

City of Jonesboro  
**Invitation to Bid - Not an Order**  
*P.O. Box 1845*  
**300 South Church St. Room 421 (72401)**

**Purchasing Office**  
 Bid No. 2022:21

**Jonesboro, Arkansas 72403**  
 Date May 19, 2022

Sealed bids, subject to the conditions on the reverse hereof, and as may be attached hereto, will be received at this office until **2:00pm Wed June 8, 2022** and then publicly opened, for furnishing the supplies, materials and/or services as described below and tabulated for presentation to the City Council on n/a.

F.O.B. See Below

By: **Steve A. Kent**  
 Purchasing Agent  
 (870) 932-0740

Maximum Delivery or completion time after issuance of Purchase Order or work ordered by the City see below

Item #	Description	Quantity	Unit	Unit Price	Amount
1.	<p>SCOPE: Includes, but not limited to, the furnishing of all labor, materials, equipment, services and incidentals for the provisions of the construction of turning lanes and parking lots.</p> <p>All prices will be entered in the unit price blanks as provided on page 3. Any deviations from the bid requested may be noted on a separate page.</p> <p>Prices shall remain in effect through March 31, 2023.</p> <p>The City of Jonesboro reserves the right to accept or reject any and/or any part of any bid received. All prices should reflect any discounts offered regardless of the date paid. There are 6 (six) pages to this bid. All pages must be returned to make a complete bid. Any damage made by successful bidder during work is the sole responsibility of the bidder. The City does not obligate itself to purchase any amount of any item being bid during the time of this bid. During and after completion of each project covered by this bid, the bidder will be responsible for cleaning and hauling any and all debris to clean the work site.</p> <p>Any payments made on each job, the City will confirm figures, measurements and prices being billed to the City before payment on the City's payment schedule. (See attached)</p> <p>Bid number (2022:21) <b>must</b> be annotated on the outside of the bidder's envelope.</p> <p>Any addendums to this bid will be posted on the purchasing page of the City's web site no later than 1 week before opening – See page 2 for web address.</p> <p>Bid <b>must</b> be signed or bid will be rejected.</p> <p>NOTE: To receive more bids like this when they become available, Vender's can sign up by going to the Jonesboro web site, click on Doing Business and sign up for bid notices.</p> <p><b>Bid opening will be in 1<sup>st</sup> Floor Conference Room if bidder is attending.</b>  <b>COVID rules will apply</b></p> <p>Cash Discount _____ % _____ Days</p>				

**Execution of Bid**

Date \_\_\_\_\_

We, the undersigned, have read all the requirements set forth in this bid proposal including specification, instructions, conditions and pertinent information regarding the articles being bid on, and we agree to furnish articles at the prices stated.

Arkansas Use Tax Register No. \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Bidder \_\_\_\_\_ Address \_\_\_\_\_

By \_\_\_\_\_ City \_\_\_\_\_  
 (Person Authorized to Sign Bids) (Title)

**Unsigned Bids Will Be Rejected**  
**Bids number MUST be annotated on Bidder's Envelope.**  
**Bids are subject to rejection unless submitted on this form.**  
**Notice to Bidders: See reverse side for instructions and conditions.**

**CITY OF JONESBORO, ARKANSAS**

**CONDITIONS OF BIDDING**

COMPLIANCE WITH THE FOLLOWING CONDITIONS IS NECESSARY FOR CONSIDERATION OF THIS BID:

