

Banner Chevrolet

Parts Storage Building
5950 Chef Menteur Highway
New Orleans, Louisiana

Project Manual
21 January 2005

R O Z A S - W A R D / a . i . a . a r c h i t e c t s

1010 Common Street, Suite 2750, New Orleans, Louisiana 70112

TABLE OF CONTENTS

TITLE SHEET
TABLE OF CONTENTS

DIVISION 00	BIDDING DOCUMENTS
SECTION 00050	INVITATION TO BID
SECTION 00100	INSTRUCTIONS TO BIDDERS
SECTION 00300	BID FORM
SECTION 00700	GENERAL CONDITIONS
SECTION 00800	SUPPLEMENTARY CONDITIONS

DIVISION 01	GENERAL REQUIREMENTS
SECTION 01010	SUMMARY OF WORK
SECTION 01027	APPLICATIONS FOR PAYMENT
SECTION 01030	ALTERNATES
SECTION 01040	PROJECT COORDINATION
SECTION 01095	REFERENCE STANDARDS & DEFINITIONS
SECTION 01200	PROJECT MEETINGS
SECTION 01300	SUBMITTALS
SECTION 01400	QUALITY CONTROL SERVICES
SECTION 01500	TEMPORARY FACILITIES
SECTION 01600	MATERIALS AND EQUIPMENT
SECTION 01631	PRODUCT SUBSTITUTIONS
SECTION 01700	PROJECT CLOSEOUT
SECTION 01740	WARRANTIES AND LISTS

DIVISION 02	SITWORK
SECTION 02110	SITE CLEARING
SECTION 02282	TERMITE CONTROL
SECTION 02300	EARTHWORK
SECTION 02455	DRIVEN PILES
SECTION 02515	PORTLAND CEMENT CONCRETE PAVING
SECTION 02630	STORM DRAINAGE

DIVISION 03	CONCRETE
SECTION 03300	CAST-IN-PLACE CONCRETE

DIVISION 04 **MASONRY (NOT USED)**

DIVISION 05 **METALS (NOT USED)**

DIVISION 06 **WOOD & PLASTICS (NOT USED)**

DIVISION 07 THERMAL AND MOISTURE PROTECTION

SECTION 07210 BUILDING INSULATION
SECTION 07901 JOINT SEALANTS

DIVISION 08 DOORS AND WINDOWS

SECTION 08111 STEEL DOORS AND FRAMES
SECTION 08211 FLUSH WOOD DOORS
SECTION 08330 COILING DOORS
SECTION 08710 DOOR HARDWARE

DIVISION 09 FINISHES

SECTION 09255 GYPSUM BOARD ASSEMBLIES
SECTION 09300 TILE
SECTION 09512 ACOUSTICAL TILE CEILINGS
SECTION 09678 RESILIENT WALL BASE & ACCESSORIES
SECTION 09900 PAINTING

DIVISION 10 SPECIALTIES

SECTION 10425 SIGNS
SECTION 10522 FIRE EXTINGUISHERS, CABINETS & ACCESSORIES
SECTION 10800 TOILET AND BATH ACCESSORIES

DIVISION 11 EQUIPMENT (NOT USED)

DIVISION 12 FURNISHINGS (NOT USED)

DIVISION 13 SPECIAL CONSTRUCTION

SECTION 13120 PRE-ENGINEERED BUILDING SYSTEM

DIVISION 14 CONVEYING SYSTEMS (NOT USED)

DIVISION 15 MECHANICAL

SECTION 15010 GENERAL PROVISIONS
SECTION 15400 PLUMBING AND DRAINAGE
SECTION 15500 FIRE PROTECTION
SECTION 15600 HEATING, VENTILATING AND AIR CONDITIONING

DIVISION 16 ELECTRICAL

SECTION 16010 ELECTRICAL GENERAL REQUIREMENTS
SECTION 16020 ELECTRICAL COORDINATION
SECTION 16040 ELECTRICAL WORK CLOSEOUT
SECTION 16045 ELECTRICAL RELATED WORK
SECTION 16110 RACEWAYS

DIVISION 16

ELECTRICAL (CONTINUED)

