

## ARTICLE 1 – INVITATION TO BID

### PROJECT INFORMATION

- A. Qualified Bidders are invited to submit a lump sum bid for a single prime general contract to complete the Project described herein.
1. Project Identification: Biology Greenhouse Expansion
  2. Project Number: 23-02.01
  3. Project Location: 544 Eastern Avenue, Fayetteville, Arkansas
  4. Project Description: Add one new wing to the building's two original wings, including both headhouse and greenhouse components.
- B. This invitation is extended by the Board of Trustees of the University of Arkansas acting for and on behalf of the University of Arkansas, Fayetteville hereinafter termed Owner or UA.
- C. Facilities Management (FAMA) Director of Engineering and Construction shall serve as the Owner's Representative for this Project. FAMA Engineering and Construction Department shall hereinafter be termed Owner Representative or Campus interchangeably.
- D. This invitation does not commit the Owner to pay any cost incurred in the preparation of bids.
- E. Copies of drawings, specifications and other proposed contract documents may be examined at the following locations:
1. Architecture Plus, Inc.  
907 S. 21<sup>st</sup> Street  
Fort Smith, Arkansas 72901
  2. Fort Smith Blueprint  
2001 Rogers Ave, Suite B  
Fort Smith, Arkansas 72901
- F. A complete set of Contract Documents may be obtained from the office of the Architect by emailing Rachelle Riddle at [riddle@archplusinc.net](mailto:riddle@archplusinc.net) and requesting such. Questions during the Bidding process shall be directed to Michael Johnson, AIA at [michael@archplusinc.net](mailto:michael@archplusinc.net).
- G. PRE-BID CONFERENCE
1. There will be an optional Pre-Bid Conference held at the project site on December 14, 2023 at 2:00 PM.
- H. The Owner will not accept a bid from any Bidder failing to attend a mandatory meeting(s). The Owner reserves the right to schedule mandatory meetings as determined necessary.

### BID OPENING

- A. **The Owner will receive sealed bids until January 11, 2024 at 2:00p.m.** Bids received after this time will not be accepted. Bids may be mailed or delivered to the University of Arkansas, Facilities Management Engineering and Construction Department, attn. Kristen Knight, 521 S. Razorback Rd. Fayetteville, AR 72701.
- B. On the date and time fixed in this notice, the Owner Representative or Owner Representative's delegee, shall open, read aloud and tabulate the bids and thereafter award the contract to the lowest responsible bidder but only if it is the opinion of the authority that the best interests of the University would be served thereby.
- C. Interested parties are invited to attend the bid opening in person, or virtually by logging into a Teams call, login information to be provided to plan holders prior to this date.

- D. Submit the completed Bid Form and Bid Security in an opaque, sealed envelope. Identify the envelope with the project name and number, name of Bidder, and Arkansas Contractors License number.
- E. Each bid proposal shall include a bid security in the amount of five (5) percent of the total bid offered.
- F. Only one bid shall be submitted per State Contractor's license number. Bidders will be required to indicate the State Contractor's license number on the Bid Form beneath their signature.

**MODIFICATION AND WITHDRAWAL OF BID**

- A. Bidder may withdraw bid at any time before bid opening and may resubmit a new bid up to the date and time designated for receipt of bids in 0 BID OPENING.
- B. No bid may be withdrawn or modified after time has been called for the bid opening.
- C. Bidder may submit written modifications to bid such that they are received before the time specified in 0 BID OPENING and shall so word the modification(s) to not reveal the amount of the original bid. Modification document must be in a sealed envelope marked as "Modification to Bid #PR02831", and include Respondent Name and Bid Due Date.
- D. Oral modifications to bids will not be considered.