



HAINES BOROUGH
MUSEUM FIRE MONITORING & SUPPRESSION SYSTEM UPGRADES
REQUEST FOR BIDS

The Haines Borough is soliciting bids from qualified and licensed contractors to replace fire monitoring and suppression control system in the Sheldon Museum located in Haines, Alaska. Sealed bids will be accepted until 4:00pm Thursday, May 7, 2009 at the Haines Borough Administrative Offices in Haines, AK. Bids will be opened and read at that time. In general, scope of work includes replacing fire monitoring and suppression control system, adding notification devices per code, connection of circulation fans, and inspection/testing of halon system as instructed in bid documents. The engineer's estimate for this work is between \$10,000 and \$100,000. The expected project completion date is June 30, 2009. **This project is subject to the State's minimum wage laws (AS 36.05).**

The Haines Borough anticipates the following project schedule:

Request for Bids	April 20, 2009
Receive and open bids	May 5, 2009, 4:00pm Alaska Standard Time
Borough Assembly Authorization	May 12, 2009
Notice of Intent to Award	May 13, 2009
Contract and Notice to Proceed	ASAP (when required documents are in place)
Project Completion	June 30, 2009

Bidders must provide one signed copy of a detailed bid that includes the required Bid Form, in a sealed envelope clearly labeled as "*Museum Fire/Suppression System Upgrades*," clearly stating what is included and any exclusions. A Bid Bond in the amount of 5% of the total bid price must accompany each bid. The Bid Bond may be in the form of a certified check made payable to the Haines Borough or a Bid Bond issued by a surety licensed to do business in Alaska. Please refer to the Bid Form for other required bid accompaniments.

Submit no later than 4:00pm AST, Tuesday, May 5, 2009 directly to:

Julie Cozzi, Borough Clerk
Haines Borough Administration
P.O. Box 1209 / 103 Third Avenue S.
Haines, Alaska 99827-1209
Phone: (907) 766-2231 ext.31 Fax: (907) 766-2716
Email: jcozzi@haines.ak.us

Questions should be directed to:

Brad Maynard, Public Facilities Director
Haines Borough, P.O. Box 1209
Haines, Alaska 99827
Phone: (907) 766-2257 Fax: (907) 766-2256
Email: bmaynard@haines.ak.us



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Bids previously sent by mail or other delivery method may be modified by facsimile provided that modifications do not state total bid but only the amount to modify the bid provided in the sealed envelope.

The Borough may waive any informalities or minor defects or reject any and all bids. Any Bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within 30 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the Borough and the successful bidder.

Bidders must acknowledge the receipt of any addenda in the space provided on the Bid Form. A bid that contains a substantial condition or qualification will not be accepted. Award of the contract will be made to the responsive, responsible party who submits the best bid.

Each bidder is responsible for reading and being thoroughly familiar with the Request for Bid documents. The failure or omission of any bidder to do any of the foregoing shall in no way relieve any bidder from any obligation in respect to its bid.

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NON-COLLUSION AFFIDAVIT

UNITED STATES OF AMERICA))

STATE OF _____))

I, _____ of _____, being duly sworn,
so depose and state:

That I, or the firm, association or corporation of which I am a member, a Bidder on the contract to be awarded by the Assembly of the Haines Borough for the following project:

MUSEUM FIRE MONITORING & SUPPRESSION SYSTEM UPGRADES

located in Haines, Alaska, have not, either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

Signature of Bidder _____

Subscribed and sworn to me this _____ day of _____, **2009**.

Notary Public _____

State of _____

My Commission Expires: _____

HAINES BOROUGH

Contractor Insurance Requirements

Without limiting the Contractor's indemnification, it is agreed that the Contractor shall purchase at its own expense and maintain in force at all times during the performance of services under Contract the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the Contractor's policy contains higher limits, the Haines Borough shall be entitled to coverage to the extent of such higher limits. Failure to maintain insurance is a material breach and grounds for termination of the Contractor's services.

- (a) Worker's Compensation Insurance: The Contractor shall provide and maintain, for all employees of the Contractor engaged in work under this Contract, Worker's Compensation Insurance as required by AS 23.30.045. The Contractor shall be responsible for Worker's Compensation Insurance for any subcontractor who directly or indirectly provides services under this Contract. If the Contractor does not have employees, this insurance requirement is waived.
- (b) General Liability Insurance: The Contractor must maintain General Liability Insurance in an amount sufficient to cover any suit that may be brought against the Contractor. This amount must be at least five-hundred thousand dollars (\$500,000) combined single limit. The Contractor must assume all insurable risks and bear any loss or injury to property or persons occasioned by neglect or accident during the terms of this Contract, except for sole negligence on the part of the Borough.
- (c) Comprehensive Automobile Liability Insurance: Covering all vehicles utilized in connection with this project with coverage limits not less than \$100,000 per person, \$300,000 per occurrence bodily injury, and \$50,000 Property damage.