

# STATE OF GEORGIA CITY OF MILLEN

## INVITATION TO BID

Notice is hereby given that The City of Millen will accept sealed bids for the City of Millen Historic Kirkland Building Restoration, located at 455 Cotton Ave, Millen, GA 30442, such bids to be submitted to Millen City Hall Attn: Mandy Underwood, **no later than 2:00 p.m., October 26, 2022**. Bids shall be evaluated based on the price and the requirements and criteria set forth herein. The contract shall be awarded to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in this invitation for bids.

**A non-mandatory Pre-Bid walk thru of the building will be held on October 4, 2022, at 10:00 am.**

Documents are available for purchase through the Office of the Architect. Bidding documents may be obtained at the Office of the Architect: Studio 3 Design Group, P.C. attn: Jennifer Powell [jpowell@s3dg.com](mailto:jpowell@s3dg.com) or 706-667-9784.

Applications for documents together with refundable deposit of \$150.00 per set should be filed promptly with the Architect. Bidding material will be forwarded (shipping charges collect) as soon as possible. The full amount of deposit for one set will be refunded to each prime contractor who submits a bona fide bid upon return of such set in good condition within 10 days after date of opening bids. Documents will also be posted in the Millen City Hall for review. Any questions regarding the bid documents should be emailed to [jpowell@s3dg.com](mailto:jpowell@s3dg.com). Addendum may be issued during the bidding period.

Bidders should be aware that the project is funded, in part, by a Community Development Block Grant. All contractors shall be in good standing with the Department of Community Affairs and shall abide by all Federal Requirements set forth for the project. The Wage Rate Determination and a brief summary of the requirements are included in this manual.

### Section 3 Policy for Covered HUD Funded Activities

Section 3 policy will be discussed as it pertains to training, employment, contracting, and other economic opportunities arising in connection with the expenditure of Federal housing assistance and community development assistance that is used in conjunction with public construction. All Recipients and Sub-recipients of Section 3 Covered Assistance (including but not limited to contractors, sub-contractors, developers, grantees, and local government entities) must be in compliance with the provisions of this policy in order to be eligible for DCA funds. Section 3 of the Housing and Urban Development Act of 1968 by the Housing and Community Development Act of 1992, Section 3, as amended, requires that economic opportunities generated by Federal Housing and Community Development programs shall, to the greatest extent feasible, be given to low- and very low-income persons. Section 3 documents must be included with the bid.

Both a Performance and a Payment Bond will be required in an amount equal to 100% of the Contract Price in a form to be provided by the City. Proof of General Liability Insurance and Workman's Compensation Insurance will be required with the City of Millen listed as an additional insured. All bids must be accompanied by a Bid Bond or Certified Funds in the amount of 5% of the Bid Amount.

All contractors must comply with the provisions of O.C.G.A. Sec. 13-10-91, and must register and participate in the federal work authorization program (also known as E-Verify ([www.uscis.gov/everify](http://www.uscis.gov/everify))). A contractor must submit the required affidavit BEFORE ANY BID IS CONSIDERED. A form affidavit shall be provided with the bid package.

City of Millen, in accordance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations, hereby notifies all bidders that it will affirmatively ensure that in regards to any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award. The General Contractor and all Sub-contractors shall insure that employees and employment applicants are not discriminated against because of race, color, creed, sex, or national origin.

Bidders shall submit a price AND shall have to submit information demonstrating it can meet the following requirements and criteria:

1. That the bidder has completed a minimum of five similar or more-complex projects.
2. That the bidder has been in business as a contractor in the same form a minimum of five years.
3. That the specific project superintendent who works on the job has at least five years' experience as a project manager or superintendent and has worked on at least three of the projects submitted by the bidder as similar projects.
4. That the bidder is current on all property tax owed to City of Millen. No contract will be awarded to a delinquent bidder.

Bids may not be withdrawn for a period of 60 days after time has been called on the date of bid opening. The City of Millen reserves the right to reject any and all bids and to waive any technicalities or irregularities and to award the bid based on the highest and best interests of The City. This project will exceed \$100,000 and therefore this project will be subject to the Public Works Construction Law, OCGA Sec. 36-91-1 et seq.

**Note: No Bidders are to contact anyone with City of Millen at any time during the Bidding Process. All questions are to be directed to the Architect, via email, at the address provided above. Any breach of this requirement will result in Bidder's disqualification.**

**City of Millen**