

SECTION 00300
BID FORM

OWNER: City of Valdosta, Georgia

PROJECT: Electrical Improvements of Wells 4, 6 and 7

BID PROPOSAL OF

| Company Name | Address | Telephone No. |
|--------------|---------|---------------|
|--------------|---------|---------------|

BID NUMBER:

The undersigned declares that the only persons or parties interested in this Bid as principals are as stated; that the Bid is made without any collusion with other persons, firms, or corporations; that all the Bidding Documents as prepared by CDM Smith Inc., 4651 Salisbury Rd, Suite 420, Jacksonville, FL, 32256, and dated **April 2019** have been carefully examined; that the undersigned is fully informed in regard to all conditions pertaining to the Work and the place where it is to be done, and from them the undersigned makes this Bid. These prices shall cover all expenses incurred in performing the Work required under the Bidding Documents, of which this Bid Form is a part. The undersigned shall furnish all materials, labor, and equipment, supervision and all other requirements necessary. Please refer to Section 01010 – Summary of Work of the contract specifications for more detailed information on the work to be performed.

If a Notice of Award accompanied by at least three unsigned copies of the Agreement and all other applicable Bidding Documents is delivered to the undersigned within thirty days, excluding Saturdays, Sundays, and legal holidays, after the actual date of the opening of the Bids, the undersigned will within five days, excluding Saturdays, Sundays, and legal holidays, after the date of receipt of such notification, execute and return all copies of the Agreement and all other applicable Contract Documents to OWNER. The premiums for all Bonds required shall be paid by CONTRACTOR and shall be included in the Contract Price. The undersigned Bidder further agrees that the Bid Security accompanying this Bid shall become the property of OWNER if the Bidder fails to execute the Agreement as stated above.

The undersigned hereby agrees that the Contract Time shall commence upon Notice to Proceed and to fully complete the Work within 270 Calendar Days to Substantial Completion and 30 days from Substantial Completion to Final Completion and in accordance with the terms as stated in the Agreement. The undersigned further agrees to pay OWNER, as liquidated damages, \$1,300 per day for each calendar day beyond the Contract Time Limit for substantial completion or extension and \$500 per day for each calendar day beyond Contract Time Limit for final completion or extension thereof that the Work remains incomplete, in accordance with the terms of the Agreement.

During the preparation of the Bid the undersigned acknowledges receipt of the following addenda:

No: _____ Date Received: _____
 No: _____ Date Received: _____
 No: _____ Date Received: _____
 No: _____ Date Received: _____

BID:

FOR: Construction of the ELECTRICAL IMPROVEMENTS OF WELLS 4, 6 AND 7 in accordance with the plans and specifications.

All bid items shall include costs for and installing all materials, equipment, and supplies necessary to complete the work. Bid items shall also include all other labor, permit fees, taxes, insurance, miscellaneous costs, overhead, and profit.

BID ITEM: Electrical Improvements of Wells 4, 6 and 7 as included in these contract documents. Please refer to Section 01010 Summary of Work of the contract specifications for more detailed information on the work to be performed.

In accordance with the above understanding, the undersigned proposes to perform the work of the Base Bid, furnish all materials and complete the work in its entirety in the manner and under the conditions required for the TOTAL LUMP SUM PRICE of:

BASED BID \$
(amount numerically)

BID ALTERNATE No. 1 \$
(amount numerically)

BID ALTERNATE No. 2 \$
(amount numerically)

The undersigned agrees that extra work, if any, will be performed in accordance with Article 10 of the Conditions of the Contract and will be paid for in accordance with Article 11 of the Conditions of the Contract.

Amounts shall be shown in figures, where indicated.

The above prices shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance and incidentals required to complete the Work.

The names and residences of all persons and parties interested in the foregoing Bid as principals are as follows:

(Give first and last names in full. In the case of a corporation, see Article 8.3 of the Instructions to Bidders, in the case of a partnership, see Article 8.4 of the Instructions to Bidders.)

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.

The undersigned agrees that security in the form of a Bid Bond, certified or cashier's check in the amount of no less than 5% total Bid Price, payable to the Owner, accompanies this Bid; that the amount is not to be construed as a penalty, but as liquidated damages which said Owner will sustain by failure of the undersigned to execute and deliver the Contract and Bond within 5 days of the written notification of the Award of Contract to him, thereupon the security shall become the property of the Owner.

