

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



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

## INVITATION TO BID

Bid Number: 16-3388 Date Issued: Friday, April 29, 2016

Date & Time Bid Opening: Tuesday, May 17, 2016 at 10:45 a.m.

### 2016 ASPHALT OVERLAY PROGRAM

Total Project Bid Price: \$ \_\_\_\_\_

**A FIVE PERCENT (5%) BID BOND AND A FIFTY PERCENT (50%) PERFORMANCE BOND IS REQUIRED WITH THE BID.**

Plans and specifications may be examined at:

- Commerce Department, 120 Main, North Little Rock, Arkansas
- [www.northlittlerock.ar.gov](http://www.northlittlerock.ar.gov)

Please direct questions and/or comments to Michael Klamm at 501-371-8345.

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

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#### EXECUTION OF BID

Upon signing this page, the organization certifies that they have read and agree to the requirements set forth in this RFQ/RFP/BID including conditions set forth and pertinent information requests.

Name of Firm: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Tax Identification No.: \_\_\_\_\_

Business Address: \_\_\_\_\_

Signature of Authorized Person: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_, 2016

**UNSIGNED COVER SHEETS WILL BE REJECTED.**



**Specifications  
and Contract Documents**

**2016 Asphalt Overlay Program**

April 2016

Engineering Department  
500 W. 13<sup>TH</sup> Street  
North Little Rock, AR 72114

**City of North Little Rock**  
**Notice to Bidders**  
**2016 Asphalt Overlay Program**

Bids will be received by the City of North Little Rock, Arkansas in the office of the Department of Commerce and Government Affairs until the date given on the Bid Invitation for the following work:

The work involves the placement of approximately 2,240 tons of 1 ¾ inch PG 70-22 ACHM with full width milling for North Hills Blvd from Barbara to McCain, and 3,975 tons of 1 ¾ inch PG 64-22 ACHM with full width milling for Fairway Avenue from North Hills to Lakeview, East 13<sup>th</sup> from Locust to 1300 North Hills, East Washington from Plum to Palm, and Military from MacArthur Right-of-Way to Sunset. The work also involves approximately 175 tons of 1 ¾ inch PG 64-22 ACHM for a parking lot at the corner of 4<sup>th</sup> Street and Poplar Street.

The City reserves the right to reject any or all bids and to waive informalities in the bids, as well as alterations of any locations if mutually agreed.

The City also reserves the right to reduce the total amount of work to be done as required by budget restraints. Also, work added or remaining shall be at the same unit price as submitted in the proposal.

A 5% Bid Bond or Certified Check is required to be submitted with the bid.

The department of Commerce and Government Affairs is located in the City Services Building, 120 Main Street, North Little Rock, AR 72114. Phone Number 501-975-8882.

Plans and Specifications are available at no charge in the Office of Commerce and Government Affairs.

Bidders are advised the City intends for the Contractor to start work in October or November after the award of the project.

## **General Conditions**

### **Qualifications of Bidders**

Bidder must be qualified to perform the required work under the Contract and may be required to submit evidence, if determined necessary by the Owner, of experience, work force, equipment and financial resources to properly execute the Contract. Bidder must be capable to perform milling as requested.

### **Construction Time**

The Contractor shall agree to complete the work within 30 Calendar Days of the "Notice to Proceed" upon determination of the successful low bidder.

### **Contractor Liability**

The Contractor shall be responsible for all damages to persons or property in the performance of his work. Proof of insurance satisfactory to the Owner, shall be furnished prior to award of the Contract.

### **Workers Compensation Insurance**

Proof of insurance shall be required by the City prior to bid award and at any time thereafter throughout the contract period as deemed necessary by the City.

### **Liquidated Damages**

Contractor agrees to complete the work within the construction time specified and to pay the Owner liquidated damages in the amount of \$50.00 per day for each consecutive day thereafter.

### **Inspection**

The City Engineering Department shall inspect all work and approve materials incorporated into work. Failure to comply with the plans and specifications, substandard materials or construction shall be cause for rejection and/or replacement of the work at the Contractor's expense.

### **Superintendence by Contractor**

The Contractor shall provide a competent construction superintendent or job foreman to act on behalf of the Contractor at all times during construction and to provide the name and phone number of a manager of the company that can be reached 24 hours a day for engineers.

### **Streets to Be Overlaid**

The existing streets within the city of North Little Rock to be milled and overlaid are shown on the attached map, and the potential of other streets to be overlaid shall be chosen at a later date by the City.

### **Payments**

Partial payments for the work completed in place and approved by the Owner may be made to the Contractor upon receipt of invoice and approved by the Owner. A 10% retainage will be deducted from all partial payments. Upon final inspection and approval of all work by the contractor, the Owner will make the final payment on the Contract.

### **Bid Bond and Performance Bond**

A 5% Bid Bond and 50% Performance Bond is required for this project.

### **Maintenance Bond**

The Contractor shall guarantee the work against faulty materials and workmanship for a period of one year after completion. The Contractor shall furnish the Owner as obligated, a good and sufficient surety bond in the amount of fifty (50%) percent of the final contract sum upon substantial completion, guaranteeing the work against faulty materials and workmanship for one year after completion.

### **Preparation**

The Contractor shall clean the street and remove all debris, vegetation, etc. prior to paving.

### **Milling**

Full width milling by the Contractor is requested and will be paid at the rate listed in the bid proposal.

Cold Milling Asphalt Pavement will be measured by the square yard per inch of depth (measured to the nearest half inch) for work completed and accepted, and millings will become property of the Contractor. The quantity of square yards will be based on actual field

measurements. Payment under this item shall be full compensation for all work as prescribed herein, for all labor, equipment, tools, and incidentals necessary to complete the work.

