

# INVITATION TO BID

## City and Borough of Wrangell

### Premanufactured Restroom

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#### Overview

The City and Borough of Wrangell (CBW) requests sealed bids from interested and qualified firms to provide a Premanufactured Restroom, on a one-time basis. Supplier shall furnish all labor, materials, tools, and equipment necessary for supplying the premanufactured restroom complete with all accessories described herein. Delivery shall be based on FOB Seattle dock.

#### Instructions to Bid

1. Bidders should prepare a bid for materials they are willing to provide the City and Borough of Wrangell from the list provided on the Bid Schedule found herein. Each line should include a unit price and an extended price. Materials should include a full description and brand name of the material being offered. All prices should be FOB Port of Seattle, Washington. The Bid Schedule shall acknowledge any and all Addenda.
2. Bids must be typewritten or completed with pen and ink, signed by the vendor or their authorized representative, with all erasures or corrections initialed and dated by the official signing the bid schedule. Bidders are encouraged to review carefully all provisions of this document prior to completion. Each bid constitutes an offer and may not be withdrawn except as provided herein. Prices are to remain firm for a sixty (60) day period.
3. Submit bids plainly marked with "Bid for Premanufactured Restroom, City and Borough of Wrangell, Bid Date May 31, 2012, 2:00 p.m."
4. Sealed bids shall be mailed or hand delivered as follows, in sufficient time to ensure receipt by the City and Borough of Wrangell on or before May 31, 2012, 2:00 p.m. Prevailing Time.
  - (a) Mailing Address: City and Borough of Wrangell, P.O. Box 531, Wrangell, AK 99929
  - (b) Hand Delivery Address: City and Borough of Wrangell, 205 Brueger St., Wrangell, AK 99929

No bids will be received or accepted after May 31, 2012, 2:00 p.m. Prevailing Time. Bids submitted after the designated date and time will be deemed invalid and returned unopened to the Bidder. The City and Borough of Wrangell is not responsible for lost or misdirected mail. It is the Bidder's responsibility to ensure no late bid is submitted. No bid may be withdrawn within sixty (60) days after the proposal opening and bids shall remain firm through the period.

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#### Standards for Acceptance of Bid for Awarded Contract

The City and Borough of Wrangell reserves the right to waive any informality, to reject any and all bids, to evaluate all bids, to accept portions of any bid and to accept any bid which in its opinion may be in the best interest of the City and Borough of Wrangell. The City and Borough of Wrangell reserves the right to modify the contract after its award.

#### General Terms and Conditions

1. Specifications: Any obvious error or omission in specifications shall not be to the benefit of the Bidder but shall put the Bidder on notice to inquire of or identify the same from the City and Borough of Wrangell. Whenever mention is made of any article, material, or workmanship to be in accordance with laws, ordinances, codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed to be the minimum requirements of these specifications.
2. Delivery Point: All items shall be bid based on delivery FOB port of Seattle, Washington. Delivery cost shall be included in the bid price.
3. Delivery Time: All items shall be received at the Delivery Point no later than October 1, 2012.
4. Preparation for Delivery: Packing – Packing shall be accomplished in accordance with acceptable commercial practices for export shipments. The vendor shall make shipments using the minimum number of containers consistent with the requirements of safe transit. It shall be the vendor's responsibility to determine that packing is performed as adequate to assure that all the materials shall arrive at destination in an undamaged condition, ready for its intended use. Marking – All packages shall be identified with the City and Borough of Wrangell's Name and Purchase Order Number. Sealed packing lists must be affixed to all shipping pieces, showing its content.

#### Prices to be Firm

Bidder warrants that bid prices, terms, and conditions quoted in their bid will be firm for acceptance for a period of sixty (60) days from the bid opening date.

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#### Description of Materials

Bids for materials and supplies should include a complete description, manufacturer's name, and manufacturer's part number.

#### Completeness

All information required by this Invitation to Bid must be completed and submitted in order to constitute a proper bid. Only fully responsive bids will be considered.

#### Quality

All materials used for the manufacture or construction of any materials or equipment covered by this bid shall be new, of the latest model, of the best quality, and of the highest grade workmanship. It is the Bidder's responsibility to prove to the City and Borough of Wrangell that each bid item is equal to the grade or quality of material specified.

#### Acceptance of Material

The successful Bidder shall submit one full copy of complete manufacturer's data for all restroom components. Manufacturer's concrete test results and warranties shall also be submitted for review and approval prior to releasing the restroom unit for fabrication. Exterior colors shall be selected from manufacturer's full range of colors.

The materials delivered under this bid shall remain the property of the Bidder until a physical inspection and actual usage of this material and/or services is made and therefore accepted to the satisfaction of the City and Borough of Wrangell.

