

## INSTRUCTIONS TO BIDDERS

Separate sealed Proposals are requested from **Invited Offerors** for Construction Services which include but are not limited to the associated, labor, materials, tools, equipment, utilities, and all other items necessary for a complete Delivery for:

**Hall of Fame Hotel  
Canton, OH 44708**

Will be received in the offices of:

**WELTY BUILDING COMPANY LTD.  
3421 Ridgewood Road  
Fairlawn, Ohio 44333**

**NOT LATER THAN:**

**March 3, 2017  
1:30 PM Eastern Standard Time**

Attention: Mr. Mark Crowder

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**Proposals can be e-mailed to [mcrowder@thinkwelty.com](mailto:mcrowder@thinkwelty.com)** or envelopes containing the Proposal must be sealed, list the base Proposals included on the lower left hand corner of the envelope, and be addressed to Welty Building Company Ltd. at which time they will be opened privately.

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IB-1            Instructions to Bidders

Instructions to Bidders, the current edition of AIA Document A701, is considered a part of these Instructions to Offerors; and can be reviewed at the offices of Welty Building Company Ltd. All questions are to be directed to Welty Building Company Ltd., (330) 867-2400.

IB-2            The Services and Work

The Services and Work shall be in strict accordance with the Construction Documents as prepared by HKS Inc. 350 North Saint Paul Street, Suite 100, Dallas TX 75201; and Welty Building Company Ltd., Construction Manager, 3421 Ridgewood Road, Suite 200, Fairlawn, Ohio 44333.

IB-3            Proposal Form

Proposals will be accepted if submitted on the unaltered Form of Proposal included.

IB-4            Location of Plans for Review

The Plans and Specifications, the General, Supplementary, and Special Conditions, and other Contract Documents may be examined at the following locations:

Welty Building Company Ltd.  
3421 Ridgewood Road  
Fairlawn, OH 44333  
(330) 867-2400  
Mr. Mark Crowder

Builders Exchange, Inc.  
9555 Rockside Road, Suite 300  
Valley View, Ohio 44125  
(216) 393-6300

IB-5            Obtaining Drawings and Specifications

**Invited Offerors** can obtain the Proposal Documents via the Builder's Exchange Plan-room accessible via [www.bxohio.com](http://www.bxohio.com).

If paper sets of plans and specifications are required by any of the invited Proposal Offerors or their suppliers, all procurement and cost associated are the responsibility of the invited Proposal Offeror.

IB-6            Bonds & Insurance

Neither Proposal Bonds or Performance and Payment Bonds are required.

The successful Offerors will be required to enroll into the Welty Subcontractor Default Insurance (SDI) program. After the Proposal opening, but prior to award, the successful Offeror will pay \$120 fee for enrollment into the program and be obligated to submit any information needed to prove financial health and stability. All fees and information will be handled by a third-party controller and will be the only company privy to this confidential information.

IB-7            Form of Agreement

The successful Offerors will be required to execute the Welty Building Company Standard Subcontract.

IB-8            Wage Rate Requirements – Project Labor Agreement

Ohio Prevailing Wage Rates apply to this project.  
PLA Agreement dated July 1, 2016, see Article XI – Wage and Benefits

IB-9            Experience

Offerors are expected to be experienced and familiar with the requirements and conditions imposed during similar type work.

Offerors affirmatively represent that they are skilled and experienced in the performance of the Professional Services and Work as required by this Project, and in the use and interpretation of Drawings, and Specifications such as those included in the Contract Documents, that they have carefully reviewed the Drawings and Specifications of this Project and that they have based their Proposal solely on these Documents, not relying in any way on any explanation or interpretation - oral or written - from any other source. Unless the Offeror has given written notice of any ambiguities contained in the Drawings and Specifications prior to the submission of its Proposal, the Offeror agrees that it shall be conclusively presumed that the Contractor has exercised his aforementioned skill and experience and found the Drawings and Specifications sufficient and free from ambiguities, errors, or omissions for the purpose of determining its contract Proposal Price for the Performance of the Professional Services and Work in conformity with the Drawings and Specifications.

IB-10           Pre-Proposal Meeting & Site Visit

A formal Pre-Proposal Meeting is not anticipated. Prior to submitting a proposal, each Bidder is recommended to examine the site and all local conditions affecting the work and correlate his observations with the requirements of the Contract Documents. If requested, a site visit can be arranged. Please contact:

Location:      Welty Field Office  
                    2014 Blake Ave. NW  
                    Canton, OH 44708

Contact:       John Porter – (330) 328-2409

IB-11           Price Guarantee

All Proposals are to be firm for the duration of the project.

IB-12        Sales Tax

This project requires Sales Tax.

IB-13        Proposal Acceptance

In submitting a proposal, it is understood that the right is reserved by the Developer and Welty Building Company Ltd. to reject any or all Proposals or parts thereof.

IB-14        Work Schedule

The Offerors agree, if awarded a subcontract, to comply with the baseline Milestone Contractor's Construction Schedule provided by Welty Building Company Ltd. Any improvement to the schedule will increase contractor's advantage with evaluation and awarding of contract.

All costs associated with compliance to the Milestone Contractor's Construction Schedule are to be included in the base contract.

Additionally, within five consecutive calendar days from the issuance of a "Notice of Intent" to enter into agreement, as dispatched by the Construction Manager to the Apparent Successful Offeror, the Apparent Successful Offeror will provide the Construction Manager with a resource loaded schedule with duration limitations not to exceed 10 working days, in electronic format as is acceptable to the Construction Manager.

IB-15        Responsible Contractor Requirement

The Owner is committed to obtaining Quality Workmanship for their Projects. In order to ensure this requirement, Each Proposal Offeror is required to meet or exceed the following heightened responsible contractor criteria.

- The Offeror is to have a minimum of five (5) years' experience under the Offerors' Organization name in providing the Professional Services and Work of the Proposal Package or trade Packages for which the Contractor is submitting a Proposal. Proposal Offeror shall document this requirement by providing a list of references for the last four (4) relevant Projects that are similar in cost, comparative size, complexity and type of work for the proposed scopes of Service and Work being submitted. Provide a current contact list of all Owner experience for ongoing Projects and the four comparative Projects.
- The Offeror is to demonstrate that the firm has the ability to provide the Services and Work of the Proposal Package or Packages with currently employed personnel or has a reliable sources for hiring sufficient qualified skilled, safety trained workers to provide the Services and Work required by this project.
- The Offeror is to demonstrate that the firm employs supervisory personnel on this Project that have four (4) or more year's supervisor experience in the specific trade

and/or maintains the appropriate state licenses and certifications, as may be necessitated by the project needs.

- The Offeror must have a written safety program that includes training, inspections, and compliant procedures. The Proposal Offeror shall provide the Company's EMR (Experience Modification Rating) for the last 3 years.
- The Offeror must meet the SDI criteria as stated in IB-6

IB-16        Submittals

The Offeror shall upon request submit a complete subcontractor/material listing to include the following information:

- a. A designation of the Work to be performed by the Offeror with his own forces.
- b. The proprietary names of the suppliers of principal items or systems of materials and equipment proposed for the Work.
- c. A list of the Subcontractors or other persons or entities (including those who are to provide materials or equipment fabricated to a special design) proposed for the principal portions of the Work.
- d. Provide proposed trucking route and site logistics map.
- e. Provide proposed offsite location for excess materials.

IB-17        Scopes of Service and Work, part of this solicitation:

***Bid Pkg. #04 – Structural Steel and Precast Plank***  
***Bid Pkg. #07 – Superstructure Concrete***