



**NOTICE OF BID
FOR
Gwinnett Courts Annex Facility Ductwork Replacement and Duct Cleaning Project
BL087-20**

The Gwinnett County Board of Commissioners is soliciting competitive sealed bids from qualified contractors for the **Gwinnett Courts Annex Facility Ductwork Replacement and Duct Cleaning Project**. Sealed bids will be received by the Gwinnett County Purchasing Division, 75 Langley Drive, Lawrenceville, Georgia 30046 until **2:50 P.M. local time on Tuesday, September 22, 2020** and then publicly opened and read aloud at 3:00 P.M. Any bid received after 2:50 P.M. will not be accepted. Bid envelope should be marked on the outside with Bid Number, name of Bidder, date and time of opening. One unbound original and two (2) copies should be submitted.

This project is to replace all internally insulated ductwork and perform duct cleaning at the Gwinnett Courts Annex Facility located at 115 Stone Mountain Street, Lawrenceville, GA, 30046. Ductwork is located in mechanical rooms, duct chases and above ceiling areas throughout the facility. Air handling units, ductwork, PIU's, VAV's, and diffusers will be cleaned as part of this project. All work is based upon the drawings and specifications herein.

Bidding Documents are available for viewing at:

Precision Planning, Inc.
Attn: Kathy Barker
kbarker@ppi.us
400 Pike Boulevard
Lawrenceville, GA 30046
770.338.8000

Gwinnett County Purchasing Division
Attn: Marlo Puckett
75 Langley Drive - Second Floor
Lawrenceville, GA 30046
P-770/822-8722
F-770/822-8735

Bidding documents may be purchased from **Precision Planning, Inc.** at the above address for a non-refundable fee of \$100.00 for a hardcopy or \$25.00 for a digital copy. Only complete sets will be issued. Applications for documents, together with a non-refundable payment should be filed with the Architect. This amount includes all shipping and delivery fees. Bidders wanting to submit a bid must purchase plans via Certified Check, Treasurer's Check or Cashier's Check, issued by a responsible bank or trust company and payable to Precision Planning, Inc.



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Gwinnett Courts Annex Facility Ductwork Replacement and Duct Cleaning Project

BID DATE: Tuesday, September 22, 2020

Bid Number: BL087-20

August 12, 2020

A pre-bid conference is scheduled for **10:00 A.M. on Wednesday, September 2, 2020** at the Gwinnett Courts Annex Facility, 115 Stone Mountain Street, Lawrenceville, GA 30046. All bidders are strongly urged to attend. Questions will **not** be answered at the pre-bid conference. Protocol for pre-bid conference will be as follows:

Face coverings are to be worn at all times.

Maintain at least 6 feet between yourself and other individuals. Vendors will be allowed one at a time in areas where 6 feet distancing is not possible.

It is recommended that only one representative be present per company.

All questions regarding bids should be submitted to Marlo Puckett, Purchasing Associate III, via email marlo.puckett@gwinnettcountry.com no later than **3:00 P.M. local time, Friday, September 4, 2020**. Bids are legal and binding upon the bidder when submitted.

Bids in the case of Corporations not chartered in Georgia, must be accompanied by proper certification stating that said Corporation is authorized to do business in the State of Georgia.

No Bidder may withdraw his Bid within sixty (60) days after the actual date of the opening thereof. Bidder agrees to complete the Contract awarded within the "allowable calendar days for completion" from the date of the "Notice to Proceed".

Where Gwinnett County provides forms for bid or bond submissions, they must be used **without exception**. A five percent (5%) bid bond must be submitted with the bid. Successful contractor will be required to provide a one hundred percent (100%) payment and one hundred percent (100%) performance bond as well as an insurance certificate fulfilling requirements as stated in the bid documents. Surety and insurance companies must have an AM Best rating of A-5 or greater, be listed in the Federal Registry of Companies holding Certificate of Authority and acceptable sureties on Federal Bonds, be licensed by the Georgia Insurance Department and the Georgia Secretary of State to do business in the State of Georgia.

All bonds must be submitted on forms provided by Gwinnett County and agencies providing bonds and insurance should provide proof that they meet the criteria outlined in the bid and contract documents.

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to Susan Canon, Gwinnett County Justice and Administration Center, 770-822-8165.

Award will be made to the lowest responsive and responsible bid. Gwinnett County reserves the right to reject any or all bids to waive technicalities, and to make an award deemed in its best interest. Bids may be split or awarded in entirety. Gwinnett County reserves the option to negotiate terms, conditions and pricing with the lowest responsive, responsible bidder(s) at its discretion.

END OF SECTION 00100

NOTICE TO BID
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