**Clean Up**

The Contractor shall be responsible for all clean up after paving.

**Tack Coat**

A light tack coat shall be applied to the clean existing pavement prior to overlay and shall be subsidiary to the cost of asphalt.

## **Notification of Residents**

Contractor shall notify residents on street to be resurfaced a minimum of 24 hours in advance of the day for paving operations on the street.

Notification may be door-to-door, posting notice in visible locations at the residence or other suitable means.

Signs shall be installed on the street advising residents and local traffic of the day scheduled for paving.

It is important to provide adequate notification to residents in order to prevent parked vehicles in the street at the time of paving operations, to keep new asphalt off of vehicles, and to allow the residents to schedule their activities around the time of paving operations.

A copy of a typical door hanger is included herein for Contractor's information.

It is the Contractor's responsibility to prepare, print, and deliver these door hangers.

The cost to notify residents by the Contractor is subsidiary to the price paid to the Contractor for asphalt.

(Copy of Door Hanger)

## NOTICE

Your street will be closed on

\_\_\_\_\_ from

(Date)

\_\_\_\_\_ a.m. to \_\_\_\_\_ p.m. for

overlaying with asphalt. Cars not  
removed from the street during these  
hours will be towed away

**At Owner's Expense.**

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The City of North Little Rock  
Engineering Department  
500 W. 13TH  
Hours: 7:30 a.m. to 4:00 P.M.  
501-371-8339



## Bid Proposal

### 2016 Asphalt Overlay Program

Place \_\_\_\_\_

Date \_\_\_\_\_

Proposal of \_\_\_\_\_

Hereinafter called Bidder, a corporation organized and existing under the laws of the State of \_\_\_\_\_, a partnership, or individual doing business as

\_\_\_\_\_  
(Insert corporation, partnership or individual as applicable)

To: The City of North Little Rock  
(Hereinafter called the Owner)

Gentlemen:

Bidders shall be in compliance with this invitation for bids for the design and construction of the 2016 Asphalt Overlay Program. Having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, the Bidder hereby proposes to furnish all labor, materials, equipment, and supplies, and to construct the project in accordance with the contract documents within the time set forth therein, and at the price stated below. This price is to cover all expenses incurred in performing the work required.

The Bidder hereby agrees to commence work under this Contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within 30 Calendar Days thereafter as stipulated in the specifications. The Bidder further agrees to pay as liquidated damages, the sum of \$50.00 for each consecutive Calendar Day the project is in default. The Bidder submits the Unit Prices and Total Bid Amount as follows:

<u>Item</u>	<u>Amount</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
1 ¾" ACHM Surface Course (PG 70-22)	<u>2,240</u>	Ton	\$ _____	\$ _____
1 ¾" ACHM Surface Course (PG 64-22)	<u>4,150</u>	Ton	\$ _____	\$ _____
1 ¾" Milling	<u>64,551</u>	Sq. Yd. /1 ¾ In	\$ _____	\$ _____

**Total Bid Amount:** \$ \_\_\_\_\_

A bid price for milling by the Contractor is requested. (See the Bid Proposal)

The above prices shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance, etc. to cover the finished work of several kinds called for.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any formalities in the building.

The Owner reserves the right to award any portion or this entire Contract based upon available funding. The quantities shown for each bid item are the total quantities for the entire project. If a portion of this project must be cut due to funding availability, the quantities for each bid item will be reduced and bids reevaluated with the original price submitted by the Bidder.

The Bidder agrees that bids shall be good and may not be withdrawn for a period of thirty (30) days after the scheduled closing time for receiving bids.

Upon receipt of written notice of this bid, the Bidder shall execute the formal Contract attached within ten (10) days and deliver a Surety Bond or Bonds as required in the "General Conditions".

The 5% Bid Bond attached in the sum of \_\_\_\_\_  
\_\_\_\_\_ (\$ \_\_\_\_\_).

is to become the property of the Owner in the event the Contract and Bond are not executed within the time above set forth as liquidated damages for the delay and additional expense to the Owner caused thereby.

Respectfully Submitted,

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Zip Code: \_\_\_\_\_

**\*Seal – If Bid is by a corporation**

## CONTRACT

This agreement, made this \_\_\_\_ day of \_\_\_\_\_, 2016, by any between

The City of North Little Rock, herein called Owner, acting herein through its  
(Corporate Name of Owner)

Mayor, and \_\_\_\_\_  
(Title of Authorized Official) (Sole Proprietorship)

County of \_\_\_\_\_, a State of \_\_\_\_\_

Hereinafter called Contractor.

**WITNESSETH:** That for and in consideration of the payments and agreement hereinafter mentioned to be made and performed by the OWNER, the CONTRACTOR hereby agrees with the OWNER to commence and complete the design and construction described as follows:

### **2016 Asphalt Overlay Program**

hereinafter called the project (for the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)) and all extra work in connection therewith, under the terms as stated in the General and Special Conditions of the Contract; and at his (it's or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, the General Conditions, Supplemental Plans, which include all maps, plats, blue prints, and other drawings and printed or written explanatory matter thereof, the specifications and contract documents therefore as prepared by the City Engineering Department, herein entitled the Engineer, all of which are made a part hereof and collectively evidence and constitute the contract.

The Contractor hereby agrees to commence work under this Contract on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within 30 working days thereafter. The Contractor further agrees to pay, as liquidated damages, the sum of \$50.00 for each consecutive calendar day thereafter as hereinafter provided.

