

## **INVITATION TO BID**

The Housing Authority of the City of Pottsville will receive sealed bids for provision of new air conditioning equipment and electrical renovation the Railroad Street Warehouse, 300 East Railroad Street, within the City of Pottsville, Pennsylvania 17901. The work is in connection with the Capital Fund Program.

A pre-bid conference will be held at the office of the Housing Authority of the City of Pottsville on April 27, 2009 at 10:00 a.m. (local prevailing time). All Prospective Bidders are encouraged to attend and take part in the conference. Representatives from the Housing Authority and Levkolic Associates will be in attendance to answer any questions.

The work consists of a single prime contract. Such construction project can generally be described as:

### **NEW AIR CONDITIONING / ELECTRICAL RENOVATION CONTRACT NO. 09-3 (Single Prime Contract)**

Work generally includes: Provision of new air conditioning condensers, air handlers, ductwork, registers, grilles, duct/equipment suspension equipment, electrical service change from 100A 3 phase to 200A single phase, removal of existing panelboard, provision of new panelboard. Miscellaneous other work items depicted and described in the Contract Documents, complete and ready for use and in compliance with the latest codes and regulations.

Bidders are hereby notified that this project is subject to the Davis Bacon Federal Prevailing Wage Rate regulations and Contractors will be required to pay the prevailing wage as indicated within the schedules.

Bids will be received until 10:00 a.m. (local prevailing time) on May 15, 2009, at the Office of the Housing Authority of the City of Pottsville, 410 Laurel Boulevard, Pottsville, Pennsylvania 17901. Bids will be opened publicly and read aloud. Bids shall be submitted in a sealed envelope with the Contract Name and Number clearly written on the face of the envelope.

Plans, specifications and bidding documents may be examined and secured at the office of the Design Professional. The Design Professional of record is Levkolic Associates, 401 Beechwood Avenue, PO Box 300, Mar Lin, PA 17951, Telephone: (570) 544-1444. E-mail: [jel@levkolicgroup.com](mailto:jel@levkolicgroup.com).

All requests for Bid Documents must be in writing, with the following information contained thereon: 1) Specific Bid Document(s) requested (Contract Name, Description, etc.), 2) Bidders name, complete street address and contact person, 3) Bidders telephone number, fax number and e-mail address. For those bidders requesting plans and specifications to be forwarded to their attention, a UPS or Federal Express authorization number must be provided in addition to the information specified above. Bid Documents requested in this fashion will be forwarded via overnight delivery. Refer to [www.levkolicgroup.com](http://www.levkolicgroup.com) for more information.

Payment of a non-refundable fee, in check form in the amount of fifty dollars (\$50.00), payable to Levkolic Associates, is required for each set of bidding documents. Only complete bid packages will be issued by the Design Professional.

Addenda, if any, will be issued only to those persons whose name and address are on record with the Design Professional as having obtained the Contract Documents.

All Bids shall be irrevocable for a period of ninety (90) days after the bid opening date, for the purposes of reviewing the bids and investigating the qualifications of Bidders, prior to awarding the contract.

All bids shall be accompanied by a ten (10%) percent bid guaranty, payable to the Housing Authority of the City of Pottsville. Bid security shall be in one of the following forms only: Certified check (drawn on a bank authorized to conduct business in the Commonwealth of Pennsylvania) or bid bond. Lack of bid guarantee may be cause for rejection of submitted bid. The successful Bidder will be required to furnish a Performance Bond and a Labor & Materials Payment Bond, each in the amount of 100% of the Contract price. A one-year Maintenance Bond shall also be required. Cost of bonds to be included in the Contractor's base bid.

The Housing Authority of the City of Pottsville is an Equal Opportunity Employer. All prospective Bidders are informed that the work covered in this Invitation To Bid is subject to the requirements of Section 3 (24 CFR Part 135). All Bidders must submit a Section 3 Plan as a part of their bid submission or their bid submission(s) may be considered non-responsive.

Each Bidder shall also comply with the following Equal Opportunity requirements:

1. Notice of Requirements for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246) 42 CFT 70.42 (d) including the goals and timetable for women (6.9%) as set forth in Appendix "A".
2. Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246 41 CFT 60-4.3).
3. Equal Opportunity Clauses (41 CFT 60.1.4(a) and (b)).
4. Section 3 Clauses (24 CFR Part 135.38).

The Housing Authority of the City of Pottsville reserves the right to reject any or all bids or to waive any technicalities and informalities in the bid for the best interest of the Housing Authority, and to consider the competency and responsibility of the Bidders in awarding the contract.

HOUSING AUTHORITY OF THE CITY OF POTTSVILLE  
CRAIG S. L. SHIELDS, EXECUTIVE DIRECTOR