BID MANUAL

Various County Roads for Resurfacing
Baker County Project Number
2018-07

Issued:

April 19 2018

On Behalf of:

Board of County Commissioners
Baker County, Florida
55 North Third Street
Macclenny, FL 32063
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ATTACHMENTS

Bid Manual and Bid Plans may be obtained by electronic download as directed in the Bid Solicitation and in the General Provisions, Section A of this Bid Manual.
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A. BID SOLICITATION

BAKER COUNTY
WILL RECEIVE BIDS FOR THE FOLLOWING:
Various County Roads for Resurfacing
PROJECT NUMBER 2018-07

Bids must be received by: 3:30 PM local time
May 10, 2018
Late bids will not be considered.

Deadline for questions: May 1, 2018 3:30 pm

Public bid opening: May 10, 2018 3:30 pm
BAKER COUNTY ADMINISTRATION BLDG
55 NORTH THIRD STREET
MACCLENNY, FL 32063

Place for receiving bids: BAKER COUNTY ADMINISTRATION BLDG
55 NORTH THIRD STREET
MACCLENNY, FL 32063

Bid documents available
To download at: www.bakercountyfl.org/purchasing

Contact for questions: Robert Fletcher
robert.fletcher@bakercountyfl.org
(904) 275-2373

Project Description: This project will consist of +-1.41 miles of resurfacing and new pavement markings.

Road Names, Length: George Hodges Rd 4,224 LF/ Ray Phillips Rd 1,056 LF/
Wolfe Dr 950 LF
Rhoden Trailer Park easement 850 LF
See attached maps for locations.

Date of advertisement: April 19, 2018

BAKER COUNTY BOARD OF COUNTY COMMISSIONERS
KENNIE DOWNING, COUNTY MANAGER
GENERAL PROVISIONS
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B. GENERAL SCOPE OF WORK

1. This project consists of paving/resurfacing approximately 1.4 miles of various roads in the south Macclenny area. Major work items include: (1) Resurfacing 1.5" with SP 9.5 and, (2) painted traffic markings.

C. BIDDER QUALIFICATIONS

1. Bidder must be a contractor pre-qualified by the Florida Department of Transportation (FDOT) as required by Florida Statute 337.14 (1) and Rule Chapter 14-22.

2. The Bidder shall not be listed on the List of Parties Excluded from Federal Procurement and Non-procurement Programs, which identifies those parties excluded throughout the U.S. Government from receiving Federal contracts or certain subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

D. INSURANCE REQUIREMENTS

1. Contractor shall maintain, at a minimum, the following insurance coverage, for the duration of the Project and the Warranty Period.

Contractor's Insurance: Contractor shall not commence any work in connection with this Agreement until Contractor has obtained all of the following types of insurance and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved. All insurance policies shall be with Insurers qualified and doing business in Florida.

Worker's Compensation Insurance: Contractor shall take out and maintain, during the life of this Agreement, Worker's Compensation Insurance for all of the Contractor's employees connected with the work of this project and, in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by the Contractor. Such insurance shall comply fully with the Florida Worker's Compensation Law, Chapter 440, Florida Statutes. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected
under the Workmen's Compensation statute, the Contractor shall provide, and
cause each subcontractor to provide, adequate insurance, satisfactory to the
County, for the protection of his employees not otherwise protected.

Contractor's Public Liability and Property Damage Insurance: The Contractor
shall take out and maintain during the life of this Agreement COMPREHENSIVE
GENERAL LIABILITY, COMPREHENSIVE AUTOMOBILE LIABILITY, CONTRACTUAL
LIABILITY AND PRODUCTS AND COMPLETED OPERATIONS LIABILITY INSURANCE.
These Policies shall protect Contractor from claims for damage for personal
injury, including accidental death, as well as claims for property damages, which
may arise from operations under this Agreement whether such operations are
by Contractor or by anyone directly, or indirectly employed by Contractor.

The amounts of such insurance shall be the minimum limits as follows:

1.) Bodily Injury Liability: $1,000,000/claimant
       $2,000,000/occurrence

2.) Personal Injury Liability: $1,000,000/claimant
       $2,000,000/occurrence

3.) Automobile Bodily Injury & Property Damage Liability

4.) Property Damage Liability (other than automobile) $1,000,000/claimant
       $2,000,000/occurrence

The Contractor's Liability Policy shall list Baker County as Additionally Insured.
E. BID DOCUMENTS

1. The following documents shall hereinafter be referred to as “Bid Documents”

   (a) **Bid Manual**  *Bid Manual, Various County Roads for Resurfacing, Baker County Project Number 2018-07*, which shall hereinafter be referred to as “Bid Manual.”

   (b) **Bid Forms** (all documents in Appendix A, and specified on the Bid Checklist in Appendix A, of this Bid Manual, along with a Bid Bond surety as specified on the Bid Bond form).

