

ADVERTISEMENT FOR BIDS

THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
WILL RECEIVE BIDS FOR THE FOLLOWING:

FIRE STATION
RACE TRACK ROAD, LAKE CITY, FL
COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
CCBCC BID NO. 2008
ARCHITECT'S PROJECT NO. 0715

Date & Time for Receiving Bids: 2:00 P.M., THURSDAY, JULY 31, 2008

Contractor's Prequalification: ALL CONTRACTORS WISHING TO BID THIS PROJECT MUST SUBMIT THE COMPLETED CONTRACTOR'S QUALIFICATIONS FORMS WITH THEIR BID. THESE FORMS ARE BOUND IMMEDIATELY BEHIND THE ADVERTISEMENT FOR BIDS.

Date, Time & Place for Mandatory Pre-Bid Conference: ALL BIDDERS MUST ATTEND THE PRE-BID CONFERENCE AT THE BOARD'S CONFERENCE ROOM, 135 N.E. HERNANDO AVE., ROOM 203, LAKE CITY, FL 32055, TO BE HELD ON WEDNESDAY, JULY 23, AT 10:00 A.M.

Place for Receiving Bids: BOARD OF COUNTY COMMISSIONERS OFFICE LOCATED AT 135 NE HERNANDO AVE, ROOM 203, LAKE CITY, FL 32055

Bid Documents Prepared By: CRAIG SALLEY & ASSOCIATES, ARCHITECTS
3911 Newberry Road, Suite D
Gainesville, FL 32607
(352) 372-8424, FAX (352) 377-4945

Bid Documents Available from: The Architect's Office

Deposit for Bid Documents:

General Contractors only for deposit of \$100.00 (\$85.00 refundable) per set with a two (2) set maximum. The refundable portion of the Deposits of General Contractors is refundable upon submission of a bonafide Bid and return of said Bid Documents, including all Addenda, in good and usable condition within ten (10) calendar days after Bid opening. Additional sets of Plans may be purchased directly from the printer - Advanced Reprographics, Telephone Number (352) 375-7468. For Specifications, call ALTA, Telephone Number (352) 372-2534. In Lake City, contact Hunter Printing, Telephone Number (386) 752-2707.

Partial Bid Documents:

Subcontractors, Material Suppliers and others may purchase Bid Documents for the cost of duplication, postage and handling, which will NOT be refundable. Bidders using partial sets of Documents are fully responsible for any errors or omissions made due to not reviewing the entire set of Construction Documents.

Project Description:

This project consists of a new Fire Station located on County Road 13-B, Race Track Lane, Lake City Florida, for the Columbia County Board of Commissioners, 135 NE Hernando Ave., Lake City, FL 32056.

Construction of the Fire Station generally consists of, but is not limited to, a metal building steel frame bearing on spread footings. Roof system is purlins with standing seam metal roof with vinyl faced insulation; Split-face CMU exterior walls on spread footings up to 8'-0" above floor slab level.

Interior finishes include sheet rock with skim coat plaster finish on the furring at CMU and metal studs; paint, acoustical tile ceilings. Carpet and vinyl base furnished and installed by the Owner.

Mechanical system will be split DX with VAV distribution in metal ductwork. Electrical systems include fluorescent light fixtures, new emergency generator(s) serving the Addition, with data and electrical power distribution.

Sitework, Stormwater System and landscaping of the Addition is included in the Construction Contract.

Dates of Advertisement: July 8th, 15th and July 22nd, 2008

FOR THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSION

By: Dewey Weaver, Chairman

COLUMBIA COUNTY, FLORIDA BOARD OF COMMISSIONERS
STATEMENT OF CONTRACTOR'S QUALIFICATION

1. Legal Name and Address:

Company Name: _____ Phone #: _____

Qualifying Agent: _____ Phone #: _____

Address: _____

Attach copies of Business Occupational License for County of Residence.

2. If a Corporation, state:

Date of Incorporation: _____

Attach a copy of the Corporate Certificate.

Name and Title of Qualifying Agent: _____

Name and Title of Principal Officers

Date of Inception

State Registration

3. If Partnership, state:

Date of Organization: _____

Nature of Partnership (General, Limited, or Association)

Name and Title of Qualifying Agent: _____

Name and Title of Partners

Date of Inception

State Registration

4. If an individual, state:

Name and Title of Partners

Date of Inception

State Registration

5. Attach brief resume of key members of your organization, including: name, title, years of experience, type work experience, and prior job description(s).

Note: For projects over one million dollars (\$1,000,000.00), provide resumes of your project specific supervisory personnel.

6. How long has your firm been in business as a General Contractor?

7. How many years has your organization been in business under its present business name?

8. Under what other or former names has your organization operated?

9. A. Has your firm ever failed to complete a bonded obligation? _____ Yes _____ No

B. If yes, give the particulars including circumstances, where and when, name of the bonding company, name and address of the Owner, and disposition of the matter.

10. Within the last five years, has any officer, partner or qualifying agent of another organization failed to complete a construction project? _____ Yes _____ No

If so, attach a separate sheet of explanation.

11. Has your organization, any officer, partner or qualifying agent thereof ever been party to any criminal or civil procedure as a result of or arising from contracting operations, which has resulted in a conviction or plea bargain admitting guilt or judgment or court order requiring the payment of a penalty, damages(actual or punitive)or other compensation for alleged breach of contract or failure to perform as agreed? "

A. If the answer to question #11, above, is "yes", state the case number, court, nature of charge, sentence and fine, if any. Attach documents to the Form Application.

12. Has your organization, any officer, partner or qualifying agent thereof, ever been party to any administrative complaint registered against you by the Department of Professional Regulation, Construction industry Licensing Board for the State of Florida or any of its subdivisions resulting in a finding of guilt, fine, suspension or revocation of your license?

A. If the answer to question #12, above, is "yes", state the case number and final disposition. Attach documents to this Form Application.

13. Has your firm previously constructed County projects in Florida? ____ Yes ____ No

14. List five (5) projects of similar size or larger than the proposed work which your firm has completed with the last five (5) years.

