

**NOTICE AND CALL FOR BIDS FOR  
DESIGN-BID-BUILD (DBB) CONSTRUCTION PROJECT**

Project Name: Advocacy Center  
Project Number: MF2490  
Contract Number: 324000464  
Due Date: October 14, 2024, at 12:00 p.m., AZT  
Bid Opening Date: October 14, 2024, at 5:00 p.m., AZT  
Location of Bid Opening: Heritage Room 300, Gilbert Civic Center, Town Hall  
Administration Building, 50 East Civic Center Drive,  
Gilbert, AZ 85296

GILBERT Staff Contact/  
Designated Procurement Officer: Sana Batarseh

Bid Documents available at: e-Builder - **This opportunity is only available to companies on the Town of Gilbert's Qualified Select Bidders List.**

**Date and Location for Submittal of Bids:** Sealed bids will be received electronically via the Town of Gilbert's e-Builder bidding platform by **12:00 p.m., AZT, October 14, 2024**, for furnishing all necessary labor, equipment, materials and performing all work for the Project. It is the Bidder's responsibility to ensure bids are submitted on e-Builder on or before the specified time.

If a cashier's check is to be submitted in lieu of a bid bond, that check must be delivered at the Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296 until **12:00 p.m., AZT, October 14, 2024**. Please mark the envelope with the project name, number and mark with "Attention to Sana Batarseh". Any cashier's check received after the time specified will be returned unopened.

**Pre-Bid Conference:** A pre-bid conference will be held **in person** on **September 24, 2024, at 11:00 a.m. AZT**, at the Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Heritage Room 300. It is MANDATORY that all prospective Bidders from the Qualified Select Bidders List attend, as Bidder responsibility issues will be discussed, along with Project requirements. After the meeting, bidders will have an opportunity to walk to the project site with the Town.

**Questions:** Direct questions in writing to Sana Batarseh electronically on e-Builder. Questions must be received by 5:00 p.m. AZT on September 27, 2024, so that responses may be posted to the e-Builder site. The e-Builder question portal will remain open until the bid submission deadline. However, after September 27<sup>th</sup> at 5:00 pm the Town will only respond to technical questions related to e-Builder submission issues after the question deadline above.

**Project Description:** This will be a Design-Bid-Build Project pursuant to ARS Title 34. One contract will be awarded. A general description of the Project is: This project includes all construction and post construction tasks associated with the proposed Advocacy Center to be constructed in Gilbert. This new facility will allow Police, social workers, Department of Child Safety agents, Office of Child Welfare Investigations officials, prosecuting attorneys, on-site health care workers and others to work together to reduce the trauma experienced by victims of physical and sexual abuse. This project is funded through federal Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and will follow American Rescue Plan Act of 2021 (ARPA) funding requirements, including without limitation the Department of the Treasury's Final Rule implementing the SLFRF program and the Office of Management and Budget's

(OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards 2 CFR, part 200 (Uniform Guidance), and the Davis-Bacon Act.

The goals of the facility are to: 1) Provide a coordinated and specialized approach from expert professionals to reduce the stress during the investigation and response to crimes of interpersonal violence, 2) Provide services in a comfortable, convenient location sensitive to victims' needs. 3) Provide advocate and counseling services on site to facilitate referrals and other resources to victims and their families. 4) Ensure forensic interviews and medical exams are conducted by specially trained personnel. 5) Minimize trauma and revictimization by limiting the number of interviews and medical exams to which victims are subjected. 6) Ensure victims receive respect and dignity throughout their navigation of the criminal justice system.

The objectives of the facility are to: 1) Be victim centered. 2) Provide survivors a sense of safety, security, and comfort. 3) Be welcoming to the community with a hospitality feel. 4) Engage survivors in a transparent process. 5) Promote multidisciplinary collaboration and innovation. 6) Plan for flexibility and resiliency for the future.

The respondent will be responsible for the complete construction and aid in assisting the Town in achieving the stated facility goals and objectives. Compliance with requirements of the ARPA, SLFRF funding, and the Davis-Bacon Act is critical and central to the company's role and responsibility.

