

CITY OF NORTH LITTLE ROCK, ARKANSAS  
COMMERCE DEPARTMENT  
Mary Beth Bowman, Director  
Amy Smith, Assistant Director for Procurement  
Crystal Willis, Admin. Sect./Assistant Purchasing Agent



120 MAIN STREET, North Little Rock, AR 72114  
P.O. BOX 5757, North Little Rock, AR 72119  
501-975-8881 Phone  
501-975-8885 Fax

## NOTICE TO BIDDERS

Bid Number: \_\_\_\_\_ 20-3669 \_\_\_\_\_ Date Issued: \_\_\_\_\_ September 20, 2020

Date & Time Bid Opening: \_\_\_\_\_ **October 15, 2020 at 10:00a.m.**

Levy Community Jump Start Improvements (NLR)(S)  
ARDOT Job 061554  
F.A.P STPU-9315(52)  
Pulaski County  
Hwy.176, Sec.1

### 1. NOTICE TO THE GENERAL CONTRACTORS

Sealed bids for **ARDOT JOB 061554 – LEVY JUMP START IMPVTS. (NLR) (S)** will be received by the City of North Little Rock, at 10:00 am on Thursday, October 15, 2020, at 120 Main Street, North Little Rock, Arkansas and then be publicly opened and read aloud. Any bids not submitted on time will be returned unopened.

### 2. SCOPE OF WORK

a. The Contractor shall complete all work as specified or indicated in the Contract Documents. The work includes, but is not limited to, approximately 2,400 LF of asphalt mill, asphalt overlay, and roadside improvement consisting of new curb, sidewalk, porous paver parallel parking, rain gardens, landscaping, tree planting, signal modifications, and infrastructure for future lighting as shown on the plans and indicated in the specifications, and as more fully set forth in the Contract Documents attached hereto and incorporated herein as Exhibit "A" (the "Project").

### 3. SINGLE PROPOSAL

Bidders shall submit one proposal for the entire project.

### 4. BID SUBMISSION

Bids shall be submitted on the form within the project manual and shall be delivered in a clearly identified, sealed, opaque envelope prior to the date and time described above.

## **5. AVAILABILITY OF CONSTRUCTION DOCUMENTS**

Bona fide bidders may obtain documents at the address listed below, on the following basis:

- a. Drawings and Specifications may be purchased at:

Southern Reprographics & 901 W. 7 <sup>th</sup> St. Little Rock, Arkansas 72201	Crafton Tull 10825 Financial Center Parkway, Suite 300 Little Rock, AR 72211
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## **6. BID SECURITY**

Bid security in the amount of five (5%) percent of the Base Proposal must accompany each proposal as described in the "Instruction to Bidders".

## **7. WITHDRAWAL OF BIDS**

No bid may be withdrawn for a period of sixty (60) days subsequent to date of the opening of Proposals and in accordance with the "Supplemental Instructions to Bidders" without consent of the Owner.

## **8. COMPLIANCE WITH ARKANSAS STATUTES**

The City of North Little Rock hereby notifies all bidders that this contract is subject to the applicable labor laws, non-discrimination provisions, wage rate laws and other federal laws including the Fair Labor Standards Acts of 1938. The Work Hours Act of 1962 and Title VI of the Civil Rights Act of 1964 also apply. All bidders shall comply with the requirements of the Contractor's Licensing Law of the State of Arkansas, and all applicable Arkansas regulations. All bonds on this project shall comply with Arkansas Statutory Performance and Payment Bond Law, Act 351 of 1953, as amended by Act 209 of 1957.

## **9. REJECTION OF BIDS**

The Owner reserves the right to reject any or all bids and to waive any irregularities. Proposals which fail to comply fully with the provisions of the specifications and other Contract Documents will be considered invalid and may not receive consideration.

The right is reserved by the City of North Little Rock to reject any or all bids, in whole or part, or award items separately, or to waive informalities in bids received.

The City of North Little Rock encourages participation from MBE/DBE/WBE and SBA vendors.

**CITY OF NORTH LITTLE ROCK**

## GENERAL TERMS AND CONDITIONS FOR THE CITY OF NORTH LITTLE ROCK, AR

1. When submitting an "Invitation to Bid," the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition, bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid."
2. Prices quoted are to be net process, and when an error is made in extending total prices, the City may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.
3. Discounts offered will be taken when the City qualifies for such. The beginning date for computing discounts will be the date of invoice or the date of delivery and acceptance, whichever is later.
4. When bidding other than the brand and/or model specified in the "Invitation to Bid," the brand and/or model number must be stated by that item in the "Invitation to Bid," and descriptive literature be submitted with the bid.
5. The City reserves the right to reject any and all bids.
6. The Purchasing office reserves the right to award items, all or none, or by line item(s).
7. Quality, time and probability of performance may be factors in making an award.
8. Bid quotes submitted will remain firm for 30 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the Department of Commerce.
9. Bidder must submit a completed signed copy of the front page of the "Invitation to Bid" and must submit any other information required in the "Invitation to Bid."
10. In the event a contract is entered into pursuant to the "Invitation to Bid," the bidder shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The bidder must include in any and all subcontracts a provision similar to the above.
11. Sales or use tax is not to be included in the bid price, but is to be added by the vendor to the invoice billing to the City. Although use tax is not to be included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
12. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated facility in North Little Rock. Charges may not be added after the bid is opened.
13. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between them at the discretion of the Department of Commerce..
14. Specifications furnished with this Invitation are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price. Other than designated brands and/or models approved as equal to designated products shall receive an equal consideration.
15. Samples of items when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will become property of the City.
16. Bids will not be considered if they are:
  1. Submitted after the bid's opening time.
  2. Submitted electronically or faxed (unless authorized by Purchasing Agent).
17. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.

18. **CONSTRUCTION**

- A. Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
- B. When noted, a bid bond in the amount of 5% of total bid shall accompany bid.
- C. A Performance Bond equaling the total amount of any bid exceeding \$35,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Arkansas Code Annotated Section 22-9-203).

19. **LIQUIDATED DAMAGES** - Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.

20. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.

21. The bid number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.

22. Whenever a bid is sought seeking a source of supply for a specified period of time for materials and services, the quantities of usage shown are estimated ONLY. No guarantee or warranty is given or implied by the participants as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for the bidders information ONLY and will be used for tabulation and presentation of bid and the participant reserves the right to increase or decrease quantities as required.

23. The City of North Little Rock reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City of North Little Rock may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.

24. Additional information or bid forms may be obtained from:  
COMMERCE DEPARTMENT, 120 Main Street, P.O. Box 5757, North Little Rock, Arkansas 72119 (501)975-8881  
[www.nlr.ar.gov](http://www.nlr.ar.gov)

**Bidding documents must be submitted on or before the bid's opening date and time. Unless noted, bids must be sealed and mailed or delivered to:**

**Commerce Department  
120 Main Street (P.O. Box 5757)  
North Little Rock, AR 72119**