A. Project and Brief Description: (include square footage, number of floors, basic construction, etc.) _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Date Completed: _____

B. Project and Brief Description:

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Date Completed: _____

C. Project and Brief Description:

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Date Completed: _____

D. Project and Brief Description:

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Date Completed: _____

E. Project and Brief Description:

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Date Completed: _____

15. List contracts on hand, approximate amounts, and note whether fully bonded or not.

A. Project and Brief Description: _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Bond Amount: _____

B. Project and Brief Description: _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Bond Amount: _____

C. Project and Brief Description: _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Bond Amount: _____

D. Project and Brief Description: _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Bond Amount: _____

E. Project and Brief Description: _____

Project Owner: _____ Phone: _____

Project Architect: _____ Phone: _____

Stage of Completion: _____

Construction Contract Amount: _____

Bond Amount: _____

16. Indicate the highest construction value your firm wishes to be considered for:

VALUE \$ _____

17. Please list all proposed major subcontractors

Name, Address, Trade, & % of Contract

18. Trade References: _____

19. Bank References: _____

20. Bonding: Submit attached Bond Form labeled "NOTICE FROM SURETY COMPANY".

21. Attach a financial statement, not more than twelve (12) months old, reviewed or audited, including Contractor's latest balance sheet and income statement showing the following items:

A. Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses):

B. Net Fixed Assets:

C. Other Assets:

D. Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries, and accrued payroll taxes):

E. Other Liabilities (e.g., capital, capital stock, authorized and outstanding share par values, earned surplus, and retained earnings):

Name of Certified Public Accountant preparing financial statement and date of same.

Is this financial statement for the identical organization named on page one?

_____ Yes _____ No

If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsiary).

Will this organization act as guarantor of the contract for construction?

_____ Yes _____ No

The undersigned guarantees the authenticity of the foregoing statements, as evidenced by this sworn affidavit, and does hereby authorize and request any person(s), firm or corporation to furnish any information requested by the Columbia County Board of Commissioners and its authorized representative in verification of the recitals comprising this "Statement of Contractor's Qualification".

Signed: _____

Print Name and Title: _____

For the Firm: _____

CORPORATE SEAL

Subscribed and sworn to before me this _____ day of _____ in the year of _____.

Notary Public:

My Commission Expires:

ATTACHMENTS

- _____ Copy of Contractor's Florida Department of Business and Professional Regulation License
- _____ Copy of Business License for county or city of registration
- _____ Certificates of required insurance for worker's compensation, public liability, and property damage, as required by law.
- _____ Copy of Corporate Certificate (if applicable)
- _____ Resume(s) of Key Individuals
- _____ Copy of Notice From Surety Company Form
- _____ Financial Statement (Signed and Notarized)
- _____ Certified Public Accountant's Opinion of Financial Statement
- _____ Other information, if any, firm would like the Board to consider

C. NOTICE OF SURETY COMPANY

Columbia County Board of Commissioners
P.O. Box 1529
Lake City, FL 32056-1529

Gentlemen:

This is to advise that, until further notice in writing to you, we agree to provide surety ship on behalf of _____

Covering construction in the amount of \$ _____ for any single contract and \$ _____ in the aggregate of outstanding contracts.

Our Best's ratings for performance and financial size are:

PERFORMANCE RATING: (A or higher required)

FINANCIAL SIZE:

It is our understanding that the contents of this letter will not be disclosed to other persons.

Name of Surety

(Affix Seal)

By: _____
Title





CRAIG SALLEY AND ASSOCIATES, ARCHITECTS
3911 NEWBERRY ROAD, SUITE D • GAINESVILLE, FLORIDA 32607
352-372-8424 FL LIC. NO. AA0002479

CRAIG SALLEY, R.A.
FL LIC. 004475

TABLE OF CONTENTS

	INVITATION TO BID	
00100	INSTRUCTIONS TO BIDDERS	00100.1 - 00100.13
00300	PROPOSAL FORM	00300.1 - 00300.2
00305	BID MODIFICATION FORM	00305.1
00310	LIST OF SUBCONTRACTORS OR SUPPLIERS.....	00310.1
00400	BID BOND	00400.1 - 00400.2
00500	CONSTRUCTION CONTRACT REQUIREMENTS	00500.1
00600	PERFORMANCE BOND.....	00600.1 - 00600.2
00605	LABOR AND MATERIAL PAYMENT BOND	00605.1 - 00605.3
00610	ACCEPTABLE SURETY COMPANIES	00610.1
00700	GENERAL CONDITIONS AND SUPPLEMENTARY	
	GENERAL CONDITIONS	00700.1 - 00700.16
00750	ASBESTOS FREE WARRANTY	00750.1
00800	SCHEDULE OF VALUES	00800.1 - 00800.5
00810	APPLICATION AND CERTIFICATE FOR PAYMENT ...	00810.1 - 00810.2
00811	RELEASE OF LIEN FORMS	00811.1 - 00811.2
00900	DIRECT PURCHASE PROCEDURES	00900.1 - 00900.6
01005	ADMINISTRATIVE PROVISIONS	01005.1 - 01005.4
01045	CUTTING AND PATCHING.....	01045.1 - 01045.3
01200	PROJECT MEETINGS	01200.1
01300	SUBMITTALS	01300.1 - 01300.5
01400	QUALITY CONTROL.....	01400.1 - 01400.2
01500	CONSTRUCTION FACILITIES AND	
	TEMPORARY CONTROLS	01500.1 - 01500.4
01600	MATERIAL AND EQUIPMENT	01600.1 - 01600.4
01700	CONTRACT COMPLETION AND CLOSEOUT	01700.1 - 01700.7



CRAIG SALLEY AND ASSOCIATES, ARCHITECTS
3911 NEWBERRY ROAD, SUITE D • GAINESVILLE, FLORIDA 32607
352-372-8424 FL LIC. NO. AA0002479

