

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



120 MAIN STREET
P.O. BOX 5757
NORTH LITTLE ROCK, AR 72119
501-975-8881 Phone
501-975-8885 Fax

INVITATION TO BID

Bid Number : _____ 17-3424 _____ Date Issued: _____ December 9, 2016

Date & Time Bid Opening: _____ Tuesday, December 27, 2016 at 10:00 a.m.

Removal of Roof Structure and Lead-Based Paint Stabilization Work at Senior Baseball Field 2, Burns Park, North Little Rock, Arkansas

Total Project Bid Price: \$ _____

Specifications are attached.

Any questions regarding the bid should be directed to

Jason Rhodes
Park Maintenance Superintendent
501-791-8591

Tony Rippee
Park Maintenance Supervisor
501-791-8591

If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings for attachments including any changes to the bid.

The City of North Little Rock encourages participation of small, minority, and woman own business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman businesses to partner with them

NOTE: FAILURE TO FILL OUT AND SIGN THE INVITATION TO BID SHEET WILL RESULT IN REJECTION OF THE BID.

EXECUTION OF BID

Upon signing this Bid, the bidder certifies that they have read and agree to the requirements set forth in this bid, including specifications, conditions and pertinent information regarding the articles being bid on, and agree to furnish these articles at the prices stated.

NAME OF FIRM: _____ DATE: _____

PHONE NUMBER: _____ AR TAX PERMIT NO. _____

BUSINESS ADDRESS: _____

SIGNATURE OF AUTHORIZED PERSON &
TITLE: _____

UNSIGNED BIDS WILL BE REJECTED

**TERMS AND STANDARD CONDITIONS
CITY OF NORTH LITTLE ROCK, ARKANSAS**

PLEASE READ CAREFULLY

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 and Governmental Relations.
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 and Governmental Relations.
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 Certified check or 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 \$10,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Act 351 or 1953 as amended by Act 539 of 1979).
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

Bidding documents must be submitted on or before the bid's opening date and time. Unless noted, sealed bids must be submitted to the Commerce Department at 120 Main Street, North Little Rock, AR 72114 or PO Box 5757, North Little Rock, AR 72119

Senior Baseball Field 2
3002 Joe K. Poch Dr.
North Little Rock, AR

Lead paint stabilization

Stabilize the paint on the bottom side of the stadium roof 120' X 37'. This must be done according to the attached documents.

Removal of roof structure

Remove the north end of the grandstand roof 40' X 37', this is to include the roofing supports and the two large supports. This must be done according to the attached documents.

Contact information

Jason Rhodes	Park Maintenance Superintendent	501-791-8591
Tony Rippee	Park Supervisor	501-791-8591

GENERAL SPECIFICATIONS

SCOPE OF WORK

The contractor shall furnish all labor, materials, tools, and equipment to remove and properly dispose of the lead materials associated with the Senior Baseball Field 2.

The following are in the scope of work:

Note 1: The specifications as written will supersede all regulatory guidelines if they are enforced to cause the project to be done stricter than is required by the said guidelines. In no way will this project be done less stringently than the regulatory guidelines.

1. Remove all loose and peeling paint on the aforementioned Project.
 - a. All removed waste shall be containerized in an approved containerization method of sufficient size for disposal to the proper disposal site.
2. Caution tape is to be placed around the area from the start to the end of the project.

SITE INSPECTION

Contractor is responsible for visiting the project building and familiarizing himself/herself with all conditions pertaining to this project.

PERMITS AND INDEMNIFICATION

The Contractor shall, at his own cost and expense, provide the necessary permits.

EXAMINATION OF SITE AND CONDITIONS

Before submitting a bid, the bidder shall examine the site of the work and ascertain for himself/herself all of the physical conditions in relation thereto. Failure to take this precaution will not release the successful bidder from entering into contracts nor excuse him from performing the work in strict accordance with the terms of the contract. Contractor shall employ, so far as possible, such methods and means of carrying out his work as will not cause any interruption or interference with any other work being performed by Owner. No statement made by any officer agent or employee of the Owner in relation to the physical conditions pertaining to the work site, will be binding on the Owner.

STOPPING THE WORK

1. Work shall be stopped at any time it is determined that conditions are not within the specification requirements of applicable regulations. Stopping the Work may be initiated by:
 - a. The Owner's representative;
 - b. The Contractor's Lead Consultant; and,
 - c. Federal, State, or Local regulatory officials
2. The stoppage of Work shall continue until conditions have been corrected and corrective steps have been taken to the satisfaction of the persons having jurisdiction.
3. Standby time required to resolve violations shall be at the Contractor's expense.

