

**OUTAGAMIE COUNTY**  
**REQUEST FOR BID**  
**FOR**  
**SANITARY PIPING REPLACEMENT**  
**AT THE**  
**JUSTICE CENTER**

**Due Date: May 22, 2018**

**NOTE - One mandatory site visit May 10, 2018 at 7:00 a.m. - see Section 2.0 for details**

## **1.0 Scope of Work**

Outagamie County is seeking bids from qualified contractors to replace sanitary piping within the Outagamie County Justice Center located at 320 S Walnut St., Appleton WI 54911. Several of the cast iron sanitary pipes with the building have been found to be corroding and in bad condition. An engineering study is currently underway to design a full replacement of the sanitary piping system throughout the building. The intention of this project is to replace some smaller sections of sanitary piping on the lower level of the building this June in preparation for remodeling work that will take place in this area starting July of this year.

Reference attachment labeled “Sanitary Piping Project” and dated 4/27/2018 for prints and specifications for this project. The intention of the project is to run a new sanitary line alongside the old sanitary line, complete the tie-in of the new line and then remove and site clear the abandoned sections of existing piping.

## **2.0 Site Visit**

There will be one mandatory site visit on May 10, 2018 at 7:00 a.m. CT. All contractors are to meet in the Maintenance Building, located at 410 S Elm St in Appleton.

## **3.0 Site Requirements and Restrictions**

The majority of the work will be performed in the lower level of the Justice Center which will be unoccupied during the month of June as Miron will be renovation much of this area starting in early July. In preparation for the plumbing work, Miron will remove the drop ceiling within the lower level before the plumbing work starts. The Plumbing Contractor will not be responsible for removal or reinstallation of the ceiling tiles or grid in the area from which Miron removed them. The plumbing contractor shall be responsible for restoring all other areas that are demoed as part of the plumbing project. Tasks that cause loud noises or vibrations through the building such as hammer drilling must be performed outside of Court hours. The Courts are typically in session from 7:50 am through 5:30 pm on Monday through Fridays, however these hours can sometimes extend later into the evenings. All work on first floor must be completed outside of normal business hours. The tie-in of the new sanitary piping to the old sanitary piping must be scheduled in a manner that minimizes downtown of the sanitary system. The tie-in will also need to be performed very early in the morning in order to minimize inconveniences to the Jail. Contractor shall provide enough employees and resources to complete the tie-in within a several hour block of time to be completed by 7:00 am on the morning the tie-in takes place. The contractor shall also clean-up project related debris and messes on first floor before the start of business each day as the first floor offices will remain occupied throughout the project.

## **4.0 Completion & Liquidated Damages**

Notice of award will be by June 1st. The awarded contractor must achieve final completion no later than 3:00 pm CT on June 29, 2018. Failure to achieve final completion by this date will result in a \$250 per calendar day liquidated damages penalty.

**5.0 Contract Documents**

AIA A101 as Modified by Owner and the associated General Conditions (AIA A201 as Modified by Owner) will be the only contract document used.

**6.0 Insurance and Indemnification**

See Attachment A for the requirements of the awarded bidder. Complete and return this form with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

**7.0 Bid and Performance Bond**

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond equal to the contract sum, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project and sign the AIA contract referenced in this RFB. If the bidder fails to file such insurance certificate, bonds or sign the contract within ten (10) days from the notification of award, the bid security shall be forfeited to the owner as liquidated damages. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. Failure to submit a bid bond will result in the rejection of your bid.

**8.0 Contact Information**

**Site Information**

Paul Farrell  
Maintenance Supervisor  
[Paul.Farrell@outagamie.org](mailto:Paul.Farrell@outagamie.org)  
920-832-1855

**Bidding / Purchasing Policy & Procedure Information**

Nicole Schoultz  
Procurement Coordinator, Outagamie County  
(920) 832-6083  
[Nicole.Schoultz@outagamie.org](mailto:Nicole.Schoultz@outagamie.org)

**9.0 Clarification and/or Revisions to the Specifications and Requirements**

Bidder must examine the documents carefully and before submitting a Bid, may request additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity,

inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at [www.outagamie.org](http://www.outagamie.org) then Bids / Proposals. In addition, Bidder(s) may inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

#### 10.0 **County Reservation**

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bid shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

**11.0 Bid Submittal**

Include the following –

Bid Form

Bid Bond

References of a minimum of three and maximum of five similar projects

Completed Attachment A as referenced in Section 6.0

**12.0 Closing Date**

Outagamie County will receive sealed bids up to 2:00 p.m. CT May 22, 2018.

Deliver or mail bids to -

Outagamie County Purchasing

Attn: Nicole Schoultz

410 S Walnut St

Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – JC Piping**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 2:05 p.m. on May 22<sup>nd</sup> in the Purchasing Department.

**13.0 Facsimile or Email of Bids**

Facsimile or email bids are not acceptable.

**14.0 Method of Procurement**

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

**15.0 Taxes**

All materials used on this project is tax-exempt under Wisconsin State Statute 77.54(9m).

**OUTAGAMIE COUNTY BID FORM  
JUSTICE CENTER SANITARY PIPING**

**Bid Due:** May 22, 2018 2:00 p.m. CT

**Mail / Delivery Bids To:** Outagamie County Purchasing  
Attn: Nicole Schoultz  
410 S Walnut St  
Appleton, WI 54911

Lump Sum Bid Price \$ \_\_\_\_\_

Written \_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Include all information as requested in Section 11.0

Acknowledgement of Addendum

Addendum \_\_\_\_\_ Date Issued \_\_\_\_\_

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

Authorized Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_