1. **SIGNATURE** - This bid must be signed with the firm name and by an authorized officer, employee, or agent.
2. **SALES OR USE TAX** - is not to be shown in the bid price (unless otherwise stated) but is to be added by the vendor to the invoice billing to the City. The City is not exempt from Arkansas State Sales & Use Tax. Although Use Tax is not included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
3. **FREIGHT & OTHER DELIVERY CHARGES** - to designated City facility in Jonesboro must be included in bid. Charges may not be added after the bid is opened.
4. **DISCOUNTS** - Show rate, total amount, and latest day any discounts will be allowed after receipt of article and invoice, otherwise City will deduct allowed discount when payment is made.
5. **FIRM PRICE** - All prices quoted will remain firm for at least 30 days from date of bid, unless otherwise specified by the City or bidder. Payment(s) will be made by a pre-numbered check as per Ar Code 14-59-105.
6. **IDENTICAL BIDS** - In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between the said two or more bidders at the discretion of City.
7. **LIQUIDATED DAMAGES** - Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.
8. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.
9. **CONSTRUCTION** -
  - A. When noted, the Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
  - B. When noted, a Certified check or bid bond in the amount of 5% of total bid shall accompany bid.
  - C. A performance Bond equaling the total amount of any bid exceeding \$3,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Ark. Stat. SS51-632.SS51-565 as amended.)
10. The City reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.
11. **Minority Business Policy** - It is the policy of the City of Jonesboro that minority business enterprises shall have the maximum opportunity to participate in the city purchasing process. Therefore, the City of Jonesboro encourages all minority businesses to compete for, win and receive contracts for goods, services, and construction. The city also encourages all companies to subcontract portions of any city contract to minority business enterprises.

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**INSTRUCTIONS TO BIDDERS**

(PLEASE READ CAREFULLY)

1. Submit bid on bid form on reverse side of this sheet. NO Facsimiles will be accepted.
2. Address all bids to: Purchasing Agent. P.O. Box 1845, Jonesboro, Arkansas 72403-1845 and make certain to indicate identifying bid number on the outside of bidder's envelope.
3. DO NOT include Federal Excise Tax in bid. City will furnish exemption certificate.
4. State Manufacturer, Brand Name, Model, etc for each item bid on.
5. Samples of items, when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will be disposed of by City
6. Bids received after stated time will not be considered.
7. Be sure and read all conditions and verify amounts before submitting bids. No changes or additions will be allowed after submission.
8. Guarantees and warranties should be attached as a part of the bid as they may be a consideration in awarding a contract.
9. Delivery or contract completion time is to be shown, as this date may, where time is of the essence, determine the contract award.
10. Additional information may be obtained from the Purchasing Office.
11. Bidders shall be aware of Davis-Bacon wage rates and Buy America regulations if applicable.

**THE CITY RESERVES THE RIGHT TO ACCEPT PART OR ALL OF ANY SPECIFIC BID OR BIDS AND TO ACCEPT ANY BID WITH OR WITHOUT TRADE-IN. THE CITY FURTHER RESERVES THE RIGHT TO REJECT ALL BIDS, OR PART OR ALL OF ANY SPECIFIC BID OR BIDS.**

Click on Business- then - Bids at [www.jonesboro.org](http://www.jonesboro.org) for any additional information.

**Scope:** This Bid is for “On-Call” Miscellaneous Construction

<b>Number</b>	<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Unit Cost</b>
1	202	R&D Drop Inlet	Each	_____
2	202	R&D Concrete Driveway	SY	_____
3	202	R&D Concrete Sidewalk	SY	_____
4	202	R&D Concrete Curb & Gutter	LF	_____
5	202	R&D Asphalt Pavement	SY	_____
6	207	Stone Backfill	Ton	_____
7	210	Unclassified Excavation	CY	_____
8	210	Compacted Embankment (On-site Material)	CY	_____
9	210	Borrow Material (Off-site Material)	CY	_____
10	303	Aggregate Base Course (Class 7)	Ton	_____
11	606	18” R.C. Pipe Culvert (CL. 3) (Labor Only)*	LF	_____
12	606	24” R.C. Pipe Culvert (CL. 3) (Labor Only)*	LF	_____
13	606	30” R.C. Pipe Culvert (CL. 3) (Labor Only)*	LF	_____
14	606	36” R.C. Pipe Culvert (CL. 3) (Labor Only)*	LF	_____
15	621	Silt Fence	LF	_____

\*The items with “Labor Only” shall include the cost of installation of the pipe only. The City of Jonesboro will purchase the pipe and have it delivered to the jobsite. Contractor will be responsible for unloading the pipe upon delivery and moving around the jobsite if required.