   (c) **Bid Plans**  BID SET, Various County Roads for Resurfacing, hereinafter “Plans.”

   (d) **FDOT Standard Index** *“Design Standards, For Design, Construction, Maintenance and Utility Operations on the State Highway System”* (Florida Department of Transportation, latest edition).

   (e) **FDOT Specifications**  *“Standard Specifications for Road and Bridge Construction”* (Florida Department of Transportation, latest edition).

   (f) **Addendum(s)**  Revisions to any of the above referenced documents, shall represent “Addendums” and shall become part of the Bid Documents.

2. Complete sets of Bid Documents shall be used by bidders in preparation of their Bid. Neither the County nor the Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete Bid Document sets.

3. The governing specifications and details are the latest editions of the FDOT Standard Specifications and FDOT Standard Index, respectively, with exceptions and/or additions as specified in the Bid Documents.

4. When the FDOT Standard Specifications refer to the State of Florida, or officials of the state, it shall be interpreted as Board of County Commissioners, Baker County, Florida (County) or their Authorized Representative (County Representative), respectively.

5. Bid Documents will be open to public for inspection only at the County Administration Building, 55 North Third Street, Macclenny, FL 32063.
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6. The Board of County Commissioners of Baker County, Florida reserves the right to reject any or all bids or parts of bids, waive informalities and technicalities, make award in whole or in part with or without cause, re-advertise and to make the award in what is deemed to be in the best interest of the County.

F. EXAMINATION OF THE PROJECT SITE AND THE BID DOCUMENTS

1. Bidders shall visit the site and become familiar with the nature and extent of work to be performed, including local conditions that may affect the work.

2. The Bid Documents were prepared to depict an essentially accurate representation of existing conditions, interpreted from available information on the site. The bidder is not relieved, however, of the responsibility of becoming fully informed as to existing conditions at the site.

3. Any questions regarding the Bid Documents may be directed, in writing, no later than 3:30 p.m. on 05/01/18 to:

Baker County Road Department
PO Box 183
Sanderson, FL 32087
robert.fletcher@bakercountyfl.org

Questions may be submitted via electronic messages (email); however, the effective day and time of the message will be the day and time of receipt.

G. BID PREPARATION

1. Prepare Bid on the forms provided in Appendix A of this Bid Manual, with all blanks on the Bid Forms filled in by type or written in ink.

2. The Total Bid Amount shall be specified numerically and alphabetically on the first page of the Bid. Bid Item Unit Prices, Bid Item Total amounts and Total Bid Amount shall be specified numerically on the Bid Tabulation Form. In case of any discrepancies, the Total Bid Amount specified alphabetically on the first page of the Bid document shall govern with Bidder to reconcile discrepancies by adjusting Bid Item Unit Prices on the Bid Tabulation Form.

3. The County has prepared an estimate of quantities for bidder reference. However, the County does not guarantee the accuracy of these provided estimates. It shall be the Bidder’s responsibility to prepare a complete and accurate Bid.
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4. Bids shall include the legal name and address of the Bidder and indicate whether the Bidder is a sole proprietor, a partnership, a corporation, or some other legal entity.

5. All Bid Unit Prices requested on the Bid Tabulation Form shall be provided in the Bid. Unless specified otherwise, quantities of materials indicated on the Bid Tabulation Form may be adjusted by the County based on field conditions and provided that such an adjustment is approved by the County prior to the Contractor ordering or otherwise purchasing said materials.

6. No provisions will be made to adjust the Bid Item Unit Price on liquid asphalt.

7. Partial bids will not be accepted by the County. Bids must be completed for all bid items, with no modifications or exclusions.

H. BID SUBMITTAL

1. Submit one (1) original and three (3) copies of the Bid forms enclosed in a sealed opaque envelope. The envelope shall be labeled as specified in Section A of this Bid Manual.

2. Submit Bid at the location specified in Section A of this Bid Manual on or before the Bid Date (day and time) where the Bid packaged will be stamped received. Bids received after the Bid Date (time and date) will be returned unopened to the company name and return address on the Bid Envelope.

I. BID SECURITY

1. Each Bid shall be accompanied by cashier’s check drawn on any state or national bank in Florida, or, an acceptable Bid Bond surety, payable unconditionally to the County, in an amount of five percent (5%) of the amount of the total bid.

2. Failure of the successful Bidder to enter into the Contract in accordance with his Bid, or failure to furnish the required bonds will be just cause for an annulment of the award with the amount of the bid security being forfeited to the County as liquidated damages, not as a penalty.

3. Should a Bid Bond be used, acceptable Surety companies shall be determined from the latest United States Treasury Department’s Listing of Approved Sureties.
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4. The County may retain the bid security of those Bidders to whom an award may be considered until successful execution of the Contract; or the specified time for holding bids has elapsed; or all Bids have been rejected.

