



Purchasing Division
2101 O'Neil Avenue, Room 309
Cheyenne, WY 82001
307-773-1045
tbarttelbort@cheyennecity.org

ADDENDUM NUMBER ONE
BID S-10-19

To: All Prospective Bidders and all others concerned

From: City of Cheyenne, Purchasing Manager, TJ Barttelbort

Date: February 20, 2019

**Subject: Addendum Number One to Bid S-10-19 for the Cheyenne Municipal Building
2nd Floor Carpet Replacement, for the Facilities Maintenance Division**

The changes, clarifications, omissions, additions, and/or alterations in, on, and to the bid information and specifications shall apply to the Invitation For Bid submitted for and to the project indicated above. Except as modified by this Addendum Number One, all of the terms and provisions of the Invitation for Bid for the above listed project remain in full force and effect. This Addendum Number One supersedes all previous instructions pertaining to the items listed:


1. The style of carpet & cove provided under this project shall be as follows:
 - a. Carpet
 - i. Mohawk Group GL154 Faculty Remix (Broadloom Style & Tile Style), Tufted Pile Weight: 26.0 oz. per sq. yd. (Color to be determined at time of Contract Award).
 - b. Cove
 - i. Johnsonite 4" Base Cove, With Toe Profile (Color to be determined at time of Contract Award).
 - c. The 'CARPET AND COVE STYLE SUBMISSION' shall be omitted from the Bid Submission.
2. Page 47, 2, a, is updated to read as follows:
 - a. "All work inside occupied office areas shall be completed outside City of Cheyenne Municipal Building Work Hours (8:00 AM – 5:00 PM). Work in un-occupied spaces, such as hallways, closets and conference rooms, may be completed during work hours with prior coordination from the Facilities Maintenance Staff to minimize disturbance to the building tenants. It is expected that a portion of the work will be completed during the evenings and/or on weekends."

3. The project shall be completed no later than June 30, 2019.
4. A floorplan is included with this Addendum 1, for reference. The City of Cheyenne makes no claim to its accuracy, and the responsibility of taking accurate measurements is the sole responsibility of the Bidder.
5. Part 3 – Proposal Forms, Pages 13 through 17 of the Bidding Documents, have been updated on Pages 3 through 8 of this Addendum One. Bidders shall utilize the revised Part 3 for their Bid Submission.
 - a. An itemized Bid Sheet has been added to Part 3 – Proposal Forms. This is to identify the entire project cost for installation of a Broadloom Style **OR** a Tile Style. The City of Cheyenne will only award one product type of carpeting. The price submitted for each style shall be an all inclusive cost to complete the entirety of the project.

ADDENDUM ONE ACKNOWLEDGED:

BY _____ TITLE _____
(Addendum **must** be signed and returned with bid or receipt of the addendum **must** be acknowledged on the Invitation to Bid).

PART 3 – PROPOSAL FORMS
CITY OF CHEYENNE, WYOMING

	<p><u>CITY OF CHEYENNE BID PROPOSAL FORM</u></p>
BID NO.	S-10-19
OPEN DATE:	March 1, 2019
TIME:	2:00 PM
PROJECT:	Cheyenne Municipal Building 2nd Floor Carpet Replacement

TO: GOVERNING BODY
CITY OF CHEYENNE
2101 O’NEIL AVENUE
CHEYENNE, WY 82001

(Submit bids to the City Purchasing
Division, Room 309, Municipal Bldg.
at 2101 O’Neil Avenue)

- Pursuant to and in full compliance with all Bidding Documents, the undersigned Bidder hereby proposes to furnish all the labor and materials and to perform all the work required for the complete and prompt execution of everything described or shown in or reasonably implied by the Bidding Documents, including the Drawings and Specifications, for the work above indicated for the monies stated herein, which includes all State, County and local taxes normally payable in respect to such work when done for an entity not entitled to any exemption from such taxes. The amounts stated include all allowances for profit and overhead, taxes, fees and permits, transportation, services, tools and equipment, labor and materials and other incidental costs.
- The Bidder has carefully examined the Bidding Documents, including the Drawings and Specifications and the work site, and has fully apprised him/her -self of the conditions affecting the work to be executed, and hereby proposes to construct and complete the above-referenced project, all in accordance with the Bidding Documents, at and for the following sum, as reflected in the total on the attached itemized bid sheets:

_____ Dollars

(\$ _____).
- This Bid Proposal is accompanied by the required Bid Guarantee of five percent (5%) based upon the total cost of all items required to be bid. The City of Cheyenne is authorized to hold said Bid Guarantee for a period of not more than sixty (60) calendar days after the opening of the bids for the purpose of evaluating bids prior to award. If awarded the contract for this work, the undersigned Bidder agrees to execute the Agreement and furnish the required Bonds and Insurance Certificates within thirty (30) calendar days from the date of Notice of Award.
- Attached hereto is an affidavit in proof that the undersigned has not entered into a collusive agreement with any person in respect to this bid or any other bid or the submitting of bids for which this bid is submitted.