The Owner agrees to pay the CONTRACTOR in current funds for the performance of the Contract, subject to additions and deductions, as provided in the General Conditions of the Contract.

IN WITNESS WHEREOF, the parties thereto present have executed this Contract in four (4) counter parts, each of which shall be deemed an original, in the year and day first above mentioned.

City of North Little Rock  
(Owner)

BY: \_\_\_\_\_

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(Contractor)

By: \_\_\_\_\_

\_\_\_\_\_  
(Title)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**NOTE: Secretary of the Owner should attest. If Contractor is a Corporation, Secretary should attest.**

## **Technical Specifications**

### **Description of Work**

The work consists of milling and constructing an asphalt concrete hot-mix surface overlay in place, on existing residential streets, tack coat, maintenance of traffic and miscellaneous items. Work includes all labor, materials equipment, supplies, and incidental items necessary to complete the project in conformance with the plans and specifications and related contract documents.

### **Location of Work**

The work is located on North Hills Blvd from Barbara to McCain, Fairway Avenue from North Hills to Lakeview, East 13<sup>th</sup> from Locust to 1300 North Hills, East Washington from Plum to Palm, Military from MacArthur Right-of-Way to Sunset, and the parking lot at the corner of 4<sup>th</sup> Street and Poplar Street as shown on the attached maps.

## **Construction Hours**

The Contractor's paving operations shall be from 8:30 a.m. to 4:00 p.m., Monday through Friday to allow residents to leave for work and school in the mornings and return home in the afternoon with the least inconvenience.

Night and weekend paving operations may be permitted.

## **Technical Specifications**

### **Reference to Arkansas State Highway and Transportation Department Specifications**

#### **Description and Use**

Applicable sections of the Arkansas State Highway and Transportation Department Standard Specifications entitled Standard Specifications for Highway Construction, Arkansas State Highway and Transportation Department, Edition of 2003, are referred to herein by the proper section or paragraph and will be identified by the term “Standard Specifications”.

Those portions of the “Standard Specifications” referred to herein shall be considered as part of these Contract Documents as though printed herein.

The “Standard Specifications” may be obtained from Arkansas State Highway and Transportation Department, Little Rock, Arkansas.

## **Asphalt Concrete Hot Mix Surface Course**

### **Description**

This section covers construction of the Asphalt Concrete Hot Mix Surface Course in accordance with these specifications and contract documents, or as directed by the Engineer.

### **Standards**

Materials, equipment, and construction methods for Asphalt Concrete Hot Mix Surface Course shall be in accordance with SECTIONS 407, 409, AND 410 of the Standard Specifications 2003 Edition, except as modified or augmented herein. The aggregate size shall be 12.5 mm and the asphalt binder shall be PG 70-22 for North Hills Blvd and PG 64-22 for all other streets.

### **Construction Methods**

The Design and Quality Control of Asphalt Mixtures shall be in accordance with SECTION 404 of the Standard Specifications, except as modified herein.

Standard Specification Modifications and Augmentations:

1. SECTION 404.01(b) Design Requirements: The number of design gyrations (NMAX) shall be 115.
2. SECTION 410.09(a) General: Samples for all properties except density, thickness, and the investigation of segregation shall be obtained from trucks at the plant. The testing agency shall clearly mark the load ticket of each sampled truck to indicate that the load has been sampled.
3. SECTION 410.09(b)(2) Pavement Smoothness: The Contractor shall provide the straight-edge.
4. TABLE 410-1: Table 410-1 is amended to add thickness tolerances as shown at the end of this section. When lots and subplot divisions for initial and final courses do not coincide, the Contractor may be required to take additional samples (full-depth) at his expense at locations agreed upon by the Engineer to potentially avoid penalties or rejection of his work.
5. SECTION 410.09(d) Adjustments: (5) For thickness of each course layer, the contract price shall be reduced by 10% if the thickness is outside the Compliance Limits but within the Price Reduction Limits. For overall thickness, the contract price shall be reduced by an additional 10% if the thickness is outside the Compliance Limits but within the Price Reduction Limits.

For thickness of each course layer and/or total pavement thickness in excess of the amount specified and beyond the Compliance Limits, the payment shall be reduced by the amount of excess quantity of material placed, as determined by the Engineer. The intent of this section is to prevent the Owner from paying for excess and unauthorized quantities of material placed. However, if the elevations, cross slopes, or other characteristics are unacceptable to the Owner



based on the requirements in the Contract Documents, the Contractor may be required to remove and replace pavement as determined by the Engineer.

## Method of Measurement

Asphalt Concrete Hot Mix Surface Course will be measured by the ton (2,000 pounds) of each mixture used in the accepted work. Recorded batch weights or truck scale weights will be used to determine the basis for the tonnage. Load tickets shall be provided as directed by the Engineer. Measurements shall include only the actual amounts placed within the lines shown on the Plans, or as directed by the Engineer.

Asphalt Milling will be measured by the square yard at 1 ¾ inch depth for the full width of all streets to be overlaid.

## Basis of Payment

Asphalt Concrete Hot Mix Surface Course acceptably completed, and measured as provided above, will be paid for at the contract unit bid prices per ton for "1 ¾ " ACHM Surface Course (PG 70-22)" and "1 ¾ " ACHM Surface Course (PG 64-22)" which prices shall be full compensation for furnishing, placing and compacting all materials; and for all equipment, tools, labor, and incidentals necessary to complete the work.

Asphalt Milling acceptably completed, and measured as provided above, will be paid for at the contract unit bid price per square yard per 1 ¾ inch depth for "1 ¾ " Milling" which prices shall be full compensation for furnishing, placing and compacting all materials; and for all equipment, tools, labor, and incidentals necessary to complete the work.

