

INVITATION TO BID

CEDAR SHOALS HIGH SCHOOL RENOVATIONS & ADDITIONS – PHASE I

BID DATE & TIME: **Tuesday, November 21, 2023, at 3:00 PM**

Carroll Daniel Construction Company (“CDCC” or “Construction Manager” or “CM”) invites qualified bidders to submit lump sum bids for bid packages associated with the **Cedar Shoals High School Renovations & Additions – Phase I** project located at **1300 Cedar Shoals Drive, Athens, GA 30605**. The scope of this project includes renovations to the main building and agriculture lab, additions to the cafeteria, and all associated site improvements on the existing Cedar Shoals High School campus.

Bids will be received by the Construction Manager until **3:00 PM**, local time, on **Tuesday, November 21, 2023**, by email or fax only.

Bids must be submitted on the Construction Manager’s Proposal Form along with Bid Bond if required. Bids must be submitted per the requirements of the ***Instructions to Bidders, Requirements for All Bid Packages***, and the appropriate ***Bid Package Scope of Work***. Bidders may also submit via fax (770-534-3799). Faxes need to be clearly addressed for the project proposed and must be received before 3:00 PM. Emailed bids should be sent to bids@carrolldaniel.com and must have the word “Bid” and the “Project Name” in the subject. All emailed or faxed quotes must be received prior to 3:00 PM. **BIDS WILL NOT BE ACCEPTED AFTER 3:00 PM**. Bid proposals will not be received at the CDCC office or read aloud in a public bid opening setting. Instead, bids will be received electronically (bids@carrolldaniel.com) and reviewed by the Construction Manager, Design Team, and Owner.

No determination will be made as to the most responsive bidder until a thorough evaluation has been conducted by the Construction Manager and the Owner. Additional information may be requested of responsive bidders and may be used to help select the most qualified bidder. The Construction Manager and Owner reserve the right to accept or reject any or all bids and to waive technicalities.

Bid Packages:

The following Bid Packages are available for bidding. Coordinate with Instructions to Bidders.

BP02A	Earthwork, Utilities, & Paving	BP09C	Tile
BP02B	Fencing & Gates	BP09G	Resinous Flooring
BP02C	Landscaping	BP09I	Painting & Coatings
BP02D	Tennis Courts	BP10A	Specialties
BP02G	Selective Demolition	BP10C	Signage
BP03A	Turnkey Concrete	BP10D	Metal Shelving
BP04	Turnkey Masonry	BP10F	Aluminum Canopies
BP05	Structural Steel	BP11A	Food Service Equipment
BP06	Rough Carpentry	BP12A	Casework & Millwork
BP07A	Membrane Roofing	BP12B	Science Lab Casework
BP07D	Metal Wall Panels	BP12F	Window Treatments
BP07F	Caulking & Sealants	BP13E	Greenhouse
BP08A	Doors, Frames, & Hardware (Material)	BP14	Elevators
BP08B	Doors & Hardware (Install)	BP15A	HVAC & Controls
BP08D	Glass & Glazing	BP15B	Plumbing
BP09A	Gypsum Board Assemblies	BP15C	Fire Protection
BP09B	Resilient Flooring & Carpet	BP16	Electrical & Low Voltage

List of Bidding Documents:

- Invitation to Bid (2 pages).

- Instructions to Bidders titled “Cedar Shoals High School Renovations & Additions – Phase I” prepared by the Construction Manager.
- Bid Proposal Forms for each bid package titled “Cedar Shoals High School Renovations & Additions – Phase I” prepared by the Construction Manager.
- Scope of Work Bid Packages, as listed above, prepared by the Construction Manager.
- Plans titled “Cedar Shoals High School Renovations & Additions – Phase I” prepared by Lindsay Pope Brayfield & Associates.
- Specifications titled “Cedar Shoals High School Renovations & Additions – Phase I” prepared by Lindsay Pope Brayfield & Associates.
- All addenda and clarifications issued prior to the date and time set for opening of bids.

