

Invitation for Bids
The VETS Box Office and Bathroom Refurbishment
One Avenue of The Arts

The Rhode Island Convention Center Authority (the “Authority”) invites bids from qualified bidders for construction services for the new Box Office and Bathroom Refurbishment at The Vets, at One Avenue of the Arts, Providence, Rhode Island as described in this document, and Instructions to Bidders in the specifications.

- A. Owner’s Representative: Dan Schwartz, General Manager, 83 Park Street, Providence RI 02903 Phone: 401.272.1467
- B. Architect: Northeast Collaborative Architects, 333 Westminster Street, Floor 5, Providence, RI 02903.
- C. Questions: All questions shall be directed to Northeast Collaborative Architects, Attention J. Michael Abbott, AIA, CNU- A, in writing **via email only** at jmabbott@ncarchitects.com. All questions will be answered by Addenda. The last day to submit questions for review by NCA is Tuesday, September 19th, 2017 at 3pm. Addendum responses shall be answered on or by Thursday, September 21th, 2017 end of day by posting on the State of Rhode Island Division of Purchases Rhode Island Vendor Information Program Website (“RIVIP Website”) accessible at www.purchasing.ri.gov. and emailed to those whose email address is known to the Authority.

BID SUBMITTAL AND OPENING

- C. The Authority will receive sealed bids until the bid time and date at the location indicated below. Bids received after such time and date will not be reviewed. The Authority will consider bids prepared in compliance with the Instructions to Bidders issued by it, and delivered as follows:
 - 1. Bid Date: Thursday, September 28, 2017
 - 2. Bid Time: **2:00pm** local timeLocation: Attn: Dan Schwartz, General Manager, The VETS, 83 Park Street, Providence, RI 02903.
- D. At the Bid Time and Location bids will be opened and read in accordance with public bidding procedures. The award shall be made to the responsive and responsible bidder who has the lowest bid.
- E. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount in the form of a bid bond or certified check on, or a treasurer’s or cashier’s check issued by a responsible bank or trust company. Performance and payment bonds equal to 100% of the contract price shall be required of the successful bidder. All bonds must be executed by a reliable surety company authorized to do business in Rhode Island.
- F. No bids may be withdrawn for a period of 60 days after opening of bids. The Authority reserves the right to reject any and all bids and to waive informalities and

irregularities.

PREBID CONFERENCE

A **mandatory** prebid conference for all bidders will be held at project site on Thursday, September 14th at 2:00 pm, local time. Perspective bidders are **required** to attend.

MISCELLANEOUS

This project is subject to Chapter 27-14.1 of the Rhode Island General Laws and regulations promulgated thereunder, which require 10% of the dollar value of the work performed on the project be performed by minority business enterprises. The successful bidder shall comply with applicable prevailing wage requirements.

**See instructions to Bidders in the bid package for further details on
the requirements of submitting a bid.**

DOCUMENTS

G. Printed Procurement and Contracting Documents: Obtain after September 7, 2017 by contacting The Color Co. 88 Weybosset Street, Providence RI 02903 Phone: 401.278.4000, as early as September 7, 2017. Documents will be provided to prime bidders only; only complete sets of documents will be issued.

INSTRUCTIONS TO BIDDERS

1) SECURING DOCUMENTS

Copies of the proposed Contract Documents may be obtained for bidding purposes as set forth in the Invitation to Bid.

2) BID FORM

- a) Submit bids on the form prescribed herein, properly executed and with all items filled out. Do not change the wording of the Bid Form, and do not add words to the wording of the Bid Form. Unauthorized conditions, limitations, or provisions attached to the bid shall be cause for rejection of the bid. Alterations by erasure or interlineations must be explained or noted in the bid over the signature of the bidder. Bids submitted in pencil, or which do not bear an original signature in ink by an owner or authorized agent thereof, will not be accepted.
- b) No telegraphic bid or telegraphic modification of bid will be considered. No bids received after the time fixed for receiving them will be considered. Late bids will be returned unopened.
- c) Each bid shall be addressed to:

**ATTN: Dan Schwartz, General Manager
The VETS
83 Park Street
Providence, RI 02903**

and shall be delivered on or before the day and hour set for opening of bids. Each bid shall be enclosed in a sealed envelope bearing the title of the Project and the name of the bidder. The title of the Project is “Renovations to Veterans Memorial Auditorium”. It is the sole responsibility of each bidder to see that his bid is received on time.

- d) Be sure to **include in the sealed envelope** the following:
 - i) Completed Bid Form
 - ii) Bid Deposit
 - iii) Contractor’s Qualification Statement, AIA Form A305-1986
 - iv) Certificate of Non-Collusion
 - v) MBE Certification
 - vi) Additionally, the bidder shall submit for public disclosure in a PDF file on a CD-R Media disk, a copy of all its documents submitted in response to the bid invitation.

All documents submitted in response to this bid invitation are public upon opening in accordance with Section 37-2-18 of the Rhode Island General Laws, the burden being on the bidder to identify confidential and proprietary information.

3) EXAMINATION OF DRAWINGS, SPECIFICATIONS AND SITE

Before submitting a bid, each bidder shall carefully examine the Contract Documents and visit the site of the work. Each bidder shall fully inform himself prior to bidding as to existing conditions and limitations under which the Work is to be performed, and he shall include in his bid a sum to cover all costs of all items necessary to perform the Work as set forth in the proposed Contract Documents. No allowance will be made to any bidder because of lack of such examination.

Special attention is drawn to the accelerated Contract Time outlined in Summary of Work section. Prospective bidders will need to demonstrate the ability to perform on an accelerated construction schedule as outlined. The Owner reserves the right to reject any bid received from a bidder who can not adequately demonstrate the ability to complete the work in the allotted time.

4) WITHDRAWAL OF BIDS

Any bidder may withdraw his bid, either personally or by written request, at any time prior to the scheduled time for the opening of bids. No bidder may withdraw his bid for a period of 60 days after the date set for the opening thereof, without the written consent of the Rhode Island Convention Center Authority (the "Authority", also referred to as the "Owner" herein), and all bids shall be subject to acceptance by the Authority during this period.

5) AWARD OR REJECTION OF BIDS

- a) The Contract, if awarded, will be awarded to the responsive and responsible bidder who has the lowest bid price, subject to the Owner's right to reject any or all bids and to waive informality and irregularity in the bids and the bidding.
- b) The Owner reserves the right to determine the responsibility of any bidder.
- c) The Authority reserves the right to cancel negotiations with any selected bidder at any time prior to a contract being fully executed by the bidder and the Authority.
- d) Any direct contacts made or attempted to be made by any bidder with any Authority Board member prior to the selection of the successful bidder will automatically disqualify a bidder from any further consideration.

6) EXECUTION

- a) The bidder to whom the Contract is awarded by the Owner shall, within 5 days after notice of award and receipt of Agreement forms from the Owner, sign and deliver to the Owner all required copies, along with furnishing the required Payment and Performance Bonds, and Drug Free Certificate of Compliance.

- b) At or prior to delivery of the signed Agreement, the Contractor shall deliver to the Owner the policies of insurance or insurance certificates as required by the Contract Documents. All policies of insurance shall be approved by the Owner before the successful bidder may proceed with the Work.

7) BID DEPOSIT

- a) Every bid submitted for a contract shall be accompanied by a bid deposit in the form of a bid bond, or a certified check on, or a treasurer's or cashier's check issued by a responsible bank or trust company. All bid bonds must be dated within 30 days of the bid opening, and shall be valid for no less than 60 days from the bid opening date.
- b) The amount of the bid deposit shall be five percent (5%) of the value of the bid.
- c) A Bid Deposit shall be made payable to the "Rhode Island Convention Center Authority".
- d) Return of Bid Deposits:
 - i) Bid Deposits of the three-lowest responsible and eligible bidders shall be returned within ten (10) days (Sundays and holidays excluded) after execution of a contract with the Contractor, and as to the successful bidder, upon issuance of appropriate payment and performance bonds. Bid Deposits of all others shall be returned within ten (10) days (Sundays and holidays excluded) after opening of proposals.
 - ii) If the selected bidder fails to execute a contract with the Owner within five (5) days after notice of the award (Sundays and holidays excluded) the amount received as Bid Deposit from bidder shall become property of the Owner, as liquidated damages. The Bid Deposit shall, however, be returned in case of death, disability, or unforeseen circumstances affecting bidder.

8) TIME OF RECEIVING BIDS

Bids of General Bidders will be received by the Authority until **2:00 p.m., prevailing time, on Thursday, September 28, 2017**, at which time they will be publicly opened and read.

9) TAXES

The Authority is exempt from any federal, state, and/or municipal sales and/or excise taxes. Bidders shall propose accordingly and it shall be the responsibility of the successful bidder to obtain the appropriate tax exemption certificate(s) from the Authority for use during the course of the Project.

10) VALIDITY OF THE BIDS

Bids shall remain valid and in force unchanged for a period of sixty (60) days after the prescribed date for submission.

11) MANDATORY PRE-BID MEETING

A mandatory pre-bid meeting will be held on Thursday, **September 14, 2017 at 2:00 p.m., prevailing time**, at the The VETS, One Avenue of the Arts, Providence, Rhode Island. **Representatives of all bidders are mandated to attend.** Failure to attend will serve to disqualify the bidder.

Summary of Significant Dates

ACTIVITY	DATE
Authority distributes Invitation to Bid	September 7, 2017
Mandatory Pre-Bid Conference	September 14, 2017 at 2:00 pm prevailing time
Questions from Bidders due	September 19, 2017 by 3:00 pm prevailing time
Reponses to Questions Distributed to Bidders	September 21, 2017
Bids Due	September 28, 2017 by 2:00 pm prevailing time

12) FOREIGN CORPORATIONS

Bidders are advised, that in accordance with Chapter 1.1 of Title 7 of the Rhode Island General Laws, no foreign corporation shall have the right to transact business in the state of Rhode Island until it shall have procured a certificate of authority from the Secretary of State, and the successful bidder, if a foreign corporation, must be so qualified at the time of execution of the contract.

13) PROHIBITION AGAINST CONTINGENT FEES AND GRATUITIES

By submitting a bid, bidder warrants that it has not paid, and agrees not to pay, any bonus, commission, fee, or gratuity to any employee or official of the Owner or the State of Rhode Island for the purpose of obtaining an award of the proposed contract. Bidder further warrants that no commission or other payment has been or will be received from or paid to any third party contingent on the award of this contract by the Owner, except as shall have been expressly communicated in writing to the Owner prior to acceptance of such award.

END OF SECTION