Prices shall remain in effect through March 31, 2023.

**Scope of Work**

Scope includes, but not limited to, the furnishing of all labor, materials, equipment, services and incidentals

for the provisions of the construction of turning lane and parking lots. There are no minimum or maximum quantities assumed for each individual project. All material and parts provided by the Contractor shall be new.

The Contractor agrees to cooperate and work with the City of Jonesboro in scheduling work requested.

All work shall be performed by the contractor, or an approved subcontractor. No work shall be performed by a subcontractor prior to approval by the City of Jonesboro. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency.

#### Mix Design and Quality Control

- (a) Mix Design and the Contractor's Quality Control and sampling and testing shall be in accordance with paragraph 501.02, Section 501 of the Standard Specifications except as modified herein.
- (b) Acceptance sampling and testing will be performed by the City, if needed.

It is expressly understood that the City does not obligate itself to purchase any specific quantity or to make purchases at any specific time.

The City of Jonesboro reserves the right to accept, split, or reject any or all of any part of any bid received.

#### **Specifications:**

Area disturbed, and sides of sidewalk shall be backfilled, and cleaned and dressed and left in a neat condition acceptable to the City of Jonesboro.

The Contractor shall furnish concrete, fill sand, backfill soil, expansion, key-ways and any other materials required for proper installation. Contractor shall perform cleanup of all debris after completion of sections.

All work shall be in accordance with the Arkansas State Highway and Transportation Department Standard Specifications for Highway construction, Latest Edition.

The Contractor shall be responsible for the payment of any and all sub-contractors, supplies, and equipment. Under no circumstances shall the City be liable for these costs.

The Contractor shall be responsible for all utility locates before each job. The Contractor shall furnish the City of Jonesboro the One-Call reference number prior to the start of any construction.

The Contractor shall be responsible for any and all damages made by the Contractor. Under no conditions will the City be responsible once the scope of the job is given.

Where sidewalks, curb and gutter, driveways, and any concrete or slab intersect with streets and/or driveways, they shall comply with American Disabilities Act Guidelines (no exceptions).

On ramps, the Contractor shall use AHTD details WR-1 & WR-2 with field adjustments approved by inspector.

The item "Silt Fence" shall be in accordance with Section 621 of the Standard Specifications, and shall consist of geotextile fabric with wire backing and metal post.

It will be the Concrete Contractor's responsibility for Maintenance of Traffic in accordance with AHTD DWG TC-1, TC-2, and TC-3. Payment for Maintenance of Traffic will be considered included in the various bid items.

Monthly payment in accordance with attached schedule.

**PAYMENT TO CONTRACTORS**

**2022 SCHEDULE - YEARLY BIDS**

<b>City of Jonesboro Payment Schedule</b>	<b>Deadline for Invoice Submittal to Engineering</b>
Friday, January 21, 2022	Tuesday, January 11, 2022
Tuesday, February 22, 2022	Monday, February 14, 2022
Tuesday, March 22, 2022	Monday, March 14, 2022
Friday, April 22, 2022	Tuesday, April 12, 2022
Tuesday, May 24, 2022	Monday, May 16, 2022
Wednesday, June 22, 2022	Monday, June 13, 2022
Friday, July 22, 2022	Tuesday, July 12, 2022
Tuesday, August 23, 2022	Monday, August 15, 2022
Thursday, September 22, 2022	Monday, September 12, 2022
Saturday, October 22, 2022	Wednesday, October 12, 2022
Tuesday, November 22, 2022	Monday, November 14, 2022
Thursday, December 22, 2022	Monday, December 12, 2022