

INVITATION TO BID

COMMUNITY VENTURES (“Owner”) hereby invites the submission of sealed bids for the furnishing of general contracting services for the rehabilitation of a vacant former convent to create twelve (12) efficiency apartments (“Work”). The property is located at 209 East Price Street, Philadelphia (“Project Site”), and will be rehabilitated in accordance with the *Project Manual for My Place Germantown, 209 East Price Street.*, dated 1/13/10, and the *My Place Germantown Architectural Drawings*, produced by Environmental Atelier Architects & Planners (“Architect”) and dated 1/11/10, (“Plans and Specs”).

Bid packages will be made available for purchase at the offices of **Service Point, 211 North 13th Street, Philadelphia, PA 19107** between **9:00 a.m., Friday, January 29, 2010** and **5:00 p.m., Tuesday, February 2, 2010**. Bidders are advised to contact Community Ventures at (215) 564-6004 in advance to confirm price and availability.

A **Mandatory Pre-Bid Meeting** will take place at the offices of Community Ventures at **10:00 a.m., Wednesday, February 3, 2010**, and a **Mandatory Inspection of the site** will take place at a time to be announced at the Pre-Bid Meeting. Bids shall be considered only from bidders that have attended both the Pre-Bid Meeting and the Inspection of the Project Site.

Bids must be received by 4:00 p.m., Wednesday, February 17, 2010, at the offices of Community Ventures, 1501 Cherry Street, Philadelphia, PA 19102 (“Closing of the Bids.”)

This invitation for bids is made under the following terms and conditions:

1. All bids must be in writing, on the Bidder's letterhead, and in a sealed envelope. All bids must be accompanied by a bid bond from a reputable bonding company acceptable to Developer in the amount of at least ten percent (10%) of the bid amount. Bids submitted without this bid bond will be considered non-responsive.
2. Developer reserves the right, in its sole discretion, to accept or reject any or all bids or parts thereof for any reason whatsoever, to negotiate privately a contract, or to re-bid the contract. In the event that the contract is bid privately or is re-bid, the Developer shall notify all Bidders of this fact and shall return promptly the bid bond provided by each Bidder.

3. Bidders must refer to and comply with all of terms of AIA A701, *Instructions to Bidders*, that are not in conflict with this Invitation to Bid. This form is attached hereto as Exhibit 1.

4. All bids must be prepared on the basis of Plans and Specs (as modified by any Addenda to this Invitation issued by Architect) and the other Construction Documents that are part of the Bid Package. Bidders are requested to submit a Base Bid based on the complete Plans and Specs.

5. All bids must be submitted on the Bid Response Form, attached hereto as Exhibit 2, which includes a cost breakdown as well as a unit price schedule. The Bidder that is awarded the contract will be required to submit to the Developer a cost breakdown in such form as the Lenders may require.

6. All Bidders should be aware that the financing for this Project is limited. Any costs savings suggestions offered by Bidder based on value-engineering are welcome, but Bidders are forewarned that these suggestions should be stated as an "Alternative," in addition to providing a bid based on the Plans and Specs. Bids based on value-engineering alone will not be considered responsive.

7. Testing for asbestos containing materials ("ACM's") at the Project Site has taken place, and the results have been included in the attached *Project Manual*. No testing for lead-based paint at the Project Site has taken place. Bidders must include in their bids the cost of ACM removal, abatement of all lead paint hazards and disposal of all ACM's and lead paint removed from the Project Site in accordance with the Contract Documents and State, Federal and Local laws and regulations.

8. **Compliance with Laws, Including the Davis Bacon Act:** The Contractor will covenant to comply with all applicable laws, ordinances, codes, orders, rules, regulations and written standards, including but not limited to the Davis Bacon prevailing wage requirements (collectively "Laws"), in effect at the time of the execution of the Contract and as may be amended from time to time during the performance of the Work. The Federal Prevailing Wage Rate Schedule for the City of Philadelphia dated 1/1/10 is included as a part of the *Project Manual* for information purposes only.

9. **Owner shall obtain and pay for the General Building Permits for the Work.** The General Contractor shall obtain and pay for all other necessary approvals and permits for the Work, including, but not limited to, demolition, plumbing, electrical and mechanical permits. Bidders shall include in its bid the cost of obtaining and paying for these approvals and permits for the Work, other than the General Building Permits.

10. Bidders must also carefully examine the Project Site and familiarize themselves with all existing site conditions. The Plans and Specs may not indicate accurately existing site

conditions. Bidders shall notify the Architect in their bids of any other existing condition that deviates from the Plans and Specs. No additional compensation will be granted or considered for lack of knowledge of conditions at the Project Site that could have been identified through thorough inspection.

11. The person signing the bid must be authorized to sign the bid on behalf of the Bidder. The Developer has the right to reject the evidence offered by the signer of any bid in support of his/her authority to sign the bid on behalf of the Bidder.

12. Any current or prior (in last 10 years) or threatened litigation directly involving a bidder or any of its principals or any other entities current or previously operated by such principals, as a litigant, co-defendant, or cross-claimant, should be fully disclosed and explained. Please include matters that have been settled or turned over to insurer for defense.

13. Any current or prior (in last 10 years) or threatened "debarment" by the United States Department of Housing and Urban Development of any bidder, any of its principals, or any other entities currently or previously operating by such principals should be fully disclosed and explained. A current debarment of the bidder, principal or other entity operating by such principal may disqualify a bidder in this bid process.

14. As part of the bid package, all bidders are required to submit ACCORD insurance Certificates evidencing the insurance coverages required by the Contract Documents, as well as a letter from a surety company reasonably satisfactory to Owner that the surety will be able to issue on behalf of the bidder no later than March 15, 2010 payment and performance bonds in accordance with Section 11.4.3 of the Rider to the General Conditions.

15. Any submitted bid may be withdrawn at any time prior to the Closing of Bids.

16. After the Closing of Bids, the Developer and Architect will review all bids. The Developer shall notify all Bidders of the outcome of the bidding process once a decision has been made. Bidders are invited to attend the bid opening.

17. In compliance with the RDA Economic Opportunity Policy and Requirements, attached hereto as Exhibit 3, Bidders, as part of the bid submission, shall:

- a. specify anticipated dates for soliciting services, selecting subcontractors, forwarding executed contracts and submitting monthly summary reports (*MBE/WBE Monthly Report-Contractor's Subcontracting Business Utilization* and *MBE/WBE Monthly Subcontractor Employment Report* forms attached at Exhibit C to the Construction Contract).
- b. sign and return a *Section 3 Contractor's Certificate of Compliance* (attached at Exhibit 3) indicating the Bidder's commitment to making

good faith efforts to utilize disadvantaged and/or local low-income residents and businesses in the Project.

- c. indicate in their bid submissions the anticipated number of employment and training positions to be filled during the course of the Project (using *Workforce Needs/Manpower Utilization-Section 3* Form, attached at Exhibit 3).
- d. specify in their bid submissions the anticipated number and dollar amounts of subcontracts to be let during the course of the Project (using *Contractor's Section 3 Affirmative Action Plan for Business Utilization*, attached at Exhibit 3).
- e. list in their bid submissions on the *Solicitation and Commitment Form* (attached at Exhibit 3) all contractors solicited for each bid opportunity and indicate the dollar amount of contracts committed, if any.
- f. comply with any other request or requirement of the Redevelopment Authority of the City of Philadelphia, including the execution of other certifications included at Exhibit 3.

18. All Bidders shall execute and submit as part of the bid submission the Non-Collusion Certification, attached as Exhibit 4.