CRAIG SALLEY, R.A.
FL LIC. 004475

02050	DEMOLITION	02050.1 - 02050.2
02101	TREE PROTECTION.....	02101.1 - 02101.2
02102	CLEARING, GRUBBING AND STRIPPING	02102.1 - 02102.3
02200	EARTHWORK	02200.1 - 02200.9
02208	TRENCH SAFETY ACT.....	02208.1
02211	ROUGH GRADING.....	02211.1
02218	FINISH GRADING	02218.1 - 02218.2
02280	SOIL TREATMENT.....	02280.1 - 02280.3
02513	ASPHALTIC CONCRETE PAVING	02513.1 - 02513.3
02705	WATER DISTRIBUTION SYSTEM.....	02705.1 - 02705.9
02711	SEWER SYSTEM.....	02711.1 - 02711.16
02750	CHAIN LINK FENCING AND GATES.....	02750.1 - 02750.4
02820	STORM DRAINAGE SYSTEM	02820.1 - 02820.6
02938	SODDING AND SEEDING	02938.1 - 02938.4
03100	CONCRETE FORMWORK.....	03100.1 - 03100.5
03200	CONCRETE REINFORCEMENT	03200.1 - 03200.3
03251	EXPANSION AND CONTRACTION JOINTS	03251.1 - 03251.2
03300	CAST-IN-PLACE CONCRETE	03300.1 - 03300.9
03346	CONCRETE FLOOR FINISHING	03346.1 - 03346.3
04100	MORTAR AND GROUT	04100.1 - 04100.3
04340	REINFORCED UNIT MASONRY SYSTEM	04340.1 - 04340.9
05401	COLD FORMED METAL STUD FRAMING	05401.1 - 05401.5
05500	METAL FABRICATIONS	05500.1 - 05500.5
05522	METAL RAILING SYSTEM.....	05522.1 - 05522.3
06100	ROUGH CARPENTRY	06100.1 - 06100.3
06200	FINISH CARPENTRY	06200.1 - 06200.3
06416	PREFABRICATED MILLWORK	06416.1 - 06416.5

STRUCTURAL ENGINEERING CONSULTANTS
8201 Lakemont Drive Jacksonville, FL 32216
904-996-7866

As to Sections 03100, 03200,
03251, 03300, 03346, 04100,
04340, 05401, 05500

Alnis J. Banga, P.E.
FL P.E. NO. 42414

GTC DESIGN GROUP, LLC
176 NW Lake Jeffrey Road Lake City, Florida 32055
386-719-9985

As to Sections 02513, 02705,
02710, 02820, 02938

Chad Williams, P.E.
FL P.E. NO. 63144



CRAIG SALLEY AND ASSOCIATES, ARCHITECTS
3911 NEWBERRY ROAD, SUITE D ! GAINESVILLE, FLORIDA 32607
352-372-8424
FL LIC. NO. AA0002479

CRAIG SALLEY, R.A.
FL LIC. 004475

07190	VAPOR & SOIL GAS RETARDER	07190.1	- 07190.2
07210	BUILDING INSULATION	07210.1	- 07210.2
07215	FOAM CORE FILL INSULATION	07215.1	- 07215.3
07610	FLASHINGS, SHEET METAL AND SOFFITS.....	07610.1	- 07610.4
07800	ROOF ACCESSORIES	07800.1	- 07800.2
07900	JOINT SEALANTS.....	07900.1	- 07900.9
08000	DOOR SCHEDULE	08000.1	- 08000.4
08111	STEEL DOORS AND FRAMES.....	08111.1	- 08111.5
08210	WOOD DOORS	08210.1	- 08210.3
08300	SPECIAL DOORS	08300.1	- 08300.5
08411	ALUMINUM STOREFRONTS.....	08411.1	- 08411.4
08710	FINISH HARDWARE	08710.1	- 08710.9
08800	GLASS AND GLAZING	08800.1	- 08800.4
09000	FINISH SCHEDULE	09000.1	- 09000.2
09215	VENEER PLASTER SYSTEM.....	09215.1	- 09215.5
09300	HARD TILE.....	09300.1	- 09300.5
09510	SUSPENDED ACOUSTICAL CEILINGS.....	09510.1	- 09510.4
09650	RESILIENT FLOORING	09650.1	- 09650.7
09900	PAINTING.....	09900.1	- 09900.9
10176	TOILET PARTITIONS.....	10176.1	- 10176.3
10350	FLAGPOLE AND FLAG.....	10350.1	- 10350.6
10425	ROOM SIGNS AND ROOM NUMBERS.....	10425.1	- 10425.3
10521	FIRE AND SAFETY EQUIPMENT.....	10521.1	- 10521.3
10800	TOILET AND BATH ACCESSORIES	10800.1	- 10800.3
10900	MISCELLANEOUS SPECIALTIES	10900.1	- 10900.6
12500	WINDOW TREATMENT.....	12500.1	- 12500.4
13120	PREFABRICATED METAL BUILDING.....	13120.1	- 13120.12



TABLE OF CONTENTS

Division 15 - MECHANICAL

15010	General Provisions
15041	Chlorination of Domestic Water Lines
15043	Balancing of Air Systems
15060	Pipe and Fittings
15061	Steel Pipe and Fittings
15063	Copper Pipe
15064	Plastic Pipe and Fittings
15085	Traps
15087	Shock Absorbers
15094	Pipe Hangers and Supports
15099	Unions
15100	Valves, Cocks and Faucets
15122	Pressure – Temperature Relief Valve
15150	Compressed Air System
15170	Access Panels
15176	Steel Tanks
15180	Insulation
15181	Insulation
15421	Floor and Shower Drains
15423	Cleanouts and Access Covers
15424	Domestic Water Heaters – Electric
15450	Plumbing Fixtures
15452	Fixture Carriers
15771	Split System Air Conditioning Units
15776	Built-Up Air Handlers
15829	Exhaust Fans
15841	Ductwork and Accessories
15845	Metal Ductwork – Low Pressure
15848	Exterior Wrap Insulation For Ductwork
15849	Duct Hangers and Supports
15855	Ductwork Accessories
15860	Duct Accessories
15863	Volume Dampers
15868	Duct Access Panels and Test Holes
15870	Grilles, Registers and Ceiling Diffusers
15876	Wall Louvers
15881	Disposable Filters
15900	Control Systems

TABLE OF CONTENTS

Division 16 - ELECTRICAL

16010	General Provisions
16100	Basic Materials and Methods
16110	Disconnect Switches
16112	Fuses 600 Volts and Below
16120	Circuit Breaker Enclosures
16125	Circuit Breakers Molded Case
16140	Wiring Devices
16145	Motor Starters
16150	Contactors
16155	Relays
16400	Service Entrance, Metering, Grounding and Ground Fault Protection
16420	Panel Boards
16521	Lighting Fixtures
16551	Lamps
16580	Standby Electric Generating System
16582	Automatic Transfer Switches
16601	Telephone / Data / CATV Systems
16603	Carbon Monoxide Monitoring system
16610	Surge Suppression
16720	Fire Detection and Alarm
16773	Public Address Sound System
16931	Lighting Control Equipment