The Engineer's Base Bid estimate is within the range of \$25,000,000 and \$27,000,000

**Solicitation Transparency Policy:** Beginning on the date this Solicitation is issued and continuing until either the date a contract is awarded or this Solicitation is withdrawn by Gilbert, all persons or entities who respond or intend to respond to this Solicitation, including without limitation their employees, agents, representatives, partners, subcontractors, consultants, joint venturers, members, lobbyists, or attorneys (collectively, "Bidders"), shall only discuss matters associated with this Solicitation with the Procurement Officer designated in this Solicitation and shall not have any direct or indirect contact about this Solicitation with any other Town staff or Town official, including, without limitation, members of the evaluation panel, the Town Manager, Assistant Town Managers, the Mayor, or any member of the Gilbert Town Council. As long as the subject matter of the Solicitation is not discussed, Bidders may continue to conduct business with Gilbert.

Notwithstanding the foregoing, Bidders may discuss this Solicitation with the Mayor or a member of the Gilbert Town Council, provided such meetings are scheduled through the Procurement Officer listed on this Solicitation, conducted in person at Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296, and are posted as open meetings by the Town Clerk at least twenty-four (24) hours prior to the scheduled meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

This policy is intended to create a level playing field for all Bidders, assure that contracts are awarded in public, and protect the integrity of the selection process. **Bidders who violate this policy shall be disqualified from participating in this Solicitation.**

**Bid Security:** Each bid shall be in accordance with the Contract Documents. Any bid which does not conform in all material respects to the Contract Documents will be considered non-responsive. Each bid shall be submitted on the bid form(s) included in the Contract Documents; shall be accompanied by a certified or cashier's check or bid bond for ten percent (10%) of the amount of the bid, made payable to the order of the Town of Gilbert and shall be included in the bid as a guarantee that the successful Bidder

will enter into a contract to perform the work in accordance with the Contract Documents. The bid bond shall be executed pursuant to Section 1.4.1 of the Contract Documents, and solely by a surety company or companies holding a certificate of authority to transact surety business in the State of Arizona issued by the Director of the Department of Insurance pursuant to Title 20, Chapter 2, Article 1.

All bid securities will be returned to the Bidders whose bids are not accepted, except for the three lowest Bidders. The bid security of the three lowest Bidder(s) will be returned immediately after the fully completed Contract Documents have been executed. The difference between the amount specified in the bid and such larger amount for which GILBERT may in good faith contract with another party to perform the work covered by the bid, not to exceed the amount of the bond penalty, shall be declared forfeited as liquidated damages if the successful Bidder refuses to enter into the contract and provide the bonds and certificates of insurance after being requested so to do by GILBERT.

**Bid Opening:** This opportunity is only available to companies on the Town of Gilbert's Qualified Select Bidders List. However, attendance at the bid opening is open to the public. Bids will be opened in Heritage Room 300 at the office of the Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296 on October 14, 2024, at 5:00 p.m. AZT. The proposed bid price will be publicly read aloud immediately after the time for receiving bids has expired as set forth above. GILBERT reserves the right to postpone the bid opening date at any time prior to bid opening.

A Non-Collusion Affidavit executed by Bidder shall be submitted with the bid.

**Right to Reject Bids:** GILBERT reserves the right to reject any or all bids, waive any informality in a bid or to withhold the award for any reason GILBERT determines.

**Equal Opportunity:** GILBERT is an equal opportunity employer. Minority and women's business enterprises are encouraged to submit bids on this Project.

Contractors are required to comply with 2 CFR 200.321 *Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms*, and are expected to take the following applicable steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used for subcontracting when possible:

1. Place qualified small and minority businesses and women's business enterprises on solicitation lists.
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.
3. Divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.
4. Establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises.
5. Use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

TOWN OF GILBERT, ARIZONA

Town Clerk

DATED:

Publication Date(s): Sep 16<sup>th</sup>, 2024, and Sep 23, 2024