

## DOCUMENT 001116 – ADVERTISEMENT FOR PROPOSAL

### 1.1 PROJECT INFORMATION

- A. Notice to Bidders: Bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders. The City reserves the right, discretion and ability to reject any and all bids, and to waive any irregularities and to disregard any informality on the bids and bidding when in its opinion the best interest of the City will be served by such actions. The City further reserves the right to choose the bid which it deems the best evaluated bid, meaning most advantageous to the City based upon the discretion and judgement of the City, considering factors such as but not limited to quality, experience, and compliance with specifications, even if it isn't necessarily the lowest price.
- B. Project Identification: City of Southgate Police Department Evidence Room
  - 1. Project Location: 122 Electric Avenue, Southgate, KY 41071
- C. Owner: City of Southgate Police Department
  - 1. Owner's Representative: Chief John Christmann/ [jchristmann@southgateky.org](mailto:jchristmann@southgateky.org)  
859-441-7473
- D. Architect: Emboss Design / 906 Monmouth St. / Newport, KY 41071 / (859) 431-8612.
- E. Project Description: Project consists of an interior renovation of existing apparatus garage for police department evidence storage room.
- F. Construction Contract: Bids will be received for the following Work:
  - 1. General Contract (all trades).
  - 2. Mechanical, electrical, plumbing, and fire alarm work is not included. The Owner will contract this work separately.

### 1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
  - 1. Bid Date: Friday, January 10, 2025.
  - 2. Bid Time: 2:00 PM local time.
  - 3. Location: Deliver bids to 122 Electric Ave.- Southgate, KY in an enclosed envelope with "Police Evidence Room Bid" written on the front of the envelope.
- B. Bids will be immediately publicly opened.

### 1.3 BID SECURITY

- A. No Bid Security is required.

### 1.4 PREBID CONFERENCE

- A. A prebid conference for all bidders will be held at 122 Electric Ave – Southgate, KY in the project space at 2:00pm on Friday, December 20, 2024..

1.5 DOCUMENTS

- A. Emailed or Online Procurement and Contracting Documents: Bidding documents can be purchased/obtained from Eastern Engineering beginning 1:00 PM Thursday December 12, 2025
- Tele: (859) 261-1851 -434 Scott St. -Covington, KY

1.6 TIME OF COMPLETION

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.

1.7 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance required for the Work. Insurance in a form acceptable to Owner will be required of the successful Bidder. The successful bidder will be required to have a current occupational license in the City of Southgate before the Contract will be awarded.

The City Council of the City of Southgate, reserve the right to waive irregularities and to reject any or all bids.

The City Council of the City of Southgate shall authorize acceptance of the bid made by the responsible bidder who, in Council's judgment, offers the best and most responsive proposal to the City, considering quality, service, performance record, and price; or Council may direct the rejection of all bids. The City may award based on "functional equivalence" concerning specified work or products.

**END OF DOCUMENT 001116**