SECTION 00100

INSTRUCTIONS TO BIDDERS

PART 1 DEFINITION OF TERMS

Whenever in this Project Manual the following term(s) (or pronouns which replace these terms) are used, their intent and meaning shall be interpreted as follows:

- 1.01 Owner: COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
135 NE Hernando Ave
Lake City, FL 32056
- 1.02 Building Code Administrator: The Building Code Administrator shall be licensed by the Department of Professional Regulation as a Building Official.
- 1.03 Contractor: Any individual, firm, partnership or corporation entering into a construction Contract to perform as "General" or "Prime" Contractor the Work specified and described in the Contract Documents.
- 1.04 Architect: The firm of Craig Salley & Associates, Architects, 3911 Newberry Road, Suite D Gainesville, Florida, (352) 372-8424, acting directly or through a duly authorized representative.
- 1.05 Engineers:
- A. Mechanical / Electrical / Plumbing: AKEA, Inc., 25401 NW 8th Place, Suite B, Newberry, Florida 32669, Phone (352) 472-5151.
 - B. Structural: Alnis Banga, P.E., Structural Engineering Consultants, 8201 Lakemont Drive, Jacksonville, Florida 32216, Phone (904) 996-7866.
 - C. Civil: GTC Design Group, LLC, 176 NW Lake Jeffrey Road, Lake City, Florida 32055, Phone (386) 719-9985.
- 1.06 Subcontractor: Any individual, firm, partnership, or corporation entering into an agreement to furnish materials and labor for the Work specified and described in the Contract Documents. Subcontractors must have a current occupational license for the State of Florida, as applicable.
- 1.07 Manufacturer or Supplier: Any individual, firm, partnership, or corporation entering into an agreement to furnish materials only for the Work specified and described in the Contract Documents.
- 1.08 Bidder: Any individual, firm, partnership or corporation submitting a Proposal for the Work contemplated.
- 1.09 Project: All Work specified and described in the Contract Documents.

- 1.10 Surety: The corporate body which is bound with and for the Contractor, who is primarily liable, and which guarantees the faithful performance of the Contract and payment of labor and materials.
- 1.11 Addenda: Written and/or graphic instruments issued prior to the award and execution of the Contract which modify and/or interpret the Contract Documents by additions, deletions, clarifications or corrections. Addenda will become part of the Contract Documents when the Contract is awarded and executed.
- 1.12 Contract Documents: Consist of the Contract, the Project Manual (or Specifications); Drawings, any Addenda issued prior to the award and execution of the Contract, and all Change Orders issued after the award and execution of the Contract, and such other documents as are made a part of same by reference in any of the Contract Documents.
- 1.13 Proposal (or Bid): The forms, including all items related thereto, envelopes, and all other information pertaining to the entire bid, complete and properly executed, which the Bidder has submitted as his Proposal for the Work contemplated.
- A. Base Bid: is the sum stated in the Proposal for which the Bidder offers to perform the Work described in the Contract Documents as the base, to which Work may be added to or deducted from for sums stated in Alternate Bids.
- B. Alternate Bid (or Alternate): is an amount stated in the Proposal to be added to or deducted from the amount of the Base Bid if the corresponding change in Project scope or materials or methods of construction described in the Contract Documents is accepted.
- C. Unit Price: is an amount stated in the Proposal as a price per unit of measurement for materials and labor or services as described in the Contract Documents.
- 1.14 Drawings: The official plans and other drawings or reproductions thereof, pertaining to the Work to be performed, with Index of Drawings on Sheet G-1.
- 1.15 Project Manual (or Specifications): Written and graphic data bound together, in two (2) volumes, Volume I - Architectural; Volume II - Mechanical / Electrical.
- 1.16 Building Permit: Issued to the Contractor after all requirements of the application process have been satisfied and compliance with the appropriate Codes and Standards has been achieved. Construction Plans and Specifications shall be submitted for review by the Building Code Administrator and construction cannot begin until a Building Permit has been issued by the Building Code Administrator.

- 1.17 Contract: The Owner-Contractor Agreement consisting of: the Agreement text preceding the signature of the parties, the Performance Bond and Labor and Material Payment Bond with related Power of Attorney attached in the amount of 100% of the Contract Sum (with Surety satisfactory to the Owner), the Certificates of Insurance, and any other documents as may be required by the Contract Documents.
- 1.18 Application for Payment: Statement of amounts claimed by Contractor as payments due on account of Work performed or materials suitably stored.
- 1.19 Architect's Acceptance (or No Exceptions): Architect's acknowledgement that a material is acceptable or in accordance with Contract requirements.
- 1.20 Record Drawings: Drawings made during progress of construction, subsequent thereto, illustrating how various elements of the Work were actually installed.
- 1.21 Change Order: A work order, issued after the award and execution of the Contract, usually prepared by the Architect, signed by the Owner or his agent, authorizing a change in the scope of the Work during construction.
- 1.22 Field Representative: A person in the field designated to represent a responsible party during construction of the Project.
- 1.23 Schedule of Values: A statement furnished to the Architect by the Contractor reflecting the amounts to be allotted for the principal parts of the Work. It is to serve as a guide for reviewing the Contractor's periodic Application for Payment.
- 1.24 Shop Drawings and Product Data: Drawings, diagrams, illustrations, schedules, performance charts, brochures and other data prepared by the Contractor or any subcontractor, manufacturer, supplier or distributor, which illustrate how specific portions of the Work shall be fabricated, erected and/or installed.
- 1.25 Samples: Physical examples furnished by the Contractor which illustrate materials, equipment or workmanship, and which establish standards by which the Work will be judged.
- 1.26 Time of Completion: The number of calendar days, or the actual date, by which the Work is required to be completed.

PART 2 EXAMINATION: Drawings, Project Manual and Project Site and Pre-Bid Conference

- 2.01 Bidders are required to examine carefully the Drawings, Project Manual and any issued Addenda to become thoroughly familiar with all Work to be performed under the Contract.
- 2.02 Bidders are requested, before attending applicable Pre-Bid Conference, to visit the Project site to become familiar with the local conditions that may in any manner affect the Work to be performed, and the equipment, materials, and labor required.

