State of Idaho
Department of Administration
Division of Public Works

502 N. 4th Street
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Design and Construction

Facilities Services

http://www.adm.idaho.gov

C. L. "BUTCH" OTTER
Governor
Teresa Luna
Director
TIM MASON
Administrator

FROM: TIM MASON, Administrator
Division of Public Works

ADDENDUM NO. 1

Date: October 27, 2014
Project: Floor Covering Service Contracts for Capitol Mall and State Facilities

Owner: Idaho Division of Public Works
502 N. 4th Street
Boise, Idaho 83702

Project No(s): 14856 & 14857

No. of Pages 5

NOTICE TO ALL BIDDERS
You are hereby notified of the following clarifications of and/or revisions to the Floor Covering Service Contract for the above referenced project(s).

THIS ADDENDUM is hereby made a part of the project requirements and contract documents for referenced project.

BE SURE to acknowledge this Addendum on your Bid Proposal form (BP-1).

ITEM NO.:

1. List of attendees from the October 23, 2014 Pre-Bid meeting is attached.

2. See the attached Contents page, (AB-2), revised and dated October 27, 2014.
   a. The page numbers for Attachment A and Attachment B have been revised

3. See the attached Instructions to Bidders page, (ITB-2), revised and dated October 27, 2014.
   a. The page number reference for the Contractors Affidavit concerning Alcohol and Drug-Free Workplace has been revised from (BP-5) to (BP-4).

b. The page number reference for the Bidder's Acknowledgement Statement has been revised from (BP-6) to (BP-5).

These pages shall replace and be used instead of the pages included in the Project Manual dated October 15, 2014.

4. Clarifications and answers to questions raised following the Pre-Bid Meeting:

   1. Question – How are out of town travel expenses addressed?

      Answer – There is a provision in the contract for reimbursement if the project is out of the area. Please refer to Floor Covering Service Contract, Exhibit A, "Travel Costs" (SC-36).

   2. Question - Are the hourly rates that will be included in the bid intended to include labor burden, overhead, and profit?

      Answer - Yes

   3. Clarification: All bidders must hold a Public Works Contractors License at the time of the Bid. The minimum applicable license Class C for bids up to $200,000 needs to be in place at the time of bidding. A Class D license only allows up to $50,000. Additional information is available from the Idaho Division of Building Safety. http://dbs.idaho.gov/ Click in the "Licenses" tab.

Attachments: Advertisement for Bids page AB-2
Instructions to Bidders page ITB-2
Pre-Bid Sign-In Sheet

*** * * END ADDENDUM NO. 1 * * ***

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ADVERTISEMENT FOR BIDS	AB-3
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ATTACHMENT B: BIDDER'S ACKNOWLEDGEMENT STATEMENT	BP-5
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EXHIBIT A – OWNER'S PROJECT IDENTIFICATION INFORMATION	SC-35
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ADDENDA: In the event it becomes necessary to revise any part of the bid documents, addenda will be issued. Information given to one bidder will be available to all other bidders if such information is necessary for purposes of submitting a bid or if failure to give such information would be prejudicial to uninformed bidders. It is the bidder's responsibility to check for addenda prior to submitting a bid. A bidder is required to acknowledge receipt of all addenda by identifying the addenda numbers in the space provided on the bid proposal form. Failure to do so may result in the bid being declared non-responsive. No addenda will be issued less than four (4) calendar days before the closing date unless the bid closing date is extended.

REVIEW: It is the bidder's responsibility to review the bid documents and compare them as needed, and to report, in writing, any questions, errors, inconsistencies or ambiguities to the Owner.

BID FORM: Bids must be submitted on the bid proposal forms, or copies of forms, furnished by the Owner. Bids submitted must contain all original signatures in ink on the following forms:

Bid Proposal Form (BP-1)
Contractor's Affidavit concerning Alcohol and Drug-Free Workplace (BP-4)
Bidder's Acknowledgement Statement (BP-5)
Bid Bond (bid security)

The person signing the bid must initial any and all changes appearing on any bid form. If the bidder is a corporation or other legal entity, the bid form must be signed by an authorized designee. Oral, telephonic, telegraphic, facsimile or other electronically transmitted bid forms and/or signatures will not be considered.

BID PRICES: The bid form may require bidders to submit bid prices for one (1) or more items on various bases, including lump sum base bid, lump sum bid alternate prices, unit prices or any combination thereof. Bid amounts shall be expressed in words and numbers. The amount in words shall prevail if there is a discrepancy.

TIME FOR SUBMISSION: Bids must be submitted on or before the time specified in the advertisement for bids. Any bid submitted late will be rejected.

SEALED ENVELOPE: Bids shall be submitted in a sealed envelope with the following clearly printed on the outside of the envelope:

SEALED BID, Floor Covering Service Contract - Capitol Mall and State Facilities
DIVISION OF PUBLIC WORKS

MAILED BIDS: When bids are mailed or shipped, the sealed envelope containing the bid shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof. If mailed, the mailing envelope shall be addressed as follows:

Division of Public Works
502 N. 4th Street
P. O. Box 83720
Boise, Idaho 83720-0072

Attn: Kelly Berard, Ref. DPW No. 14856/14857

It is the bidder's responsibility to ensure that its bid is delivered to the place designated for receipt on

REV. October 27, 2014

MEETING SIGN-IN SHEET				
DPW PROJECT: FLOORING SERVICE CONTRACTS		MEETING DATE: THURSDAY, OCTOBER 23, 2014		
PROJECT MANAGER: KELLY BERARD		LOCATION: DPW DOWNSTAIRS CONFERENCE ROOM		
SIGNATURE	NAME	COMPANY	PHONE	EMAIL
	Jake Gunning	OEC	283-1380	jake@oecboise.com
	Bob Carlson	Great Floors	884-1993	R.Carlson@GreatFloors.com
	Eric Brown	Designer Floors	342-4271	ebrown@dflours.com.
	DENNIS ZOLLINGER	WALL 2 WALL	376-0136	DZOLLINGER@WALL2WALLFLOORWALL.COM
Kelly A. Berard	KELLY BERARD	DPW	332.1938	kelly.berard@adm.idaho.gov

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