SECTION 16120	WIRES AND CABLES
SECTION 16135	ELECTRICAL BOXES AND FITTINGS
SECTION 16142	ELECTRICAL CONNECTIONS FOR EQUIPMENT
SECTION 16143	WIRING DEVICES
SECTION 16170	DISCONNECT SWITCHES FOR SERVICES, CIRCUITS & MOTORS
SECTION 16190	SUPPORTING DEVICES
SECTION 16195	ELECTRICAL IDENTIFICATION
SECTION 16420	SERVICE ENTRANCE
SECTION 16450	GROUNDING
SECTION 16461	DRY TAPE TRANSFORMERS
SECTION 16470	PANEL BOARDS
SECTION 16510	LIGHTING
SECTION 16600	ELECTRICAL SPECIAL SYSTEMS

END OF TABLE OF CONTENTS

DIVISION

00

BIDDING DOCUMENTS

SECTION 00050

INVITATION TO BID

PROJECT DESCRIPTION

Bids will be received from invited bidders for Banner Chevrolet Parts Storage Building, 5959 Chef Menteur Highway, New Orleans, Louisiana.

Proposals must be on a lump sum basis. Segregated proposals will not be accepted.

BIDDING TIME AND LOCATION

The Bid Date will be 17 February 2005 at 3:00 p.m. Bids shall be submitted to ROZAS-WARD Architects, 1010 Common Street, Suite 2750, New Orleans, Louisiana. Any bid received after this time will be returned unopened. Proposals will be opened privately at the time stated for receiving bids. Results of the bidding will be announced at the discretion of the Owner.

BIDDING CONDITIONS

Bids may not be withdrawn for a period of sixty (60) calendar days after the scheduled time for receiving bids. The Owner reserves the right to accept any or to reject any and all bids without compensation to bidders.

BIDDING DOCUMENTS

Bidding Documents may be examined at the office of:

ROZAS-WARD/a.i.a. architects, inc.
1010 Common Street, Suite 2750
New Orleans, Louisiana 70112

DRAWINGS AND SPECIFICATIONS

Bidding Documents may be obtained from ROZAS-WARD Architects. A Refundable Deposit shall be \$100.00 per set. Contact Chris Babin @ 524.4375 to arrange for Bidding Documents.

END OF SECTION 00050

PROJECT IDENTIFICATION

These instructions cover preparation and submittal of Bids for Banner Chevrolet Parts Storage Building at 5950 Chef Menteur Highway, New Orleans, Louisiana, based on Documents prepared by ROZAS-WARD/a.i.a. architects, New Orleans, Louisiana. The intended contract will include all materials, labor, tools and other facilities necessary and performing all required work. To be considered, proposals must be in accord with these instructions.

PRE-BID CONFERENCE

A **Mandatory Pre-Bid Conference** will be held on 10 February 2005 at 2:00 P.M. at Rozas-Ward Architects, 1010 Common Street, Suite 2750, New Orleans, Louisiana. The purpose of the conference is to discuss bid procedures, receive requests for clarifications and interpretations of the bid documents, and allow bidders to discuss the project.

All invited bidders and interested subcontractors are urged to attend this conference.

Any items raised at the conference affecting the bid documents as issued will be issued as an Addendum.

DOCUMENTS

Documents for Bidding purposes are Drawings and Project Manual entitled as above, dated 21 January 2005 and any Addenda issued during the Bidding Period.

EXAMINATION OF DOCUMENTS AND SITE

Bidders shall carefully examine Bidding Documents and the Project Site to obtain the first-hand knowledge of scope and conditions of the work. Each Contractor, Subcontractor and Sub-subcontractor, by submitting a Proposal to perform any portion of work, represents that he has examined Drawings, Specifications and site of work, and from his own investigation has satisfied himself as to scope, accessibility, nature and location of work, character of equipment and other facilities needed to perform the work, character and extent of other work to be performed, local availability of labor, trade practices jurisdictions, and other circumstances that may affect performance of work. No additional compensation will be allowed by Owner for failure of each Contractor, Subcontractor and Sub-Subcontractor to become fully informed as to conditions affecting work.

BIDDERS' QUALIFICATIONS

Contractor Licensing Laws of the State of Louisiana must be complied with, whether a Prime Contractor or Subcontractor.

The prime bidder shall be responsible for determining that all proposed subcontractors are duly licensed and qualified under the Law. The Bidder must show his License Number on the Bid and on the Envelope.

SPECIAL PROJECT REQUIREMENTS

Time for completion of the Project shall be as stated in the Proposal Form. The number of calendar days shall include Sundays and Holidays.

Liquidated Damages in the amount set forth in the Bid Form will be assessed by the Owner as fixed, agreed and liquidated damages for each calendar day's delay in completion, in accordance with the Supplementary Conditions.

