

## INVITATION TO BID

**COMMUNITY VENTURES** ("Owner") hereby invites the submission of sealed bids for the furnishing of general contracting services for the new construction of ten (10) single-family, attached, two- and three-story houses ("Work"). The new structures will be located on the 1300 block of N. Smedley St., 1301-1319 N. Smedley St. (A.K.A., 1610-1616 W. Master St. & 1316-1320 N. 16th St.), Philadelphia ("Project Site"), and will be constructed in accordance with the *Project Manual for Ingersoll Commons Homeownership* ("Project Manual") and the construction drawings titled *Ingersoll Commons Homeownership – 1301-1319 N. Smedley Street, Master and North 16<sup>th</sup> Streets, Philadelphia, PA 19121*, ("Drawings") produced by KSK Architects Planners Historians, Inc. ("Architect") and dated 6/12/13 (Project Manual and Drawings together known as "Plans and Specs").

**Bid packages may be downloaded from the Community Ventures website ([www.community-ventures.org](http://www.community-ventures.org)) starting at approximately 12:00 noon on Thursday, June 13, 2013.** Bidders are advised to contact Community Ventures at (215) 564-6004 if any technical problems occur.

A **Mandatory Pre-Bid Meeting** will take place at the offices of Community Ventures, 1501 Cherry St., Philadelphia, at **10:00 a.m., Thursday, June 20<sup>th</sup>, 2013**. Bids will be considered only from bidders that have attended the Pre-Bid Meeting.

**Bids must be received by 10:00 a.m., Thursday, June 27<sup>th</sup>, 2013**, at the offices of Community Ventures, 1501 Cherry Street, Philadelphia ("Closing of the Bids").

### **This invitation for bids is made under the following terms and conditions:**

1. All bids must be in writing, on the Bidder's letterhead, and in a sealed envelope. All bids must be accompanied by a bid bond from a reputable bonding company acceptable to Owner in the amount of at least ten percent (10%) of the bid amount. Bids submitted without this bid bond will be considered non-responsive. Bids may not be withdrawn for a period of sixty (60) days after the Closing of the Bids.

2. Owner reserves the right, in its sole discretion, to accept or reject any or all bids or parts thereof for any reason whatsoever, to negotiate privately a contract, or to re-bid the contract. In the event that the contract is bid privately or is re-bid, the Owner shall notify all Bidders of this fact and shall return promptly the bid bond provided by each Bidder.

3. Bidders must refer to and comply with all of terms of AIA A701 *Instructions to Bidders* that are not in conflict with this Invitation to Bid. This form may be downloaded from the Community Ventures website.

4. All Bidders must be properly licensed, bonded and insured, per the contract form included in the Bid Package. Payment and performance bonds will be required.

5. All bids must be prepared on the basis of Plans and Specs (as modified by any Addenda to this Invitation issued by the Architect) and the other Construction Documents that are part of the Bid Package. Bidders are requested to submit a **Base Bid** based on the complete Plans and Specs as well as **twelve (12) Alternates**, which will be net deductions from the Base Bid to incorporate the alternate into the Work. These alternates are detailed at *Section 004323, Alternates*, of the Project Manual.

6. The primary funding for this project is currently anticipated to be provided by the City of Philadelphia Housing Trust Fund, administered by the Philadelphia Redevelopment Authority , along with construction lending provided by The Reinvestment Fund. The Philadelphia Redevelopment Authority and The Reinvestment Fund (the “Lenders”) may impose additional requirements on the construction of the Project and construction documentation.

7. All bids must be submitted on the Bid Response Form, attached hereto at *Section 004113* of the Project Manual. The Bidder that is awarded the contract will be required to submit to the Owner a cost breakdown for each Project Property grouped as required by the Lenders and Investor on this project and in such form as the Lenders and Owner may require.

