



**NEW CASTLE COUNTY
Department of Administration**

Notice and Invitation to Bidders

**Bear Library
Bid Package 1 Demolition
Contract No. 2012-14-1
Bid No. 12-1231**

Sealed bids are invited by New Castle County Department of Special Services for all labor, tools, materials and equipment necessary for Bear Library BID PACKAGE 1, DEMOLITION in accordance with the Contract Drawings and Specifications.

The Work is located at 101 Governor's Place, Bear, Delaware 19701. Work may include, but not be limited to, selective demolition of interior walls, ceilings, finishes, mechanical, electrical, plumbing, equipment, and furniture, etc.

Plans and Specifications may be obtained on the EDiS FTP Site at **bids.ediscompany.com** using the Username: **bearlibrary** and Password: **edis0202** on or after January 10, 2012. Contact Chris McCone at 302-421-2973 or cmccone@ediscompany.com with any questions. Bidders are **required** to contact Chris McCone to provide Bidder Name, Company, Address, Phone number, and FAX number so that future bidding information and Addenda can be provided.

Bids addressed to the New Castle County Purchasing Division will be received by the Purchasing Division, New Castle County Government Center, 87 Reads Way, New Castle, DE, 19720, (302-395-5250) until 2:00 p.m. on Tuesday, January 31, 2012, when they will be opened and read publicly. No Bid will be accepted after that time. Bid envelopes shall carry a clear notation "**Bear Library Bid Package 1, Demolition, Contract 2012-14-1, Bid No. 12-1231**".

Bids shall be accompanied by a Bidder's bond or certified check in an amount equal to 10 percent of the bid price, payable to New Castle County and conditioned to be forfeited to said County for failure to enter into a contract, if awarded.

Awards, if any, will be made to the lowest responsible qualified Bidder. The County reserves the right to reject any or all bids and to waive minor irregularities. The successful Bidder will be required to give bond of a surety company, acceptable to the County, and licensed to do business in the State of Delaware, in the amount of the contract price.

PREQUALIFICATION

New Castle County is not requiring pre-qualification for this bid package.

CONTRACTOR RESPONSIBILITY CERTIFICATION

Contractors proposing to submit a bid to New Castle County for a Special Services Contract expected to exceed \$100,000.00 are required to complete and submit a Contractor Responsibility Certification (CRC) form. The New Castle County Department of Special Services, Contracts Officer, **must receive this executed form no later than the advertised deadline for bid submittals**. Failure to submit the form by that time shall result in the County's inability to consider your bid for award. Bidders are encouraged to submit the CRC form with the Prequalification Forms. The form is located after the last page of the prequalification forms and is also available at <http://www2.nccde.org/purchasing/documents/forms/contractorsresponsibilitycertification.pdf>. Please see New Castle County Code Sect. 2.05.303(D) for additional requirements and information. The certification must have original signatures; faxes will not be accepted.

Be advised that in accordance with the criteria established pursuant to the New Castle County Code, New Castle County will undertake and evaluation of the apparent low Bidder to determine if that Bidder is responsible, and as

such can be awarded the Special Services contract. To that end, the apparent low Bidder must submit the documentation and provide responses to the information requested on the County's Responsibility Evaluation Form. The Responsibility Evaluation Form will be provided to the apparent low Bidder. A copy of the form will be available for review at the Pre-Bid Meeting. A Bidder determined to be non-responsible will be disqualified from receiving the Special Services contract. No action of any nature shall lie against the County because of a refusal to accept a bid from any Bidder or because a Bidder has been disqualified for failing to provide the required information.

PRE-BID MEETING

There will be a non-mandatory Pre-Bid meeting at 9:00 a.m. on January 10, 2012 at the Bear Library, 101 Governor's Place, Bear, Delaware 19701. A Site Walkthrough will be conducted as part of the Pre-Bid Meeting.

A second Site Walkthrough will be conducted on January 19, 2012 at 9:00am at the Bear Library. Note, this walkthrough is NOT a Pre-Bid Meeting.

MBE/WBE AND DELAWARE RESIDENT SUBCONTRACTOR PARTICIPATION

Minority and Women Business Enterprises (M/WBE) will be afforded full opportunity to submit bids and will not be subject to discrimination on the basis of race, color, national origin or sex in consideration of this award.

Be advised that to be awarded the Special Services contract, the Bidder must certify that it has demonstrated "Good Faith" efforts to maximize MBE/WBE and Delaware Resident Subcontractor participation. To that end, the Bidder will be expected to provide proof that it has made such "Good Faith" efforts. Acceptable forms of proof may be obtained by viewing the Contractor Responsibility Form or contacting New Castle County at 302-395-5805. Failure to provide the required proof demonstrating that "Good Faith" efforts have been made will result in the rejection of the Bid.

Yvonne Anders Gordon
Chief of Administrative Services
Bid # 12-1231

