



University of North Alabama  
 Office of Procurement  
 UNA Box 5025  
 Florence, AL 35632  
 Phone: (256)765-4206  
 Fax: (256)765-4329

**Bid No. 2022 -06 For: Demolition of Math Building**

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**INVITATION FOR BIDS:**

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at the Facilities Department, 1660 Tune Avenue, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on Monday, November 22, 2021.

Time is of the essence to this bid and if delivery is not made within the time specified, the University will not accept the submission. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

**DIRECTIONS FOR MAILING BIDS:**

**Do not place more than one bid response in an envelope. Envelopes containing more than one bid may not be opened in time for a bid to be considered.**

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO:	(If via any postal service University of North Alabama Facilities Dept - Bid 2022-06 UNA M/S 5018 One Harrison Plaza Florence, AL 35632-0001	(If hand carry) University of North Alabama Facilities Department - Bid 2022-06 1660 Tune Avenue Florence, AL 35630
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BID FOR: Demolition of Math Building  
 Bid No. 2022-06

**CAUTION** – The above mailing address line, UNA Box 5018, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Facilities Department. Envelopes or packages addressed to this box number may not be received in the Facilities Department by the specified bid due date and time if not mailed well in advance. It is the bidder’s responsibility to ensure that the bid is received in the Facilities Department by the date and time specified; no assumptions should be made in regard to an extension due to unforeseen circumstances of any kind, no due date or time will change without advance written notice from the Procurement Office.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt. Overnight or next day delivery services may not be adequate for shipments made the day before bids are due. Since bids must be received in a sealed envelope, faxed or emailed bid copies cannot be accepted.

**Bids received in the Facilities Department after the specified date and time set forth above will not be considered**

**Bids will be opened in the Training room located at 1660 Tune Avenue at 2:00 p.m. local time on Monday November 22, 2021.**

Revised 1/30/08

\_\_\_\_ initial  
**I have read and understand the contents of this page**



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## ***INSTRUCTIONS TO BIDDERS***

1. All bidders are to submit bids on proposal forms furnished by the Associate Vice President of Business and Financial Affairs, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
2. All bidders shall base their proposals on the full scope of service specifications herein.
3. The Owner reserves the right to reject any and all bids and to waive informalities. Any discrepancies observed upon opening bids shall be publicly noted at that time.
4. All prices submitted on the proposal are to be all inclusive for work performed and shall not include any state or local sales tax. **Submission of a completed DCM Form C-3A: Accounting of Sales Tax is required.**
5. Bidders should sign & return all pages of the complete bid to imply complete understanding and compliance with all bid requirements.
6. Should a bidder find discrepancies in, or omissions from the bid documents or should such bidder be in doubt as to their meaning, the bidder should at once notify the Owner who will send written instructions to all potential bidders.
7. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
8. **A bid security must be furnished with all bids in excess of \$50,000.00. The bid security shall be in the form of a bid bond (executed by a surety company duly authorized and qualified to make such bonds in Alabama) or a cashier's check (drawn on an Alabama bank) payable to the Owner. The amount of the bid security must be no less than 5% of the contractor's bid, not to exceed \$10,000.00. If a bid bond is furnished in lieu of a cashier's check, DCM Form C-4, Form of Bid Bond, is to be used.**
9. **Title 34, Chapter 8, Code of Alabama, 1975, required licensing for general contracting when the cost of work exceeds an amount established by the State Licensing Board for General Contractors. All bidders must show evidence of this license before bidding. Therefore, the outside of the sealed bid must bear the bidder's name and state license number for general contracting.**
10. **Upon bid award, Contractor will provide Certificate of Insurance naming the University of North Alabama as additionally insured for the duration of the project.**
11. **EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT:** By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 - Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
12. Verbal communication before or while Bid is open shall have no force or affect whatsoever toward this bid as written, or the entire agreement. All parties represent that no promises, representations, or inducements have been made with respect to the subject matter of the bid nor a contract, except as specifically set forth herein. The bid or final contract, agreement, or order, can only be changed, altered, modified or amended by written agreement from both parties.

\_\_\_\_\_ initial  
**I have read and understand the contents of this page**



**PROPOSAL FORM**

In compliance with the University of North Alabama **INVITATION FOR BIDS** and **INSTRUCTIONS TO BIDDERS**, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the **SCHEDULE** and **SPECIFICATIONS**.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

**DATED:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**BY:** \_\_\_\_\_

(Signature)

\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Title)

**BUSINESS ADDRESS:** \_\_\_\_\_

\_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

*This address will be used to publish the bid tabulation & any other communication regarding bid results*

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.

