

**CITY OF LENEXA**

**NOTICE TO BIDDERS**

Sealed bids for Matt Taylor Park Tennis Court Renovation will be accepted by the City of Lenexa, Kansas at the Community Development Department, Lenexa City Hall, 12350 West 87th Street Parkway, Lenexa, Kansas 66215, until 1:00 pm (local time) on February 16, 2010 at which time bids will be publicly opened and read aloud at the Lenexa City Hall. Any bid received after the designated closing time will not be considered and will be returned unopened.

All bids shall be submitted to the Community Development Department Customer Service Staff (Main Level) in sealed envelopes addressed to the CITY OF LENEXA, KANSAS, ATTENTION: CITY CLERK, and marked "Bid for: Matt Taylor Park Tennis Court Renovation Copies of plans, specifications, bidding documents and other Contract Documents are on file at:

Community Development Department (Upper Level)  
City of Lenexa  
12350 W. 87<sup>th</sup> Street Parkway  
Lenexa, KS 66215

Bidders desiring Contract Documents for use in preparing bids may obtain a set of such documents at the address above upon payment of Twenty-Five Dollars and No/100 Dollars (\$25.00), which amount is non-refundable.

**PLANS AND SPECIFICATIONS MAY BE DOWNLOADED FREE OF CHARGE FROM THE CITY OF LENEXA PUBLIC WORKS WEBSITE**

**SEE BELOW FOR DOCUMENT DOWNLOAD REGISTRATION PAGE ADDRESS**

<https://www.ci.lenexa.ks.us/vsnPWBids/ProjectList.aspx>

**EACH BIDDER WILL BE RESPONSIBLE FOR ENSURING THAT IT HAS RECEIVED ANY AND ALL ADDENDA ISSUED BY CITY IN ACCORDANCE WITH IB-10 OF THE INSTRUCTIONS TO BIDDERS.**

CONTRACTORS SHOULD READ AND BE FULLY FAMILIAR WITH ALL CONTRACT DOCUMENTS INCLUDING ADDENDA BEFORE SUBMITTING A BID. IN SUBMITTING A BID, THE BIDDER WARRANTS THAT IT HAS READ THE CONTRACT DOCUMENTS AND IS FULLY FAMILIAR THEREWITH AND THAT IT HAS VISITED THE SITE OF THE WORK TO FULLY INFORM ITSELF AS TO ALL EXISTING CONDITIONS AND LIMITATIONS AND SHALL INCLUDE IN ITS BID A SUM TO COVER THE COST OF ALL ITEMS OF THE WORK AS SPECIFIED IN THE CONTRACT DOCUMENTS.

No oral telegraphic, telephonic proposals or alterations will be considered. Facsimile transmissions will not be accepted.

The following items must be included in the sealed envelope with the Bid:

- a. Bid Form;
- b. 5% Bid Security--Bid Bond, Cashier's Check or Certified Check (see below); and
- c. Acknowledgment of Addenda Issued by City.

Each bidder shall file with its bid a bid bond, a cashier's check or a certified check drawn on an acceptable bank, made payable to City of Lenexa, Kansas, in an amount equal to five percent (5%) of the total bid, which shall be retained by City of Lenexa, Kansas until a Contract for the project has been executed. Bid Bonds will be returned to the bidders, with the exception of the best and lowest and second best and second lowest responsible bidders, within twenty-one (21) days after their bids are rejected. The bid deposit of the lowest and the second lowest responsible bidders will be returned when the Performance Bond, Maintenance Bond and Statutory Bond, each in an amount equal to 100% of the Contract amount; required insurance certificates and other required documents shall have been furnished and the Contract Documents have been executed by the successful bidder.

In the event the low bidder is unable to execute the Contract, for whatever reason, within the time provided in the Notice of Award, City may annul the Notice of Award and the bid deposit may be forfeited and City shall exercise its legal prerogatives, including, but not limited to, enforcement of its rights as to the bid security or specific performance.

City reserves the right to accept or reject any and all bids and to waive any technicalities or irregularities therein. Bids may be modified or withdrawn by written request of the bidder received in the office of City Clerk, prior to the time and date for bid opening.

From and after the release of this Notice, any party intending to bid on the above referenced Project, including their officers, employees, agents, or contractors are specifically prohibited from communicating with any elected or appointed official of the City, directly or indirectly, with regard to the award of the contract for the Project listed above, except as specifically authorized by the Instructions to Bidders. Any such unauthorized communication may result in the automatic disqualification of such bidder.

ALL BIDDERS AGREE THAT REJECTION SHALL CREATE NO LIABILITY ON THE PART OF CITY BECAUSE OF SUCH REJECTION, AND THE FILING OF ANY BID IN RESPONSE TO THIS NOTICE SHALL CONSTITUTE AN AGREEMENT OF THE BIDDER TO THESE CONDITIONS.

If this section is completed, a **Pre-Bid Conference** will be held at:

Lenexa City Hall, Executive Conference Room (UL)

February 9, 2010, at 1:00 p.m.

*David F. Bryant III*

David F. Bryant III, City Clerk  
City of Lenexa, Kansas