Bidders are encouraged to prequalify as a subcontractor of Carroll Daniel Construction Company, as this is a requirement prior to any subcontract award for many of our projects. This process is initiated by submitting company profile information to: <http://www.carrolldaniel.com/resources/isqft-application/>. A subsequent prequalification link will be generated to complete the prequalification request. If you have an existing iSqft profile, you may request prequalification access by emailing your request to rrogers@carrolldaniel.com. Prequalification will be a considering factor in subcontractor selection and a condition of contract. It is also understood that with submission of bid, the bidder has inspected the site.

Bidding Documents will be available electronically from the Construction Manager. Requests for access to these documents should be directed to Mr. Kyle Dorsey, Sr. Preconstruction Manager, Carroll Daniel Construction Company, by phone at 770-536-3241 or via email to kdorsey@carrolldaniel.com.

Documents are also available at the following plan rooms:

Gainesville Whiteprint
312 Bradford Street
Gainesville, Georgia 30501
770-536-8254

LDI
558 Old Norcross Road, Suite 205
Lawrenceville, Georgia 30046
770-237-9363

END OF INVITATION TO BID

INSTRUCTIONS TO BIDDERS

CEDAR SHOALS HIGH SCHOOL RENOVATIONS & ADDITIONS – PHASE I

ATHENS, GA

BID DATE & TIME: **Tuesday, November 21, 2023, at 3:00 PM**

Project Information:

Project Name & Location: Cedar Shoals High School Renovations & Additions – Phase I
1300 Cedar Shoals Drive
Athens, GA 30605

Construction Manager (“CM”): Carroll Daniel Construction Company
330 Main Street
Gainesville, GA 30501
770.536.3241 (Office)
770.534.3799 (Fax)

Owner: Clarke County School District
145 Paradise Boulevard
Athens, GA 30607

Architect: Lindsay Pope Brayfield & Associates
344 West Pike Street
Lawrenceville, GA 30046

Bid Date, Time & Location:

Bids will be received by the Construction Manager **UNTIL 3:00 PM**, local time, on **Tuesday, November 21, 2023**, by email to bids@carrolldaniel.com or fax to 770-534-3799. Refer to instructions below.

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BP04	Turnkey Masonry	BP10F	Aluminum Canopies
BP05	Structural Steel	BP11A	Food Service Equipment

Cedar Shoals High School Renovations & Additions Phase I – Instructions to Bidders

BP06	Rough Carpentry	BP12A	Casework & Millwork
BP07A	Membrane Roofing	BP12B	Science Lab Casework
BP07D	Metal Wall Panels	BP12F	Window Treatments
BP07F	Caulking & Sealants	BP13E	Greenhouse
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BP09A	Gypsum Board Assemblies	BP15C	Fire Protection
BP09B	Resilient Flooring & Carpet	BP16	Electrical & Low Voltage

Instructions to Package Bidders:

