

Notice and Call for Bids
Town of Gilbert, Arizona

Project Name: **FY19-20 – Common Area Wall Repair and Painting Improvements to Circle G Meadows III – PKID 07-06**

Contract Number: **319001091**

Bid Opening Date: **Tuesday, April 23, 2019, at 1p.m, MST**

Location of Bid Opening: **Town Clerk’s Office**

Gilbert Staff Contact: **Ernestine Tesarek, Contract Analyst II,
Ernestine.tesarek@gilbertaz.gov**

Bid Documents available at: **Town of Gilbert Website Only (at no charge)
<http://www.gilbertaz.gov/rfp>**

Date and Location for Submittal of Bids: Sealed bids will be received at the **Purchasing Department, ATTN: Ernestine Tesarek, 50 East Civic Center Drive, Gilbert, Arizona 85296 by 1 P.M., MST, Tuesday, April 23, 2019**, for furnishing all necessary labor, equipment, materials and performing all work for the Project. Any bid received after the time specified will be returned unopened. It is the bidder’s responsibility to assure proposals are received at the above location on or before the specified time. The sealed envelope must be clearly marked with the bidder’s name, project name, and contract number.

Pre-Bid Conference: A pre-bid conference will be held on **Tuesday, April 09, 2019, at 1 p.m., MST, at the Town of Gilbert, 50 East Civic Center Drive, Room 233.** It is highly recommended that all prospective bidders attend, as bidder responsibility issues will be discussed, along with Project requirements.

Project Description: This is an improvement district project. Work, in general, consists of Common Area Wall Repair and Painting Improvements along Scott and San Remo Avenues and the remaining common areas as shown on the Wall Maintenance Bid Documents; and other incidental work. The Town reserves the right to reduce the scope of work or eliminate some items in this contract.

The contract for the Work will not be executed by Gilbert until after an objection period has passed and the Town Council finds that objections, if any, are without merit. The contract shall be executed immediately thereafter and the Contractor must provide required bonds and insurance within five (5) days after receipt of notice. In the event that the Town Council finds there is merit to the objections, Gilbert may correct any error and/or rebid the Work. Funds for the Work are limited to the amount of the assessment for **Parkway Improvement District No. 07-06 Circle G Meadows III.** Change orders shall not cause the cost of the Work to exceed the assessments available for payment of costs for the Work.

Bid Security: Each bid shall be in accordance with the Contract Documents. Any bid which does not conform in all material respects to the Contract Documents will be considered non-responsive. Each bid shall be submitted on the bid form(s) included in the Contract Documents; shall be accompanied by a certified or cashier’s check or bid bond for ten percent (10%) of the amount of the bid, made payable to the order of the Town of Gilbert and shall be included in the

bid as a guarantee that the successful bidder will enter into a contract to perform the work in accordance with the Contract Documents. The bid bond shall be executed pursuant to Section 1.4.1 of the Contract Documents, and solely by a surety company or companies holding a certificate of authority to transact surety business in the State of Arizona issued by the Director of the Department of Insurance pursuant to Title 20, Chapter 2, Article 1.

All bid securities will be returned to the bidders whose bids are not accepted, except for the three lowest bidders. The bid security of the three lowest bidder(s) will be returned immediately after the fully completed Contract Documents have been executed. The difference between the amount specified in the bid and such larger amount for which Gilbert may in good faith contract with another party to perform the work covered by the bid, not to exceed the amount of the bond penalty, shall be declared forfeited as liquidated damages if the successful bidder refuses to enter into the contract and provide the bonds and certificates of insurance after being requested so to do by Gilbert.

Bid Opening: Bids will be opened in **Room 233, at the Town of Gilbert, 50 East Civic Center Drive, Gilbert, Arizona**, and the proposed bid price will be publicly read aloud immediately after the time for receiving bids has expired as set forth above. Gilbert reserves the right to postpone the bid opening date at any time prior to bid opening.

A Non-Collusion Affidavit executed by bidder shall be submitted with the bid.

Right to Reject Bids: Gilbert reserves the right to reject any or all bids, waive any informality in a bid or to withhold the award for any reason Gilbert determines.

Equal Opportunity: Gilbert is an equal opportunity employer. Minority and women's business enterprises are encouraged to submit bids on this Project.

Solicitation Transparency Policy: Beginning on the date this Solicitation is issued and continuing until either the date a contract is awarded or this Solicitation is withdrawn by Gilbert, all persons or entities who respond or intend to respond to this Solicitation, including without limitation their employees, agents, representatives, partners, subcontractors, consultants, joint venturers, members, lobbyists, or attorneys (collectively, "Proposers"), shall only discuss matters associated with this Solicitation with the Procurement Officer designated in this Solicitation and shall not have any direct or indirect contact about this Solicitation with any other Town staff or Town official, including, without limitation, members of the evaluation panel, the Town Manager, Deputy Town Managers, the Mayor, or any member of the Gilbert Town Council. As long as the subject matter of the Solicitation is not discussed, Proposers may continue to conduct business with Gilbert.

Notwithstanding the foregoing, Proposers may discuss this Solicitation with the Mayor or a member of the Gilbert Town Council, provided such meetings are scheduled through the Procurement Officer listed on this Solicitation, conducted in person at 50 E. Civic Center Drive, Gilbert, Arizona 85296, and are posted as open meetings by the Town Clerk at least twenty-four (24) hours prior to the scheduled meetings. The posted notice shall identify the participants and

the subject matter, as well as invite the public to participate.

This policy is intended to create a level playing field for all Proposers, assure that contracts are awarded in public, and protect the integrity of the selection process. **Proposers who violate this policy shall be disqualified from participating in this Solicitation.**

Town of Gilbert, Arizona
Lisa Maxwell, Town Clerk

Dated: April 2, 2019

Publication Date(s):
April 05, 06, 07, 08, & 09, 2019