The undersigned proposes and agrees, if this bid is accepted to furnish the materials, install the materials and perform the work for the prices shown in the following tables for the three options.

BASE BID

| ITEM NO. | ITEM DESCRIPTION | UNIT | QUANTITY | UNIT BID PRICE | LUMP SUM PRICE |
|----------|---|------|----------|----------------|----------------|
| 1 | Well 4: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instrumentation equipment and integration services including testing, startup and commissioning. | LS | 1 | N/A | |
| 2 | Well 6: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instrumentation equipment and integration services including testing, startup and commissioning. | LS | 1 | N/A | |
| 3 | Well 7: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instrumentation equipment and integration services including testing, startup and commissioning. | LS | 1 | N/A | |
| 4 | Mobilization/Demobilization (Maximum 2% of the Total Bid Amount) | LS | 1 | N/A | |
| 5 | Allowance for Miscellaneous Testing and Optional Services | LS | 1 | N/A | \$15,000.00 |
| 6 | Contingency (5% of total project cost) | LS | 1 | N/A | |
| | GRAND TOTAL – LUMP SUM BASE BID | | | | \$ |

BID ALTERNATE NO. 1

| ITEM NO. | ITEM DESCRIPTION | UNIT | QUANTITY | UNIT BID PRICE | LUMP SUM PRICE |
|---|---|------|----------|----------------|----------------|
| 1 | Well 4: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instruments on wellheader. | LS | 1 | N/A | |
| 2 | Well 6: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instruments on wellheader. | LS | 1 | N/A | |
| 3 | Well 7: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instruments on wellheader. | LS | 1 | N/A | |
| 4 | Mobilization/Demobilization (Maximum 2% of the Total Bid Amount) | LS | 1 | N/A | |
| 5 | Allowance for Miscellaneous Testing and Optional Services | LS | 1 | N/A | \$15,000.00 |
| 6 | Contingency (5% of total project cost) | LS | 1 | N/A | |
| GRAND TOTAL – LUMP SUM BID ALTERNATE NO. 1 | | | | | \$ |

BID ALTERNATE NO. 2

| ITEM NO. | ITEM DESCRIPTION | UNIT | QUANTITY | UNIT BID PRICE | LUMP SUM PRICE |
|---|---|------|----------|----------------|----------------|
| 1 | Well 4: Improvements of general site civil features, painting, installation of new electrical equipment, components and conduits, and installation of instruments on wellheader. | LS | 1 | N/A | |
| 2 | Mobilization/Demobilization (Maximum 2% of the Total Bid Amount) | LS | 1 | N/A | |
| 3 | Allowance for Miscellaneous Testing and Optional Services | LS | 1 | N/A | \$15,000.00 |
| 4 | Contingency (5% of total project cost) | LS | 1 | N/A | |
| GRAND TOTAL – LUMP SUM BID ALTERNATE NO. 2 | | | | | \$ |

The undersigned hereby certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

Social Security Number
or Federal Identification
Number

Signature of Individual or
Corporate Name

By: _____
Corporate Officer
(if applicable)

Notice of acceptance should be mailed, faxed, or delivered to the following:

| | |
|---------------------------|-------------------------|
| _____ Name | _____ Company Name |
| _____ Title | _____ Address |
| _____ Telephone Number | _____ City and State |
| _____ Facsimile Number | |

Note: If the Bidder is a corporation, indicate State of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses, if different from business address.

Bid Number: _____

- Attachments: Attachment A – Non-collusive Affidavit
Attachment B – General Contractor Qualifications Statement and License/Certification List
Attachment C – List of Proposed Major Material Equipment Suppliers
Attachment D – Bid Bond
Attachment E – Authority to Execute Bid and Contract
Attachment F – Valdosta Small Emerging Business

All attachments and Bid Bonds must be completed and attached to the Bidder's Bid Proposal.

ATTACHMENT A

NON-COLLUSIVE AFFIDAVIT

State of Georgia

ss.

County of Lowndes

_____ being first duly sworn, deposes and says
that:

- (1) He is the _____, of
(Owner, Partner, Officer, Representative or Agent)
_____, the Bidder that has submitted the attached Bid;
- (2) He 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 sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm, or person to submit a collusive or sham Bid in connection with the Work for which the attached Bid has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;
- (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 other of its agents, representatives, owners, employees or parties in interest, including this affiant.