1. **Bids:** Bids must be submitted on the Construction Manager’s Proposal Form along with Bid Bond if required. Bids must be submitted per the requirements of the ***Instructions to Bidders, Requirements for All Bid Packages***, and the appropriate ***Bid Package Scope of Work***. Email your bid to the email address designated below for receipt of bids. Bids received after the time is called will not be accepted. Bidders may also submit via fax to 770-534-3799. Faxes need to be clearly addressed for the project proposed and must be received before 3:00 PM. Emailed bids should be sent to bids@carrolldaniel.com and must have the word “Bid” and the “Project Name” in the subject bar. All quotes must be received prior to 3:00 PM. BIDS WILL NOT BE ACCEPTED AFTER 3:00 PM. Bid forms must be completed in their entirety. Bidders are to specify the Base Bid amount in both words and figures. In the event of a discrepancy between these amounts, the amount written in words shall govern. Bidders submitting bids on more than one package must do so individually in the form and manner described above. Each bid may not be withdrawn for a period of sixty (60) days after the bid date.
2. **Documents:** Bid Documents are available as shown in the *Invitation to Bid*. The Bidding Documents will become part of the Contract Documents at award.
3. **Addenda/Clarification:** It is each Bidder’s responsibility to include all addendum(a) and clarification(s) issued prior to the time set for opening of bids in its bid.
4. **Communication & Interpretations:** All communication concerning the Project during the bidding process should be submitted to Mr. Kyle Dorsey, Sr. Preconstruction Manager, Carroll Daniel Construction Company, via email to kdorsey@carrolldaniel.com or fax to 770-534-3799. Email is the preferred method of communication. Interpretation of the meaning or intent of the documents will be issued by written addendum(a), clarification(s), or both. No oral interpretations will be made. It is the Bidder’s responsibility to check the project web pages and plan holder sites for the issuance of addendum(a) and clarification(s) on the project, and to include the same in its bid.
5. **Bid Security:** Bid Bonds are required for the following Packages: **BP02A Earthwork, Utilities, & Paving; BP09A Gypsum Board Assemblies; BP15A HVAC & Controls; BP15B Plumbing; BP15C Fire Protection; and BP16 Electrical & Low Voltage.** The Bid Bond must be executed by a surety company licensed to do business in the State of Georgia and listed in the Department of Treasury Circular 570, latest revision, and on a form acceptable to the Construction Manager. Said Bid Bond must be accompanied by a Certificate of Power of Attorney demonstrating that the party executing the bond is authorized to do so by the surety company.
6. **Performance and Payment Bonds:** A Performance and Payment (“P&P”) Bond is required for the following scopes of work: **BP02A Earthwork, Utilities, & Paving; BP05 Structural Steel; BP07A Membrane Roofing; BP08D Glass & Glazing; BP09A Gypsum Board Assemblies; BP15A HVAC & Controls; BP15B Plumbing; BP15C Fire Protection; and BP16 Electrical & Low Voltage.**
7. **Award of Bid Packages:** The Construction Manager reserves the right to award Bid Packages on whatever basis is in the interest of the Construction Manager and the Owner, and to accept or reject any or all bids and to waive technicalities and informalities. Attaching qualification(s) or exception(s) to the CM bid form will be considered non-responsive and the bid will be rejected.
8. **Insurance Requirements:** Subcontractors are required to purchase and maintain insurance coverage in accordance with the Contract Documents, but in no case less than that required by law and the sample Certificate of Liability Insurance attached as Exhibit 1 to these Instructions to Bidders.

9. Form of Agreement: The form of Agreement will be the Construction Manager's standard subcontract form, which is attached as Exhibit 2 to these Instructions to Bidders.
10. Progress Payment: Construction Manager will pay the Subcontractor for the performance of its work after payment is received from the Owner, subject to additions and deductions for changes as provided in the Contract Documents and deductions, set offs, retainage, damages, and/or abatements of the Owner. Unless specified otherwise, requests for progress payments are to be submitted monthly no later than the 25th day of the month on the Construction Manager's standard "Subcontractor Application for Payment" form, including any supporting documentation required by the Construction Manager.
11. Final Payment: Final payment will be made when the work described in the subcontract is fully completed and performed in accordance with the Contract Documents, and upon written acceptance from the Architect and Owner, and Contractor has received payment for such work from the Owner.
12. Georgia Security and Immigration Compliance Act (O.C.G.A. § 13-10-90): Subcontractors are required to be in full compliance with all applicable state and federal security and immigration laws as a condition to bid and perform work on this project. Evidence of this compliance will be required as a condition of award.