SUPERVISION

The supervision of this work will be done by the Contractor and the Owner. Other provisions of the contract governing the removal and disposal of lead will be done by the same individual, under the direction of the Owner.

INSPECTION OF WORK

The representatives of the Owner shall at all times have access to the work wherever it is in preparation or progress and Contractor shall provide facilities for such access and for inspection. Although the Owner may have its representatives inspect the property at any time, the Owner is under no duty to inspect the work or property.

CLEAN-UP

The Contractor shall at all times keep the premises free from accumulation of lead, waste material or rubbish caused by his employees or work, and at the completion of the work, Contractor shall remove rubbish from and about the project and remove all tools and surplus materials and shall leave the work site clean. In the case of dispute, the Owner may remove any waste or rubbish and charge the cost to the Contractor.

INTERPRETATIONS

Should a bidder find discrepancies in, or omissions from the specifications, or be in doubt as to their meanings, he/she should at once notify the supervisor of the project. Owner will not be responsible for oral interpretations.

EVIDENCE OF QUALIFICATIONS

The Contractor shall submit a minimal submittal package of worker certifications, medicals, fit tests, contractor's license and additional insured certificate.

WORK PLAN

As a further part of submittals, Contractor shall specify how the intended work is going to be accomplished, what manner and methods may be utilized, and how Contractor intends to comply with all applicable Federal, State and other rules, regulations and ordinances. The Owner reserves the right to determine if qualifications of Contractor are satisfactory. This submittal shall be approved by the Owner

TEMPORARY UTILITIES

The contractor shall furnish all water, electricity, lighting, and other utilities as needed for completion of the work.

AIR MONITORING

A lead project monitor or Inspector assessor working for the Contractor shall provide air monitoring throughout the project. The Contractor is not required to provide air monitoring under these specifications, except as required under local, state or Federal air quality guidelines.

Workers will wear protective clothing and respirators beginning the moment that the first lead is removed and continuing until clearance is achieved whenever they are active in the removal process. Workers will decontaminate each time they exit the work area. Contractor will provide decontamination facilities.

All work to be performed using the federal and state regulations which follow:

APPLICABLE DOCUMENTS AND REGULATIONS

All lead paint removal work shall comply with the requirements of:

1. All applicable Federal, State, and local laws and regulations.
2. Title 29, Code of Federal Regulations, Section 1926.58, Occupational Safety and Health Administration (OSHA), U.S. Department of Labor. Title 8, CCR 1529 including all appendix sections.
3. Title 40, Code of Federal Regulations, Part 61, Subparts A and B, National Emissions Standards for Hazardous Air Pollutants, U.S. Environmental Protection Agency (EPA).
4. National Institute for Occupational Safety and Health (NIOSH): "Respiratory Protection...A Guide for the Employee".

SUBMITTALS AND NOTICES

The following notifications shall be filed by the Contractor as required by law prior to commencement of work:

1. Pre job and post job employee blood tests are required on this project as specified by these specifications. This is the responsibility of the contractor to inform his employees on the hazards of lead. Pre and post job blood tests are required under these guidelines. These shall be accomplished within five days of the start of the project and also within five days of the completion of the project and documentation of said results shall be submitted to the County.
2. Submit documentation indicating that each employee has had instruction on the hazards of lead exposure, on use and fitting of respirators, on protective dress, on use of decontamination areas and on entry and exit from work areas, and on all aspects of work procedures and protective measures and understands this instruction.
3. Post caution signs in and around the work area to comply with OSHA Lead in Construction.
4. Provide copies of lead training certificates as requested.
5. Submit proof satisfactory to the Owner that all required permits, site location, and arrangement for transport and disposal of lead paint-containing or contaminated materials, supplies, and the like have been obtained.
6. Submit to the owner's representative a description of plans for construction of decontamination systems and for isolation of the work areas in compliance with these specifications and applicable regulations.

7. Submit documentation indicating that each employee has had instruction on the hazards of lead exposure, on use and fitting of respirators, on protective dress, on use of showers, on entry and exit from work areas, and on all aspects of work procedures and protective measures and understands this instruction.
8. Submit a description of plans for construction of decontamination enclosure systems and for isolation of the work areas in compliance with these specifications and applicable regulations.
9. Submit manufacturer's certification that vacuums, negative air pressure equipment, and other local exhaust ventilation conform to ANSI 29.2-1979 (American National Standards Institute).
10. Provide disposal certificates to Owner as requested.
11. Submit to Owner copies of security and safety log showing names of persons entering the workspace, date and time of entry and exit, record of any accident, emergency evacuation, or any other safety and/or health incident.

