

BILL C. PEACOCK
Director - Purchasing



DOUGLAS COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT

8700 Hospital Drive • Douglasville, GA 30134
Telephone (770) 920-7247 • Fax (770) 920-7219

April 30, 2019

Subject: Douglas County, Georgia, Board of Commissioners
Invitation to Bid – Gateway Signage I-20
Solicitation No. 19-011

Dear Ladies/Gentlemen:

Enclosed please find the Douglas County Board of Commissioners, Invitation to Bid, covering the Gateway Signage I-20 for Douglas County, Georgia.

Your sealed bid, one (1) original unbound and three (3) bound copies, in response to this Invitation are due **no later than 10:00 a.m. ET, Friday, May 10, 2019**. All sealed bids must be submitted to the Douglas County Purchasing Department, 8700 Hospital Drive, Douglasville, GA 30134. All bids must be submitted by this date and time and will be publicly opened. You are invited to attend, or submit your bid prior to the deadline as stated in the attachments. Each response should be marked on the outside of the envelope with: **“Bid – Gateway Signage I-20 – Solicitation No. 19-011, May 10, 2019”**.

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 no later than seven days (7) before the due date of the bid either by e-mail, mail or fax. No questions by telephone will be accepted. No other County staff or officials associated with this Project should be contacted regarding this bid.

Thank you in advance for your interest and we look forward to your participation.

Sincerely,

Bill C. Peacock
Purchasing Director

Attachments

DOUGLAS COUNTY BOARD OF COMMISSIONERS
INVITATION TO BID
Gateway Signage – I-20
Solicitation Number 19-011
April 30, 2019

Notice is hereby given that the Douglas County Board of Commissioners will accept sealed bids for the designing, constructing, and installing new Gateway Signs on I-20 in Douglasville, Georgia (southwest quadrant of I-20/Liberty Road and the northeast quadrant of I-20/Thornton Road). Bids should be submitted to the Douglas County Purchasing Office located on the third floor of the Douglas County Courthouse - 8700 Hospital Drive, Douglasville, Georgia 30134. Bids shall be due no later than **2:00 p.m., Eastern Daylight Time, Tuesday, May 28, 2019**. Bids shall be evaluated based on the price and the requirements and criteria set forth herein. The contract shall be awarded to the lowest responsible and responsive bidder whose bid meets the best needs of Douglas County requirements and criteria set forth in this invitation for bids.

Bid documents are available in the Purchasing Department and on the Douglas County website, www.celebratedouglascounty.com, under the Purchasing Department.

A Pre-bid Conference will be held in the Purchasing Department conference room at 10:00 a.m. on Friday, May 10, 2019. Attendance is encouraged but is not mandatory. Questions can be submitted until the close of business on Friday, May 17, 2019. Answers/Final Addendum will be issued by email to bidders on approved list. Site visit will be made at both locations following this meeting.

Both a Performance and a Payment Bond will be required in an amount equal to 100% of the Contract Price in a form to be provided by the County. Additionally, a 12-month Maintenance Bond will be required from an approved Surety. Proof of General Liability Insurance and Workman's Compensation Insurance will be required with the Douglas County Commission listed as an additional insured. All bids must be accompanied by a Bid Bond in the amount of 5% of the Bid Amount.

Douglas County, in accordance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations, hereby notifies all bidders that it will affirmatively ensure that in regards to any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award. The General Contractor and all Sub-contractors shall insure that employees and employment applicants are not discriminated against because of race, color, creed, sex, or national origin.

Bids may not be withdrawn for a period of 90 days after time has been called on the date of bid opening. The Commission reserves the right to reject any and all bids and to waive any technicalities or irregularities and to award the bid based on the highest and best interests of the County. This project will exceed \$100,000 and therefore this project will be subject to the Public Works Construction Law, OCGA Sec. 36-91-1 et seq.

Gateway Signage

Scope of Work – 4/30/2019

1. Overview:

Douglas County desires to enter into a turn-key contract for the purpose of designing, constructing, and installing large gateway signage at the southwest quadrant of I-20/Liberty Road and the northeast quadrant of I-20/Thornton Road.

2. Description:

The successful bidder, as Contractor, shall furnish all labor, materials and equipment necessary to complete the installation of the signs and adhere to all applicable local, state and federal requirements. The Contractor shall obtain all necessary permits from the Georgia Department of Transportation.