J. MODIFICATION AND WITHDRAWAL OF BID

1. Prior to the time of bid opening, a Bidder may withdraw his Bid at any time, but may not resubmit it. Bids may not be modified after submittal.

2. After the bid opening, no Bid may be withdrawn, canceled or modified for a period of ninety (90) days after the time and date designated as the Bid Date.

K. OPENING OF BIDS

1. Bids submitted by the Bid Date will be opened publicly and read aloud at the County Administration Building, 55 North Third Street, Macclenny, FL 32063, or, as otherwise specified.

2. The County reserves the right to postpone the date and time announced for opening of bids. Such postponement may be made at any time prior to the time announced for the opening of bids; the County will give written notice of any such postponement to each party to whom bid documents have been issued, followed by issuance of an addendum confirming the changing of the announced date and time for opening of bids.

L. CONTRACT AWARD AND EXECUTION

1. Until final award of a Contract, the County reserves the right to reject any and all Bids, with or without cause; to waive any informality or irregularity; or to accept the Bid which is in the best interest of the County.

2. It is the intent of the County to award a Contract to the lowest responsible Bidder, whose Bid is in conformance with the Bid Documents and does not exceed the funds available.

3. Upon acceptance of a Bid and award of a Contract, the successful Bidder shall deliver the executed Contract, along with required bonds and other requested documents, to the County within ten (10) days. Failure to do so will be deemed a breach of agreement by the Bidder and will result in forfeiture of the Bid Security. An award may thereafter be made to the next lowest acceptable Bidder, or the work re-advertised as the County may elect.
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4. The successful Contractor shall comply with Chapter 2010-147, Section 50, Laws of Florida, providing for preference to residents of the State of Florida.

5. Contract Documents shall include:
   (1) Bid Documents
   (2) Contract (executed).
   (3) Construction Bond Form and Bond Security.
   (4) Schedule of Values
   (5) Addendum(s) to the work specified in the Bid Documents
   (6) Change Orders submitted by Contractor and approved by County

M. SUPERVISION

1. All work performed under this contract will be directed by the County Representative.

N. CONTRACT TIME

1. The Contract Time for this project shall be 45 calendar days with the Contract Time beginning 10 calendar days after the contract is awarded to the successful Bidder by written Notice to Proceed by the County.

2. The Contract Time may be extended by mutual agreement of both parties.

3. No work is allowed on Sundays and/or County designated holidays.

O. LIQUIDATED DAMAGES

1. The County will incur financial loss if the Work is not substantially complete by the date set forth in the Bid. The Contractor shall be liable for liquidated damages as specified herein.
   (1) The Contractor will be charged $200.00 per day liquidated damages for each day over the specified Contract Time unless good and sufficient justification can be shown for exceeding the Contract Time.

2. The County will have the sole authority to waive the enforcement of liquidated damages, if agreed by all involved parties.
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P. CONSTRUCTION METHODS AND PROVISIONS

1. All materials used and all work completed shall meet all requirements specified in the latest editions of the FDOT Standard Index and FDOT Specifications.

2. The Contractor shall implement maintenance of traffic provisions in conformance with guidelines specified in the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) (latest edition) and the FDOT Standard Index.

3. All testing will be completed by the County.

4. The Contractor shall be responsible for locating and protecting any existing utilities or private improvements. When necessary, the Contractor shall be responsible for coordinating any and all necessary adjustments by others.

Q. CONTRACT ADMINISTRATION AND PROJECT CLOSE-OUT

1. Contractor shall submit a Schedule of Values, for review and approval by the County, prior to beginning construction. The County will approve a Schedule of Values that it determines is balanced and consistent with the Bid.

2. Payments to Contractor shall be based upon work completed and materials stored and shall be consistent with Item Bid Amounts and the submitted Schedule of Values.

3. The County shall require 10% retainage for all pay draw requests, which shall be paid in full to Contractor upon the County's acceptance of the completed work. Pay Draw requests shall be submitted to the County.

4. Contractor shall submit a number of shop drawings sets such that the County can retain two (2) record sets and the manufacturer and Contractor shall have a sufficient number of shop drawing sets for their purposes.

5. County acceptance of the project shall follow a final inspection with the Contractor and the County Representative with official acceptance indicated only by written correspondence from the County.

6. The County may enter into separate contracts with the Contractor at any time within the first 12 months following construction commencement, with said separate
contract(s) based on the same Bid Item Unit Prices specified in the Bid, providing both parties agree.

**R. MEASUREMENT AND PAYMENT**

Measurement of and payment for bid items shall be in accordance with FDOT Specifications unless otherwise noted in the Bid Documents, or, as noted in this section of the Bid Manual. In general, payment shall be made following County approval of pay applications and in accordance with County payment policies.