PRE-COMMENCEMENT CONFERENCE

Prior to the beginning of actual removal activities, the Contractor shall present to, but not limited to, a representative of the Owner and staff of the Parks and Recreation Department a general overview of the following:

1. Abatement plans including:
 - a. Drawings of the decontamination facilities and their location.
 - b. Work area isolation plan with layout of engineering and safety controls (e.g. HEPA filters, etc.).
 - c. Security program.
2. In order to expedite approval of these documents, the Contractor is encouraged to confer with the Owner during their preparation.
3. No work shall be performed without approval of the work plan.
4. Description of protective clothing and approved respirators to be used.
5. a. Skills and experience with all phases of abatement work.
 - b. Records of medical examination required under applicable Federal or State regulations.
6. Contractor shall at all times enforce strict discipline and good order among his workmen.
7. Contractor shall provide appropriate places on the Project site for those persons desiring to smoke during the course of construction. There shall be no smoking at or within 500 feet of the work site. A \$500.00 dollar fine shall be imposed for smoking.

8. Maintain a sufficient number of trained and qualified workers and superintendents to accomplish the work within the owners required schedule.

PROTECTION

1. Prior to commencement of work, the workers shall be instructed and shall be knowledgeable in the areas described in Section 3 “Submittals and Notices”.

2. Provide workers with personally issued and marked respiratory equipment approved by NIOSH and MSHA and suitable for the exposure level in the work area according to OSHA Standards Where respirators with disposable filters are employed, provide sufficient filters for replacement as required by the worker or applicable regulation.

3. OSHA Regulations, require respirators if airborne concentrations of lead paint are higher than the OSHA standard of 30 ug per 8 hour time-weighted average. The type of respirator required depends on concentrations:

4. If the contractor can provide sufficient evidence to show that other similar jobs have resulted in air borne concentrations of lead below the 30 ug per 8 hour time weighted average using the same removal methods, the contractor may allow his/her employees to work without respiratory protection. This must however be approved. Sufficient documentation will be required in this effort.

Protection Factors for Respirators:

- a. Half face respirator if between 1x and 10x the standard
- b. Powered air purifying respirator if between 10x and 100x the standard
- c. Type “C” respirator if greater than 100x the standard.

5. The Contractor is responsible for determination of the concentration of air borne lead in the air. This can be done by analysis of air samples from actual or similar jobs. Explanation of decontamination sequence to be used.

6. Description of the final clean-up procedures to be used.

7. Proposed landfill for disposal of waste materials.

PERSONNEL

1. Superintendent and Foreman shall have:

- a. Training and knowledge of applicable regulations and expertise in safety and environmental protection.
- b. Experience with abatement work as evidenced through participation in at least two public agency abatement projects.

- c. Records of medical examination and blood tests required under applicable Federal or State regulations.
2. Workmen shall have:
 - a. Training as evidenced by the participation and successful completion of lead training with the qualifications stated above, on respiratory protection and the standard operating procedures for lead abatement work.
 - b. Skills and experience with all phases of abatement work.
 - c. Records of medical examination required under applicable Federal or State regulations.
3. Contractor shall at all times enforce strict discipline and good order among his workmen.
4. Contractor shall provide appropriate places on the Project site for those persons desiring to smoke during the course of construction. There shall be no smoking at or within 500 feet of the work site. A \$500.00 dollar fine shall be imposed for smoking.
5. Maintain a sufficient number of trained and qualified workers and superintendents to accomplish the work within the Yuba Counties required schedule.

PERSONNEL PROTECTION

1. Prior to commencement of work, the workers shall be instructed and shall be knowledgeable in the areas described in Section 3 "Submittals and Notices".
2. Provide workers with personally issued and marked respiratory equipment approved by NIOSH and MSHA and suitable for the exposure level in the work area according to OSHA Standard. Where respirators with disposable filters are employed, provide sufficient filters for replacement as required by the worker or applicable regulation.
3. OSHA Regulations, require respirators if airborne concentrations of lead paint are higher than the OSHA standard of 30 ug per 8 hour time-weighted average. The type of respirator required depends on concentrations:
4. If the contractor can provide sufficient evidence to show that other similar jobs have resulted in air borne concentrations of lead below the 30 ug per 8 hour time weighted average using the same removal methods, the contractor may allow his/her employees to work without respiratory protection. This must however be approved

Protection Factors for Respirators

- a. Half face respirator if between 1x and 10x the standard;
- b. Powered air purifying respirator if between 10x and 100x the standard; and,
- c. Type "C" respirator if greater than 100x the standard.