BY _____

(Title)

Subscribed and sworn to before me

this ____ day of _____, 20____.

My commission expires on _____

END OF ATTACHMENT

ATTACHMENT B

GENERAL CONTRACTOR AND UNDERGROUND UTILITY QUALIFICATIONS STATEMENT AND
LICENSE/CERTIFICATION LIST

The undersigned warrants the truth and accuracy of all statements and answers herein contained. Include additional sheets if necessary.

1. How many years has your organization been in business as a (circle one) General Contractor/
Electrical Contractor / Subcontractor?

2. Describe and give the date, description and owner of the last three projects that you have completed similar in type, size, and nature as the one proposed? Please provide contact information for each project.

3. Have you ever failed to complete work awarded to you? If so, where and why?

4. Name three individuals or corporations for which you have performed work and to which you refer:

5. Have you personally inspected the site of the proposed work? Describe any anticipated problems with the site and your proposed solutions:

6. Will you Subcontract any part of this Work? If so, describe which portions:

7. Please list the names and addresses of the subcontractors to be used for the portions of the work listed below. Additional information will be required in accordance with the Instructions to Bidders, Item 8.

CIVIL: _____

ELECTRICAL: _____

INSTRUMENTATION: _____

8. The following is given as a summary of the Financial Statement of the undersigned: (List Assets and Liabilities and use insert sheet if necessary.)

9. Please list all current licenses held. A copy of all current licenses and certifications shall be attached to Attachment C.

10. State the true and exact, correct, and complete name under which you do business.

BIDDER IS: _____

SOLE PROPRIETORSHIP

(Individual's Signature) (SEAL)

(Individual's Name)

doing business as _____

Business address: _____

Phone No.: _____

A PARTNERSHIP

(Partnership Name) (SEAL)

(General Partner's Signature)

(General Partner's Name)

Business address: _____

Phone No.: _____

A CORPORATION

(Corporation Name)

(State of Incorporation)
By _____
(Name of person authorized to sign)

(Title)

(Authorized Signature)

(Corporate Seal)

Attest _____
(Secretary)

Business address: _____

Phone No.: _____

13. List the following in connection with the Surety which is providing the Bid Bond:

Surety's Name: _____

Surety's Address: _____

Name and address of Surety's resident agent for service of process in _____:

END OF ATTACHMENT

ATTACHMENT C

LIST OF PROPOSED MAJOR MATERIALS/EQUIPMENT SUPPLIERS

The Contract Documents are based upon the equipment or products available from the Suppliers denoted as "A", "B", etc. Provision will be made in the Contract Documents for alternate suppliers whose equipment or product may be deemed equivalent in quality (see Article 16 of the Instructions to Bidders). The Owner and Engineer reserve the right to reject or accept the alternate supplier. However, the Bidder must indicate in his Bid which supplier the Bidder intends to use for each item of equipment listed on this form by circling one of the listed suppliers. Should a Bidder fail to circle a named item in each category, or if he circles more than one listed supplier, he hereby agrees to provide the item listed as "A."

SCHEDULE OF SUPPLIERS

ELECTRICAL IMPROVEMENTS TO WELLS 4, 6 AND 7

| <u>ITEM</u> | <u>EQUIPMENT ITEM OR MATERIAL</u> | <u>BID OR SUPPLIER</u> |
|-------------|---------------------------------------|--|
| 1. | Electrical MCC | A. Allen-Bradley "Centerline 2100" B. Square D Corp. "Model 6" C. General Electric Co. "8000-Line" |

After receipt of Bids, the Contractor may not substitute any Supplier circled above except as permitted under the Contract Documents.