<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Measurement and Payment for Baker County Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization</td>
</tr>
<tr>
<td></td>
<td>Measurement: Per FDOT Specifications, Section 100.</td>
</tr>
<tr>
<td></td>
<td>Payment: Incremental payments, not totaling more than the lump sum bid amount, shall be made based on the percent of Contract Time elapsed.</td>
</tr>
<tr>
<td>2</td>
<td>Maintenance of Traffic</td>
</tr>
<tr>
<td></td>
<td>Measurement: Per FDOT Specifications Section 102.</td>
</tr>
<tr>
<td></td>
<td>Payment: Incremental payments, not totaling more than the lump sum bid amount, shall be made based on the percent of Contract Time elapsed.</td>
</tr>
<tr>
<td>3</td>
<td>Asphaltic Concrete SP 9.5 (1.5&quot;)</td>
</tr>
<tr>
<td></td>
<td>Measurement: Per FDOT Specifications, Section 334.</td>
</tr>
<tr>
<td></td>
<td>Payment: Incremental payments shall be made based on the weight in tons (2,000 lbs per ton) of asphaltic concrete pavement constructed during the pay application period.</td>
</tr>
<tr>
<td>4</td>
<td>Painted Std Pavement Markings</td>
</tr>
<tr>
<td></td>
<td>Measurement: Per completed linear foot</td>
</tr>
<tr>
<td></td>
<td>Payment: Based on total in place footage</td>
</tr>
<tr>
<td>5</td>
<td>RPMs</td>
</tr>
<tr>
<td></td>
<td>Measurement: Each</td>
</tr>
<tr>
<td></td>
<td>Payment: Based total amount installed.</td>
</tr>
</tbody>
</table>
APPENDIX A

BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07
# Bid Check List

The Bidder is to provide one (1) original and three (3) copies of the following documents in order to satisfy bid submittal requirements.

<table>
<thead>
<tr>
<th>Document</th>
<th>Form Provided in Bid Manual</th>
<th>Check Below for Items Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid (Bid and Bid Form)</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Subcontractor Listing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Sworn Statement on Public Entity Crimes</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>E-Verify Form</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Conflict of Interest Form</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Drug Free Workplace Form.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Non-Collusion Affidavit</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Proof of Insurance</td>
<td>By Bidder</td>
<td></td>
</tr>
<tr>
<td>Any other documents in accordance with specifications</td>
<td>By Bidder</td>
<td></td>
</tr>
</tbody>
</table>
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Bid

Bidding Company: __________________________________________
Principal Bidder: __________________________________________
Company Address: __________________________________________

Bid Submittal Date: __________________________________________

Total Bid Amount in Figures: _________________________________
(total of 4 roads added together)
Total Bid Amount in Words: _________________________________

TO BAKER COUNTY:

We, the undersigned, hereby declare that:

1. no person or persons, firm or corporation, other than the undersigned, are interested, in this Bid, as Principals;

2. this Bid is made without collusion with any other person, firm, or corporation;

3. we have carefully, and to our full satisfaction, examined the General Provisions and form of Contract and Bond, together with Plans and Specifications and Notes;

4. we have made a full examination of the location of the proposed work and the sources of supply of materials, fully understanding that actual construction quantities may vary; and

5. we will fully complete all necessary work in accordance with the Plans and Specifications provided in the Bid Documents, within the time limits specified in this Bid, for the unit prices and total amounts specified on our submitted Bid.
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PROPOSAL
OF
______________________________ (Name)
______________________________ (Address)

FOR

Paving various roads on the County Road System in Baker County, for a total of approximately 1.41 miles ________________ as shown on attached plans titled as Project Number: 2018-07 ________________
(See attached plans)

Submitted ___________________________20__

TO THE COUNTY OF BAKER:

We, the undersigned, hereby declare that no person or persons, firm or corporation, other than the undersigned, are interested, in this proposal, as principals, and that his proposal is made without collusion with any person, firm, or corporation, and we have carefully and to our full satisfaction examined the General Provisions and form of Contract and Bond, together with the Plans and Specifications and Notes, and that we have made a full examination of the location of the proposed work and the sources of supply of materials, and we hereby agree to furnish all necessary labor, equipment, and materials, fully understanding that the quantities shown herewith are approximate only, and that we will fully complete all necessary work in accordance with the above stated Plans and the Specifications, and the requirements under them of the Engineer, within the time limit specified in this proposal for the following unit prices, to-wit:

The undersigned further agree(s) to perform all necessary work, as provided for in the General Provisions, and to execute the Contract and furnish proof of bond before beginning work, and to fully complete all necessary work under the same by 45 work days. It is understood and agreed that the date on which working days will begin to be charged to the project shall be 10 calendar days after the contract is awarded. The undersigned further agrees to furnish a sufficient and satisfactory bond in the sum of
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not less than 100 percent of the contract price of the work as indicated by the approximate quantities shown herein.

The under signer further agree(s) to bear the full cost of maintaining all work until the final acceptance, as provided in the General Provisions.

