

**Subcontractor bid proposal form**  
**Project: Callyn Heights Apartments**

Page 1

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

Subcontractor:

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(Company Name)

Organized and existing under the laws of the State of Missouri and doing business as

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(Company Name)

To: General Contractor  
Sparks Constructors, Inc.  
505 N Main Street  
Kirksville, Missouri 63501  
Attn: Project Estimator

Gentlemen:

The Bidder, in compliance with your Invitation for Bids for the construction contemplated by Bid solicitation for: Callyn Heights Apartments, Osteopathy and Elizabeth Streets, Kirksville, MO 63501

and having examined the plans and specifications as listed in Exhibit "A" and other related documents, and being familiar with the site of the proposed work and with all of the conditions surrounding the construction of the proposed project, including but not limited to availability of materials and labor, hereby proposes to furnish all labor, materials, tools, equipment, machinery, transportation, superintendent, insurance and incidentals , to perform all work, provide all services and to construct all work in the Bid Solicitation Package stated and at the prices noted below. These prices are to cover all expenses incurred in performing the work required for this Bid Solicitation Package under the Contract Documents, of which this Solicitation is a part.

Bidding documents are as noted in Exhibit "A"

After bid proposals are received, tabulated and evaluated by the General Contractor and the successful bidder for each bid package has been determined, said bidder agrees to meet with the General Contractor at the General Contractor's designated site office for purposes of determining any Subcontract overlaps or omissions. For purposes of these meetings, the Bidder agrees to provide a complete, detailed cost breakdown, a list of all sub-tier subcontractors proposed for use in completing their scope of work, materials suppliers list and manufacturers for use in completing their scope of work.

The Bidder if awarded the Subcontract, agrees to commence work and to fully complete this Bid Solicitation Package in accordance with the schedule to be established in collaboration with the General Contractor under the provisions of the Specifications.

Terms: Pay requests submitted by the 25<sup>th</sup> of the month and approved will be due on the or about the 15<sup>th</sup> of the following month. Ten percent (%) retainage will be withheld from all invoices. Dates may be altered to fit Owner's payment schedules.

The undersigned Bidder acknowledges hereunder receipt of the following Addenda:

Addenda # \_\_\_\_ Dated \_\_\_\_\_ Addenda # \_\_\_\_ Dated \_\_\_\_\_

Addenda # \_\_\_\_ Dated \_\_\_\_\_ Addenda # \_\_\_\_ Dated \_\_\_\_\_

**Lump sum bid for completion of all work as noted on plans and in specification manual for section(s):** \_\_\_\_\_

In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alternate A as applies to above section(s) base bid:** Add Deduct (Please circle one)

In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alternate B as applies to above section(s) base bid:** Add Deduct (Please circle one)

In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alternate C as applies to above section(s) base bid:** Add Deduct (Please circle one)

In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

All applicable sales taxes and prevailing wages are included in the above Lump sum price. Bidder agrees that this Lump sum price shall be good and may not be withdrawn for a period of **90 calendar days**.

Amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

**Cost to add** to above bid to provide subcontractor performance and payment bonds:

**Base Bid:** In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alt. A :** In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alt. B:** In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Alt. C:** In words: \_\_\_\_\_ dollars \$ \_\_\_\_\_

**Exclusions or Clarifications**


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We encourage any bidder that may not be able to perform or finance the entire scope of work for a given section or work item to provide a bid for the portion of work they would be able to perform. Please provide a clear description of below of what is included in your bid should you not provide a complete bid for the listed section. If nothing is listed in this area it will be determined your bid is for the complete section or work item.

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This project has 10% MBE & 5% DBE minimum participation goals. Please list the name and dollar amount of materials purchased or sub tier subcontract from certified MBE / WBE subs / suppliers below:

Name, city, state	Type (MBE or WBE) & (Sub / Sup)	Dollar Amount
<hr/>	<hr/>	\$ <hr/>
<hr/>	<hr/>	\$ <hr/>
<hr/>	<hr/>	\$ <hr/>
<hr/>	<hr/>	\$ <hr/>

The undersigned understands that the Owner and the General Contactor reserve the right to reject any and all bid proposals and to waive any informalities or irregularities. Within ten (10) days after receipt of the signed contract for the amount of this bid proposal, the undersigned will execute said Agreement and deliver that Agreement and Performance and Payment Bonds if required, to the General Contractor.

