

# CITY OF HELENA

## \*\*\*\*\* REQUEST FOR BID \*\*\*\*\*

The City is requesting sealed bids for the **Helena Municipal Court Remodel, Project No. 20-13**. To be considered for award, the bid must state the name and number of the project, be addressed to the Clerk of Commission, City of Helena, 316 North Park Avenue, Helena, Montana 59623 and be received by **2:00 P.M.** local time on **August 11<sup>th</sup>, 2020**, at which time the bids will be publicly opened and read. No bid may be withdrawn after the scheduled time of the public opening of bids. The opening and reading of the bids will occur in Room 326 of the City- County Building, 316 North Park Avenue, Helena, Montana.

*The proposed project consists of the interior remodeling of the first floor of 404 Fuller Avenue. The work involves approximately 3,200 square feet of interior space and includes space reconfiguration, new ceiling systems, new finishes, new lighting and existing lighting systems upgrades, renovation of mechanical systems, and renovation of two restrooms in adjacent space for ADA access.*

Plans, specifications, and Instructions to Bidders are available at the City Engineer's Office in Room 417 of the City-County Building, 316 North Park Avenue, Helena, Montana.

A pre-bid conference for this project will be held on **August 4th at 2:00 P.M.** on site, at the east entry of 404 Fuller avenue.

Each bidder shall expressly covenant in the bid that if the bidder is awarded the contract, the bidder will, within twenty-one days after the bid is awarded, enter into a formal contract and give an approved performance bond and a labor and materials payment bond to secure the performance of the terms and conditions of the contract. Each bid must be accompanied by bid security payable to the *City of Helena* for ten percent (10%) of the total amount of the bid. Bid security provided in a form specified in §18-1-203, MCA, which includes, but is not limited to, certified check, cashier's check, bank draft, bid bond, guaranty bond, or surety bond, constitutes compliance with this requirement. The bid security protects and indemnifies the City against the failure or refusal of the successful bidder to timely enter into the contract.

The City reserves the right to reject any or all proposals received, waive informalities, postpone the award of the contract for a period not to exceed SIXTY (60) days, and accept the lowest responsive and responsible bid that is in the best interest of the City.

**Authorized and approved by:**

**Scott Burke, Community Facilities**

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**DATE**

**PLEASE ADVERTISE ON: July 26<sup>th</sup>, August 2nd, and August 9th, 2020**