I (we), the undersigned, hereby certify that I (we) have carefully examined the foregoing proposal after the same was completed, and have verified each item placed thereon; and I (we) agree to indemnify, defend and save harmless, the County against any cost, damage, or expense which it may incur or be caused by any error in my (our) preparation of same.

CORPORATION:
__________________________________ (SEAL)
Principal (Bidder)

By: __________________________ (SEAL)
President or Vice President
General Partner

PARTNERSHIP:
__________________________________ (SEAL)
Principal (Bidder)

Signature: (1) __________________________ (SEAL)
Co-Partner or

Signature: (2) __________________________ (SEAL)
Co-Partner or

General Partner

Witness: (1) __________________________

Witness: (1) __________________________

Witness: (2) __________________________

Witness: (2) __________________________

(If Partnership, list names and addresses of each Individual or Owner)

Witness: __________________________

(If Joint Venture, use this space for additional Bidder)
<table>
<thead>
<tr>
<th>Item No.</th>
<th>Approximate Quantities</th>
<th>Items or Lump Sum Price Bid (prices to be written in words)</th>
<th>Unit Prices in Figures</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 LS</td>
<td>Mobilization</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1 LS</td>
<td>Maintenance of Traffic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>190 Tons</td>
<td>Asphaltic Con. Type Sp-9.5 1-1/2&quot; Thick (Surface)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>1,050 LF</td>
<td>Painted, Std. Yellow, Solid 6&quot; Double Yellow</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>42 EA</td>
<td>Retro- Reflective Pavement Markers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>20 LF</td>
<td>Painted, Std. White, Solid 24&quot; Stop Line</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## BID FORMS
Various County Roads for Resurfacing  
Baker County Project No. 2018-07

**Project:** 2018-07  
**Location:** Wolfe Drive

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Approximate Quantities</th>
<th>Items or Lump Sum Price Bid (prices to be written in words)</th>
<th>Unit Prices in Figures</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Mobilization</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>___________________________________________________________</td>
<td>Dollar________________</td>
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<td></td>
<td></td>
<td>___________________________________________________________</td>
<td>Cent________________</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>Maintenance of Traffic</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>___________________________________________________________</td>
<td>Dollar________________</td>
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<tr>
<td></td>
<td></td>
<td>___________________________________________________________</td>
<td>Cent________________</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>160</td>
<td>Asphalitic Con. Type Sp-9.5 1-1/2&quot; Thick (Surface)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tons</td>
<td>___________________________________________________________</td>
<td>Dollar________________</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>___________________________________________________________</td>
<td>Cent________________</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>10</td>
<td>Painted Std. White, Solid 24&quot; Stop Line</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>LF</td>
<td>___________________________________________________________</td>
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</tbody>
</table>

**Total**
**BID FORMS**

Various County Roads for Resurfacing  
Baker County Project No. 2018-07

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<tr>
<th>Item No.</th>
<th>Approximate Quantities</th>
<th>Items or Lump Sum Price Bid (prices to be written in words)</th>
<th>Unit Prices in Figures</th>
<th>Amounts</th>
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Total
### BID FORMS

**Various County Roads for Resurfacing**  
**Baker County Project No. 2018-07**

- **Project:** 2018-07  
- **Location:** Rhoden Trailer Park Easement (This Project is a City of Macclenny Project)

<table>
<thead>
<tr>
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**Total**
I. GENERAL

This project consists of furnishing all materials, equipment, labor and supervision to resurface the following roads with SP-9.5 Asphalt for the following streets:
Wolfe Drive / George Hodges Rd. / Ray Phillips Rd.
Rhoden Trailer Park Easement

The governing specifications are the Florida Department of Transportation Standard Specifications dated 2007, with any exceptions and/or additions as contained herein.
1. When the specifications refer to the State of Florida or officials of the state it shall be interpreted as the County Commissioners or their Authorized Representative.
2. Quantities of materials indicated in the bid proposal are approximate only and may be adjusted based on field conditions by the County Representative.

II. CONTRACT TIME

The contract time for this project shall be 45 days for substantial completion. The contract time will begin 10 calendar days after the contract is awarded to the successful bidder by written notifications (Notice to Proceed).

III. BIDDER REQUIREMENTS

1. Contractor must be prequalified by FDOT as required by Statue 337.14(1) and Rule Chapter 14-22.
2. It is the bidder’s responsibility to visit each location and to become familiar with each locations characteristics and limits.
3. No Bid Bond or Performance Bond is being required for this project.
4. Baker County reserves the right to reject any or all bids and to delete or add work from or to the contract.
5. One original and two copies of the completed and executed bid proposal shall be submitted in a sealed envelope as follows:
   Date: ____________________
   Time: ____________________
   Location: 55 North Third Street
              Macclenny, FL  32063
   Label: ___ Resurfacing Project Baker County 2018-07

IV. GENERAL SCOPE OF WORK
   1. Generally, work to be done is to resurface existing paved streets with 1.5" SP-9.5 Asphalt, average width 20 feet along with pavement markings. Contractor is to provide all necessary equipment, labor, and materials to carry out these paving projects including MOT.