Signature of Bidder: 

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Type or Printed Name and Title: 

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## Scope of Work

### Initials

- \_\_\_\_\_ 1. This subcontract proposal includes all applicable taxes & prevailing wages.
- \_\_\_\_\_ 2. This subcontractor has visited the site and has verified the existing conditions of the building and site and has included the necessary charges for these conditions.
- \_\_\_\_\_ 3. This project is a hardhat project and all of your personnel must abide by and adhere to all OSHA Safety Regulations and Standards
- \_\_\_\_\_ 4. Supply all labor, materials, equipment and incidentals to perform your specific scope of work as shown on plans and indicated in the specification manual.
- \_\_\_\_\_ 5. **Alternates:** Supply all labor, materials, equipment and incidentals to perform your specific scope of work as shown on plans and indicated in the specification manual.
- \_\_\_\_\_ 6. All clean up of excess materials and debris related to this subcontractor's work shall be done by this subcontractor. Excess materials and debris to be placed in dumpster provided by General Contractor.
- \_\_\_\_\_ 7. Submittals/Shop drawings are required for this project and must be approved Before proceeding with work or ordering of materials.
- \_\_\_\_\_ 8. It is this subcontractor's responsibility to inspect other trade's work that affects the installation of this Subcontractors work prior to commencement. This Subcontractor is to inform the General Contractor in writing of any deficiencies prior to starting their work to insure these deficiencies are corrected.
- \_\_\_\_\_ 9. A current Certificate of Insurance must be submitted and accepted by Sparks Constructors, Inc. prior to issuance of Subcontract Agreement.  
**Important:** Sparks Constructors, Inc. must be listed as additionally insured.
- \_\_\_\_\_ 10. Any changes to this scope of work that may affect the contract dollar amount must be submitted in writing and approved by General Contractor prior to commencement of said work.
- \_\_\_\_\_ 11. All work shall be scheduled for normal business hours

**“Exhibit A”****Bid documents**

<b><u>Sheet number</u></b>	<b><u>Document by</u></b>	<b><u>Date of Latest drawing</u></b>
A-001	AGM	8-9-2013
AS-1	AGM	8-9-2013
AS-2	AGM	8-9-2013
1 of 6	SABUR	8-8-2013
2 of 6	SABUR	8-8-2013
3 of 6	SABUR	8-8-2013
4 of 6	SABUR	8-8-2013
5 of 6	SABUR	8-8-2013
6 of 6	SABUR	8-8-2013
A-101	AGM	8-9-2013
A-102	AGM	8-9-2013
A-103	AGM	8-9-2013
A-104	AGM	8-9-2013
A-106	AGM	8-9-2013
A-107	AGM	8-9-2013
S-1	AGM	8-9-2013
A-201	AGM	8-9-2013
A-202	AGM	8-9-2013
A-203	AGM	8-9-2013
A-301	AGM	8-9-2013
A-302	AGM	8-9-2013
A-303	AGM	8-9-2013
A-601	AGM	8-9-2013
A-602	AGM	8-9-2013
A-603	AGM	8-9-2013
A-604	AGM	8-9-2013
A-605	AGM	8-9-2013
M-100	AGM	8-9-2013
MEP-101	AGM	8-9-2013
MEP-102	AGM	8-9-2013
MEP-103	AGM	8-9-2013
MEP-104	AGM	8-9-2013
P-100	AGM	8-9-2013
SP-101	AGM	8-9-2013
E-100	AGM	8-9-2013
E-101	AGM	8-9-2013
E-102	AGM	8-9-2013

**Specification manual issued 8-9-2013**