

PROJECT MANUAL
written specifications for

GREAT ESCAPE
Dickson City, Pennsylvania

November 20, 2009

Artech Job #: 09-045



1410 Cowart Street
Chattanooga, TN

SECTION 00100 - INSTRUCTIONS TO BIDDERS

1.1 PROJECT: Construction of a Great Escape Theatre., Dickson City, Pennsylvania

1.2 ARCHITECT: Artech Design Group, Inc.
1410 Cowart Street
Chattanooga, Tennessee 37408
(423) 265-4313
Fax: (423) 265-5413

ENGINEERS: Campbell & Associates (MEP)
651 East 4th Street
University Towers
Chattanooga, TN 37406
(423) 267-9718
Fax: (423) 265-7879

Steven C. Horne Engineering (Structural)
1407 Prater Road
Chattanooga, TN 37412
(423)499-9684

1.3 BIDS:

- A. Bids to be considered must be made in accordance with the instructions contained herein.
- B. Bids shall be submitted in duplicate on loose forms furnished by the Architect. The wording of the Bid Form shall not be changed or supplemented except in accordance with the instructions. All spaces shall be filled in with typewriter or ink. Where amounts are given both in words and figures, the words will govern in the event of conflict. Any erasures or corrections in the Bid Form must be initialed by the signer.

Bids will be received at the office of Artech Design Group, Inc. via email or telefax, (423) 265-5413, at 2 p.m. Eastern Standard Time on January 15, 2010. Bids received in sealed envelopes prior to the bid time will also be accepted. Page 1 and 2 of the Bid Form along with the complete Bid Tabulation Form and list of key subs is required at the time of the Bid Opening. A detailed construction schedule is required from all Contractors not more than 24 hours after the Bid Opening.

- C. All bidders are required to indicate their license number at the appropriate location on the Bid Form.
- D. If bidder is a corporation, the Bid shall bear the legal name of the corporation and the corporation seal. The Bid shall be signed by an officer authorized to bind the corporation to a contract and the signer's signature shall be attested to by another officer of the corporation.
- E. Schedule is very important and will be given great consideration when reviewing bids. Bidder shall provide a time frame in days for completion of the project and provide a detailed schedule outlining how they intend to complete the project within the time frame they have indicated. For the purpose of this schedule (and this schedule only) assume beginning construction on February 21, 2010. Schedule shall include the following key events or time frames at a minimum:
- Foundations
 - Steel erection
 - Precast Erection
 - Joist & metal deck
 - Building dried in
 - Stadium framing

- Mezzanine completion (ready for owner to move projectors in)
- Auditoriums complete (ready for seats, drapes, etc.)
- Restrooms complete
- Concession/ Bar Millwork Installation
- Substantial completion
- Opening

- F. Bidder shall provide a list of key subs for owner review.
- G. Bids shall not be based on any substituted materials unless previously approved by the Architect before bids are taken. The bidder must submit the Substitution Request with the appropriate attachments and receive approval from the Architect prior to submitting bids. All approved Substitution Requests are to be submitted as attachments to the bid form.
- H. No Bid shall be withdrawn for a period of 60 days subsequent to the date of receiving bids without the consent of the Owner.

1.4 DOCUMENTS

- A. Documents for bidding purposes will be available for examination and will be obtainable at the office of the Architect during regular business hours.
- B. Upon award of contract, low bidder will meet with the Owner and Owner's Site contractor to coordinate schedule and work.

1.5 EXAMINATION OF SITE AND DOCUMENTS

- A. Upon submitting a bid, it is presumed that the bidder has visited the site of the work, has acquainted himself with the conditions as they exist, has thoroughly examined the Drawings and Specifications prepared by the Architect, including other parts of the proposed Contract Documents and fully understands the conditions, difficulties and restrictions attending the execution of the work. It is understood that omissions from the bid due to the failure of the bidder to fully acquaint himself with the site conditions and the requirements of the Documents will not entitle the bidder to additional consideration or compensation if awarded the contract.

1.6 INTERPRETATION OF DOCUMENTS

- A. Should a bidder find discrepancies in, or omissions from the Documents, or should he be in doubt as to the meaning of any requirements on the Documents, he shall at once notify the Architect in writing, using the RFI form as provided in Section 1025 of the Specifications, but in no event later than five days prior to the date for receiving bids. Conflicting requirements brought to the Architect's attention subsequent to five days prior to the date for receiving bids will be subject to the Architect's decision and at no additional cost to the Owner. This shall include any and all Qualifications submitted with the Bids.
- B. Interpretations of the meaning of the Bidding Requirements, or of the proposed contract Documents will be valid only if issued in writing by the Architect as an addendum. Such addenda will be issued no later than three days prior to the date for receiving bids. Each Addendum will be numbered and dated and issued to all prospective bidders of record at the time of issuance. The interpretations of clarifications made other than by such addenda, or as clarified in written response to RFI's submitted by the General Contractor, will not be binding upon the Owner or the Architect. Each bidder submitting a bid must acknowledge receipt of Addendum received in the blanks provided for this purpose in the Bid Form.

1.7 SUBMISSION OF BIDS

- A. Lump sum bids will be received at the office of the Architect on the Bid Date.

1.8 AWARD OF CONTRACT

- A. The Owner reserves the right to reject any and all bids and to award a contract, or contracts in accordance with his best interest.
- B. The form or agreement will be AIA A-101, "Standard Form of Agreement Between the Owner and Contractor", where the basis of payment is a stipulated sum, 1997 Edition.

1.9 VALUE ENGINEERING

- A. All value engineering submissions will be considered.
- B. Submit value engineering ideas on separate paper labeled "Value Engineering" at time of bid

END OF SECTION 00100

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