V. CONSTRUCTION METHODS AND PROVISIONS.
   1. All materials used and all work completed shall meet requirements as specified in the 2007 dated FDOT Standard Specifications.
   2. The contractor shall implement maintenance of traffic provisions in conformance with guidelines specified in the manual Uniform Traffic Control Devices for Streets and Highways (MUTCD: Latest Edition). The contractor shall post all needed warning signs for construction and shall furnish the necessary flagmen and other traffic safety devices as needed.
   3. All asphalt courses shall be placed with a mechanical spreader equipped with electronic transverse and automatic longitudinal screed controls.
   4. All testing will be provided by Baker County at Baker County’s cost.
   5. Tack coat price shall be included in asphalt s/y or tonnage price.

VI. CONTRACT ADMINISTRATION AND PROJECT CLOSE-OUT
   1. Payments to contractor shall be based upon work competed and materials stored and shall be consistent with bid item values.
   2. The county shall require 10% retainage for all pay draw requests, which shall be paid in full to contractor upon the county’s acceptance of completed work.
   3. County acceptance of the project shall follow a final inspection with the contractor and the county representative, with official acceptance indicated only be written correspondence from the county representative to the contractor.
4. The county may enter into separate contracts with the contractor that is awarded this bid any time within the next 12 months for the same unit prices, providing both parties agree.

VII. BID AWARD AND QUANTITIES:
1. Baker County retains the right to not award any bid.
2. Quantities are approximate only. Payment will be made by actual field measurements
3. It is the intent of this Bid to award all roads listed to the one contractor whom has the lowest responsive bid, based on the total amount of each Road added together.

VIII. ESTIMATED QUANTITIES FOR EACH LOCATION:
1. Wolfe Drive – 950 feet long 20 feet wide pave on existing limerock base 160 tons 1.5” of SP-9.5
2. George Hodges Rd. – 4,224 feet long 20 feet wide resurface 346 Tons 1.5” of SP-9.5 / 4,225 LF Double Yellow 6” Solid Painted Std. / 168 RPM’S
3. Ray Phillips Rd. 1,060 feet long 20 feet wide resurface 190 Tons 1.25” of SP-9.5 / 1,050 LF Double Yellow 6” slid Std. / 42 RPM’S
4. Rhoden Trailer Park Easement – 850 feet long 20 feet wide resurface 145 tons of SP-9.5 (This is a City of Macclenny Project it will be a done under a separate contract which will be at the sole discretion of the City of Macclenny to award are not to award)

Bid (page 3 of 3)

The undersigned further agrees to perform all necessary work, as provided for in the General Provisions, to execute the Contract, to furnish proof of Bond before beginning work, and to fully complete all necessary work within 45 calendar days. It is understood and agreed that the Contract Time shall begin 10 calendar days after the contract is awarded. The undersigned further agrees to furnish a sufficient and satisfactory Contract Bond in the sum not less than 100 percent of the Contract Amount of the work as indicated by the approximate quantities shown herein.

The undersigned further agree(s) to bear the full cost of maintaining all work until final acceptance by the County, as provided in the General Provisions.

I, (We), the undersigned, hereby certify that I (we) have carefully examined the foregoing Bid after the same was completed, and have verified each item placed thereon; and I (we) agree to indemnify, defend and save harmless, the County against
any cost, damage, or expense which it may incur or be caused by any error in my (our) preparation of same.

**Bidding Company:** ______________________________  **Type:** ________________

**Principal Bidder:** ______________________________ (signature) ________________

______________________________ (written)  date

**Attested By:** ______________________________ (signature) ________________

______________________________ (written)  date

**Witness 1:** ______________________________ (signature) ________________

______________________________ (written)  date

**Witness 2:** ______________________________ (signature) ________________

______________________________ (written)  date

1. If corporation, affix corporate seal where provided.
2. If corporation, Principal Bidder shall be President or Vice President. Attested By shall be other Corporate Officer.
3. If Partnership, Bidder shall be Managing Partner. Attested By shall be Co-Partner or General Partner.
4. If Partnership, provide a list of names and addresses of all partners.
5. If Joint Venture, provide a list of names and addresses of all Joint Venture companies, names and addresses.
6. If Individual/Sole Proprietor, Bidder shall be individual/owner.
## LIST OF SUBCONTRACTORS

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<th>Construction Discipline</th>
<th>Subcontractor Company</th>
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Attached Pages for Additional Subcontractors If Necessary
BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07

SWORN STATEMENT
UNDER SECTION 287.133(3)(a), FLORIDA STATUTES,
ON PUBLIC ENTITY CRIMES

TO BE RETURNED WITH BID

THIS MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER
AUTHORIZED TO ADMINISTER OATHS

1. This sworn statement is submitted with Bid or Contract for
   ____________________________________________________________.