END OF ATTACHMENT

ATTACHMENT D

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, _____
_____ as Principal, and
_____ as Surety, are hereby held and firmly
bound unto as **CITY OF VALDOSTA, GEORGIA** as OWNER in the penal sum of
_____ for the payment of which, well and truly to be
made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed, this day of _____, 20__

The Condition of the above obligation is such that whereas the Principal has submitted to certain Bid,
attached hereto and hereby made a part hereof to enter into a contract in writing, for the **ELECTRICAL
IMPROVEMENTS OF WELLS 4, 6 AND 7.**

NOW THEREFORE,

- (a) If said Bid shall be rejected, or in the alternate,
- (b) If said Bid shall be accepted and the Principal shall execute and deliver to OWNER the appropriate documents including the Contract Form and Contract Bond Form, and shall in all other respects perform the agreement created by the acceptance of said Bid, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such Bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Principal (Print Full Name)

Surety (Print Full Name)

BY: _____ (L.S.)

BY: _____ (L.S.)

TITLE: _____

TITLE: _____

IMPORTANT - Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Georgia.

END OF ATTACHMENT

ATTACHMENT E

AUTHORITY TO EXECUTE BID AND CONTRACT

- A. If the Bidder is a Corporation, attach to this page a certified copy of corporate resolutions of the Board of Directors of the Corporation authorizing an officer of the Corporation to execute the Bid and the Contract contained within this document on behalf of the Corporation. The OWNER would prefer the use of the attached sample Resolution.
- B. A corporation to which a contract is to be awarded will be required to furnish certificates as to its corporate existence.

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CERTIFIED RESOLUTION

I, _____, the duly elected Secretary of
(Name)
_____, a corporation organized and existing under the
(Corporate Title)
laws of the State of _____, do hereby certify that the
following Resolution was unanimously adopted and passed by a quorum of the Board of Directors of the
Said corporation at a meeting held in accordance with law and the by-laws of the said corporation.

"IT IS HEREBY RESOLVED THAT _____ (Name)"

The duly elected _____ of _____
(Title of Officer) (Corporate Title)

be and is hereby authorized to execute and submit a Bid and Bid Bond to the City of Valdosta, GA for:
ELECTRICAL IMPROVEMENTS OF WELLS 4, 6 AND 7

and such other instruments in writing as may be necessary on behalf of the said corporation; and that the
Bid, Bid Bond, and other such instruments signed by him/her shall be binding upon the said corporation as
its own acts and deeds. The secretary shall certify the names and signatures of those authorized to act by
the foregoing resolution.

The City of Valdosta, Georgia shall be fully protected in relying upon such certification of the secretary
and shall be indemnified and saved harmless from any and all claims, demands, expenses, loss or damage
resulting from or growing out of honoring, the signature of any person so certified or for refusing to honor
any signature not so certified.

I further certify that the above resolution is in force and effect and has not been revised, revoked or
rescinded.

I further certify that the following are the names, titles and official signatures of those persons authorized
to act by the foregoing resolution.

| <u>NAME.</u> | <u>TITLE</u> | <u>SIGNATURE</u> |
|--------------|--------------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Given under my hand and the Seal of the said corporation this _____ day of _____, 20_____.

(SEAL)

BY: _____
Secretary

Corporate Title

NOTE:

The above is a suggested form of the type of Corporate Resolution desired. Such form need not be followed explicitly, but the Certified Resolution submitted must clearly show to the satisfaction of the City of Valdosta that the person signing the Bid and Bid Bond for the corporation has been properly empowered by the corporation to do so in its behalf.

END OF ATTACHMENT

ATTACHMENT F

VALDOSTA SMALL EMERGING BUSINESS

For all solicitations, where applicable, the bidder/proposer shall submit a Schedule of Participation included in each bid document detailing all VSEB and non-VSEB subcontractors from which the bidder/proposer solicited bids or quotations. Bidders/proposers are encouraged to solicit quotations and utilize qualified City of Valdosta VSEBs on all City projects whereas qualified VSEBs are available and the project lends itself to subcontracting specific segments. A list of qualified VSEBs is available from the VSEB office which can be reached at (229) 671-3623 or viewed at www.valdostacity.com/vseb. A waiver of good faith can be provided whereas a qualified VSEB was not certified or available for a specific project. Any agreement between a bidder/proposer that prevents a VSEB from providing quotations to other bidder/proposers is prohibited. The schedule of VSEB and the associated letters of intent shall be provided with the bid submittal.

