

INVITATION TO BID

HVAC UPGRADES TO FIRST FLOOR OF MAIN BUILDING AT GRETNA CITY HALL FOR THE CITY OF GRETNA, LOUISIANA

Sealed Bids will be received by the City of Gretna in the Mayor's Office, Gretna City Hall, 2nd Street and Huey P. Long Avenue, Gretna, Louisiana 70053 or electronically through the website www.publicpurchase.com on **Monday, April 9, 2018** until **1:45 PM** local time for:

HVAC Upgrades to First Floor of Main Building at Gretna City Hall

At **2:00 PM** local time on the same day, in the Mayor's Office, Gretna City Hall, Gretna, Louisiana, all Bids that have been duly received will be publicly opened and read aloud.

Without limiting the scope of work described herein, the proposed bid provides for HVAC upgrades within existing building with associated architectural, mechanical and electrical work as detailed within the Bidding Documents and Contract Documents.

All Bids must be in accordance with the Contract Documents on file with the City of Gretna's Director of Public Works, 100 5th Street, Gretna, Louisiana, 70053, and at the office of Burgdahl & Graves, AIA Architects, 2550 Belle Chasse Highway, Suite 130, Gretna, Louisiana 70053.

Copies of the Bidding Documents and Contract Documents, consisting of drawings and specifications for use in preparing Bids may be secured from the office of BURGDahl & GRAVES, AIA ARCHITECTS, 2550 Belle Chasse Highway, Suite 130, Gretna, LA 70053, (504) 366-4433 by licensed contractors upon payment of **\$50.00** per set (paper copy) or through the website www.publicpurchase.com at no cost. Deposit on the first set of documents furnished bona fide prime bidders will be fully refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. On other sets of documents furnished to bidders, the deposit less **\$ 25.00** will be refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. Good condition is defined as free of all pencil, pen and other marks. Partial sets will not be issued. Request for mailing Contract Documents will be handled by either Federal Express or UPS, provided the addressee supplies his courier's account number and "street" address (no P. O. Box addresses).

Each Bidder must obtain a contractor's license from the State of Louisiana prior to submitting his bid.

The work for this project is classified as **Building Construction or Mechanical Work**. **ONLY** Contractors with this classification may submit bids for this project.

Bids will be received on a **lump sum** basis as described in the Contract Documents.

All work is to commence within **5** days after the Date of Contract. Completion of the work is required within **120** calendar days. All time limits commencing upon the date of issuance by registered mail of the Owner's "Notice to Proceed."

Bid security in the amount of 5 percent (5%) of the total Bid must accompany each Bid.

The successful Bidder will be required to furnish a Performance and Payment Bond guaranteeing faithful performance and the payment of all bills and obligations arising from the performance of the contract.

Sureties will be required to meet qualifications set forth in the Contract Documents.

Bidders are invited to attend a prebid conference to discuss the project. Prebid conference details are set forth in the Bidding Documents. **The Prebid Conference is NON-MANDATORY**, and shall be held at Gretna City Hall, 740 Second Street, Gretna, LA 70053, conference room the project site on **Monday, April 2, 2018** at **10:00 AM**.

No Bid may be withdrawn within a period of 45 days after the date fixed for opening Bids (LA R.S. 38:2215) except as allowed by provisions within LA R.S. 38:2214(C).

The City of Gretna reserves the right to reject any and all Bids for just cause as allowed by LA R.S. 38:2214.

CITY OF GRETNA

BELINDA C. CONSTANT
MAYOR
CITY OF GRETNA

Published: March 14th, March 21st, and March 28th, 2018