A. Gateway Signs:

- Permanent exterior freestanding monument sign
- Visible at 80 mph, readable during sunlight, readable at night, and decoratively lit at night
- Large, formidable, eye catching
- Coordinate with the landscape architect currently working on the I-20 landscaping

B. Budget: The total budget for the gateway signs is \$140,000

C. Construction Schedule:

- Design/Permitting – 180 days from Notice to Proceed
- Construction/Installation – 360 days from Notice to Proceed

INSTRUCTIONS TO BIDDERS 19-011

To be considered, Bids must be made in accordance with these Instructions to Bidders.

1. **EXAMINATION:** Bidders shall carefully examine the documents and the construction site to obtain first-hand knowledge of existing conditions. Contractors will not be given extra payments for conditions that can be determined by examining the site and documents. Pre-bid conference will be held at **in the Purchasing Conference room at 8700 Hospital Drive, Douglasville, Georgia 30134 at 2:00 p.m. on Friday, May 10, 2019.**
2. **QUESTIONS:** Submit all questions about the Bid to the Douglas County Purchasing Department at 8700 Hospital Drive, Douglasville, GA 30134 or emailed to bpeacock@co.douglas.ga.us.
3. **PREPARATION OF BIDS:** Bids shall be made on unaltered Bid Forms furnished by the County. Fill in all blank spaces and submit 1 copy. Bids shall be signed with name typed below signature.
4. **PERFORMANCE & LABOR & MATERIAL PAYMENT BONDS:** The accepted bidder (Contractor) shall furnish a proper **Performance Bond and Payment Bond** covering the full amount of the Contract Price as security for the faithful performance of all work under the Contract and payment of all charges in connection therewith. Cost of referenced Bonds shall be included in the Bid.
5. **SUBMITTALS:** Submit bid and bid security in an opaque, sealed envelope to Bill Peacock, Director – Purchasing at 8700 Hospital Drive, Douglasville, GA 30134. Mark on the envelope, **“Bid for Solicitation 19-011, Gateway Signage – I-20.”** Phoned questions shall not be accepted. Responses shall be issued in the form of written addenda only.
6. **MODIFICATION AND WITHDRAWAL:** Bids may not be modified after submittal. Bidders may withdraw Bids at any time before bid openings, but may not resubmit them.
7. **DISQUALIFICATION:** The Owner reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the bidder. Owner reserves the right to disqualify bids submitted without bid security.
8. **AWARD:** Owner reserves the right to accept any Bid, to reject any and all Bids, or to negotiate Contract Terms with the various Bidders, when such is deemed by the Owner to be in his best interest.
9. **CONTRACT FORM:** Standard Form of Agreement between Owner and Contractor where the basis of payment is a Stipulated Sum.
10. **COMMENCEMENT:** Accepted bidder shall assist and cooperate with the Owner in preparing the formal Contract Agreement, and within 10 days following its presentation shall execute same and return it to the Owner along with bonds and certificates of insurance. Accepted bidder must be ready to begin work within 10 days following

receipt of written order from the Owner to proceed or on date stipulated in such order.

BID FORM
Gateway Signage – I-20
SOLICITATION NUMBER 19-011

SUBMIT TO:

TO: Bill Peacock, Director – Purchasing Department
8700 Hospital Drive
Douglasville, GA 30134

I have received and reviewed bid documents, dated April 19, 2019 and titled:

Gateway Signage – I-20
Douglasville Board of Commissioners
Solicitation Number 19-011

I have also received Addenda _____ and have included their provisions in my bid. I have examined both the documents and the sites and submit the following bid.

In submitting this bid, I agree:

1. To hold my bid open until 90 days after bid date.
2. To accept all provisions of the Instructions to Bidders.
3. To execute a Contract if awarded, on the basis of this bid and to furnish Performance and Payment Bonds.
4. To accomplish the work in accordance with the Contract Documents.
5. To construct Gateway Signage – I-20 for the individual project base bid sum of :
_____ DOLLARS (\$ _____) and complete all
work in _____ consecutive calendars days.

I have attached required bid bond:

Date: _____ By: _____

Address: _____ Title: _____