Joint business projects shall only be allowed under this program in cases that demonstrate legitimate, detailed VSEB partnerships with non-VSEBs, proof of which shall be provided to and approved by the Coordinator. Where the bidder/proposer cannot achieve the Project Specific Goal, the coordinator and Deputy City Manager of Administration (DCMA) will determine whether Good Faith Efforts have been made. In making this determination, the staff will consider at a minimum, a matrix to determine the bidder/proposer's efforts to:

- Solicit certified subcontractors in the scopes of work of the contract. The bidder/proposer shall provide interested VSEB's with timely, adequate information about the plans, specifications, and other applicable information to facilitate their quotation. The bidder/proposer must follow up during initial solicitations with interested VSEBs.
- Identify a portion of the work available to VSEBs consistent with their availability.
- Negotiate in good faith with interested VSEBs. Price sharing is prohibited in negotiations as with any solicitation. Evidence of such negotiation includes the name, addresses, and telephone numbers of VSEBs that were contacted; a description of the information provided regarding the plans and specifications for the work selected for subcontractors' and why agreements could not be reached with them. The ability or desire of a bidder/proposer to perform the work of a contract with its own organization does not relieve it of the responsibility to make Good Faith Efforts on all scopes or work subject to subcontracting.
- Facilitate the leasing of equipment or supplies when they are of such a specialized nature the VSEB could not readily and economically obtain than in the marketplace, where feasible.

For a contract with VSEB subcontracting goals, a contractor must comply by either meeting the goal or demonstrating Good Faith Efforts to achieve it that are consistent with the requirements of that contract. In determining whether a bidder/proposer has made Good Faith Efforts in lieu of achieving the stated goals, the coordinator or DCMA shall consider all relevant factors to include:

- A contact log showing the names, address, and contact number (phone and/or fax) used to contact the proposed certified subcontractors, nature of work requested for quote, date of contact, person making the effort;
- The description of work for which a quote was requested;
- The amount of the quote given, if in fact one was obtained;
- The list of Departments of work not contracted and explanation why not; and

- Subcontractor information as requested by any and all forms developed by the staff of the City of Valdosta.

For contracts other than construction related professional services, a signed letter of intent from all listed VSEBs describing the work, materials, equipment, or services to be performed or provided by the VSEB's and the agreed upon dollar value shall be due with the bid documents but in no event before the expiration of forty-eight hours after the submission of the bid.

For construction related professional service contracts, the highest ranked proposer must deliver at the time of fee and contract negotiations signed letters of intent between itself and the VSEB's to be utilized. If the purchasing agent or DCMA finds that a bidder/proposer did not make sufficient Good Faith Efforts, the purchasing agent or DCMA shall communicate this finding to the user department and possibly recommend the bids/proposals be rejected. A bidder/proposer may protest this determination pursuant to the City's procedures for handling such matters.

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**SCHEDULE OF VSEB SUBCONTRACTOR /
SUBCONTRACTOR PARTICIPATION**

NAME OF BIDDER _____

PROJECT TITLE Electrical Improvements of Wells 4, 6 and 7

BID NUMBER _____ TOTAL BASE BID NUMBER _____

| Name of Sub Firm | Address of Firm | Type of Sub (VSEB/non VSEB) | Type or work to be performed | Total Contract Value |
|------------------|-----------------|-----------------------------|------------------------------|----------------------|
| | | | | |
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The undersigned acknowledge and agrees that if any of the above listed VSEBs are not, for any reason, properly certified with the City, in accordance with the City Ordinance, at the time of bid opening, the same will not be counted toward meeting the targeted goal of the project.

The undersigned will enter into formal agreement with the VSEB Suppliers/ Consultants/ Subcontractors identified herein for work listed in this schedule, as well as any applicable alternatives, conditioned upon execution of a contract with the City of Valdosta. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature: _____ Title: _____

Printed Name: _____ Date: _____

Address: _____ Phone: _____

LETTER OF INTENT

TO PERFORM AS A SUPPLIER/SUBCONSULTANT/SUBCONTRACTOR

Supplier/Sub consultant/Subcontractor

Name of Project: Electrical Improvements of Wells 4, 6 and 7 Bid No: _____

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work stated below. I further understand that the price is subject to increase or decrease due to the City of Valdosta bid requirements. All work must meet at a minimum the City of Valdosta scope of work or bid specifications.

Summary of Scope of Work

Total price of work to be performed
or materials to be supplied

\$ _____

Signature _____

Title _____

Address: _____

Phone: _____

END OF ATTACHMENT

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