8. All Bidders should be aware that the financing for this Project is limited. Any costs savings suggestions offered by Bidder based on value-engineering are welcome, but Bidders are forewarned that these suggestions should be stated as an “Alternative,” in addition to providing a bid based on the Plans and Specs. Bids based on value-engineering alone will not be considered responsive.

9. Compliance with Laws: Contractor covenants that it shall comply with all applicable laws, ordinances, codes, orders, rules, regulations and written standards (collectively "Laws") in effect at the time of the execution of the Contract and as may be amended from time to time during the performance of the Work. **This project will be subject to Pennsylvania State Wage Compliance requirements and should be bid as such.** The current Federal Residential Wage Rates for Philadelphia County are available for download at the Community Ventures website as a guideline; **however** they may differ from the Pennsylvania State wage rates for this project, which will be published at construction closing and prior to construction start.

10. **Owner shall obtain and pay for the General Building Permits for the Work.** The General Contractor shall obtain and pay for all other necessary approvals and permits for the

Work, including, but not limited to, demolition, plumbing, electrical, mechanical and street closure permits. Bidders shall include in its bid the cost of obtaining and paying for these approvals and permits for the Work, other than the General Building Permits.

11. Bidders must also carefully examine the Project Site and familiarize themselves with all existing site conditions. The Plans and Specs may not indicate accurately existing site conditions. All Bidders must inspect the Project Site, which is freely accessible, prior to bidding. Bidders shall notify the Architect in their bids of any other existing condition that deviates from the Plans and Specs. No additional compensation will be granted or considered for lack of knowledge of conditions at the Project Site that could have been identified through thorough inspection.

12. The person signing the bid must be authorized to sign the bid on behalf of the Bidder. The Owner has the right to reject the evidence offered by the signer of any bid in support of his/her authority to sign the bid on behalf of the Bidder.

13. Any current or prior (in last 10 years) or threatened litigation directly involving a bidder or any of its principals or any other entities current or previously operated by such principals, as a litigant, co-defendant, or cross-claimant, should be fully disclosed and explained. Please include matters that have been settled or turned over to insurer for defense.

14. Any current or prior (in last 10 years) or threatened "debarment" by the United States Department of Housing and Urban Development of any bidder, any of its principals, or any other entities currently or previously operating by such principals should be fully disclosed and explained. A current debarment of the bidder, principal or other entity operating by such principal may disqualify a bidder in this bid process.

15. Any submitted bid may be withdrawn at any time prior to the Closing of Bids.

16. After the Closing of Bids, the Owner and Architect will review all bids. The Owner shall notify all Bidders of the outcome of the bidding process once a decision has been made. Bidders are invited to attend the bid opening.

17. In compliance with the *PRA Economic Opportunity Policy and Requirements*, available for download at the Community Ventures website, Bidders, as part of the bid submission, shall:

- a. sign and return a *Section 3 Contractor's Certificate of Compliance* (available on the CV website) indicating the Bidder's commitment to making good faith efforts to utilize disadvantaged and/or local low-income residents and businesses in the Project.

- b. indicate in their bid submissions the anticipated number of employment and training positions to be filled during the course of the Project (using *Section 3 Workforce Needs/Manpower Utilization Form*, available at the CV website).
- c. specify in their bid submissions the anticipated number and dollar amounts of subcontracts to be let during the course of the Project (using *Contractor's Section 3 Affirmative Action Plan for Business Utilization*, available at the CV website).
- d. list in their bid submissions on the *Solicitation and Commitment Form* (available at the CV website) all contractors solicited for each bid opportunity and indicate the dollar amount of contracts committed, if any.
- e. comply with all other requirements of the Philadelphia Redevelopment Authority, which may include revisions to the above forms and policies.

18. All Bidders shall execute and submit as part of the bid submission the *Non-Collusion Certification*, available at the CV website.

19. All Bidders shall complete, execute and submit as part of the bid submission the *Philadelphia Tax Status Certification Request*, available at the CV website.