

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items, which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.:
- II. PROJECT NAME: **RCFD Fire Station Siding Project**
- III. Project/Item(s) Description: **Re-siding Fire Stns 4 & 5**
- IV. BID LETTING DATE: **Mid Sept**
- V. (If applicable) Grant No.:
 Funding Source:
 Estimated Completion Date:
 Estimated Grant Receipt Date:

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 70,000

VII. BASIS OF PAYMENT	Assessed	<input type="checkbox"/>	Non-Assessed	<input type="checkbox"/>
	Single Payment	<input checked="" type="checkbox"/> XX	Lease/Purchase	<input type="checkbox"/>

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

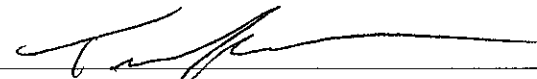
IX. APPROPRIATION DATA


Fund ~~GP~~ 0505
 Department 8915
 Line Item **4320**

X. DEPARTMENT/DIVISION: Rapid City Department of Fire & Emergency Services

Project Manager: Tim Kobes Date August 10, 2009


 DEPARTMENT/DIVISION MANAGER Signature Date August 10, 2009



FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	Investment Desk Public Works Engineering Project Manager
	8/13/09		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**SPECIFICATIONS FOR
Fire Station 4 & 5 Siding Replacement
Rapid City, South Dakota**

Bids will be received at the Rapid City Finance Office, 300 Sixth Street, Rapid City, South Dakota on September 7, 2009, at 2:00 P.M. for furnishing materials and labor which shall meet the following specifications: (See attached specs)

SCOPE

It is the intent of these specifications to describe the siding replacement project in sufficient detail to secure bids. All materials and labor not specifically mentioned, which are necessary in order to successfully complete the project shall be included in the bid and shall conform in strength, quality of material and workmanship to what is usually provided the trade in general.

The City's intent is to obtain a reasonable bid from all interested bidders. If for any reason bidders are unable to meet or equal the following specifications, the City will receive for consideration minor deviations of specifications. Deviations and variations of specifications must be fully detailed and explained by the bidder in the BIDDER'S PROPOSAL.

All bids must be accompanied by literature completely describing the materials to be furnished. Each bidder shall be a licensed contractor to operate within the City of Rapid City. Each bid shall contain a dealer and/or factory warranty as a guarantee of the product to be furnished. The guarantee shall be stated in the descriptive literature or by a letter.

GENERAL CONDITIONS

1) Bidders Information

Each bid envelope shall contain **ONLY ONE** (1) Bid Proposal and shall be marked with the words **"FIRE STATION SIDING"**.

Bids submitted by mail, express courier, or common carrier cannot be accepted unless received in the City Finance Office prior to the time for the scheduled bid opening. Bids submitted by telefax cannot be accepted.

Each bid envelope shall contain the entire proposal. To save time for both the bidder and the City, the bidder shall fill out and complete "ARTICLE 5 CONTRACT DOCUMENT" upon submittal of the bid.

To the extent provided by statute, preference will be given to materials, products, and supplies found or produced within the State of South Dakota. (SDCL Chapter 5-19; Residential Preference Statute.)

The City reserves the right to reject all bids and unless all bids presented are rejected, the lowest responsible bid, in all cases, will be accepted. In case the low bid is not responsible or the bid is not made in accordance with the requirements of SDCL Chapter 5-19 or the low bid is withdrawn, the bid of the next lowest responsible bidder may be accepted; however, to the extent allowed by law the City reserves the right to accept the bid that is to the advantage of and is in the best interest of the City of Rapid City.

Payment for the **Siding Project** will be made BY CHECK, within a reasonable time after receipt and approval of the project, receipt of a City claim, and approval by the Common Council.

The unit price of the bid must be stated on the Bidder's Proposal form, along with the extended price bid. Unit price shall take precedence over extended price; written figures shall take precedence over numerical figures.

NAME OF BIDDER: _____

ADDRESS: _____

PHONE NO.: (_____) _____ **FAX NO.:** (_____) _____

e-mail address: _____

Bidder proposes and agrees to and with the City of Rapid City, South Dakota ("City") to furnish **all labor and materials for the Fire Station Siding Project** at the following price, to-wit:

ITEM NO.	DESCRIPTION	UNIT PRICE (numerical)	EXTENDED PRICE (numerical)
1.	Fire Station 4		
2.	Fire Station 5		

The within proposal and agreement are based upon the conditions, stipulations, and specifications named in the notice inviting bids for said, which notice and detailed specifications are made a part of this contract as if written herein at length. The Fire Station Siding Project shall be completed within _____ calendar days (to be filled in by Bidder) after date of awarding contract.

The Bidder further agrees and states that he has read the notice calling for bids and has studied the detailed specifications and that he is familiar with the terms and conditions stipulated therein and agrees to enter into attached Contract.

NAME OF COMPANY - BIDDER

AUTHORIZED SIGNATURE

Print Name & Title

Address

Date

BIDDER MUST FILL IN ALL SPACES PROVIDED ABOVE

**CONTRACT
SUPPLIES AND EQUIPMENT
BETWEEN
SUPPLIER AND CITY OF RAPID CITY**

THIS AGREEMENT, made the _____ day of _____, 20____, by and between _____ hereinafter "Supplier," and the City of Rapid City, South Dakota, hereinafter "City," WITNESSETH:

That the Supplier and the City, for the consideration named, agree as follows:

ARTICLE 1. SCOPE OF WORK

The Supplier shall furnish all of the materials, labor and perform all of the work as described in the specifications for the project entitled **Fire Station Siding Project** prepared by the Department of Fire & Emergency Services, Rapid City, South Dakota, and shall do everything required by this Contract, General Conditions, Special Conditions, and Detailed Specifications, which are hereby made a part of this Contract.