The Contractor is responsible for determination of the concentration of air borne lead in the air. This can be done by analysis of air samples from actual or similar jobs.

The contractor & consultant representative shall determine which type of respirator shall be used during the work.

5. Provide authorized visitors with suitable respirators with filters or cartridges whenever they are required to enter the work area, to a maximum of 2 per day.

6. Provide workers with sufficient sets of protective full body clothing. Such clothing shall consist of full body coveralls and headgear. Provide eye protection and hard hats as required by applicable safety regulations.

7. Provide and post, in the washing room, the decontamination and work procedures to be followed by workers.

MATERIALS AND EQUIPMENT

1. Store all materials subject to damage off the ground, away from wet or damp surfaces, and under cover sufficient to prevent damage or contamination.

2. Damaged or deteriorating materials shall not be used and shall be removed from the premises.

3. Tape - capable of sealing joints of adjacent sheets of plastic sheets and for attachment of plastic sheet to finished or unfinished surfaces of dissimilar materials and capable of adhering under both dry and wet conditions, including use of amended water.

4. Warning labels and signs - as required by OSHA.

5. Provide suitable tools for washing, filtering and final cleanup.

CLEAN-UP

1. Remove visible accumulations of paint material and debris.

2. Clean all surfaces in the work area and any other contaminated areas with water and/or with HEPA vacuum equipment. After cleaning the work area, request clearance.

3. Sealed drums and all equipment used in the work area shall be included in the cleanup and shall be removed from work areas.

4. If visible accumulations of dust in the work area occur, the Contractor shall repeat the wet cleaning until the work area is in compliance, at the Contractor's expense.

5. All sampling shall be performed by a lead professional working for the Contractor.

6. The decision of the Owner is final as to whether the work areas pass inspection.

ADDITIONAL INFORMATION

All safety guidelines and environmental guidelines must be followed at all times. Below are a list of guidelines that must be followed.

Abatement Requirements:

1. Workers must be trained lead paint abatement workers. Each worker used in the paint preparation part of the work must have a current photo identification.
2. There is a requirement for blood lead level testing before and after this project. Blood lead levels must be taken before the start of the project within ten days and no later than five days after the project is completed.
3. Removal requirements of the work area must be contained in the following manner:
 - a. All areas shall have barrier tape out ten feet from the work area. Completion of an area is subject to approval by the onsite air monitoring professional and owner's representative.
 - b. A decontamination facility must be set up to allow the employees to, as a minimum wash their hands and face prior to eating, drinking or smoking. Decontamination is mandatory.
 - c. A supervisor must be on site at all times.
 - d. Other employees on the site must be notified that lead paint removal will be occurring.
 - e. Workers will wear approved protective clothing and rubber gloves while doing the work. Each worker will also wear a negative pressure half face respirator with HEPA or P-100 filters installed.
 - f. Paint chips, suits, plastic, water and associated debris shall be the characterized as part of this project.

4. Air monitoring requirements:

OSHA requires air monitoring of lead abatement projects on a representative basis. The objective of the requirement is to establish the level of air borne lead. If the laboratory report level shows air borne lead above the action level of 30 ug/ M3, (30 Micrograms per Meter of air cubed) abatement procedures and controls have to be changed and additional air monitoring will have to be conducted until the level is below the action level. The Contractor's Lead Consultant will use high volume and low volume air sampling pumps to collect air samples. A Rota meter will be used to calculate the amount of air being collected. All Rota meters will be calibrated by a bubble meter prior to being used as a secondary standard.

5. Clearance testing

Sampling shall be performed as established by EPA guidelines. Clearance requirements shall also be in accordance with EPA guidelines.

6. Disposal of Waste.

- a. Samples of the waste in its final state must be tested to determine eligibility for disposal. STLC testing shall be used to determine leach-able lead levels. If the ug/kg comes back under 5, the waste is considered not to be hazardous and can be disposed of in a regular land fill. If it is over 5, then the material shall be disposed of as hazardous.
- b. If testing determines that the lead content is too high for regular landfill disposal, a profile must be secured to allow the waste to be transported and disposed of as a Hazardous Waste.