5. The undersigned bidder **has [] has not []** been granted a State of Wyoming Certificate of Residency Status. If the bidder has been granted a State of Wyoming Certificate of Residency Status, the undersigned **bidder has [] has not []** subcontracted more than thirty percent (30%) of the work covered by this contract to nonresident bidders, as per Wyo. Stat. § 16-6-103 regarding limitations on subcontracting by resident contractors.

Dated this _____ day of _____, _____
(Month) (Year)

FIRM NAME: _____

Bidder's Legal Stature: Corporation
Partnership
Individual Sole Proprietorship
L.L.C.
Other: _____

State of Incorporation: _____

Bidder's Address: _____

Telephone Number: _____

Email Address: _____

By: _____
(Bidder's Signature)

Title: _____

Witness

The Bidder acknowledges receipt of the following addenda to the Bid Documents (if none, so state): _____.

Addendum No. Dated



CITY OF CHEYENNE ITEMIZED BID SHEET FORM

BID SHEET, BASE BID

BID PROPOSAL

PROJECT Cheyenne Municipal Building 2nd Floor Carpet Replacement

Item No.	Description	Unit	Est. Qty	Unit Price (in figures)	Total Price
1 - Broadloom	Broodloom Style - Mohawk Group GL154 Faculty Remix	LS	1		
2 - Tile	Tile Style - Mohawk Group GL154 Faculty Remix	LS	1		

BIDDER: _____

TOTAL BID: _____



CITY OF CHEYENNE NON-COLLUSION
AFFIDAVIT OF PRIME BIDDERS FORM

State of:	
County of:	

_____, being first duly sworn, deposes and says that:

- (1) S/he is (owner, partner, officer, representative, or agent) of _____, the bidder that has submitted the attached bid;
- (2) S/he is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm, or person to submit a collusive or sham bid in connection with the contract of which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement, collusion, communication, or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder; to fix any overhead, profit, or cost element of the bid price or the bid price of any other Bidder; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of the bidder's agents, representatives, owners, employees, or parties in interest, including this affiant.

Signed _____

Subscribed and sworn to before me this _____ day of _____, _____.

(Title) (Signature)

My Commission expires _____



CITY OF CHEYENNE BID BOND FORM

PROJECT	Cheyenne Municipal Building 2nd Floor Carpet Replacement
BID NUMBER	S-10-19

KNOW ALL MEN BY THESE PRESENTS, that _____, as Principal, and _____, as Surety, a corporation duly organized under the laws of the State of _____ and authorized to do business within the State of Wyoming, are held and firmly bound unto the City of Cheyenne, Wyoming, in the full and just sum of _____ Dollars (\$ _____), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal is herewith submitting a Proposal for _____, and the City of Cheyenne, Wyoming has required as a condition for submitting said Proposal, that said Principal deposit specified Bid Security in an amount not less than five percent (5%) of the amount of said Proposal, conditioned that in event of failure of Principal to execute the contract and furnish the required performance and payment bonds if the contract is awarded to said Principal, that said sum be paid immediately to the City of Cheyenne, Wyoming as liquidated damages, and not as penalty, for the Principal's failure to perform.

The condition of this obligation is such that if the aforesaid Principal will, within the time required, enter into a formal contract and give such bonds as are specified in the bidding documents with surety acceptable to the City; or if Principal shall fail to do so, pay to the City the sum determined herein as liquidated damages and not as a penalty, then this obligation shall be void; otherwise to remain in full force and effect.

Signed, sealed, and delivered this _____ day of _____, _____.

Witness

Principal (seal)

by _____

Title _____

Witness

Surety (seal)

by _____

Attorney-in-fact

(Attach Power of Attorney)



**CITY OF CHEYENNE SUBCONTRACTORS
AND MATERIALS SUPPLIERS LIST FORM**

BIDDER’S NAME

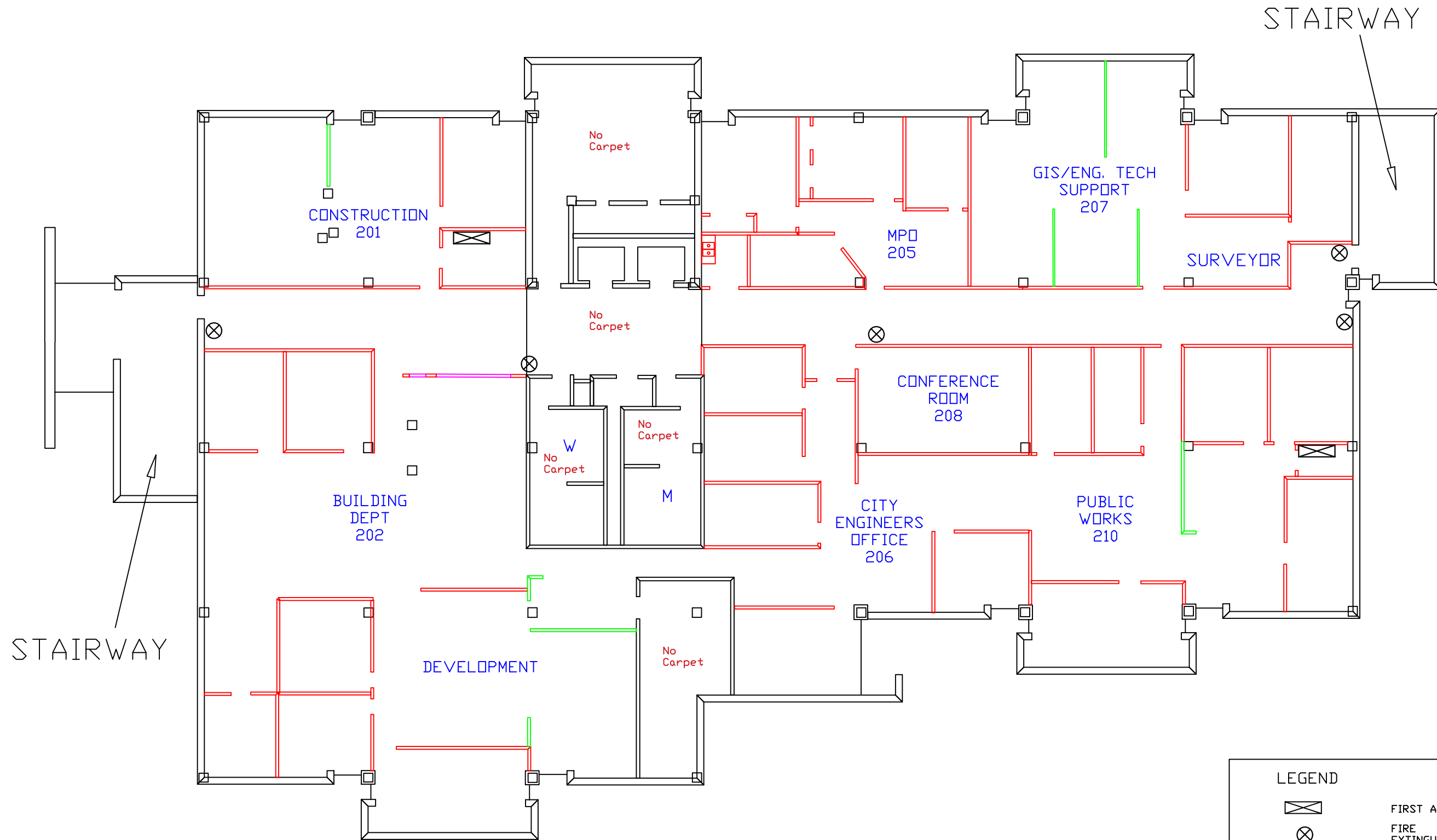
List all materials suppliers and subcontractors proposed for this project and return list with bid:

ATTENTION!

Any Resident Bidder using Non-Resident subcontractors must fill in the percentage of work being done by the subcontractor.

WORK	SUBCONTRACTOR OR MATERIAL SUPPLIER	CITY/STATE	% OF WORK

MUNICIPAL BLDG - 2ND FLOOR



LEGEND	
	FIRST AID
	FIRE EXTINGUISHER
	FULL WALL
	HALF WALL
	COUNTER
	BLOCK WALL
	PILLAR

DRAWN BY: MG
DATE: 2-27-15

JOB TITLE: MUNICIPAL BUILDING
DRAWING NAME: 2nd FLOOR LAYOUT

CITY OF CHEYENNE



DRAWING NO.

2