Schedule.
 - b. Contract Time.
 - c. Other Bidder Questions.
 7. Site/facility visit or walkthrough.
 8. Post-Meeting Addendum.
- E. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes to attendees. Minutes of meeting are issued as Available Information and do not constitute a modification to the Procurement and Contracting Documents. Modifications to the Procurement and Contracting Documents are issued by written Addendum only.
1. Sign-in Sheet: Minutes will include list of meeting attendees.

END OF DOCUMENT 002513