

NOTICE TO CONTRACTORS

The City of Baton Rouge and Parish of East Baton Rouge (City-Parish) will receive electronic or paper bids for the construction of the following project:

LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS HVAC IMPROVEMENTS

Dr. Leo S. Butler Community Center, 950 Lorri Burgess Ave Baton Rouge, LA 70802
Jewel J. Newman Community Center, 2013 Central Rd Baton Rouge, LA 70807

CITY PARISH PROJECT NO. 21-ASC-CP-1432

PROJECT DESCRIPTION: IN A CARES ACT FEDERALLY FUNDED PROJECT, MAKE HVAC EQUIPMENT AND SYSTEMS IMPROVEMENTS PER ASHRAE GUIDANCE TO HELP REDUCE RISKS OF CORONAVIRUS AT MUNICIPAL COMMUNITY CENTERS IN BATON ROUGE, LOUISIANA.

Bid Package with **Plans** and **Specifications** may be obtained online at www.centralauctionhouse.com or paper copies may be obtained from Architectural Services Division Room 227 1100 Laurel St Baton Rouge, LA 70802 between the hours of 7:30am to 3:00pm until 24 hours prior to Bid Opening, for **\$25.00** Dollars to cover the cost of reproduction. Checks should be made payable to the City of Baton Rouge and Parish of East Baton Rouge. All Bids shall be made on the Bid Package Forms, acceptable only from Contractors in whose name it was issued.

Statutory Forms (Bid Package Part 1-A) shall be submitted to the Purchasing Division *prior to Bid Opening*:

Certification Regarding Debarment, Suspension and Other Responsibility Matters

Attestation of No Past Criminal Convictions

Legal Citizen Affidavit

Certification Regarding Unpaid Workers Compensation Insurance

Non-Collusion & Non-Solicitation Affidavit

Bid Forms (Bid Package Part 1) submitted shall be accompanied by a Certified Check or Cashier's Check payable to the Parish of East Baton Rouge, or a satisfactory **Bid Bond** executed by the Bidder and an acceptable surety, in an amount equal to five percent (5%) of the total bid. Sureties used for obtaining bonds must appear as acceptable on the U.S. Department of Treasury Circular 570.

Contractors must hold an active license issued by the State of Louisiana Licensing Board for Contractors in the classification of **Mechanical** work or **Building Construction**, and must show their license number on the face of the bid envelope. All Contractors bidding on this work shall comply with all provisions of the State Licensing Law for Contractors, La RS 37:2150-2163 for all public contracts. It shall also be the responsibility of the General Contractor to assure that all subcontractors comply with this law.

Bids will be received online through www.centralauctionhouse.com or in an envelope delivered to the Purchasing Division 8th Floor Room 826 City Hall 222 St Louis St Baton Rouge, LA 70802 **until the Bid Opening 2:00pm Local Time Tuesday, March 5, 2024** with no exceptions. Any person with disabilities requiring special accommodations must contact the City/Parish no later than seven (7) days prior to bid opening.

At Bid Opening in Purchasing Division Room 826 City Hall, electronic Bids and Bid Bonds will be downloaded, then all electronic and paper Bids will be publicly read aloud. Bidders and/or their authorized representatives are invited. Bid results can also be viewed at the link: <http://city.brla.gov/dept/purchase/bidresults.asp>

Method of Award – Lowest Qualified Bidder: If at the time this contract is to be awarded, the lowest base bid submitted by a responsible bidder does not exceed the amount of funds then available to finance the contract, the contract will be awarded. In accordance with La RS 38:2214 B the City/Parish reserves the right to reject any and all bids if they exceed the amount available to finance the contract, or for just cause. Alternately, the City/Parish may award the contract on the base bid combined with one or more alternates, if still within the available funds. Bids shall be firm for a period of forty-five (45) days from the date of the Bid Opening, except as allowed per Louisiana Revised Statute (La RS) 38:2214 C. In the event all qualified bids are above the granted CARES Act federal fund amount, the typical time limits of 45 days to award contract, 60 days to execute contract, and 30 days to issue Notice to Proceed shall not be applicable, until additional project funding is secured.

The Successful Low-Bidder will have an active Universal Entity Identifier Number, as verified on www.sam.gov, prior to the beginning of construction, and shall begin mobilization and procurement of materials within ten (10) working days of the receipt of the Notice to Proceed. The Attention of Bidders is called particularly to the requirements for conditions of employment to be observed and minimum wage rates to be paid under the Contract, Section 3, Segregated Facilities, Executive Order 11246, and all applicable laws and regulations of the Federal government and State of Louisiana and bonding and insurance requirements. The **City-Parish** is an **Equal Opportunity Employer** with a **Social and Economically Disadvantaged Business Enterprise (SEDBE) Program**. The Bidder is encouraged to utilize minority-, woman- and veteran-owned businesses to the extent possible as suppliers or subcontractors. The successful low bidder shall complete SEDBE participation forms (revised 1/19/2024) DBE 2-4, and form DBE-5 with each monthly partial payment request.

A non-mandatory pre-bid conference will be held at **10:00am on Wednesday, February 21st** at Dr. Leo S. Butler Community Center 950 Lorri Burgess Ave Baton Rouge, LA 70802. All parties interested in this project are invited to attend this conference.

For additional information regarding the construction documents, please contact **Bid** related: Purchasing Division (225) 389-3259; **General Documents** related: Stephen Long, (225) 389-4694 or slong@brla.gov or **Architectural and Construction Documents** related: Jordan Fish, AST Engineers (225) 926-5600 or jfish@astengineers.us .