Payment will be made under:

- a. 1 ¾ " ACHM Surface Course (PG 70-22)
- b. 1 ¾ " ACHM Surface Course (PG 64-22)
- c. 1 ¾ " Milling

## Addition to Table 410-1 in Standard Specifications

Property	Compliance Limits	Price Reduction Limits	Lot Rejection Limits	Sublot Rejection Limits
Surface	+/- 1/4 inch	1/4 inch to 3/8 inch deficient in thickness	more than 3/8 inch deficient in thickness	more than 3/8 inch deficient in thickness

## Tack Coat

### Description

This item shall consist of a single application of an asphalt material for Tack Coat applied to an approved existing asphalt or concrete surface in accordance with AHTD Standard Specifications Section 401.

**Materials:** Materials shall conform to AHTD Standard Specifications Section 403 for Rapid Curing cut-back asphalt or an Emulsified Asphalt.

**Equipment:** AHTD Standard Section 403

**Construction Requirements** AHTD Standard Specifications Section 401

**Basis of Payment** Tack Coat shall not be paid for as a separate item but shall be considered subsidiary to other items for payment, unless specified in the Bid Proposal Schedule as a Contract Bid Item.

## **Maintenance of Traffic**

### **Description**

This item shall include the erection of signs and barricades and the maintenance of traffic in accordance with details shown on plans, with these specifications, or as directed by the Engineer. Barricade and warning signs and contractor's plans shall conform to Manual on Uniform Traffic Control Devices (MUTCD).

Access through the construction area shall be provided to the residents abutting the construction site. Local through traffic may be detoured around the construction, subject to approval of the detour plan by the engineer.

### **Traffic Maintenance and Barricade Plan**

The Contractor shall prepare maintenance of traffic and barricade plan for approval. This plan shall be submitted to the Engineer and the North Little Rock Traffic Department. The Contractor shall provide the Fire Chief and the North Little Rock Police Chief with a copy of the approved detour plan for their information. The approved or revised copy shall be furnished to the City Engineer and Traffic Department. The Contractor shall notify the North Little Rock Emergency Services at least one (1) hour prior to a complete closure of a street in accordance with Executive Order 97-03771-1200-771-1800. The Barricade Plan and the implementation/maintenance of the barricade plan shall not be paid for separately, but shall be considered subsidiary to the contract amount.

### **Driveways**

Access to driveways shall be provided as approved by the City Engineer. It shall be the Contractor's responsibility to maintain reasonable access to private and commercial property at all times unless approved otherwise by the Engineer. During the construction for driveways or at any time the property owner cannot use their driveway, the Contractor shall notify the property owner in advance when the driveway will be closed and the approximate length of time it will be closed. The Contractor shall be responsible for damages to property caused by the construction and shall be resolved and/or paid for by the Contractor.

## **Flag Men**

If, in the opinion of the Engineer and Traffic Department, where traffic warrants, the Contractor shall be required to provide flag men to direct traffic and to maintain traffic control. The Contractor will be required to pay all costs for such control as may be required.

## **Method of Measurement and Basis of Payment**

Maintenance of traffic shall not be paid for as a separate item, but shall be considered subsidiary to other items for payment, unless specified in the Bid Proposal Schedule as a Contract Bid Item.

