

# ARKANSAS TECH UNIVERSITY –OLD ART BUILDING RENOVATION

## NOTICE TO PRIME CONTRACTORS

Separate sealed bids for **ARKANSAS TECH UNIVERSITY’S –OLD ART BUILDING RENOVATION** will be received until 2:00 pm local time, **JANUARY 26, 2012**, at the Architect’s Office: **AMR Architects, Inc.**, 201 East Markham Street, Suite 150, Little Rock, Arkansas 72201. Tel: 501.375.0378, Fax: 501.375.6601. Bids received after this time will not be accepted.

There will be a mandatory Pre-Bid Conference held at 1:30 P.M. JANUARY 18, 2012 on the Campus of Arkansas Tech University, Russellville Arkansas at the Old Art Buuilding . The University reserves the right to schedule additional mandatory meetings. Prospective bidders must attend the pre-bid conference to be eligible to bid the project.

### **DOCUMENTS ARE ON FILE AT:**

Contract Documents may be examined at Southern Reprographics, Inc., 901 West Seventh, Little Rock, Arkansas, Tel: 501.372.4011, Fax: 501.372.2902 [www.sriplanroom.com](http://www.sriplanroom.com). Documents are also available at Burriss Reprographics in Russellville, AR.

**BID DOCUMENTS:** Prime bidders may obtain up to 3 sets and mechanical, electrical, and plumbing sub bidders may obtain one set of contract documents at Southern Reprographics, Inc., 901 West 7<sup>th</sup>, Little Rock, AR (501) 372-4011 upon receipt by Southern Reprographics of a \$100.00 deposit (made out to the Architect) for each set, which will be returned to bona fide bidders upon return to the architect of such documents in good condition within 10 days of bid opening. Any bidder may also obtain a non-refundable CD of drawings and specifications in PDF format from Southern Reprographics.

Obtaining bidding documents through any source other than Southern Reprographics or the Architect is not advisable due to the risks of receiving incomplete or inaccurate information, and the bidder runs the risk of basing his/her proposal on such information. Bidders obtaining plans through Southern Reprographics will be added to a plan holders list. Southern Reprographics will electronically post and distributed addendums to listed plan holders. In any event, bidders are ultimately responsible for verifying receipt of and obtaining addendums. The documents obtained through the Architect or his representative(s) are considered the official version and take precedence if any discrepancies occur.

Each bid proposal shall include with it a bid security in the amount of 5% of the total bid offered, if the bid is in excess of \$20,000. The bidder will be required to submit a bidder’s deposit which includes enclosing a cashier’s check payable to the order of Arkansas Tech University and drawn from a bank or trust company doing business in Arkansas or by a corporate bid bond in an amount equal to 5% of the bid. All bidders shall conform to the requirement of the Arkansas Contractors Licensing Law for Contractors and must be licensed on the day of the bid submittal. There shall be only one (1) bid submitted per State Contractors License. Each bid received shall have the license for that bidder. Bid shall be submitted on the form provided by the Owner and shall be delivered in a clearly identified, sealed, opaque envelope. The University reserves the right to reject any or all bids and to waive any formalities.

The Arkansas Department of Labor Prevailing Wage Rates shall apply to this project. The General/ Prime Contractor is responsible for filing the included “Statement of Intent to Pay Prevailing Wages” form within 30 days of the Notice to Proceed for this project.

Pursuant to Arkansas Code Annotated § 22-9-203, the University encourages all small, minority, and women business enterprises to submit bids for capital improvements. Encouragement is also made to all general contractors that in the event they subcontract portions of their work, consideration is given to the identified groups.