General Package Requirements:

1. By submitting a proposal, the Bidder warrants that it has fully examined the Bid Documents and conducted a thorough inspection of the site and is fully informed as to the nature of the work and all conditions relating to its completion. Further, Subcontractor warrants that all special precautions required to complete the work and ensure existing items to remain are protected are included in its pricing.
2. Subcontractor shall be bound to the Construction Manager by the terms of the Contract Documents and the subcontract, and assume toward the Construction Manager all obligations and responsibilities that the Construction Manager, by those documents, assumes toward the Owner, as applicable to the subcontract.
3. Subcontractor shall: (1) comply with all federal, state, and local laws and ordinances applicable to the building(s) or structure(s); (2) comply with and give adequate notices relating to the work and its inspections to the proper authorities; and (3) secure and pay for all necessary licenses, permits, and fees required to carry on the work as described in the Contract Documents.
4. Subcontractor shall comply with all federal, state, and local tax laws, social security laws, unemployment compensation laws, and workmen's compensation laws applicable to the performance of the subcontracted work.
5. Subcontractor shall not discriminate against any employee or applicant for employment because of race, creed, color, or national origin.
6. Subcontractor shall comply with federal, state, and local regulations concerning pollution and contamination, and shall be responsible for all penalties, fees, and clean-up expense(s) resulting from improper handling of or exposure to materials deemed to be hazardous in any way and related to the Subcontractor's scope of work.
7. After award, and upon receipt of the subcontract documents, Subcontractor agrees to execute and return the Construction Manager's subcontract, including all supporting documentation required, within two (2) days. A copy of Construction Manager's standard subcontract is attached as Exhibit 2 to these Instructions to Bidders. Further, the Subcontractor agrees to commence work when requested and in accordance with the project schedule.
8. Unless specifically stated otherwise in the body of the subcontract, all shop drawings, brochures, samples, and other submittals required by the Contract Documents and the Construction Manager for the work must be submitted for review within two (2) weeks after receipt of the subcontract.
9. Unless specifically stated otherwise in the body of the subcontract, all close-out documents, O&M Manuals, and other submittals required by the Contract Documents and the Construction Manager for the work must be submitted for review within two (2) weeks after notice from Construction Manager.

10. By submitting its Bid, the Bidder acknowledges that time is of the essence regarding progress of the work and agrees to adhere to the progress schedule, which will be continuously updated by Construction Manager. This is a fast-track project.
11. Bidder agrees to meet and consult with the Construction Manager concerning value engineering options, cost analysis, scheduling, and coordination required on the project prior to and after award as necessary.
12. Subcontractor shall comply with all statutory and contractual safety requirements applicable to its work or initiated by the Construction Manager and shall report within 24 hours to the Construction Manager any injury to the Subcontractor's employees at the project site.
13. Compliance with the Construction Manager's safety plan is a requirement of the work.
14. Subcontractor will not sub-let, assign, or transfer the subcontract, or any part thereof, or assign any payment, to another party or other parties without the written consent of the Construction Manager.
15. Subcontractor shall include all mobilizations necessary to complete the work in accordance with the CM's schedule.
16. Subcontractor is required to attend, and participate in, periodic project progress, coordination, and Owner's meetings as requested by the Construction Manager. These meetings shall be attended by a representative of Subcontractor authorized to make any required decisions on behalf of Subcontractor.
17. Upon request, Subcontractor will furnish periodic progress reports of the work, including the progress, transportation, and delivery of materials and equipment that may be in the course of preparation or manufacture.
18. Subcontractor agrees to schedule and coordinate its work so as not to conflict or interfere with the work of others.
19. Subcontractor agrees that all work shall be done subject to the final approval of the Construction Manager, Architect, and Owner, or their authorized agents, and that their decision shall be final, if within the terms of the Contract Documents.
20. Subcontractor shall guarantee its work against all defects of material(s), workmanship, or both as called for in the Contract Documents, or if no guarantee is called for, then for a period of one year from the date of partial or total acceptance of the Subcontractor's work by the Construction Manager, Architect, and Owner.

Schedule of Work:

1. The construction phase involves completing the Cedar Shoals High School Renovations & Additions – Phase I project per the Construction Manager's Schedule and Phasing Plan.

