

DOCUMENT 000004 - INVITATION TO BID

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders.
- B. Project Identification: AAMU Council Hall Basement Renovations
1. Project Location:
Council Hall
315 Buchanan Way NE
Normal, Alabama 35762
- C. Owner: Alabama A&M University.
- D. Owner's Representatives:
1. Vindetta Medlock
Office: (256) 372-8419
Email: vindetta.medlock@aamu.edu
 2. Jerry Latham
Office: (256) 372-4871
Email: jerry.latham1@aamu.edu
- E. Architect:
1. EDT-THA Architecture
8514 Whitesburg Drive
Huntsville, AL 35802
Contact: David McClendon, Project Architect
Office: (256) 883-8496, Direct: (256) 261-3751
Email: david.mcclendon@edtinc.net
- F. Project Description: Work consists of converting an existing 364sf storage room in the basement of the Council Hall Dormitory back into a laundry facility. This work includes installing 6 new commercial washers and 6 new stacked dryers, new interior finishes, additional mechanical, plumbing, electrical work and as indicated in the Construction Documents.
- G. Construction Contract:
1. Project will be constructed under a single prime contract.

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
1. Bid Date: **September 28th, 2023**
 2. Bid Time: 2:00 pm local time
 3. Location: Alabama A&M University
Department of Physical Facilities
453 Campus Road
Huntsville, Alabama 35811
- B. Bids will be publicly opened and read aloud.

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 DOCUMENTS

- A. Printed Procurement and Contracting Documents:
1. Bid Documents (Plans and Specifications) will be available on or after **September 8th, 2023** and may be obtained from the Plan Administrator, Datatek- USA Inc. located at 2108 Island Cir, Huntsville, Alabama 35801 (256) 539-8402 upon payment of actual cost of each set purchased. Electronic PDF copy of the Bid Documents will also be available for purchased on CD from the Plan Administrator for \$50.00 (non-refundable).
 2. Addenda and other bidding information will be issued only to holders of Drawings and Specifications distributed by the Plan Administrator, Datatek-USA.
- B. Online Procurement and Contracting Documents: Available from the appropriate plan rooms (i.e. F.W. Dodge, iSqFt, Building Exchange, Construction Market Data, etc.)
- C. Drawings and specifications may be examined at the office of Alabama A&M Department of Physical Facilities 453 Campus Road, Huntsville, AL 35811 and AAMU Facilities website (www.aamu.edu/administrativeoffices/business-and-finance/facilities/pages/default.aspx). All questions and RFI's must be submitted only to the Architect via email (david.mcclendon@edtinc.net) no later than 9 am CST **September 21st, 2023**.

1.5 TIME OF COMPLETION AND LIQUIDATED DAMAGES

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time of (90) days. Work is subject to liquidated damages.

1.6 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

END OF DOCUMENT