- 2.03 Pre-Bid Conference: As indicated on the Advertisement for Bids, Bidders are encouraged to attend a Pre-Bid Conference on the date, time and place set forth in the Advertisement for Bids. This Pre-Bid Conference will be held in order to more fully explain the Scope of Work covered by the Contract Documents and to allow questions to be asked by the Bidders of the Architect, Engineers, or other Consultants, as applicable. The Architect will then issue an Addendum to the Drawings and Project Manual as necessary to change, modify, or explain any decisions or other information that comes out at this Pre-Bid Conference.

PART 3 CLARIFICATION TO BIDDERS

- 3.01 No oral clarification in regard to the meaning of Drawings and Project Manual and no oral instructions will be given before the award and execution of the Contract. Discrepancies, omissions or doubts as to the meaning of Contract Documents shall be given orally or in writing to the Architect for interpretation not later than four (4) calendar days prior to Bid Date. Bidders shall act promptly and allow two (2) calendar days for a reply to reach them before the submission of their bids.

PART 4 FAMILIARITY WITH LAWS

- 4.01 The Bidder shall be familiar with all Federal, State, and Local laws, ordinances, codes, rules, and regulations, that in any manner affect his Bid or the Work under this Contract. Lack of knowledge on the part of the Bidder will in no way relieve him from responsibility of compliance with the above, whether or not specifically called for or shown in the Contract Documents.

PART 5 PREPARATION AND SUBMISSION OF BIDS

- 5.01 Each Bidder shall use the Proposal Form included herein, indicating his base bid amount and his alternate bid amount(s) thereon in the proper spaces. Any erasures or other corrections in the Proposal must be explained or noted over the signature of the Bidder. Proposals containing any conditions, omissions, unexplained erasures, alterations, items not called for, or irregularities of any kind may be rejected by the Owner.
- 5.02 Each Proposal must give the full business address of the Bidder and state whether he is an individual, corporation, or partnership. Proposals by a corporation, must be signed with the legal name and seal of the corporation, followed by the name of the State of its incorporation, and by the manual signature and designation of an Officer, agent, or other person authorized to bind the corporation, and if the person signing is not the President, be accompanied by a duly authenticated document evidencing the authority to the officer or agent. Proposals by partnerships shall show the names of all partners and must be signed in the partnership name by one of the partners. The partnership signature shall be followed by the manual signature of the partner signing. In every case, the name of the person signing and his designation shall be typed or printed below his signature. Proposals by a person who affixes to his signature the word "President", "Secretary", "Agent", or other designation without disclosing his principal may be held to the terms of the Proposal by the individual so signing. Satisfactory evidence of the authority of an officer, agent, attorney, or other person signing for a corporation, and agent, attorney, etc., signing for a partnership or an individual shall be furnished.

5.03 Proposals with all items related thereto, shall be enclosed in a sealed envelope which shall be marked: "FIRE STATION, RACE TRACK LANE, LAKE CITY, FL, COLUMBIA COUNTY BOARD OF COUNTY COMMISSION, ARCHITECT'S PROJECT NO. 0715", and delivered or mailed to the proper address. Failure to comply with these requirements shall be cause for rejection of the Proposal.

5.04 Each bidder shall submit per requirements of SECTION 00310 the following:

A. A list of names of the Subcontractors or other persons or organizations, including those who are to furnish materials for equipment fabricated to a special design, proposed for such portions of the Work as may be designated in the Contract Documents, or if no portions are so designated, the names of the Subcontractors proposed for the principal portions of the Work. **All blanks must be filled in; if the Contractor uses his own work force for any of the above, he must insert the names of his firm in the appropriate blank and be properly licensed as applicable for the specific type work listed.**

B. See SECTION 00310, LIST OF SUBCONTRACTORS OR SUPPLIERS.

PART 6 DISQUALIFICATION OF BIDDERS

6.01 More than one Proposal from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that a Bidder is interested in more than one Proposal for the same work will cause rejection of all Proposals in which such Bidders are believed to be interested. Any or all Proposals will be rejected if there is reason to believe that collusion exists among the Bidders, and no participants in such collusion will be considered in future Proposals for the same work. Proposals in which the prices obviously are unbalanced may be rejected.

PART 7 BID GUARANTEE

7.01 Proposals shall be accompanied by a Bid Guarantee which shall be a Bid Bond, Cashier's Check or Certified Check in the amount of five percent (5%) of the Base Bid made payable to the Owner. Such Bid Guarantee shall be submitted with the understanding that it shall guarantee the Bidder will not withdraw his Proposal for a period of thirty (30) calendar days after the scheduled closing time for the receipt of Bid and that, if his Proposal is accepted, he will enter into a construction Contract with the Owner and the required Bonds will be submitted within the time set forth below; and that in the event of the withdrawal of his Proposal within the thirty (30) calendar day period, or failure to enter into Contract and submit all the required bonds and insurance certificates within ten (10) calendar days after he has received an Owner / Contractor Contract the Bidder shall be liable to the Owner for the full amount of the Bid Guarantee as representing the damage to the Owner on account of the default of the Bidder in any particular thereof. The Checks or Bid Bonds shall be returned to all bidders except the three lowest Bidders until after the Owner and the Accepted Bidder have executed the Contract and the Performance Bond and Labor and Material Payment Bond have been approved by the Owner. If the required Contract and Bonds have not been executed within thirty (30) calendar days after the Bid Date, then the Check or Bid Bond of any Bidder will be returned upon his request, provided he has not been notified of the acceptance of his Proposal.

PART 8 RECEIPT AND OPENING OF BIDS

- 8.01 Bids will be opened publicly at the time and place stated in the Advertisement for Bids. The Owner or Owner's Agent whose duty it is to open the Proposals will decide when the specified time has arrived, and no Proposals received thereafter will be considered. No responsibility will be attached to the Owner or any Owner's Agent for the premature opening of a Proposal not properly addressed and identified.

PART 9 BID MODIFICATIONS

- 9.01 Bid modifications will be accepted from Bidders provided the modification(s) is (are) clearly written on the Bid Modification Form, and signed and dated by an authorized agent of the Bidder, at the place where Proposals are to be received, and if received PRIOR to the Bid Opening. Bid modifications will be read prior to opening formal Bids. Notations on the outside of the Bid Envelope will NOT be allowed. Bid Modification Form, if used, shall be submitted in a sealed envelope.
- 9.02 See SECTION 00305, BID MODIFICATION FORM.

