

SECTION 00100

INVITATION TO BID

Separate sealed bids for construction of **CIVIC CENTER PARTIAL HVAC RENOVATION** will be received by the City Clerk at the Finance Office Window Room 104, Civic Center, P.O. Box 5021, Great Falls, Montana 59403, #2 Park Drive, Great Falls, MT 59403, until **3:00 p.m.** local time on **Wednesday November 16, 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:

Removal and replacement of a portion of the HVAC systems at the Civic Center in Great Falls. These systems primarily serve the upper level of the Civic Center, but also include provisions for the main hallways and entrances on the main level.

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.

No formal prebid walkthrough is scheduled; however, site review is available to any interested bidders – site visits to be coordinated in advance with the Community Development Office. All Bidders are encouraged to review the existing conditions at the site.

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.

The Contractor shall comply with all fair labor practices and shall be the greater labor rate of the State of Montana Prevailing Wage rates and Federal Davis-Bacon Wage Rates, and shall include State Gross Receipts Tax.

No bid may be withdrawn after the scheduled time for public opening of bids, which is **3:00 p.m.**, local time on **November 16, 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
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END OF SECTION 00100