

NOTICE TO CONTRACTORS

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

City Hall Fire Alarm Upgrades
City Hall - 222 St. Louis Street, Baton Rouge, LA 70802
CITY PARISH PROJECT NO. 21-ASC-CP-1484

PROJECT DESCRIPTION: Replacement/Upgrade of existing Fire Alarm System

Electronic or sealed bids will be received until **2:00 p.m. Local Time, Thursday, April 4, 2024**, by the **Purchasing Division, City Hall, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802**. No bids will be received after 2:00 p.m. on the same day and date. Please note the above new delivery address.

Statutory Forms that Must be Submitted to the Purchasing Division by all bidders prior to the opening of all bids related to a contract for public works in accordance with La. R.S. 38:2212 (B)(3)(b) are as follows: (see bid package Part 1-A for forms)

Certification Regarding Debarment, Suspension and Other Responsibility Matters
Attestation Clause per LA RS 38:2227 (Past Criminal Convictions) and
Legal Citizen Affidavit LA RS 38:2212.10.
Non-Collusion & Non-Solicitation Affidavit LA RS 38:2224

Electronic bids and electronic bid bonds for the solicitation will be downloaded by the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division. Electronic bids and electronic bid bonds must be submitted through www.centralauctionhouse.com prior to the bidding deadline. Beginning as soon as feasible after the bid closing time all electronic bids will be downloaded and publicly read aloud along with all paper bids received, if any, in Room 826 of the City Hall Building immediately after the 2:00 p.m. bid closing. Bidders and/or their authorized representatives are invited to be present.

Bids, amendments to bids, or request for withdrawal of quotations, received after time specified for bid opening shall not be considered for any cause whatsoever. Bid results can be viewed at the link: <http://city.brla.gov/dept/purchase/bidresults.asp>

Bids shall be firm for a period of forty-five (45) days from the date of the opening of bids and no bid shall be withdrawn for any reason during this period of time except as allowed per R.S. 38:2214.C.

Complete Bid Documents are available in electronic form. They may be obtained online at www.centralauctionhouse.com. Printed copies are not available from the Designer, but arrangements can be made to obtain them through most reprographic firms. Plan holders are responsible for their own reproduction costs. **Questions about this procedure shall be directed to the Architectural Services Division of the City of Baton Rouge at: (225) 389-4694, Attn: J. Gordon or jgordon@brla.gov**

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, shall be submitted with each bid.

Bids shall be received electronically via www.centralauctionhouse.com or on solicitation bid forms furnished by the City of Baton Rouge and Parish East Baton Rouge, and only those bids shall be received by the City-Parish which is submitted by those Contractors in whose names the **solicitation bid** forms and/or specifications were issued. In no event shall **paper solicitation** forms be issued later than twenty-four (24) hours prior to the hour and date set for receiving proposals.

The Bidder is advised that the City of Baton Rouge and Parish of East Baton Rouge is an Equal Opportunity Employer. Therefore the Bidder is encouraged to utilize minority participation in this contract to the extent possible through the use of small, disadvantaged and women-owned businesses as suppliers or subcontractors. To assist the City-Parish in our efforts to track the minority participation on our construction projects the successful low bidder shall include CP DBE-1 (revised 3/6/2012) with the monthly partial payment request.

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

In accordance with La. R.S. 38:2214 (B) the City of Baton Rouge and Parish of East Baton Rouge reserves the right to reject any and all bids for just cause. In accordance with La. R.S. 38:2212 (A)(1)(b), the provisions and requirements of this Section, those stated in the advertisement for bids, and those required on the bid form, shall not be considered as informalities and shall not be waived by any public entity.

A Non-Mandatory **pre-bid conference** will be held at **10:00am on March 26, 2024 at City Hall, 222 St. Louis Street**. 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: Sean M. Johnson, AIA, (225) 389-4694 or smjohnson@brla.gov or Architectural and Construction Documents related: Landon Burns, P.E., TLA, LLC, (225) 293-9474 or landon@tlaeng.com.

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