2. This sworn statement is submitted by (entity submitting sworn statement), whose
   business address is ____________________________________________
   and its Federal Employee Identification Number (FEIN) is _________________.
   (If the entity has no FEIN, include the Social Security Number of the individual signing this
   sworn statement).

3. My name is __________________________________________ (print name),
   and my relationship to the entity named above is _________________________________.

4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g),
   Florida Statutes, means a violation of any state or federal law by a person with respect
   to and directly related to the transaction of business with any public entity or with an
   agency or political subdivision of any other state or with the United States, including, but
   not limited to, any bid or contract for goods or services, any leases for real property, or
   any contract for the construction or repair of a public building or public work, to be
   provided to any public entity or an agency or political subdivision of any other state or
   of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering,
   conspiracy, or material misrepresentation.

5. I understand that “convicted” or “conviction” as defined in paragraph
   287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or a public entity
   crime, with or without an adjudication of guilt, in any federal or state trial court of record
   relating to charges brought by indictment or information after July 1, 1989, as a result of
   a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in paragraph 287.133(1)(a), Florida
   Statutes, means:
a) A predecessor or successor of a person convicted of a public entity crime; or
b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not to fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

7. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

______ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

______ The entity submitting this sworn statement, or one of more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies.)

______ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered
BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07

Sworn Statement on Public Entity Crimes (page 3 of 3)
by the Hearing Officer did not place the person or affiliate on the convicted bidder list. (Please attach a copy of the final order.)

____ The person or affiliate was placed on the convicted bidder list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted bidder list. (Please attach a copy of the final order.)

____ The person or affiliate has not been placed on the convicted bidder list. (Please describe any action taken by or pending with the Department of General Services.)

__________________________________________
Signature

__________________________________________
Written Name

__________________________________________
Date

STATE OF FLORIDA, COUNTY OF ________________

PERSONALLY APPEALED BEFORE ME
the undersigned authority, ____________________________________________,
who, after first being sworn by me, affixed his/her signature in the space provided above on
this _____ day of ______________________, 20________.
Personally Known Or produced identification__________.
Identification type: Notary Public-State
of ____________________________ commissioned name of notary public.
My commission expires__________________.

__________________________________________
Notary Public
E-Verify

Company/Entity: ________________________________________________________________

Bid Number: ________________________________________________________________

Project Description: __________________________________________________________

The Company acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system for the purpose of confirming the employment eligibility of all employees, subcontractors or persons utilized by the Company while undertaking work within Baker County.

Company Representative: ______________________________________________________

Signature

________________________________________________________

Written Name

________________________________________________________

Title

________________________________________________________

Date
STATE OF FLORIDA, COUNTY OF ______________________

Before me personally appeared _______________________________________________________ (Affiant’s written name) who was duly sworn, deposes and states:

I am the ___________________________________ of ______________________________________ (title) (entity)

with a local office in ____________________________________________________________ County & State

and a principal office __________________________________________________________ County & State

The above named entity is submitting a Bid for the Baker County Board of County Commissioners for Baker County project number 2018-07.

The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his/her own knowledge.

The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.

Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity’s submittal for the above-referenced Baker County project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Contract for this project.

Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.

Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
Conflict of Interest Statement (page 2 of 2)

I certify that no member of the entity’s ownership or management is presently applying for an employee position or actively seeking an elected position with the Baker County Board of County Commissioners.

I certify that no member of the entity’s ownership, management or staff has a vested interest in any aspect of the Baker County Board of County Commissioners.

In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the Baker County Board of County Commissioners.

DATED: this_______day of_________________________20____.

____________________________________________________
Affiant’s Signature

____________________________________________________
Affiant’s Written Name and Title

STATE OF FLORIDA, COUNTY OF ______________________

Before me personally appeared ____________________________
(Affiant’s written name)
who, after first being sworn by me, affixed his/her signature in the space provided above on this ____ day of ________________________, 20_______.

Personally Known_____Or produced identification_______.

Identification type: Notary Public-State

Printed, typed, or stamped commissioned name of notary public.

My commission expires______________.

____________________________________________________
Notary Public
BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07

DRUG-FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

________________________________________
(print or type name of company)

publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and that specifies actions that will be taken against violations of such prohibitions.

Further, that the published written statement includes the following.

• Informs employees about the dangers of drug abuse in the work place; the firm’s policy of maintaining a drug-free working environment; available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug use violations.

• Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.

• Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.

• Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee’s community, by any employee who is so convicted.

• Makes a good faith effort to continue to maintain a drug-free work place through the implementation of the drug-free workplace program.
“As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein”

DATED: this________day of____________________________20____.