BASIS OF PROPOSALS

Prices quoted shall include all items of cost, expense, taxes, fees and charges incurred or arising out of performance of work to be performed under Contract. No segregated proposals or assignments will be considered. Failure to comply may be cause for rejection of Bid as informal.

The Base Bid shall be a lump sum amount to complete all work of the Contract within the number of consecutive calendar days stipulated by the Owner and stated in the Bid Form.

Bids may not be withdrawn for a period of SIXTY (60) calendar days after the scheduled time for receiving bids.

The Owner reserves the right to accept any or to reject any and all bids without compensation to Bidders and to waive any informality or irregularity in any bid received.

ADDENDA

Requests for interpretations and clarifications must be submitted in writing to the Architect no later than 12:00 noon seven (7) calendar days prior to receipt of bids.

Modifications, interpretations, clarifications, additions and deletions to Documents during bidding period will be issued in form of Addenda. Addenda will be mailed or delivered to each person who has been issued a set of Bidding Documents, and will be available for examination wherever Documents are made available for that purpose.

Each Bidder shall ascertain from the Architect prior to submitting a Bid that the Bidder has received all Addenda issued, and shall acknowledge receipt of them on the Bid Form.

PRIOR APPROVALS

Named Products: If products are specified by name or names of acceptable manufacturer(s) (proprietary specification) with the phrase "or pre-bid approved equal" or other phrase of similar intent, only the named product(s) or products approved by the Architect in writing will be acceptable.

If a potential supplier desires consideration of a particular product other than a product specified in the Bidding Documents, the potential supplier must request, in writing, prior approval by the Architect. No substitution will be considered unless written request for prior approval has been received by the Architect no later than 12:00 noon seven (7) calendar days, prior to receipt of bids.

Each such request shall include a complete description of the proposed substitute including drawings, cuts, performance and test data, a description of any variances from the named product, and any other information necessary for an evaluation. A statement setting forth any changes in other materials, equipment or work that incorporation of the substitute would require shall be included. The burden of proof of the merit of the proposed substitute is upon the proposer.

If the Architect approves any proposed substitution, such prior approval will be set forth in an Addendum. Bidders shall not rely upon approvals made in any other manner. The Architect's decision of approval or disapproval will be final.

PREPARATION OF BIDS

Bids shall be submitted in duplicate on forms furnished, or on copies thereof, and shall be signed in ink. Any bid in other than required form will be considered informal and may be rejected. Erasures or other changes in Bid must be explained or noted over initials of Bidder. Bids containing any conditions, omissions, unexplained erasures and alterations, or irregularities of any kind may be rejected as informal.

Prices must be expressed in words and figures. Any Bid which fails to name both words and figures may be deemed informal and rejected. In case of discrepancy between written prices and those given in figures, prices in writing shall be considered as the Bid. Failure to submit all requested information will make Bid irregular and subject to rejection.

Bids shall be signed with name typed or printed below signature. Where bidder is a corporation, Bids must be signed with legal name of Corporation followed by name of State of Incorporation and legal signature of an officer authorized to bind the corporation to Contract.

SUBMITTAL OF BIDS

Submit completed Bid Forms in a sealed opaque envelope, addressed as follows:

Banner Chevrolet
c/o ROZAS-WARD Architects
1010 Common Street
Suite 2750
New Orleans, Louisiana 70112

Bid envelopes shall be clearly marked on the outside with words, "Bid Proposal", "TO BE OPENED AT OFFICIAL BID OPENING" and the following information:

NAME OF BIDDER
NAME OF PROJECT

LOUISIANA CONTRACTOR'S
LICENSE NUMBER

Include with Bid Forms a Resolution for Corporations authorizing the signator to act as agent for Bidder to sign the Bid Form.

Submit Bids by mail or in person not later than the time set for receiving Bids in Section 00050 - INVITATION TO BID, as may be changed by Addendum.

Bidders will be responsible for timely delivery at designated location. Bids received after the time and date designated will be returned unopened.

MODIFICATIONS AND WITHDRAWAL OF BIDS

Bids may be withdrawn or modified upon written or telegraphic request received from Bidders prior to time set for Opening Bids. If withdrawn, Bids may not be resubmitted. No bid may be withdrawn or modified after it has been opened.

OPENING

Proposal shall be opened as announced in the Invitation to Bid.

SUBMISSION OF POST-BID INFORMATION

Prior to award of Contract and upon request by Architect, selected Bidders, shall, within 24 hours, submit the following:

1. Statement of Cost for each major work item.
2. Designation of portions of work to be performed by Bidder with his own forces.

