NOTICE TO BIDDERS

The City Clerk of the City of Minot will receive sealed bids at her office at City Hall (515 2nd Avenue SW—Second Floor) until 1:00 p.m. on Monday, September 28, 2015, for furnishing the City of Minot the following:

"Cremation Columbaria"
Project # 4122

Specifications and general instructions to bidders are available at the Public Works Building at 1025 31st St. S.E., on the city website at www.minotnd.org or by calling 701-857-4140.

The bid envelope shall be plainly marked:

"Project # 4122 – Cremation Columbaria"

The City Council of the City of Minot reserves the right to reject any or all bids and to award the contract as it deems to be in the best interest of the City of Minot. Each bid must be accompanied by a bidder’s bond, cashiers check or certified check in the amount of five percent (5%) of the bid and must be in a separate envelope marked “bid bond” and attached to the outside of the bid.

Bidders are invited to be present at the above-mentioned time and place for the opening of the bids.

Lisa Jundt
City Clerk

Publish: Legal Ad - Friday, August 18, 2015
GENERAL BID SPECIFICATIONS
City of Minot, ND 58701

Every bid must be accompanied by a bidder's bond, a certified check, or a cashier's check, made payable to the City of Minot, in the amount of 5% of the total bid. Checks of the unsuccessful bidders will be returned and the check or bond of the successful bidder will be held as a guaranty that the terms of the bid will be complied with.

The City of Minot is exempt from state and federal excise and sales taxes and no amount for such taxes are to be included in the bid price.

The City Council reserves, to itself, the right to reject any or all bids and to award the contract, as it deems necessary and in the best interest of the City of Minot.

Delivery of materials, supplies or services contained in the bid shall be made to the Minot Public Works Building, and the price shall be FOB, Minot, North Dakota. The delivery date shall be specified on the bid.

All envelopes must be sealed and marked plainly

“Project # 4122 – Cremation Columbaria”

Bids will be opened in the office of the City Clerk at City Hall, 515 2nd Ave. S.W., Minot, North Dakota at 1:00 p.m. on Monday, September 28, 2015. Bids received after this time will be returned, unopened, to the bidder. Bidders are invited to be present at the opening of bids.
The City of Minot is accepting bids for a cremation columbarium niche storage system. The units described in these specifications shall be a pre-assembled, one-piece columbaria manufactured and assembled in the USA. Each niche shall accommodate two standard sized urns. Please provide pricing for each of the two designs (100 and 144 companion niches) attached to this specification.

**Materials**

**Fronts:** Shall be of polished granite material 12” x 12” x ¾” thick with 1/8” chamfered edges on the face side. Each granite niche front shall cover one niche opening (no common niche fronts covering multiple niche openings).

**Cap Stone:** Shall be solid granite material 3” thick fabricated in one piece to match cap stone design on attached drawings.

**Structural Vertical Niche Divisions:** Shall be 3/8” thick (nominal), fiber reinforced cement products. There shall be a reinforced concrete core and base incorporated into the pre-assembled structure.

**Niche Shelves:** Shall be fabricated from anodized aluminum. Each niche will have an inner closure panel fashioned from aluminum.

**System Locking Hardware:** For fastening niche fronts, hardware shall be concealed and fabricated from anodized aluminum extrusion, cast aluminum, stainless steel, and brass to include all necessary lock brackets, lock clips, rods, multiple niche adjusters and swivel sockets.

No spring loaded devices may be incorporated in the permanent concealed locking niche front hardware.

For all installations, the EM anchor will be used to bolt the concealed locking hardware to the backside of the stone fronts.

A universal temporary granite front in matching color inscribed with “Out for Inscription” will be included to be placed in any niche opening while the original niche front is being inscribed.

Four replacement fronts shall be included for future use if original niche front is damaged or broken.
Unit shall be manufactured and assembled in the United States.

**Installation**

All units are to be pre-assembled to dimensions shown on the drawings.

Install pre-assembled columbaria with crane or forklift utilizing lifting apparatus supplied by columbarium manufacturer.

Columbarium manufacturer shall supply specific foundation drawings for owner's masonry contractor to install prior to columbarium delivery.

All units to be set level, plumb, and true on a base or foundation that is smooth, level, and flat.

Provide three extra thin key wrenches to the owner and instruct the owner's personnel in the manner of niche front removal. Provide temporary front to be put in place during inscription.

**The designs outlined in these specifications are specific and all bidders are expected to provide columbaria units that meet or exceed these specifications. Alternate designs may be submitted, but the City of Minot reserves the right to select the unit it feels matches the future lay out plan the best and has the best aesthetic quality regardless of price.**
The City of Minot is a municipal government and is tax exempt. Bids shall not include sales tax or other applicable taxes. The tax-exempt number is E4351.

**Option A** – 100 niche unit circular columbarium unit

$____________________

**Option B** – 144 niche unit octagonal columbarium unit

$____________________

In submitting this bid, it is understood that the contract will be awarded on the basis of lowest and best bid. The right to reject any and all bids is reserved by the owner, and it is agreed that this bid may not be withdrawn 60 days after actual date of the opening. Payment will be made within 30 days after acceptance of the units. All prices shall include delivery to Minot Public Works Building, 1025 31st Street SE, Minot ND, 58701.

The bidder hereby certifies: a) that this bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; b) that he has not directly or indirectly induced or solicited any other bidder to put in false or sham bid; c) that he has not solicited or induced any person, firm or corporation to refrain from bidding; and d) that he has not sought by collusion or otherwise to obtain for himself any advantage over any other bidder or over the owner.

________________________________________  ________________________
Signature                                      Date

________________________________________  ________________________
Company Name                                   Phone

________________________________________  ________________________
Company Address                                Fax
100 Niche Round Columbarium
(200 Urn Spaces)

3" Thick Standard Granite Capstone (Polished Finish)

1/4" Wide X 1/8" Deep Drip Edge

3/4" Thick Standard Granite Niche Fronts (Polished Finish)

Attached Base Trim

Grade Line

1/4" to the Foot Slope

3/8" Rebar

Top of Footing or Slab

1/2" Expansion Joint

Total Depth 15"

Section

Elevation

Note: All finished grade work must be completed after the columbarium is set onto the foundation.
100 Niche Round Columbarium
(200 Urn Spaces)

Each niche holds two urns, 5 1/2" x 5 1/2" x 7"

The center core is used for capstone support

6'-7" diameter capstone

Plan View