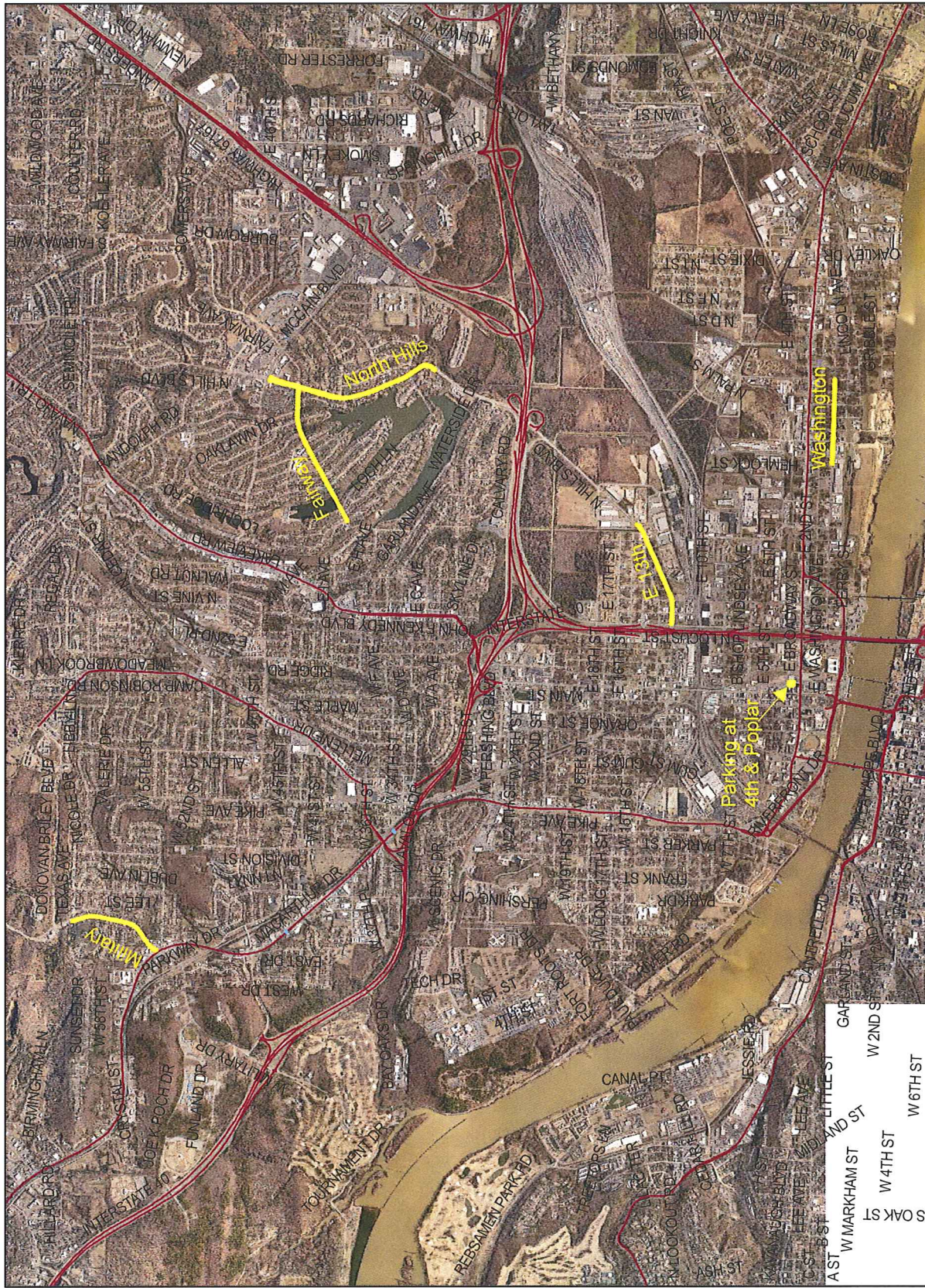
## **Payment to Contractor**

Payment shall be based on the actual amount of tons of ACHM put in place. Load tickets shall be kept to measure amounts.

# 2016 Overlay Program

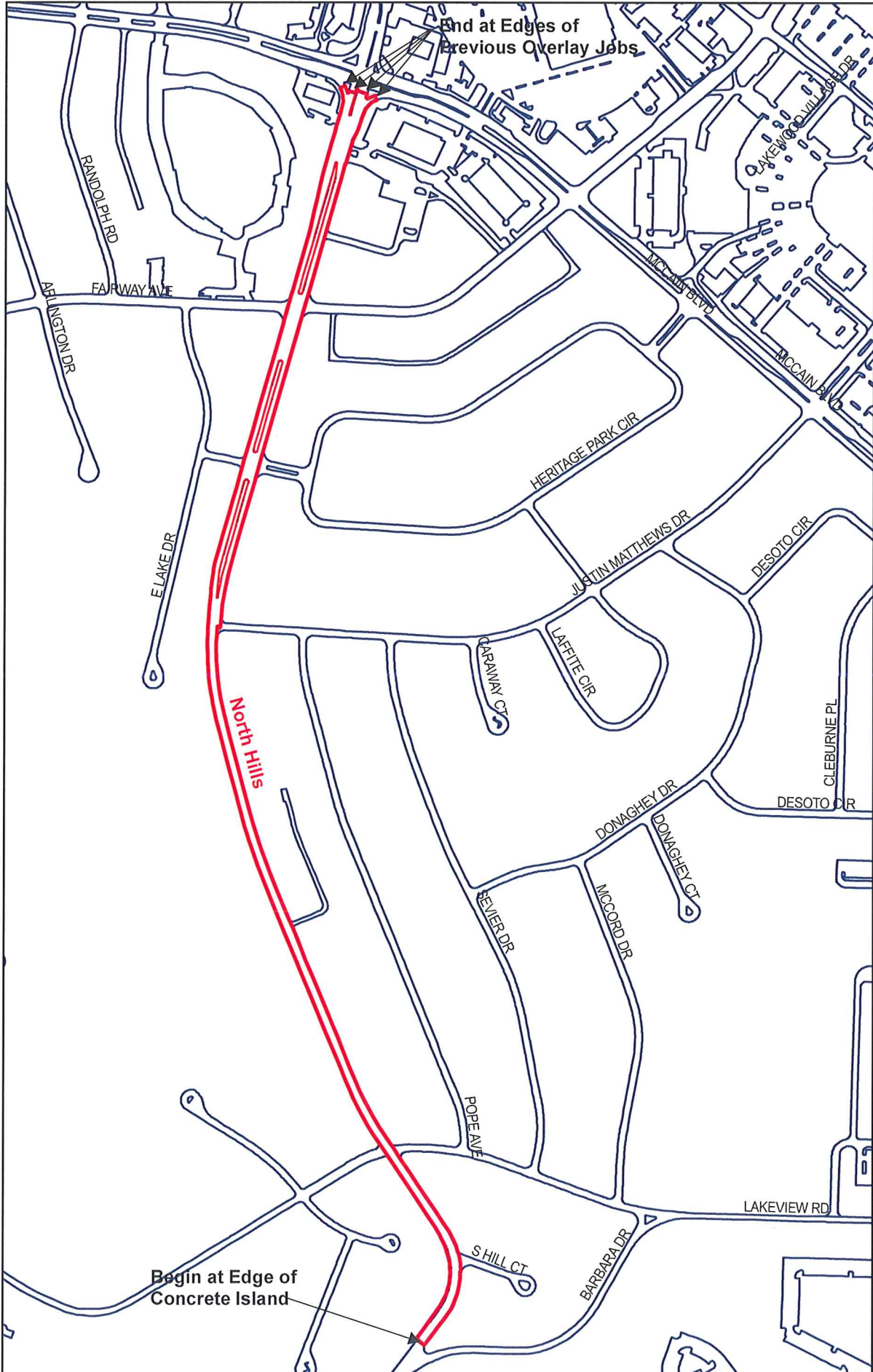
1. North Hills Blvd (Barbara to McCain)
2. Fairway Ave (North Hills to Lakeview)
3. East 13th St (Locust to 1300 North Hills)
4. East Washington Ave (Plum to Palm)
5. Military Rd (MacArthur ROW to Palm)
6. 4th and Poplar Intersection (Parking Lot)

