

## NOTICE TO CONTRACTORS

The City of Baton Rouge and Parish of East Baton Rouge will receive **electronic or paper** bids for the construction of the following project:

### **EBR PARISH PRISON BUILDING Q HVAC REPLACEMENT 2867 BRIGADIER GENERAL ISAAC SMITH AVE., BATON ROUGE, LA 70807**

#### **CITY PARISH PROJECT NO. 21-ASC-CP-1454**

**PROJECT DESCRIPTION:** Removal and replacement of twelve existing air handling units and appurtenances at East Baton Rouge Parish Prison.

Electronic or sealed bids will be received until **2:00 PM Local Time, Thursday, December 7th, 2023**, by the **Purchasing Division, City Hall, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802**. No bids will be received after 2:00 PM on the same day and date.

**Statutory Forms that Must be Submitted to the Purchasing Division by all bidders prior to the opening of all bids related to a contract for public works** in accordance with La. R.S. 38:2212 (B)(3)(b) are as follows: (see bid package Part 1-A for forms)

Certification Regarding Debarment, Suspension and Other Responsibility Matters  
Attestation Clause per LA RS 38:2227 (Past Criminal Convictions) and  
Legal Citizen Affidavit LA RS 38:2212.10.  
Non-Collusion & Non-Solicitation Affidavit LA RS 38:2224

**Electronic bids and electronic bid bonds for the solicitation** will be downloaded by the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division. Electronic bids and electronic bid bonds must be submitted through [www.centralauctionhouse.com](http://www.centralauctionhouse.com) prior to the bidding deadline. Beginning as soon as feasible after the bid closing time all electronic bids will be downloaded and publicly read aloud along with all paper bids received, if any, in Room 826 of the City Hall Building immediately after the 2:00 PM bid closing. Bidders and/or their authorized representatives are invited to be present.

**Bids, amendments to bids, or request for withdrawal of quotations**, received after time specified for bid opening shall not be considered for any cause whatsoever. Bid results can be viewed at the link:  
<http://city.brla.gov/dept/purchase/bidresults.asp>

Bids shall be firm for a period of forty-five (45) days from the date of the opening of bids and no bid shall be withdrawn for any reason during this period of time except as allowed per R.S. 38:2214.C.

**Electronic copies** of the plans, specifications and contract documents may be obtained online at [www.centralauctionhouse.com](http://www.centralauctionhouse.com). Plan holders are responsible for their own reproduction costs. **Printed copies** are not available from the Engineer. Paper copies of the plans, specifications and contract documents are on file and may be obtained from the **Department of Buildings & Grounds, Architectural Services Division Room 227, 1100 Laurel Street, Baton Rouge, Louisiana 70802 between the hours of 7:30 AM to 3:00 PM**, upon payment of **\$30.00**

Dollars. (Make checks payable to the City of Baton Rouge and Parish of East Baton Rouge.) Fees for plans, specifications and contract documents are to cover the cost of reproduction and are non-refundable in accordance with Louisiana Revised Statutes.

A Certified Check or Cashier's Check, payable to the Parish of East Baton Rouge or a satisfactory Bid Bond executed by the Bidder and an acceptable surety, in an amount equal to five percent (5%) of the total bid, shall be submitted with each bid.

**Bids shall be received electronically via [www.centralauctionhouse.com](http://www.centralauctionhouse.com) or on solicitation bid forms** furnished by the City of Baton Rouge and Parish East Baton Rouge, and only those bids shall be received by the City-Parish which is submitted by those Contractors in whose names the **solicitation bid** forms and/or specifications were issued. In no event shall **paper solicitation** forms be issued later than twenty-four (24) hours prior to the hour and date set for receiving proposals.

**The Bidder is advised that the City of Baton Rouge and Parish of East Baton Rouge is an Equal Opportunity Employer.** Therefore the Bidder is encouraged to utilize minority participation in this contract to the extent possible through the use of small, disadvantaged and women-owned businesses as suppliers or subcontractors. To assist the City-Parish in our efforts to track the minority participation on our construction projects the successful low bidder shall include CP DBE-1 (revised 3/6/2012) with the monthly partial payment request.

All Contractors bidding on this work shall comply with all provisions of the State Licensing Law for Contractors, R.S. 37:2150-2163, as amended, for all public contracts. It shall also be the responsibility of the General Contractor to assure that all subcontractors comply with this law. If required for bidding, Contractors must hold an active license issued by the State of Louisiana Licensing Board for Contractors in the classification of **Mechanical Construction**, and must show their license number on the face of the bid envelope.

In accordance with La. R.S. 38:2214 (B) the City of Baton Rouge and Parish of East Baton Rouge reserves the right to reject any and all bids for just cause. In accordance with La. R.S. 38:2212 (A)(1)(b), the provisions and requirements of this Section, those stated in the advertisement for bids, and those required on the bid form, shall not be considered as informalities and shall not be waived by any public entity.

A non-mandatory **pre-bid conference** will be held at **10:00 AM on Tuesday, November 21<sup>st</sup>**, at East Baton Rouge Parish Prison, 2867 Brig. Gen. Isaac Smith Ave., Baton Rouge, LA 70807. All parties interested in this project are invited to attend this conference.

For additional information regarding the construction documents, please contact **Bid Related:** Purchasing Division (225) 389-3259; **General Documents** related: Rob Gray, Architectural Services Division (225) 389-4694 or [rgray@brla.gov](mailto:rgray@brla.gov) or **Engineering and Construction Documents** related: Frank Thompson, P.E. (225) 293-9474 or [frank@tlaeng.com](mailto:frank@tlaeng.com).