

## INSTRUCTIONS TO BIDDERS

Invitation for Bids for Public Opening and Reading

Terminal Railroad Association of St. Louis  
In cooperation with Bi-State Development Agency

July 18, 2018  
1201 McKinley Avenue  
Venice, IL 62090

### TITLE VI CIVIL RIGHTS ASSURANCES

TRRA hereby notifies all bidders that it will affirmatively ensure that in any contract entered pursuant to this advertisement, businesses owned and controlled by socially and economically disadvantaged individuals will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in consideration for an award.

### BID SUBMISSION

- A. Bids are requested for the Mother Mate Conversion Project Number CMAQ-5439(608).
- B. Bids shall be signed, executed and dated, and shall be submitted on the supplied forms, in sealed envelopes, to TRRA, 1201 McKinley Avenue, Venice, IL 62090 until 12:00pm, Venice IL time, on 23th, August, 2018. Alternatively, emailed bids are acceptable. Bids will be opened, and prices read aloud in the Conference Room at 3:00pm that day.

Bids received after the prescribed time will not be considered and will be returned to the Bidder, unopened, either in person or via certified mail.

The submitted bid package must contain all items listed in the Bid Form. Failure to include all items listed may render your bid non-responsive.

- C. Bidders shall be solely responsible for timely delivery of their bids in the manner and at the prescribed time.

### GENERAL REQUIREMENTS

Contract Time:	Refer to Bid Form, Mother Mate Contract Article 2 Time/Schedule.
Insurance:	See Contract Exhibit F

Prequalification of Contractors – Contractors must be pre-qualified to be eligible to bid. Applications are available by emailing [kspringmeyer@terminalrailroad.com](mailto:kspringmeyer@terminalrailroad.com). The cutoff date to submit a prequalification application is August 1, 2018. Contractors will be notified regarding their eligibility by August 3, 2018.

## DESCRIPTION OF WORK

The scope of work consists of the following:

- A. Convert a GP38-3 to a GP40-3
- B. Build 2 GP40-3 Mother Mate sets with operational cabs on all units
- C. Install a ZTR Control system on 4 units
- D. Install a CCB26 NYAB air system on 4 units

## TIME TABLE

Bid documents may be obtained by contacting Kathy Springmeyer, Mechanical Clerk 618.451.8463 or at [kspringmeyer@terminalrailroad.com](mailto:kspringmeyer@terminalrailroad.com)

### A. Pre-Bid Conference/Site Visit

A mandatory Pre-Bid Conference will be held on August 6, 2018 at 9:00 a.m. Venice time, at the Murray Building, 1201 McKinley Avenue, Venice, IL 62090.

One locomotive site visit of approximately 2 hours between 9:30 a.m. and 11:30 a.m. will be provided for each prequalified Applicant team and major subcontractors between August 6, 2018 and August 10, 2018. A hard hat, safety vest, safety boots, and eye protection will be required along with a signed waiver to access the locomotive. Participants will be walking on rock and climbing onto locomotives.

Information and clarification of items discussed at pre-bid conference will be included in the official procurement record only if such items are included in an addendum issued by TRRA.

### B. Addenda

If a Bidder submits in writing a request for changes from the contract documents language agreed to by TRRA, approval will be issued by addendum to all prequalified bidders.

Written explanation desired by a Bidder regarding the meaning or interpretation of the contract documents, must be submitted in writing via email to TRRA prior to 3:00pm, Venice time, Tuesday August 14, 2018. Reply by TRRA will be in the form of an Addendum, a copy of which will be forwarded to all prequalified bidders no later than three (3) working days prior to receipt of bids. All other written inquiries will be provided in writing to the inquiring bidder only.

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## DURATION OF BID

Bids shall remain open to acceptance and shall be irrevocable for a period of 4 weeks after the opening of bids.

## BIDDING REQUIREMENTS

Bids not conforming to the following requirements may be rejected:

- A. Bids must be submitted on the bid form.
- B. Bids must be received by date and time identified in this invitation or by addendum.
- C. Alternate bids will not be considered for award.
- D. Emailed bids will be allowed and must include all required forms.

## EVALUATION AND AWARD OF BIDS

- A. Award will be made to lowest, responsive and responsible bidder whose base bid conforms to the bid documents. Additional information on the award basis is available from the bid form.
  - B. TRRA reserves the right to make awards within one 4 weeks from the date bids are opened. During the 4 week period, bids shall not be withdrawn. Should award in whole or part be delayed beyond a period of 4 weeks, such extension shall be conditioned upon Bidder's acceptance.
  - C. Contract is bid per Mother Mate Contract Article 1 and not subject to change other than by mechanisms listed in the contract up to time of award.
  - D. Lump sum and bid price breakdown amounts shall be all inclusive and represent a true value of the labor, materials, equipment, insurance and supervision required to perform the work, including all cost for overhead and profit for each type and unit of work called for in the contract documents.
  - E. TRRA reserves the right to delay making an award in order to respond to a protest, permit proper study and analysis of all bids received, make multiple awards, reject any or all bids and to make a pre-award determination to evaluate the capability of the Bidder(s).
    - 1. Responsiveness will be determined on the basis of the Bidder's adherence to all bid requirements. Such determination shall be made after bid opening.
    - 2. Responsibility will be determined on the basis of the Bidder's skill, integrity, and ability to perform as bid, in light of its experience, facilities, and financial solvency, such determination shall be made prior to bid opening. TRRA reserves the right not to award to a bidder/proposer based on unsatisfactory performance as a contractor or subcontractor or if such parties are involved in threatened or pending litigation with TRRA.
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### PRE-CONTRACT COSTS

TRRA will not be responsible for expenses incurred by any Bidder, successful or otherwise, prior to contract award.

### CONTRACT FORM

The contract agreement entitled "Exhibit D – Bid Form" shall become part of the contractual agreement between the TRRA and the Contractor. The Contractor, by submission of this form with the bid, accepts the execution of the award by the TRRA.

All labor used in the construction of this public improvement shall be paid a wage no less than the prevailing hourly rate of wages of work of a similar character in this locality as established by the Department of Labor and Industrial Relations (Federal Wage Rate), or state wage rate, whichever is higher.

A certified or cashier's check or a bid bond in the amount of 5% shall be submitted with each proposal.

No 2<sup>nd</sup> tier subcontracting will be allowed on this project.

### DBE REQUIREMENTS

MoDot has reviewed the scope of work for this project as well as the availability and capacity of approved DBE firms to perform this work and has determined that a 0% goal is appropriate for this project. Even though the DBE goal is 0%, any DBE participation that does take place on this project will need to be reported to MoDot.

### PROTESTS

Formal protest of a notice of intent to award must be sent in writing with a statement of the reasons for the protest and all available exhibits, evidence, or documents substantiating the protest within 5 days of the notice. No hearing or oral argument shall be provided, except, in the sole and absolute discretion of the TRRA.

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