#### Guarantee/Warranty

The Bidder shall unconditionally warranty the materials and workmanship for one year from the date of delivery. If, within the guarantee period any structural or component defects occur, which are due to faulty material or workmanship, the Bidder shall, at their expense, repair or adjust the condition, or replace the material, to the complete satisfaction of the City and Borough of Wrangell.

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#### Compliance with Specifications

Terms and Conditions: The Invitation to Bid, Legal Advertisement, General Conditions, Instructions to Bidder, Specifications, Special Conditions, Vendor's Bid, Addendum, and/or any other pertinent documents form a part of this bid and by reference are made a part hereof.

#### Performance of Contract

The performance requirements of the contract stipulate that delivery of the goods to the delivery point shall be no later than October 1, 2012. Deliveries made after this date will be assessed liquidated damages in the amount of \$200 per calendar day for late delivery.

#### Bid Acceptance and Award of Contract

Award of a contract, if awarded, will be on the basis of materials and equipment described in the Invitation to Bid and will be made to the lowest responsive Bidder whose bid complies with all requirements prescribed.

If the City and Borough of Wrangell elects to advertise this Project with a Base Bid and Additive or Deductive Alternates, the City and Borough of Wrangell may elect to award the contract for the Base Bid or the Base Bid plus one or more Alternates, as selected by the City and Borough of Wrangell. In either case, the award shall be made to the responsive Bidder offering the lowest total bid for the work to be awarded.

#### Invoices should be mailed to the following address

City and Borough of Wrangell

P.O. Box 531

Wrangell, Alaska 99929

Attn: Accounts Receivable

Payment Terms- Net 30 Days after invoice date and acceptance of goods

#### Point of Contact

Amber Al-Haddad, Project Manager, City and Borough of Wrangell

Tel: 907-874-3494, Fax: 907-874-2699

Email: [wrgpm@wrangell.com](mailto:wrgpm@wrangell.com)

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#### Premanufactured Restroom Specifications

1. General: The premanufactured restroom is specified as the Ozark II, 10'-6" x 18'-8", modified toilet/office building, as manufactured by CXT Incorporated, Spokane, Washington, or equal.
2. Finishes:
  - a. The upper exterior wall texture shall be of barnwood horizontal lap siding and the lower exterior wall texture shall be of stone.
  - b. The exterior roof texture shall be simulated cedar shake.
3. Accessories:
  - a. One set stainless steel plumbing fixtures: flush valve toilet bowl, urinal, lavatory, and faucet.
  - b. One set standard ADA grab bars.
  - c. One 3-roll toilet paper dispenser and soap dispenser.
  - d. Eliminate standard paper towel dispenser.
  - e. One exhaust fan.
  - f. Seven GFI electrical outlets.
  - g. Three floor drains.
  - h. One stainless steel framed mirror.
  - i. Two 16-Gauge Galvanized steel doors and frames.
  - j. One 16-Gauge Galvanized steel door with half-lite fixed window (for office).
  - k. Door hardware shall include lever handles with double cylinder deadbolts.
  - l. One fixed Lexan window.
  - m. One vinyl sliding window (for office).
  - n. One set ADA signs.
  - o. One frost proof hose bib with box.
  - p. Motion controlled interior lights (each space) and photo cell controlled exterior lights (one each building end).
  - q. Marine Package for extra corrosion resistance.
  - r. Two-tone color paint touch-up kit.

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#### BID SCHEDULE

**Bid To:** City and Borough of Wrangell, Alaska

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the Owner to perform the work as described in the contract documents entitled *Invitation to Bid, City and Borough of Wrangell, Premanufactured Restroom*.
2. Bidder accepts all of the terms and conditions of the contract documents, including without limitations those in the Invitation to Bid.
3. The Bid will remain open for the period stated in the Invitation to Bid.
4. The Bidder agrees to complete the work required under the contract documents within the time stipulated and accepts payment in full based on the contract price named in the Bid Schedule.
5. Bidder has examined the contract documents in full, including the following Addenda, receipt of which is hereby acknowledged by the undersigned:

Addenda No.	Date Issued	Addendum No.	Date Issued
_____	_____	_____	_____

6. The Bidder has read this Bid and agrees to the conditions as stated herein by providing their signature in the space provided below.

BASE BID:

<u>Quantity</u>	<u>Item</u>	<u>Price</u>
1 each	10'-6" x 18"-8" Premanufactured Restroom FOB Port of Seattle, Washington	\$ _____

Total Base Bid Amount.....\$ \_\_\_\_\_

Bidder's Name: \_\_\_\_\_

Bidder's Representative's Signature: \_\_\_\_\_

Bidder's Address: \_\_\_\_\_

Bidder's Telephone/Fax Numbers: \_\_\_\_\_

Bidder's Business License No.: \_\_\_\_\_

Date: \_\_\_\_\_