__________________________________________________________
Print or Type Company Name

__________________________________________________________
Affiant’s Signature

__________________________________________________________
Affiant’s Written Name and Title

STATE OF FLORIDA,

COUNTY OF_____________________

Before me personally appeared ____________________________ (Affiant’s written name)

who, after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of ________________________, 20______.

Personally Known_____ Or produced identification_______.

Identification type:

__________________________________________________________ Notary Public-State

of ____________________________

Printed, typed, or

stamped commissioned name of notary public.

My commission expires____________.

__________________________________________________________
Notary Public
NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA, COUNTY OF ______________________

Personally appeared before me, ____________________________

(Affiant’s written name)

who was duly sworn, deposes and states:

1. Bidder is ___________________ of ____________________________

   (title)                  (company)

    that has submitted the attached Bid

2. Bidder is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or a sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached Bid or any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the Baker County Board of County Commissioners, Florida or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.
Non-Collusion Affidavit (page 2 of 2)

Print or Type Company Name

Affiant’s Signature

Affiant’s Written Name and Title

On this ______ day of ________________________, 20________.
Personally Known____ Or produced identification______.
Identification ______ type: ________________________________
of ____________________________ Notary Public-State
Printed, typed, or stamped commissioned name of notary public.

My commission expires___________________.

_____________________________________
Notary Public
BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07

END OF BID FORMS
Various County Roads for Resurfacing
Baker County Project No. 2018-07
APPENDIX B

CONTRACT
Various County Roads for Resurfacing
Baker County Project No. 2018-07
Various County Roads for Resurfacing  
Baker County Project No. 2018-07

This Contract, made this _____ day of ______________________ 20______, between the Baker County, Florida hereinafter called the County, and

_________________________________________ or his, its or their successors, executors, administrators and assigns, hereinafter called the Contractor;

WITNESSETH: That said Contractor agrees with said County, for the consideration herein mentioned, and at his, its or their own proper cost and expense, to do all the work and furnish all the materials, equipment, supplies and labor necessary to carry out this Contract in the manner and to full extent as set forth in the attached special provisions, the Bid, the Bid Plans (Plans), and Bid Documents, and under security as set forth in the attached Contract Bond, all of which are hereby adopted and made a part of this Contract as completely as if incorporated herein, and to the satisfaction of the duly authorized County Representative, who shall have at all times full opportunity to inspect the materials to be furnished and the work to be done under this Contract.

And the Contractor further agrees with said County for the sum mentioned that he, it or they shall indemnify, defend and save harmless the Florida Department of Transportation and the County of Baker from and against costs, expenses, damages, injury or loss to which the Florida Department of Transportation or the County may be subjected by reason of any wrongdoing, misconduct, want of care or skill, negligence or default, including patent infringement on the part of the Contractor, his, its or their agents or employees in the execution or performance of this Contract, including errors in plans furnished by the Contractor, and toward that end Contractor agrees to maintain at his, its or their own cost and expense such insurance as will protect it from the claims under the Workmen's Compensation Act and from any other claims for property damage, personal injury and bodily injury including death, which may arise from operations under this Contract, whether such operations be by Contractor or any subcontractor or anyone directly or indirectly employed by either of them. Contractor shall also maintain such insurance as will protect the County from any or all claims of property damage, personal injury and bodily injury including death, which may arise from operations under this Contract. Certificates of such insurance shall be filed with the County and shall be subject to its approval for adequacy of protection.

Contractor shall utilize the U.S. Department of Homeland Security’s E-Verify system to confirm the employment eligibility of all persons employed by the Contractor during the term of the Contract to perform employment duties within Florida and all persons, including subcontractors, assigned by the Contractor to perform work pursuant to this Contract with the County. Contractor shall also comply with Chapter 2010-147, Section 50, Laws of Florida, providing for preference to residents of the State of Florida and is hereby made a part of this Contract. This provision requires the Contractor to give preference to the employment of state residents, in the performance of the work on this project if state residents have substantially equal qualifications to those of non-residents.
It is agreed that the work to be done under this Contract is to construct miscellaneous public works repairs.

In consideration of the foregoing premises, the County agrees to pay the Contractor for all items of work performed and materials furnished at the price of $XXXX, that may be adjusted for approved additions or deletions based on Bid Unit Prices and under conditions set forth in the contract documents.

IN WITNESS WHEREOF, The County has hereunto caused these presents to be subscribed and its seal affixed, and the Contractor has affixed his, its, or their name or names and seal, the date aforesaid.

**BAKER COUNTY:** ______________________________ (Signature)
Chairman of Board of County Commissioners

_____________________________ (Written)

Affix County Seal:

**CONTRACTOR:** ______________________________ (company)

By: ______________________________ (Signature)
President

_____________________________ (Written)

Attest: ______________________________ (Signature)
Secretary (or Assistant Secretary)

_____________________________ (Written)

Affix Corporate Seal: