

INVITATION TO BID

Separate sealed bids for construction of **HUMAN RESOURCE TENANT IMPROVEMENTS**

O.F. 1750.1 will be received by the City Clerk at the office of the City Clerk, Room 204, Civic Center, P.O. Box 5021, Great Falls, Montana 59403, #2 Park Drive, Great Falls, MT 59403, until **4:00 p.m.** local time on **June 15, 2022**, and then publicly opened and read aloud thereafter in the Rainbow Conference Room at the Great Falls Civic Center.

The project includes the following:

City would like to seek solutions for developing a new layout for this section of the building, to include a glass access-controlled secure foyer space, 7 enclosed offices with lower sound transmission properties, and a small conference area. Ceilings, electrical, and mechanical would all be part of the renovation project, along with all finishes in the spaces.

The contract documents consisting of Drawings and project Manual in accordance with Instruction to Bidders, may be examined or purchased at the Great Falls Builders Exchange (<https://gfplans.com>) located at 325 2nd St South, Great Falls, MT or can be contacted at 406-453-2513. Contact the Owner's Representative, Anthony Houtz at Cushing Terrell 406-452-3321 with any questions.

There will be a Pre-Bid Conference in the Rainbow Conference Room located at #2 Park Drive at **3:00 p.m.** on **June 7, 2022**. Interested CONTRACTORS are encouraged to attend.

CONTRACTOR and any of the CONTRACTOR'S subcontractors doing work on this project will be required to obtain registration with the Montana Department of Labor and Industry (DLI). Forms for registration are available from the Department of Labor and Industry, P.O. Box 8011, 1805 Prospect, Helena, Montana 59604-8011. Information on registration can be obtained by calling 1-406-444-7734. CONTRACTOR is not required to have registered with the DLI prior to bidding on this project but must have registered prior to execution of the Construction Agreement. All laborers and mechanics employed by the CONTRACTOR or subcontractors in performance of the construction work shall be paid wages at rates as may be required by the laws of the City of Great Falls and the State of Montana. The CONTRACTOR must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, national origin, or other class protected by state or federal law.

Each bid or proposal must be accompanied by a Certified Check, Cashier's Check, or Bid Bond payable to City of Great Falls, in an amount not less than ten percent (10%) of the total amount of the bid. Successful BIDDERS shall furnish an approved Performance Bond and Labor and Materials Payment Bond, each in the amount of one hundred percent (100%) of the contract amount. Insurance, as required, shall be provided by the successful BIDDER(s) and a certificate(s) of that insurance shall be provided. Contractor and all subcontractors must be licensed to perform work in the City of Great Falls prior to contract award.

No bid may be withdrawn after the scheduled time for public opening of bids, which is **4:00 p.m.**, local time on **June 15, 2022**.

The City of Great Falls reserves the right to reject any or all proposals received, to waive informalities, to postpone the award of the contract for a period not to exceed sixty (60) days, and to accept the lowest responsive and responsible bid which is in the City's best interests.

The City of Great Falls is an Equal Opportunity Employer.

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Lisa Kunz, City Clerk
P.O. Box 5021
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