PART 10 WITHDRAWAL OF BIDS

- 10.01 Bids may be withdrawn on request received from Bidders prior to the time fixed for Bid opening. Negligence on the part of the Bidder in preparing his Proposal confers no right for the withdrawal of his Proposal after it has been opened.

PART 11 AWARD OF CONTRACT

- 11.01 The Construction Contract will be awarded as soon as possible to the lowest responsible Bidder, provided his Proposal is reasonable, funding is available and it is to the best interest of the Owner to accept it.
- 11.02 The Owner reserves the right to waive any informality in bids received when such waiver is in the best interest of the Owner.
- 11.03 Each Bidder shall, if so requested by the Owner, present evidence of his experience, qualifications and ability to carry out the terms of the Contract, including a financial statement.

PART 12 REJECTION OF BIDS

- 12.01 The Owner reserves the right to reject any and all Proposals when rejection is in the best interest of the Owner and to reject the Proposal of a Bidder who, in the opinion of the Owner, is not in a position to perform the Contract.

PART 13 COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK

- 13.01 **TIME OF COMPLETION:** Contractor shall execute the Owner/Contractor Contract within seven (7) calendar days from date of receipt and return to the Owner for his execution along with all required bonds and insurance certificates within five (5) calendar days from date of receipt of the executed Owner / Contractor Contract. Contractor shall begin work within three (3) calendar days from date of receipt of an executed Owner/Contractor contract, Building Permit, and Notice to Proceed issued by the appropriate authority.

All work shall be Substantially Complete within 240 calendar days from date of Notice to Proceed and Finally Completed within 10 calendar days from the date the Project is declared Substantially Complete.

- 13.02 Contractor shall maintain sufficient labor and supervision on the job until all items have been completed, including Architect's Substantial Completion Inspection Punch List. A Final Inspection with the Owner's Representative, Architect, Engineers and Contractor will be scheduled upon completion of all items. See SECTION 01700, CONTRACT COMPLETION AND CLOSEOUT.
- 13.03 At the Preconstruction Conference, the Owner and Architect shall make arrangements with the Contractor for the assignment of Staging Areas to be used for storage of materials, parking, sheds, trailers, etc. During construction, the Contractor shall maintain the areas in neat condition. The storage of materials for use in construction of this Contract shall in no way interfere with, or make hazardous, existing walkways, driveways, etc. Existing trees and landscaping shall be protected from injury.

PART 14 SUBSTANTIAL COMPLETION

- 14.1 The term "Substantial Completion" shall mean that all materials required by the Contract Documents are incorporated in the Project, that all labor has been performed and that the Work is ready for Inspection by the Architect and Engineer. It shall NOT mean the inclusion of such minor alterations and patching as the Substantial Completion Inspection Punch Lists may disclose.

PART 15 FINAL INSPECTION

- 15.01 If, upon Final Inspection of the Project, more than ten (10) items on the Architect and Engineers' Substantial Completion Inspection Punch Lists are found to be uncorrected, the Architect and Engineer reserve the right to terminate the Final Inspection at that point, until such time as all items are completed.

PART 16 LIQUIDATED DAMAGES

- 16.01 Bidders are notified that the following paragraphs will be inserted in the Contract: "If the Project is not Substantially Completed, according to the definition of "Substantial Completion" contained hereof, or within such further time, if any, as in accordance with the provisions of the Contract Documents shall be allowed for such Substantial Completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, FIVE HUNDRED DOLLARS (\$500.00) FOR EACH AND EVERY CALENDAR DAY ELAPSING BETWEEN THE DATE FIXED FOR SUBSTANTIAL COMPLETION AND THE DATE SUCH SUBSTANTIAL COMPLETION SHALL HAVE BEEN FULLY ACCOMPLISHED. It is also hereby agreed that if the Project is not Finally Completed, in accordance with the requirements of the Contract Documents, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, ONE-FOURTH (1/4) OF THE RATE INDICATED ABOVE.

Said Liquidated Damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner or Architect under the provisions of the General Conditions, and shall not exclude the recovery of damages by the Owner under other provisions of the Contract Documents, except for Contractor's delays."

- 16.02 The provision for Liquidated Damages for delay shall in no manner affect the Owner's right to terminate the Contract as provided in the General Conditions, or elsewhere in the Contract Documents, and the Owner's exercise of the right to terminate shall not release the Contractor from his obligation to pay said Liquidated Damages in the amounts stipulated herein. Said Liquidated Damages shall be payable in addition to any excess expenses or costs payable by the Contractor under the General Conditions, and shall not exclude the recovery of damages by the Owner or Architect under other provisions of the Contract, except for Contractor's delays.

PART 17 PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

- 17.01 The Performance Bond and Labor and Material Payment Bond shall be accompanied by a duly authenticated or certified document, in duplicate, evidencing that the person executing the Bonds on behalf of the Surety had the authority to do so on the date of the Bonds.
- 17.02 In the usual case the conferring of that authority has occurred prior to the date of the Bonds and the document showing the date of appointment and enumeration of the powers of the person executing the Bonds is accompanied by a certificate that the appointment and power have not been revoked and remain in effect. The date of the certifications cannot be earlier than the date of the Bonds. The Bonds shall be dated not earlier than the Contract. See SECTION 00600, PERFORMANCE BOND and SECTION 00605, LABOR AND MATERIAL PAYMENT BOND FORMS; a part of the Contract Documents.
- 17.03 The Bonds shall be executed in the same manner and by the same person who executed the Contract.

PART 18 REQUIREMENTS FOR CERTIFICATES OF INSURANCE

18.01 See SECTION 00700, GENERAL CONDITIONS AND SUPPLEMENTARY GENERAL CONDITIONS for specific requirements.

PART 19 BASIS FOR BIDDING

19.01 Basis for bidding products (i.e. material, equipment and systems) shall be as follows:

- A. Products Specified by Reference Standards or by Description Only: Any product meeting those standards or descriptions.
- B. Products Specified by Naming One or More Manufacturers with a Provision for Pre-Bid or Post-Bid Substitutions. See individual Sections for specific requirements.
- C. Products Specified by Naming Several Manufacturers: Products of named manufacturers meeting specifications: **No options, no substitutions allowed.**
- D. Products Specified by Naming Only One Manufacturer: **No options, no substitutions allowed.**

19.02 Pre-Bid and Post-Bid Substitutions: See SECTION 01600, MATERIAL AND EQUIPMENT.

PART 20 EXECUTION OF CONTRACT

20.01 If the Contractor be an individual, the Contract shall be signed with his manual signature.

20.02 If the Contractor be a firm or company owned by an individual, the Contract shall be executed in the name of the firm or company by the manual signature of the Owner.