# 2016 Overlay Program



1 inch = 4,000 feet

# North Hills Blvd (Barbara to McCain)

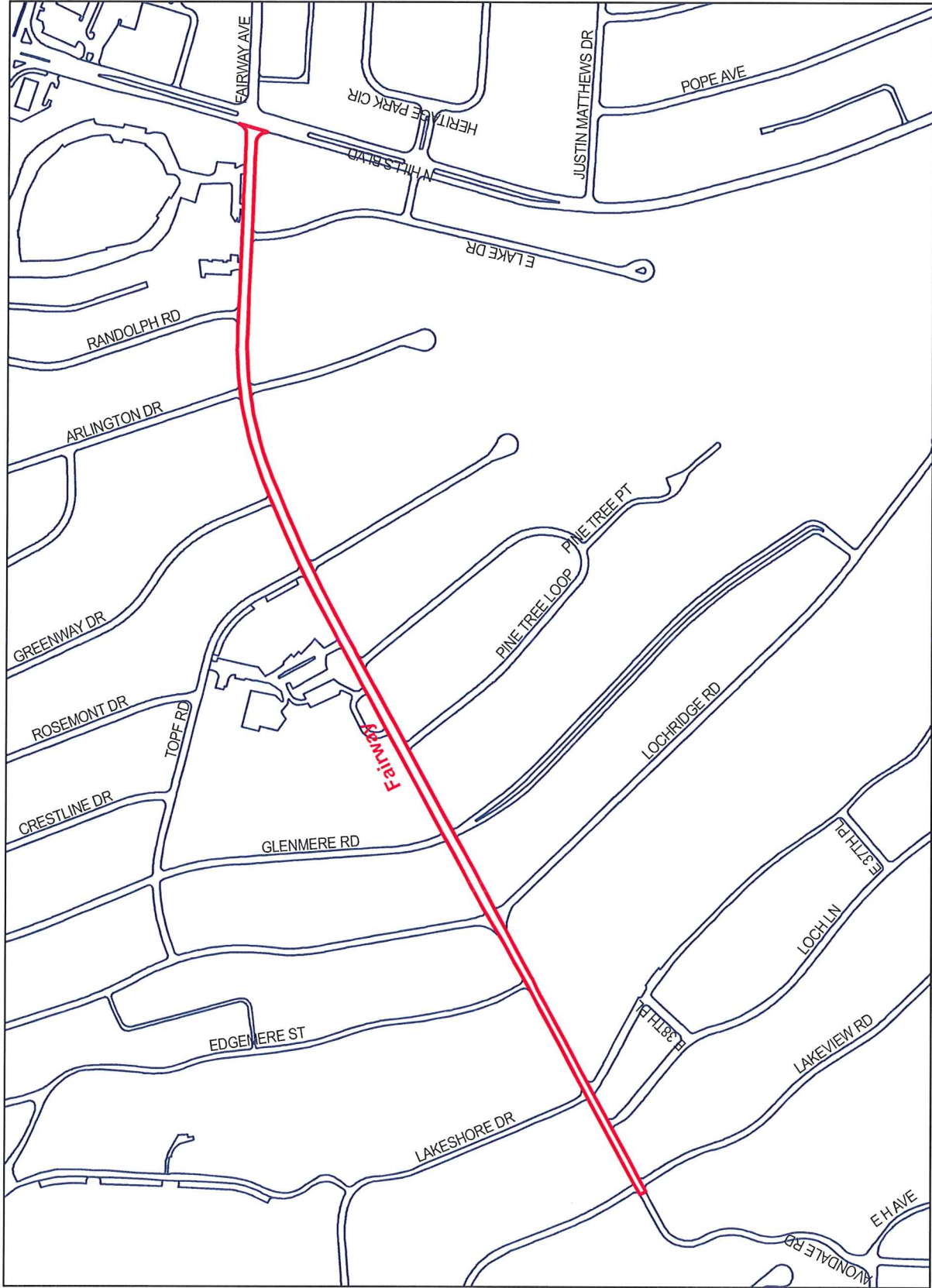


End at Edges of Previous Overlay Jobs

Begin at Edge of Concrete Island

1 inch = 500 feet

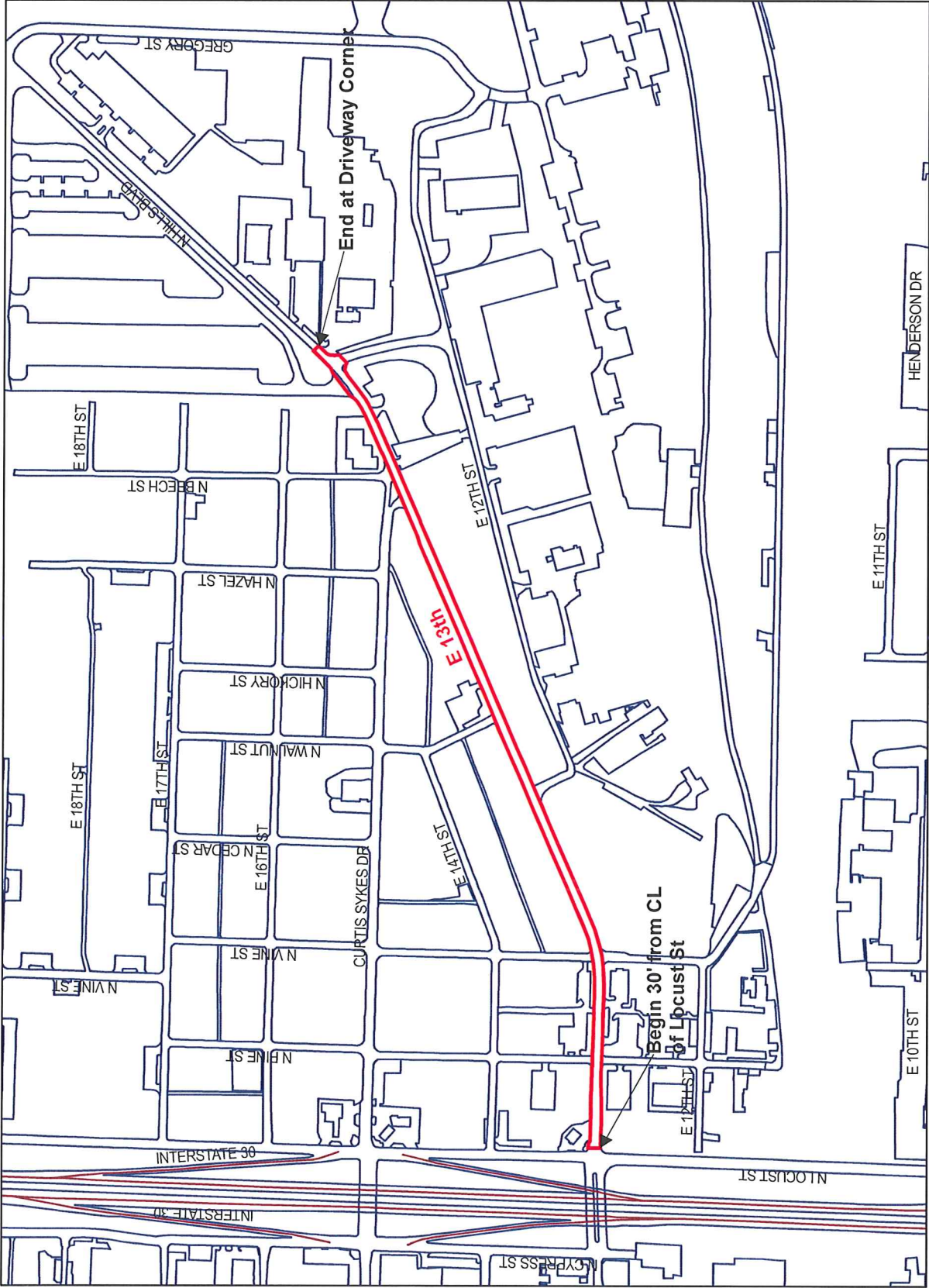
# Fairway Avenue (North Hills to Lakeview)



