

## SECTION 00102

SUPPLEMENTAL INSTRUCTIONS TO BIDDERS1. PREPARATION OF BID

Documents required in the Bid Package:

- A. Section 00300 – Bid Form
- B. Section 00400 – Bid Bond (AIA A310)
- C. Section 00401 – Contractor’s Qualification Statement (AIA A305)
- D. Section 00402 – Subcontractor List (AIA G705)
- E. Section 00403 – Non-Collusion Affidavit of Prime Bidder
- F. Section 00404 – Non-Collusion Affidavit of Subcontractor

Each Bid must be submitted on the prescribed Bid Form and accompanied by the Bid Bond issued by a Surety listed on the most current Treasury list as licensed in the State of Georgia (or Cashier’s Check), and include the Contractors Qualification Statement. All blank spaces for lump sum price and alternate prices (if any) must be filled in, in ink or typewritten, in both words and figures (In case of discrepancy, the amount shown in words will govern), and the foregoing items must be fully completed and executed when submitted. Each bid must be submitted in a sealed envelope bearing on the outside, the name of the Bidder, his address, and the name of the project for which the Bid is submitted. Prior to bid opening date and hour, errors may be stricken or revisions may be made and corrections entered on the Bid Form, provided that any such strike-over or revision is signed in ink by the person signing the bid or his agent. Written changes to the Base Bid and Alternates (if any) may be made on the outside of the bid package envelop. The changes shall be written in ink and signed by the person signing the bid, or his agent.

2. SCHEDULE OF CONSTRUCTION

- A. Notice of Award is anticipated to be issued after review of bids by the Jackson County Board of Commissioners.
- B. Notice to Proceed shall be issued upon receipt of Contractor’s Performance and Payment Bonds and execution of the Agreement.
- C. Contractor must commence work no later than ten (10) days after receipt of a written Notice to Proceed (Section 00503).
- D. The required time for completion shall be as indicated on the Bid Form Section 00300.

5. PERMITS AND INSPECTIONS

General Contractor shall be responsible for obtaining and paying for all other permits, fees and inspections required by state, federal and local laws, ordinances, etc. These permits and fees may include, but are not limited to: Building permit, HVAC permit, electrical permit, plumbing permit, water “tap” fee, sewer “tap” fee, and business licenses for Contractors and Sub-Contractors.

- 6. All testing is to meet the requirements outlined in the GDOT Sampling, Testing and Inspection Guide.

END OF SECTION 00102