

FORMAL BID FB23-058

FOR

glass door COMMUNICATION SUITE

Submission Deadline: DECEMBER 13, 2022

2:00 P.M. Central Time

Questions and/or requests for clarification of this FB should be submitted via email to the Purchasing Manager, Kelly Sloan at [purchase@missouriwestern.edu](mailto:purchase@missouriwestern.edu). Please reference the FB23-058 on all correspondence. Answers to the submitted questions will be e-mailed to each vendor as an addendum to this solicitation. It is the responsibility of all interested parties to read this information and return it as part of the FB confirming receipt.



**BID SPECIFICATION SHEET FOR FB23-058**

GLASS DOOR COMMUNICATION SUITE

1.1 GENERAL

A. WORK

The term “Work” includes all labor, materials, equipment and services required of the CONTRACTOR, as shown, described or inferred in the Contract Documents.  
The CONTRACTOR is only to use its own forces and/or OWNER/CONSTRUCTION MANAGER approved sub-trades to undertake the Work. The CONTRACTOR may not sub out further work without the prior written consent of the OWNER, such consent to be granted at the discretion of the OWNER.

B. WORK, LICENCES, PERMITS AND INSPECTIONS

The CONTRACTOR agrees to do all work in accordance with the plans, specifications, and performance standards and in accordance with good building practice, any and all civic, municipal, provincial and federal laws and codes pertaining thereto and to the  
satisfaction of the OWNER. The CONTRACTOR further agrees to obtain all licenses required in connection with his work and to inform the site OWNER/CONSTRUCTION MANAGER of the date and time work will be ready for inspection.

C. GENERAL SITE MAINTENANCE

1. The CONTRACTOR shall clean up, remove, and dispose of all debris associated with this work to the bin provided by CONTRACTOR. Maintain cleanliness of the property at all times.  
2. All work, is to be performed during regular working hours unless otherwise approved by OWNER/CONSTRUCTION MANAGER.  
3. It is the intent of this document that all work performed by the CONTRACTOR is to be complete and functional in all respects meeting all applicable codes and requirements and to the final approval of local governing authorities having jurisdiction;  
4. The CONTRACTOR is responsible for protecting the work of other trades from any damage caused by his own work forces;

D. GENERAL RESPONSIBILITIES

1. The CONTRACTOR is responsible to familiarize himself with the site and point out any potential problems before starting the job.  
2. The awarding of this Contract shall be based on the assurance that adequate, qualified manpower will be provided to carry out this scope of work, and work will be commenced and completed as per the Project Schedule listed within, NOTE: this schedule may be revised from time to time by the Construction Manager.  
3. The CONTRACTOR shall provide all necessary equipment and flagging personnel required for off-loading handling and distribution of the CONTRACTOR’s materials.  
4. The CONTRACTOR shall provide additional labor, for overtime and Saturday  
work if required from time to time to comply with Project Schedule at no additional cost to the OWNER.  
5. The CONTRACTOR shall provide all necessary temporary facilities necessary to carry out this work. Obtain permission from the CONSTRUCTION MANAGER prior to locating any temporary facilities on site. Erection of any sign on the site by the CONTRACTOR or its Sub-Contractors is not allowed without permission from  
the OWNER and CONSTRUCTION MANAGER.  
6. The CONTRACTOR shall cooperate with other trades to ensure a smooth and safe flow of work. Provide a plan detailing sequencing of work to the CONSTRUCTION MANAGER.  
7. The CONTRACTOR shall comply with all requirements for safety procedures, reports, and meetings in accordance with applicable regulations, bylaws, and safety programs.  
8. The CONTRACTOR agrees that the OWNER is not responsible for fire, theft, loss and/or vandalism of any of the CONTRACTOR’s tools, equipment, materials, supplies and/or work in progress

1.2 Construction

A. Construction:

1. The CONTRACTOR shall supply all labor, supervision, tools and equipment for the complete installation of the Spratt Hall Communications Suite Office Store Front project.

2. The CONTRACTOR shall familiarize himself with the projects Mechanical and Electrical systems to appreciate the requirements of other trades in respect to the installation of the project.

3. The CONTRACTOR confirms that he is an expert in this field of work and is fully knowledgeable and experienced in all aspects of procedures, methods, regulations, codes and municipal requirements and the CONTRACTOR further acknowledges that the OWNER is relying on this expertise.

4. The work shall include, but not necessarily be limited to, the following:  
 a. The CONTRACTOR shall supply all labor for the complete installation of (2) aluminum store front entries to include all hardware.

b. The CONTRACTOR shall furnish and install (2) 1 ¾ in. x 4 ½ in. aluminum mill finish storefronts 20 ft. long by 9 ft. tall. Note: field verification of all measurements is Contractors responsibility.

c. The CONTRACTOR shall install (2) pairs of medium stile doors with continuous hinges.

d. The CONTRACTOR shall install (1) Vonduprin QEL electrified panic with transfer hinge and concealed vertical rods on east set of doors.

e. The CONTRACTOR shall install (3) Vonduprin 99 Series panic bars with concealed vertical rods.

f. The CONTRACTOR shall provide and Install (1) Horton 7100 automatic operator on east door set with hardwired paddles. Electric provided by MWSU (owner)

g. The CONTRACTOR shall install (3) 4040 XP LCN closers on the remaining (3) doors.

h. The CONTRACTOR shall provide LFIC cylinders in all doors. Note MWSU will provide and install cores.

i. Glazed with ¼ in. clear tempered glass.

j. The CONTRACTOR shall supply a Forklift, Manlift for all related work including all equipment for material handling and disposal. The OWNER shall provide required power supply and hook up;  
 k. The CONTRACTOR shall schedule all work in accordance with and as directed by the PROJECT MANGER. As time is of the essence, the schedule will be reviewed from time to time and is expected to be met;

l. Weekly progress meetings will be expected and scheduled by PROJECT MANGER

Project Timeline:

Project Advertised November 30, 2022

Mandatory Pre-Bid December 7, 2022

Bid-Opening December 13, 2022

Project Start Date December 14, 2022

Project Substantial Completion January 13, 2022

Final Completion January 20, 2022

NOTE:

* All work must be coordinated through Missouri Western State University.
* Contractor shall be responsible to collect temporary parking passes supplied by the Owner.
* All life safety devices shall be removed for walls where needed and safety placed above working heights to allow for relocation.
* CONTRACTOR shall be responsible for any and all field verification to allow work to be completed as specified.

**MANDATORY PRE-BID MEETING**

There will a mandatory pre-bid meeting in Spratt Hall, room 202 on Wednesday, December 7th at 10:00am. Tours of the area and questions will be answered at this meeting.

**BID INFORMATION**

**Sealed bids must be submitted to the Purchasing Office by 2:00 p.m. Central Time on December 13, 2022. Electronic or faxed bids will not be accepted.**

Missouri Western State University

Popplewell Hall, Room 221

4525 Downs Drive

St. Joseph, MO 64507

All questions should be directed to Purchasing Manager, Kelly Sloan, (816) 271-4465, [purchase@missouriwestern.edu](mailto:purchase@missouriwestern.edu)

Missouri Western reserves the right to accept or reject any or all items of this bid.

Include with your bid:

* Current signed W-9
* Pricing sheet on page 6
* Include any addendum(s) with your initials



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GLASS DOOR COMMUNICATION SUITE

Base bid to purchase and install glass door:

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

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

Authorized Vendor Signature:

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_