

DOUGLAS COUNTY BOARD OF COMMISSIONERS

INVITATION TO BID

WHITESTONE BLVD CULVERT PROJECT

SOLICITATION NO. 16-007

NOTICE TO CONTRACTORS

Sealed Bids will be received by The Douglas County Board of Commissioners in the Douglas County Purchasing Department, 3rd Floor, Douglas County Courthouse, 8700 Hospital Drive, Douglasville, Georgia 30134, **UNTIL WEDNESDAY MARCH 16, 2016 @ 2:00 PM.** Bids may be mailed or hand delivered. **BIDS SHALL BE OPENED AND READ PUBLICLY at 2:00 PM WEDNESDAY MARCH 16, 2016** In the Purchasing Department, 3rd Floor of the Douglas County Courthouse.

Questions regarding this Invitation to Bid are to be delivered to:

Douglas County Purchasing Department
Mr. Bill Peacock, Purchasing Director
8700 Hospital Drive
Douglasville, Georgia 30134
Fax: 770.920.7219
Email: bpeacock@co.douglas.ga.us

All questions must be received by 5:00 P. M., E.T., FRIDAY MARCH 4, 2016 either by e-mail, mail or fax. (No questions by telephone will be accepted. All responses will be provided by or no later than 5:00 P.M., E.T., MARCH 9, 2016.). No other County staff or officials associated with this Project should be contacted regarding this bid. **DOING SO, MAY RESULT IN BIDDER'S DISQUALIFICATION.**

The work to be bid consists of furnishing all materials, labor, and equipment for:

The work to be done under this Contract consists of furnishing all labor, equipment and materials required for construction of Whitestone Blvd. Culvert Replacement, which includes installing approximately 65 lf of Triple 10' x 10' box culverts and associated roadway improvements, and all associated work.

All Bids shall be accompanied by a Bid Bond in favor of the Board of Commissioners of Douglas County in the amount of at least five percent (5%) of the Bid for the complete work. The Bid Bond shall be forfeited to the Board of Commissioners of Douglas County, Georgia as liquidated damages if the Bidder fails to execute the Contract and provide Performance Bond, Payment Bond and Liability Insurance Certificate within fifteen (15) calendar days after being notified that he has been awarded the contract.

"Payment will be made on a monthly basis for work performed the previous month, less two and one half percent (2.5%) retainage." Total value of items complete for each billing will be estimated by the Engineer and certified for payment as stated in GDOT Standards Section 109.07.

The County will make payments in accordance with the Douglas County's Financial Policy. The County typically makes payments within 30-45 days after receipt of an approved invoice or certified payment request from the Engineer (**ORIGINAL INVOICE FROM CONTRACTOR IS REQUIRED BEFORE PAYMENT WILL BE MADE**).

Qualifications of the Bidder will be reviewed before the Award of the Contract. The County may consider Award of the Contract to other than the low Bidder.

The Douglas County Board of Commissioners reserves the right to reject any and all Bids.

NOTICE TO PROCEED on this Project will be issued following receipt of the correct and fully executed Contract Documents and upon an approved Purchase Order in the contract amount.

Proposal Forms for bidding this project are required to be purchased from Superior Reprographics, Inc., 591 Thornton Road, Lithia Springs, Georgia, 30122. Phone: 770-944-7293, FAX 770-944-8975, or email print@superiorreprographics.com.

The cost for the Proposal Forms will be **\$106.30** per set (includes tax). Please reference **Douglas County Solicitation: 16-007**. Purchasing arrangements for Proposal Forms are strictly the responsibility of the bidder. Superior Reprographics, Inc. is the only approved source for these plans and Proposal Forms (contract bid documents). Bidders must allow **24 hours** printing time for each order.

Bidders are cautioned not to obtain bid documents from any other source, than the one mentioned above, to insure that bid documents are complete and include the latest amendments/changes. **IT IS THE BIDDER'S RESPONSIBILITY TO INSURE THAT HIS BID DOCUMENTS ARE COMPLETE AND CORRECT PRIOR TO BID SUBMITTAL.**

A copy of the Proposal Form will be available for review at the Douglas County Purchasing Office (770-920-7263), 3rd Floor, Douglas County Courthouse, 8700 Hospital Drive, Douglasville, Georgia 30134 between the hours of 8 am ET to 5 pm ET Monday through Friday.

Completion Date for this Contract shall be:

120 (ONE HUNDRED TWENTY) CALENDAR DAYS

FROM NOTICE TO PROCEED DATE

Bids shall be submitted in a sealed envelope, so marked as "Solicitation No. 16-007 Whitestone Blvd Culvert Project", as well as the Bidder's name, addressed to the Douglas County Board of Commissioners, **ATTENTION:** Purchasing Director's Office, 8700 Hospital Drive, Douglasville, Georgia, 30134.

No Bid will be received or accepted after the above specified time and date of the Bid Opening. Bids submitted after the designated time and date will be deemed invalid and returned unopened to the Bidder.

Ad dates: 2/17 & 2/19