

ADVERTISEMENT FOR BIDS

1. INVITATION

Sealed proposals for the following work will be received by Murray State University, Procurement Services, General Services Building, Chestnut Street, Murray, KY 42071, in the manner and on the date hereinafter specified for the furnishing of all labor, materials, supplies, tools, appliances, equipment, services, etc., necessary for the Regional Business & Innovation Center Interior Fit Up Project, as set forth in the specifications and as shown on the drawings for as prepared by Sherman Carter Barnhart and approved by Facilities Management, Murray State University under the terms and conditions of this Invitation.

2. PROJECT DESCRIPTION

The base bid of the project will consist of fit-up renovations for the first floor of the facility for a Hall of Benefactors and office space for the Office of Regional Outreach Department and fit-up renovations for the second floor of the facility to include office space for the Office of Development. The work will include all site work, architectural, plumbing, fire protection, and electrical as outlined in the contract documents

3. METHOD OF RECEIVING BIDS

Bids will be received from Prime Contractors on a Lump Sum Amount for the total project. All phases of the work 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 Documents.

Bids shall be submitted only on the Official Forms supplied by Murray State University, Procurement Services. Failure to comply with the foregoing requirements will be cause for invalidation of bid.

4. METHOD OF AWARD

Final award of Contract will be made on the basis of the lowest, responsive and responsible bid which offers the best value.

5. SCHEDULE OF PROJECT

Substantial completion, 120 calendar days from issuance of a written work order for the Regional Business & Innovation Center Interior Fit Up Project.

Final completion, 30 calendar days after the date of substantial completion for project.

6. BONDING

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

7. PLANS AND SPECIFICATIONS REVIEW

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

1. AGC, 1623 State Route 121N, Murray, KY 42071
2. AGC, 2201 McCracken Blvd, Paducah, KY 42001
3. Builders Exchange of Louisville, 2300 Meadow Drive, Louisville, KY 40218-1372

8. OBTAINING PLANS AND SPECIFICATIONS

Plans and Specifications may be obtained from Murray State University, Procurement Services, General Services Building, Chestnut Street, Murray, KY 42071, in accordance with the charge schedule below. All checks shall be payable to Murray State University. **(HOURS TO OBTAIN PLANS AND SPECIFICATIONS ARE 8:00 A.M. TO 4:00 P.M. - MONDAY THROUGH FRIDAY.)**

Questions about obtaining plans and specifications may be directed to Steven Stapleton, Purchasing Agent, Murray State University at (270)809-4099 or Diane Thiede, Assistant Purchasing Agent, Murray State University at (270)809-4050.

PRIME CONTRACTOR FEE

The nonrefundable fee of **\$50.00** will provide the contractors with one (1) set of Specifications, all addenda, and bidding documents

NOTE: NO PLANS OR SPECIFICATIONS WILL BE RELEASED BY PROCUREMENT SERVICES COMMENCING FIVE (5) CALENDAR DAYS PRIOR TO THE DATE OF THE BID OPENING.

NOTE: CONTRACTOR WHO HAS NOTIFIED PROCUREMENT SERVICES, PURCHASING AGENT OF INTENT PRIOR TO THE FIVE (5) CALENDAR DAYS MAY PICK-UP A SET WITHIN THE FIVE (5) CALENDAR DAYS.

NOTE: IT IS MOST IMPORTANT THAT REQUESTING FIRMS IDENTIFY THE POSITION OF THEIR FIRM AS A PRIME BIDDER, MISCELLANEOUS SUBCONTRACTORS, MATERIAL SUPPLIERS OR OTHERS.

9. 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, viz.:

SEALED BID INVITATION NO.: **CC-245S-12 Regional Business & Innovation
Center Interior Fit Up Project**

BID OPENING DATE: **FEBRUARY 14, 2012 AT 2:00 PM CENTRAL
PREVAILING TIME**

Bids, upon their receipt by Murray State University, Procurement Services are stamped showing the hour and date received. Bids received after the scheduled closing time for reception of bids will not be considered provided legal and accepted bids have been received on said referenced Invitation.

10. 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 lump sum shall not be cause for withdrawal of the bid without forfeiture of bid bond. Bids may be withdrawn in person only, prior to the closing date for receipt of bids.

11. MINORITY BUSINESS ENTERPRISE PARTICIPATION

Murray State University is committed to increasing the participation of minority business enterprises in construction and renovation projects, and encourages the use of minority subcontractors and material suppliers. All contractors should make an effort to locate and use minority business enterprises in bidding this project. For assistance in identifying minority vendors and subcontractors, the contractors may contact the Kentucky Office of Minority Business Enterprises, 2329 Capital Plaza Tower, Frankfort, Kentucky 40601, Telephone no. (270) 564-2064 and Louisville Minority Business Development Center, 611 W. Main Street, Louisville Kentucky 40202, ATTN: Mr. Darnell Jackson

Bidders using minority enterprises as subcontractors and material suppliers are requested to identify these contractors in the space provided on the Form of Proposal. The successful contractor will be asked to supply associated contract amounts rounded to the nearest \$500.00 prior to the signing of a contract.

12. RIGHT TO REJECT

Murray State University, Procurement Services, 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.

13. GENERAL INFORMATION

- A. The Listing of major subcontractors unit prices, and material lists are to be submitted with the bid.
- B. Only those Prime Contractors who have obtained Plans and Bid Documents directly from Murray State University, Procurement Services, will be eligible to submit a bid for this project.
- C. A prime bidder is to have a responsible authorized representative at the bid opening for post bid review of the apparent low bid that follows immediately after the opening and reading of the bids. Failure to comply with this requirement may be cause for rejection of bid.

14. PRE-BID CONFERENCE

A Pre-Bid Conference will be held on **Wednesday February 1, 2012 @ 10:00 a.m. Central Prevailing time** General Services Building Conference Room, Murray State University, Murray, KY. Decisions and Clarification's discussed at this meeting will be incorporated into the bid documents by an addendum issued no later than five (5) days prior to bidding.