\_\_\_\_\_ **initial**  
**I have read and understand the contents of this page**



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**UNIVERSITY OF NORTH ALABAMA  
VENDOR CERTIFICATION  
PURSUANT TO ACT NO 2012-491 & ACT2014-044**

ALABAMA LAW (SECTION 31-13-9 , CODE OF ALABAMA 1975: By signing a contract resulting from this proposal, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA LAW SECTION 16-25-26C , CODE OF ALABAMA 1975; Legislation requiring the University of North Alabama to report to Retirement Systems of Alabama individuals paid for personal services who are currently receiving benefits from TRSA or ESA became effective October 1, 2013. No minimum level of compensation was defined. **Any individual receiving direct or indirect compensation from this contract who is a retiree receiving benefits from the State of Alabama Retirement System MUST NOTIFY UNA of this status along with Bid/RFP Submission.**

Bidder hereby certifies full compliance with Act No. 2012-491 & Act No. 2014-044:

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

*State of* \_\_\_\_\_ *County of* \_\_\_\_\_

\_\_\_\_\_ **initial**  
**I have read and understand the contents of this page**



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**CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)**

**DATE:** \_\_\_\_\_ **RE: Contract/Grant/ Incentive (describe by number or subject):**

**BID/RFP** \_\_\_\_\_ **by and between**

\_\_\_\_\_ (Contractor/Grantee) and

\_\_\_\_\_ (State Agency, Department or Public Entity)

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 201 1-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".
2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure. **BUSINESS ENTITY.** Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following:
  - a) Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.
  - b) Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

**EMPLOYER.:** Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer.

This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

\_\_\_\_ (a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.

\_\_\_\_ (b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_  
Name of Contractor/Grantee/Recipient

By: \_\_\_\_\_

Its: \_\_\_\_\_

The above Certification was signed in my presence by the person whose name appears above, on this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

WITNESS: \_\_\_\_\_ Printed name of Witness: \_\_\_\_\_

\_\_\_\_ initial  
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**State of Alabama  
 Disclosure Statement  
 (Required by Act 2001-955)**

ENTITY COMPLETING FORM Agreement Number

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP TELEPHONE NUMBER  
( )

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP TELEPHONE NUMBER  
( )

This form is provided with:

Contract     Proposal     Request for Proposal     Invitation to Bid     Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

Yes     No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of good or services previously provided, and the amount received for the provision of such goods or services.

**Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?**

Yes     No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from

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the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature

Date

Notary's Signature

Date

Date Notary Expires

*Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.*

\_\_\_\_ initial  
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This form must be completed and returned before any contract(s) will be issued by the University of North Alabama

**REQUIREMENTS/ SPECIFICATIONS**

**Overview:**

The University of North Alabama is seeking licensed contractors for the demolition of the Math Building located within the main campus at One Harrison Plaza, Florence, Alabama. The process requires a controlled demolition, appropriate disposal of all waste, and site refurbishment and clean-up capable of supporting new construction and landscaping.

This building resides within the heart of an active campus requiring prudent management of dust, debris, and process controls. The awarded contractor will be required to follow all University Policies and Procedures while on campus and personnel will be restricted to approved access areas.

Time is of the essence; all work will be coordinated with the University Facilities Department with the expectation of commitment to timeline. Once the timeline is established between the Owner and Contractor, the Contractor will be considered in default if unable to sustain the approved timeline. The Owner reserves the right to adjust the timeline if appropriate or necessary, but retains full authority to dismiss a contractor for unapproved slips in the schedule.

**Scope of Work:**

Demolition of Math Building, first and second floor framed structure with brick veneer. Demolition to include adjacent sidewalks, covered walkways, garages including floor slabs, all mechanical and electrical equipment and any other detail provided at the pre-bid meeting not specifically noted here.

Existing basement wall to be left in place.

All debris to be removed and appropriately discarded in an approved manner. Site to be restored to green field quality fully ready for new construction.

**Pre-Bid Meeting Required:**

One on-site pre-bid meeting to evaluate and answer questions publicly will occur. **All potential bidders must attend.** Any notes from the meeting will be documented and published to all bidders in attendance.

Meeting to be held on **November 15, 2021, at 10:00 AM CST**

Location: Math Building site located on Main Campus at One Harrison Plaza, Florence, Alabama 35652. For directions, see one of the contacts listed on the last page of bid document.

**Proposal Requirement to include:**

- Completed Bid Document with all required signatures or initials where appropriate;
- Bid Bond or Certified Check;
- Completed quote sheet (herein);
- Attachment of an itemized quote showing the breakdown of price quote and explanation of demolition equipment and method;
- Copy of current License

\_\_\_\_ initial  
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**Schedule:**

**Bids Due and Opened: November 22, 2021**  
**Notice of Intent to Award: November 30, 2021**  
**Notice to Proceed: December 13, 2021**  
**Substantial Completion Date: February 21, 2022**

The notice to proceed and the completion date establish the available timeline to complete the indicated scope of work. Upon contract award all dates will be formally documented to coincide with all final contract documents to include all language within the bid document. **Upon final contract signature and project start, any delay to project beyond the set completion date will result in liquidated damages of one thousand dollars, \$1,000.00, per calendar day to the Owner.**

\*\*\*\*\*

**QUOTE SHEET**

**Contractor:** \_\_\_\_\_

**Total Price of Project:** \_\_\_\_\_  
*(Total must include all activity necessary to complete the project (includes any/ all transportation requirements) leaving a clean build site)*

**First Available Start Date:** \_\_\_\_\_

**Estimated Time to Complete (in days or weeks):** \_\_\_\_\_

\*\*\*\*\*

**FOB UNIVERSITY OF NORTH ALABAMA, FLORENCE, AL 35632-0001**  
For any questions regarding use or needed performance of this equipment  
Contact Mr. Bob Berry (256)765-6852; email [rberry3@una.edu](mailto:rberry3@una.edu)  
For questions regarding bid submission  
Contact the Office of Procurement, Cindy Conlon (256)765-4293; email [chconlon@una.edu](mailto:chconlon@una.edu)

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\_\_\_\_\_ **initial**  
**I have read and understand the contents of this page**