20.03 If the Contractor be a partnership, the Contract shall be executed in the name of the partnership by the manual signature of a partner or partners.

20.04 If the Contractor be a corporation, the Contract shall be executed in the name of the corporation and shall bear the corporate seal. It may be signed for the corporation by the President and attested by the Secretary; if signed for the corporation by any officer other than the President, the signature of each officer signing shall be attested by the Secretary, and the executed Contract shall be accompanied by a duly authenticated document, bearing the seal of the corporation, quoting the section of the By-Laws of the corporation authorizing the Board of Directors to designate such officer, and a copy of the Resolution designating and authorizing him to execute on behalf of the corporation. That document must contain a statement that the authority is in effect on the date of execution of the Contract, and may not be dated earlier than the date of the execution of the Contract. The same officer may not execute the Contract and authenticate the document of authority.

PART 21 INTENT

- 21.01 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work. The Contract Documents are complementary, and what is required by any one element of the Contract Documents shall be binding as if required by all. The Contractor shall be responsible for the construction and coordination of the parts, and all systems shall be completely compatible and fully functional without additional cost to the Owner.

PART 22 PRECEDENCE

- 22.01 Supplementary General Conditions shall govern over the General Conditions; but neither the Supplementary General Conditions nor the General Conditions shall govern over the basic Owner / Contractor Contract. Addenda and Change Orders supersede only affected portions of the Construction Documents.
- 22.02 Should any provision of the Florida Statutes or other State Regulations conflict with any of the General Conditions, the provisions of the State requirements shall govern; where there are no State requirements involved, the General Conditions shall govern.
- 22.03 Should the Construction Documents (Drawings and Specifications) conflict on any point, the Work shall be performed according to the Specifications, in-so-far as the quality of materials and workmanship is concerned; but the Drawings shall govern in-so-far as the form or extent of the Work is concerned. Should an item be shown on the Drawings, but not specified, Contractor shall provide the item equal to the quality of similar items in the project, or, in the absence of this, as "standard of the industry" insofar as quality is concerned.
- 22.04 Should details and schedules shown on the Drawings conflict on any point, the schedules shall prevail. Large scale details shall prevail over small-scale details, plans or elevations. Figure dimensions shall prevail over scaled dimensions.

END OF DOCUMENT

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to: _____
(print name of the public entity)
- By: _____
(print individual's name and title)
- For: _____
(print name of entity submitting sworn statement)

Whose business address is: _____

and (if applicable) its Federal Employer Identification
Number (FEIN) is: _____

(If the entity has no FEIN, include the Social Security
Number of the individual signing this sworn statement: _____

2. 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 of the United States, including, but not limited to, any bid or contract for goods or services 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.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(a)(b), **Florida Statutes**, means a finding of guilt or a conviction of 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, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
 2. 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 for fair market value under an arm's length agreement, shall be a 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 36 months shall be considered an affiliate.

5. 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 a binding contract and which bids or applies to bid on contracts for the provision of goods or services 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.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(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 the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the final order.)**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

Sworn to and subscribed before me this _____ day of _____, 20 _____

Personally known _____

OR Produced identification _____

Notary Public - State of: _____

My commission expires: _____

(Type of identification)

(Printed typed or stamped commissioned name of notary public)

DRUG FREE WORKPLACE PROGRAM REQUIREMENTS

The Contractor will be required to have a Drug Free Workplace Program implemented in his business. In order to have a Drug Free Workplace Program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace, no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require 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.
- 6) Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE

CONTRACTOR'S SIGNATURE

DRUGFREE.REQ



SECTION 00300

PROPOSAL FORM

(To be Copied on Contractor's Business Letterhead)

TO: COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
135 NE HERNANDO AVE
LAKE CITY, FL 32056

PROJECT: FIRE STATION
RACE TRACK LANE, LAKE CITY, FL
COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
ARCHITECT'S PROJECT NO. 0715

The undersigned Contractor, hereinafter called "Bidder", proposes to furnish all labor and materials for the construction of the above referenced Project, in full accordance with the Contract Documents for said Project, as prepared by Craig Salley & Associates, Architects, on file in the office of said Architect for the following bid amounts:

BASE BID: _____ DOLLARS (\$ _____)

UNIT COSTS:

The undersigned agrees that if this Proposal is accepted, construction of this Project will begin within time specified after award of Contract, and shall be Finally Completed within the specified time as evidenced by my willingness to sign and execute a Contract so stating.

There is enclosed a Bid Bond, Cashier's Check or Certified Check, in the amount of five percent (5%) of the Base Bid payable to the Owner as a Bid Guarantee and for the purpose set forth in your Instructions to Bidders.

The Bidder does hereby agree, (1) that this Proposal shall remain in full force and effect for a period of thirty (30) calendar days after the time of the opening of this Proposal, and that the Bidder will not revoke nor cancel this Proposal or withdraw from the competition within said thirty (30) calendar day period; (2) that in the event the Owner/Contractor Contract is awarded to this Bidder, he will, within ten (10) calendar days after it is received, enter into a written Contract with the Owner in accordance with the accepted bid, and give to the Owner a Performance Bond and Labor and Material Payment Bond, satisfactory to the Owner, in the amount of 100% of the Contract Sum within the time set forth in PART 13 of the INSTRUCTIONS TO BIDDERS; and (3) that in the event of Bidder's default or breach of any said agreements, said Bid Guarantee shall be forfeited to the Owner as liquidated damages.

Acknowledgment is hereby made of receipt of the following Addenda issued during the bidding period:

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

IN WITNESS WHEREOF, the Bidder has hereunto set his signature and affixed his seal this _____ day of _____, A.D. 20____.