General Package Code of Conduct Requirements:

1. Bidder agrees to comply with all local, state, and federal requirements for conducting work on a public-school campus.
2. Subcontractors, including their employees and agents for whom they are legally responsible, are strictly forbidden from interacting or communicating with any student, faculty, staff, parent, or pedestrian on the school campus at any time. The Construction Manager will follow a ZERO TOLERANCE POLICY in this regard. Any person(s) found in violation of this policy will be permanently removed from the site and subject to any applicable legal ramifications.
3. Subcontractors, including their employees and agents for whom they are legally responsible, are strictly forbidden from bringing weapons, alcohol, or controlled substances onto the school campus, including those areas designated as "Drug Free/Weapon Free" by the applicable Board of Education, at any time. Any person(s) found in violation of this policy will be permanently removed from the site and subject to any applicable legal ramifications.
4. Subcontractor shall always exercise extreme caution during its work on site.

5. Construction personnel must be readily identifiable from non-construction personnel while on site. Attire shall conform to OSHA requirements and be appropriate for a public-school campus.
6. Construction personnel must follow school system policy regarding the use of tobacco while on campus.
7. Swearing is unprofessional and should not take place in the presence of any student, faculty, staff member, parent, Owner representative, or other person on campus sensitive to the same.
8. The site shall be kept clean of all food debris. Any person(s) witnessed littering will subject his or her associated company to cleanup expenses. Once construction reaches the point deemed appropriate by Construction Manager, food and drinks will no longer be allowed in the building.

General Package Work Requirements:

1. Subcontractor shall have a full-time, competent supervisor, who is acceptable to Construction Manager, on site at all times. This supervisor will not be replaced without the consent of Construction Manager.
2. At no time will work interrupt school activities or utilities. In the event of a conflict, the school schedule will prevail, and construction activities will alter or cease as needed.
3. The following temporary facilities and services will be available on site for the use of all trade contractors: temporary toilets. All other temporary facilities, utilities, dumpsters, equipment, etc. required by Subcontractor to complete its scope of work shall be furnished and paid for in full by Subcontractor.
4. For purposes of this Work, "hazardous substance" shall mean any contaminant, waste, substance, or other material that poses a risk of violating any local, state, or federal law, regulation, or ordinance, or is deemed environmentally hazardous, toxic, or harmful by any local, state, or federal environmental protection or other agency, including, without limitation, asbestos, polychlorinated biphenyls, petroleum products, flammable explosives, radioactive materials, and infectious substances. Subcontractor shall not bring any hazardous substance to the jobsite and hereby agrees to fully defend, indemnify, and hold Construction Manager and Owner harmless from and against any and all liability, claims, losses, penalties, costs, expenses, damages, and causes of action suffered or incurred by Construction Manager, Owner, or both, resulting in any manner whatsoever, directly or indirectly, from the presence of any hazardous substance as a result of the actions of Subcontractor. If Subcontractor encounters any material on the jobsite reasonably believed to be a hazardous substance, Subcontractor shall immediately notify Construction Manager. Subcontractor shall not disturb material believed to be a hazardous substance.
5. Subcontractor shall take all precautions necessary to protect its work and that of other trades at all times. Any work, finished or otherwise, damaged by the Subcontractor shall be corrected immediately by the Subcontractor at its own expense.
6. Subcontractor is responsible for always keeping the building and premises clean of debris arising out of its work, including removal of the same from the site. This includes both daily and final clean-up. Burn barrels are prohibited on the site.
7. Testing is by the Owner. Subcontractor is responsible for the cost of re-testing of non-conforming work.
8. Damaged fireproofing or insulation shall be replaced at the expense of the Subcontractor responsible for the damage.
9. Subcontractor is responsible for replacing or restoring any exterior area(s) it disturbs.
10. Subcontractor shall be responsible for all sleeves, fire-safing, and fire-caulking at all wall and roof penetrations, if any, made in conjunction with its work.

END OF INSTRUCTIONS TO BIDDERS