ARTICLE 2. TIME OF COMPLETION

The furnishing or ordering of materials, supplies, and equipment under this Contract shall be commenced as soon as possible within the time stated in the specifications unless the specifications expressly provide for a one time delivery, it is agreed that the City may place orders under this Contract at any time or times within the Contract period. Failure to meet the terms of the Contract on or before the completion date shall be deemed a breach of this Contract. Request for time extensions shall be made in writing to the RAPID CITY DEPARTMENT OF FIRE & EMERGENCY SERVICES at least fourteen (14) days before the Contract completion date. The City through the Department of Fire & Emergency Services will issue all time extensions.

ARTICLE 3. THE CONTRACT SUM

The City shall pay the Supplier for the performance of the Contract, subject to additions and deductions provided therein, in current funds as follows:

_____ Dollars (\$_____)

ARTICLE 4. ACCEPTANCE AND FINAL PAYMENT

Upon delivery of any items under this Contract, the Individual or Department specified in Article 2 for making time extensions shall satisfy himself by examination that the furnishing of supplies and equipment has been finally and fully completed in accordance with the Specifications and Contract, and shall make up the appropriate purchase order. The Supplier must complete and return a proper City voucher and payment will be made on said voucher as soon as possible after approval by the Common Council.

CONTRACT

ARTICLE 5. THE CONTRACT DOCUMENTS

The Notice for Bids, General Conditions, Special Conditions, Addendum, Specifications, and the Bidder's Proposal together with this Agreement, form the Contract, and all are as fully a part of the Contract as if herein set forth at length.

The Supplier further agrees and states that he has read the advertisement calling for bids and has studied the detailed specifications and that he is familiar with the terms and conditions stipulated therein.

IN WITNESS WHEREOF: The City of Rapid, South Dakota, its Council having duly approved this Contract, has caused this Contract to be executed in its behalf by its Mayor, hereunto duly authorized, attested thereto by its Finance Officer, and has hereto attached its corporate seal this _____ day of _____, 20____.

THE CITY OF RAPID CITY, SOUTH DAKOTA

ATTEST:

by _____
ALAN HANKS, MAYOR

Jim Preston
City Finance Officer

Date _____

NAME OF COMPANY

by _____
AUTHORIZED SIGNATURE

Print Name & Title

Address

Date _____

Siding Replacement for Fire Station 4 & Fire Station 5

The Rapid City Fire Department is requesting bids for the replacement of the existing siding on TWO Fire Stations. Station 4 is located at 700 E Fairmont Blvd and Fire Station 5 is located at 2902 Park Drive. Each bid should include all the necessary materials, labor, supplies, and all other necessary items to complete this project as described. Bid will be awarded as a single project, but an estimate for each building shall be included.

Fire Station 4

Fire Station 4 is a wood frame building that was constructed in the early 1990's. It currently is sided with vinyl siding. Owner will remove and dispose of all old siding and siding trim.

Estimated surface area to be recovered is 4556 Sq Ft. Contractor is expected to provide and install colored concrete "Hardie plank" style no maintenance siding. All corners and trim shall also be maintenance free and match the siding color. Contractor is expected to supply all siding, trim, fasteners, caulking, and all needed supplies, labor, and equipment. Color(s) will be determined by buyer prior to installation. Buyer will provide all needed permits and inspections for this project.

Contractor shall provide and install vinyl brick molding around all doors and window openings. Soffits and fascia are all metal wrapped and no additional work to them is anticipated.

Fire Station 5

Fire Station 5 is a wood frame building that was constructed in the early 1980's. It is currently sided with rough sawn pine board and batten siding. Owner will remove and dispose all existing batten strips. Contractor is expected to re-nail any loose planks, wrap the area with "Tyvek" wrap, then install the new colored concrete "Hardie plank" style no maintenance siding. All corners and trim shall also be maintenance free and match the siding color.

Estimated surface area to be recovered is 1400 sq.ft. Contractor will provide and install vinyl

brick mold around all door and window openings. Contractor will provide for and install all vent, electrical, and water extensions, as needed, and install new crawl space vents.

Contractor is expected to supply all siding, trim, fasteners, caulking, and all need supplies, labor, and equipment. Color(s) will be determined by buyer prior to installation. Buyer will provide all needed permits and inspections for this project.

Contractor is also requested to provide and install approximately 310 sq ft of maintenance free steel or aluminum wood grain continuous soffit over the top of the existing wood soffit, and wrap with aluminum the approximately 130 lineal ft of fascia. Existing gutter will be removed and reinstalled by owner.

Alternate #1

Provide and install 2 high quality maintenance free steel entrance doors on Station 5. The front door is currently a 36" door with a sidelight. Existing door will be removed and a 36" steel door with an insulated glass clear sidelight will be installed. The rear door is a standard 36" door. New door shall have an approximately 20 x 24 light installed. The owner will paint the two new doors.

Alternate #2

Provide and install all new rain gutters and needed down spouts on Station 5. Approximately 130 lineal feet will be needed. Gutter should be seamless commercial grade .032 aluminum and be sized to handle normal drainage of the roof surface. Down spouts shall be 3"x4" and be installed to carry water sufficiently away from the structure. Color to be determined by buyer. All parts shall be pre-painted. Gutters shall be hung using hidden hangers.