(FIRM NAME) (SEAL)

BY: _____
(Authorized Signature)

(Typed Name and Title)

Certificate Number and Type as issued to by the
(Name of Holder Representing Firm)

State of Florida Construction Industry Licensing Board.

SECTION 00305

BID MODIFICATION FORM

(To be submitted in a sealed envelope marked "BID MODIFICATION" along with the Proposal PRIOR to Bid Opening - USE ONLY IF BID MODIFICATION NEEDED).

(To be copied on Contractor's Business Letterhead).

ADD TO BASE BID: _____ DOLLARS (\$ _____)

DEDUCT FROM BASE BID: _____ DOLLARS (\$ _____)



SECTION 00310

LIST OF SUBCONTRACTORS OR SUPPLIERS

Submit WITH THE BID in a separate sealed envelope marked "List of Subcontractors and Suppliers", a list of "SUBCONTRACTORS AND SUPPLIERS" indicated below:

CONTRACTOR'S NAME: _____

ADDRESS: _____

The undersigned, hereinafter called "Bidder" lists below the name of the Subcontractors who will perform the phases of the Work included in the Project. Once approved by the Owner and Architect, Subcontractors listed cannot be changed without the express written approval of the Architect.

Subcontractors not meeting the requirements listed below will be cause for rejection of that Subcontractor. The undersigned declares that he has fully investigated each Subcontractor listed and has in his files evidence that none of the subcontractors listed have been dismissed from a previous project and that such Subcontractor is currently and appropriately licensed in the State of Florida and engaged successfully in his line of work for a minimum of five (5) consecutive years or as required in other Sections of these Specifications, prior to this Bid Date; that he maintains a fully equipped organization capable, technically and financially, of performing the pertinent work, and that he has made similar installations in a satisfactory manner.

If the Prime Contractor lists himself as a Subcontractor he must meet all the above requirements, including licenses and/or Certifications for each trade for which he is listed.

SUBSEQUENT TO EXECUTION OF THE CONSTRUCTION CONTRACT, CONTRACTOR WILL BE REQUIRED TO SUBMIT COPIES OF ALL SUBCONTRACTORS' OCCUPATIONAL LICENSES AND EVIDENCE OF COMPLIANCE WITH THE ABOVE REQUIREMENTS.

- | | |
|--------------------------------|-------------------|
| 1. Sitework | 7. Masonry |
| 2. Metal Building System | 8. Hardware |
| 3. Paving | 9. Mechanical |
| 4. Hard and Soft Tile Flooring | 10. HVAC Controls |
| 5. Acoustical Tile Ceilings | 11. Electrical |
| 6. Storefront and Windows | 12. Plumbing |

IN WITNESS WHEREOF, the Bidder has hereunto set his signature and affixed his seal this ____ day of _____, A.D., 20__.

(FIRM NAME) (SEAL)

(Type Name and Title)

By: _____
(Authorized Signature)



SECTION 00400

BID BOND

STATE OF FLORIDA
COUNTY OF COLUMBIA

KNOW ALL MEN BY THESE PRESENTS: that _____
(Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called Principal, and, _____
(Here insert full name and address or legal title of Surety)

a corporation duly authorized under the laws of the State of Florida as Surety,
hereinafter called Surety, are held and firmly bound unto COLUMBIA COUNTY BOARD
OF COUNTY COMMISSION, as Obligee, hereinafter called Owner,

in the amount of _____
_____ Dollars (\$ _____), lawful money of the United States of America,
to be paid to the Owner, for the payment of which sum well and truly to be made, the said
Principal and the said Surety, bind themselves, their heirs, executors, administrators,
successors and assigns, jointly and severally, firmly by these presents:

WHEREAS, the above bounded Principal contemplates submitting or has submitted a
Proposal to the said Owner for furnishing all necessary labor, materials, equipment,
machinery, tools, apparatus, and means of transportation for the construction of:

FIRE STATION
RACE TRACK LANE, LAKE CITY, FL
COLUMBIA COUNTY BOARD OF COUNTY COMMISSION
ARCHITECT'S PROJECT NO. 0715

AND WHEREAS, it was a condition, precedent to the submission of said Proposal that a
Bid Bond in the amount of five percent (5%) of the Base Bid be submitted with said
Proposal as a guarantee that the Bidder would, if awarded the Contract, enter into a written
Contract with the said Owner, and furnish a Performance Bond and Labor and Material
Payment Bond, in an amount equal to one hundred percent (100%) of the Contract Sum
for the performance of said Contract within ten (10) calendar days after receipt of the
Owner / Contractor Contract.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that if the
Proposal of the Principal herein be accepted and said Principal within time specified enters
into a written Contract with said Owner, then this obligation shall be null and void;
otherwise, the sum herein stated shall be due and payable to the Owner and Surety herein
agrees to pay sum immediately upon demand of said Owner in good and lawful money of
the United States of America as liquidated damages for failure thereof of said Principal.

SIGNED AND SEALED THIS ____ DAY OF _____, A.D., 20__ .

(Signature for Principal) (Seal)

(Signature of Witness)

(Type Name & Title)

(Signature of Attorney-In-Fact*) (Seal)

(Signature of Witness)

(Type Name)

(Signature of Florida Resident Agent)

(Signature of Witness)

(Type Name & Social Security Number)

Attorney-In-Fact who signs this Bond must file with it a Certified copy of his Power of Attorney to sign said Bond.

END OF SECTION

SECTION 00500

CONSTRUCTION CONTRACT REQUIREMENTS

PART 1 CONTRACT

Contract to be used for construction of this Project will be A.I.A. Document A101 entitled, "STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR", where the basis of payment is a STIPULATED SUM, January 1974 Edition.

Contract will be furnished in triplicate by the Architect's office.

PART 2 SWORN STATEMENT

Contractor will be required to complete Form PUR 7068 (Rev.11/89) and submit four (4) original signed copies as an attachment to the Construction Contract. See form in SECTION 00100, INSTRUCTIONS TO BIDDERS. Duplicate as necessary.

PART 3 DRUG FREE WORKPLACE CERTIFICATION

Contractor will be required to execute the Drug Free Workplace Program Requirements form in SECTION 00100 and submit four (4) original signed copies as an attachment to the Construction Contract. See form in SECTION 00100, INSTRUCTIONS TO BIDDERS. Duplicate as necessary.

END OF SECTION