3. List of names, addresses and phone numbers of Subcontractors or other persons or organizations (including those who are to furnish materials and equipment fabricated to special design) proposed for such portions of work as may be designated in bidding documents or requested. Bidder shall establish to satisfaction of Owner and Architect reliability and responsibility of proposed subcontractors and suppliers.

Prior to award of Contract, Architect will notify Bidder in writing if either Owner or Architect has any objection to any proposed Subcontractor or supplier. If Owner or Architect objects to any proposed Subcontractor or supplier, Bidder may withdraw his Bid or submit an acceptable substitute with modification in his Bid Price, if appropriate to reflect any difference in cost occasioned by such substitution. If Bidder submits a substitution with an increase in Bid Price, Owner may at his discretion, accept increased Bid Price or disqualify Bid as informal.

Subcontractors and suppliers proposed by Bidder and accepted by Owner and Architect must be used for portions of work for which they were proposed and accepted except when changes are approved in writing by Owner and Architect.

AWARD

Owner reserves right to accept any or to reject any and all Bids without compensation to Bidders. The right is reserved to award Contract on such basis as Owner may determine for its best interests, following review and recommendation of Bids by Architect.

Subsequent to the award and within ten (10) days after the prescribed forms are presented for signature, the successful bidder shall execute and deliver to the Owner, a Contract in the form of the American Institute of Architects Document A-101, Standard Form of Agreement Between Owner and Contractor, 1997 Edition. AIA Document A-101 may be examined at the Architect's office.

END OF SECTION 00100

_____, 2005

PROPOSAL OF _____

(HEREINAFTER CALLED BIDDER)

TO: **Banner Chevrolet**

5950 Chef Menteur Highway
New Orleans, Louisiana

(HEREINAFTER REFERRED TO AS "OWNER")

GENTLEMEN:

BIDDER, HAVING EXAMINED DRAWINGS AND SPECIFICATIONS, AND HAVING PERSONALLY VISITED AND INSPECTED SITE AND BEING FULLY FAMILIAR WITH EXISTING CONDITIONS AND REQUIREMENTS SURROUNDING THE CONSTRUCTION OF:

Banner Chevrolet
Parts Storage Building
5950 Chef Menteur Highway
New Orleans, Louisiana

HERE DOES PROPOSE TO COMPLETE THE ABOVE WORK IN ACCORDANCE WITH DRAWINGS AND SPECIFICATIONS PREPARED BY:

ROZAS-WARD/a.i.a. architects, inc.
1010 Common Street, Suite 2750
New Orleans, Louisiana 70112
504.524.4375

AT PRICE NAMED BELOW, WHICH SHALL COVER ALL EXPENSES INCURRED IN PERFORMING ALL THE WORK:

LUMP SUM _____ DOLLARS (\$ _____).

ALTERNATE NO.1: CONTRACTOR SHALL PROVIDE ALL LABOR AND MATERIALS TO INSTALL METAL WALL PANELS IN LIEU OF PRE-CAST CONCRETE WALL PANELS FOR THE SUM OF:

DEDUCT _____ DOLLARS (\$ _____)

NOTE: AMOUNT SHALL BE SHOWN IN BOTH WORDS AND FIGURES. IN CASE OF DISCREPANCY, AMOUNT INDICATED IN WRITING SHALL BE CONSIDERED AS AMOUNT OF THIS BID. ANY BID THAT FAILS TO INDICATE PRICES IN BOTH WORDS AND FIGURES MAY BE DEEMED INFORMAL AND REJECTED.

BIDDER HEREBY AGREES TO COMMENCE WORK UNDER THIS CONTRACT ON OR BEFORE A DATE SPECIFIED IN A WRITTEN "NOTICE TO PROCEED" AND TO FULLY COMPLETE THE WORK ***WITHIN ONE HUNDRED AND EIGHTY DAYS (180) CONSECUTIVE CALENDAR DAYS*** SUBJECT TO ADJUSTMENTS OF COMPLETION TIME IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, SUBJECT TO LIQUIDATED DAMAGES PER CALENDAR DAY FOR FAILURE TO COMPLETE THE WORK WITHIN THE TIME STIPULATED.

TWO HUNDRED DOLLARS (\$200.00) LIQUIDATED DAMAGES WILL BE ASSESSED PER CALENDAR DAY OF DELAY, FOR FAILURE TO COMPLETE ALL THE WORK WITHIN THE STIPULATED TIME.

BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA:

(list by number)

BIDDER, IF NOTIFIED OF ACCEPTANCE OF HIS BID WITHIN SIXTY (60) DAYS AFTER TIME SET FOR OPENING OF BIDS, AGREES TO EXECUTE A CONTRACT FOR WORK ACCEPTED BY OWNER IN AN ACCEPTABLE NOTARIAL FORM WITHIN TEN (10) DAYS OF NOTIFICATION.

CONTRACTOR'S STATE LICENSE REGISTRATION NO. _____

RESPECTFULLY SUBMITTED,

SEAL (IF BID IS BY CORPORATION)

CONTRACTOR

BY

TITLE

BUSINESS ADDRESS

CITY & STATE

BIDDING CONTRACTOR MUST SUBMIT COMPANY OR CORPORATION AUTHORIZATION EMPOWERING THE SIGNATURE OF THIS BID PROPOSAL.

IF BIDDING CONTRACTOR IS A PARTNERSHIP, GIVE FULL NAME OF ALL PARTNERS AS FOLLOWS:

END OF SECTION 00300

SECTION 00700 - GENERAL CONDITIONS

GENERAL CONDITIONS

The General Conditions of the Contract for Construction, A.I.A., Document A201, 1997, Articles 1 through 14 inclusive, of the American Institute of Architects, are the General Conditions of this Contract and are hereby incorporated by reference.

The Contractor shall acquaint himself with the provisions of the General Conditions and notify all sub-contractors, suppliers and other parties, individuals and agencies engaged on the work as to their contents.

Copies of this document will be furnished to the Contractor by the Architect upon request, or may be examined in the Architect's office.

No contractual adjustments will be permitted for failure of the Contractor to fully acquaint himself and other interested parties with the conditions of A.I.A. Document A201.

The General Conditions of the Contract have been amended and supplemented for the project and such amendments and supplements are included in Section 00800 of the Project manual.

END OF SECTION 00700

SECTION 00800 - SUPPLEMENTARY CONDITIONS

The following supplements, modify, change, delete from or add to the General Conditions of the Contract for Construction, AIA Document A201, 1997 Edition, and specifically are made a part of the Contract Documents. Where any Article of the General Conditions is modified or any Paragraph, Subparagraph or Clause thereof is modified or deleted by these Supplementary Conditions, the unaltered provisions of that Article, Paragraph, Subparagraph or Clause shall remain in full effect.

ARTICLE 1: GENERAL PROVISIONS:

a. 1.1 BASIC DEFINITIONS.

Add the following paragraphs after subparagraph 1.1.7:

1.1.8 MISCELLANEOUS DEFINITIONS

1.1.8.1 Terms "building code," and "code," refer to regulations of governmental entities having jurisdiction.

1.1.8.2 "Acceptable," "required," and "as directed" refer to or indicate work or materials that may be acceptable or approved by the Architect, as the Owner's agent, only to the extent the work or materials conform to the requirements of the Contract Documents and in no way shall be interpreted to imply any responsibility on the part of the Architect concerning the Contractor's obligations under Paragraphs 3.3, 3.11, 3.12, 4.2, and 10.2.

1.1.8.3 Term "similar" means in its general sense and not necessarily identical.

1.1.8.4 Terms "shown," "indicated," "detailed," "noted," "scheduled," and terms of similar import, refer to requirements contained in Contract Documents.

1.1.8.5 The terms "knowledge" and "recognize", their respective derivatives and similar terms in the Contract Documents as used in reference to the Contractor, shall be interpreted to mean that which the Contractor knows, or should know, recognizes, or should recognize, in exercising the care, skill and diligence required by the Contract Documents. Analogously, the expression "reasonably inferable" and similar terms of the Contract Documents shall be interpreted to mean reasonably inferable by a bidding the Project and exercising the care, skill and diligence required of the Contractor by the Contract Documents."

b. 1.2 EXECUTION, CORRELATION AND INTENT

Add the following sentence to paragraph 1.2.3:

In the case of an inconsistency between drawings and specifications or within either document not clarified by addendum, the better quality or greater quantity of work shall be provided in accordance with the Architect's interpretation.

c. 1.13 THE WORK

A. Add the phrase ", Subcontractors, sub-contractors, material suppliers or any other entity for whom the Contractor is responsible under or pursuant to the Contract Documents", after the word "Contractor" in the fifth line of subparagraph 1.13.