1 inch = 500 feet



# E 13th (Locust to 1300 North Hills)



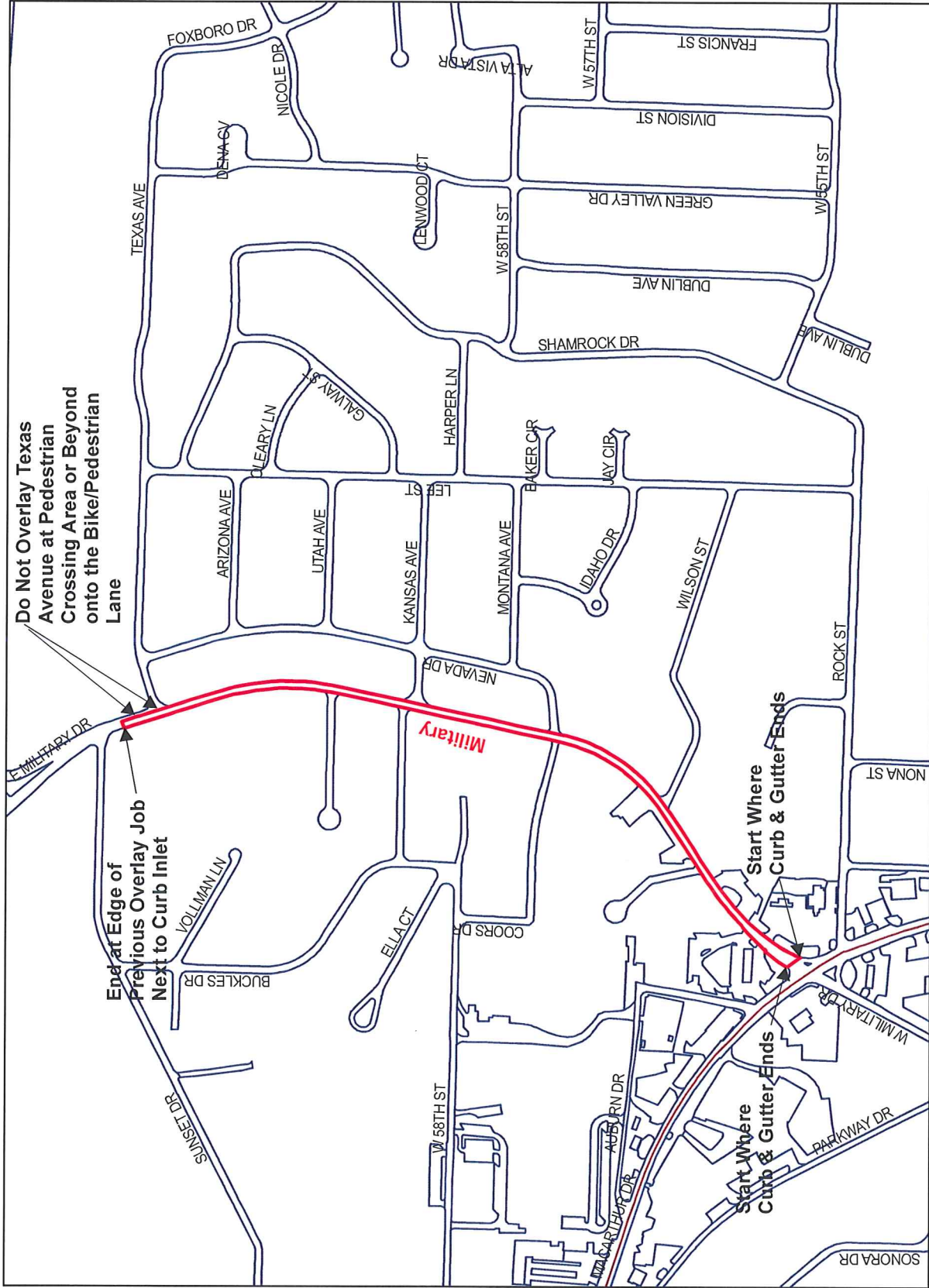
1 inch = 500 feet

# Washington (Plum to Palm)



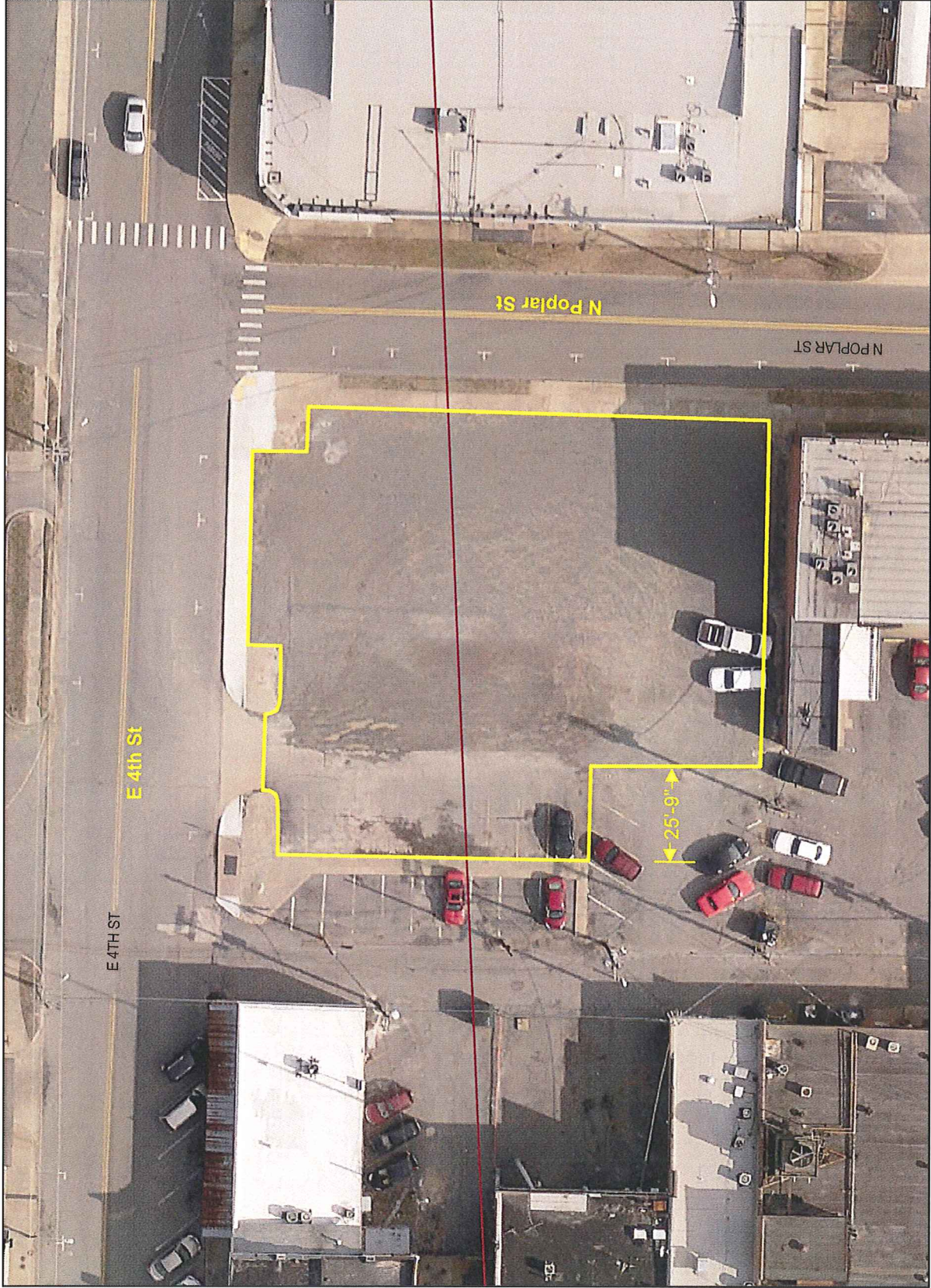
1 inch = 500 feet

# Military Drive (MacArthur ROW to just before Sunset)



1 inch = 500 feet

# Parking Lot at 4th and Poplar



1 inch = 40 feet

**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 Commerce Department.
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 Commerce Department.
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](http://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**