

SECTION 00100

INVITATION TO BID

PROJECT: Jackson County Historic Courthouse Upper Level Restoration  
BID NUMBER: 180022  
OWNER: Jackson County Board of Commissioners

Sealed bids will be received by the Jackson County Board of Commissioners from licensed general contractors to furnish and install all materials, labor and equipment necessary for the construction of the Jackson County Historic Courthouse Upper Level Restoration located in Jefferson, Georgia.

Bids will be received by the Jackson County Board of Commissioners at 67 Athens Street, Jefferson, Georgia 30549, no later than 10:00 a.m. local time on November 8, 2018. Bids will be publicly opened and read aloud at this location at 10:00 a.m. local time. Any bid received after 10:00 a.m. local time on the bid opening date will not be considered by OWNER. Bids will be evaluated by OWNER and the project award is anticipated upon completion of this evaluation.

A Mandatory pre-bid conference will be held at 10:00 a.m., on October 17, 2018, at the project site, 85 Washington Street, Jefferson, Georgia 30549.

BASE BID: Furnish all materials, labor, tools, equipment and all other miscellaneous and/or necessary items for the Interior Completion of the Jackson County Historic Courthouse Upper Level Restoration.

ALTERNATES: As listed on the Bid Form.

The time to substantial completion, included on the Bid Form will be counted in consecutive calendar days from the date of the written Notice to Proceed. The required time of final completion is thirty (30) consecutive calendar days from the date of substantial completion (i.e. all punch list items addressed and all closeout items satisfied).

Hard copies of Bidding Documents may be obtained at the office Barker, Cunningham, Barrington, P. C. at 1780 Sawnee Oaks Lane, Cumming, Georgia 30040, upon payment of a non-refundable cost of \$150.00. Checks shall be made payable to Barker, Cunningham, Barrington, P. C. Call (678) 341-9178 or email [gbarrington@bcbarchitects.com](mailto:gbarrington@bcbarchitects.com) to order. Bid Documents may be examined at the following locations:

Jackson County Board of Commissioners  
67 Athens Street  
Jefferson, GA 30549  
Contact Myrna Yarbrough  
myarbrough@jacksoncountygov.com  
(706) 367-6309 Phone

Barker, Cunningham,  
Barrington, P. C.  
1780 Sawnee Oaks Lane  
Cumming, Georgia 30040  
(678) 341-9178  
gbarrington@bcbarchitects.com

North Georgia Reprographics  
430 Tolbert Street  
Cumming, GA. 30040  
770-889-3298

LDI Reproprinting Center  
1701 Enterprise Drive Suite C  
Buford, Georgia 30518  
(770) 271-0881

AGC Builder's Exchange  
4485 South Atlanta Road  
Smyrna, Georgia 30080  
(770) 434-3050

Reed Construction Data  
30 Technology Parkway South  
Suite 100  
Norcross, GA 30092  
(800) 424-3996

The Jackson County Board of Commissioners requires a bid bond issued by a Surety listed on the Treasury as licensed in the State of Georgia, or a cashier's check in the amount of five percent (5%) of the total bid to be enclosed with the bid at the time of bid opening to be made payable to the Jackson County Board of Commissioners. No other forms of security will be acceptable.

Each bid must be submitted in a sealed envelope, addressed to the Jackson County Board of Commissioners. BIDDER shall provide four (4) originals of the bid form. Each sealed envelope containing a Bid must be plainly marked on the outside as, "Bid for Jackson County Historic Courthouse Upper Level Restoration." If bid is forwarded by mail, the sealed envelope containing the Bid must be enclosed in another envelope to the attention of the Jackson County Board of Commissioners at the address previously given.

Any and all Bids received without the aforementioned criteria enclosed, will be returned to BIDDER.

All Bids must be made out on the bid form of the type bound in the Contract Documents, in accordance with the instructions in the INSTRUCTIONS TO BIDDERS Section 00101. No interlineations, additions, or deletions shall be made in the proposal form by BIDDER. No conditional Bids will be acceptable.

Contract will be awarded on a stipulated sum to the most responsive BIDDER presenting the lowest acceptable Bid, based on the Lump Sum Base Bid plus any combination of Alternates (if appropriate) acceptable to the Jackson County Board of Commissioners.

The Jackson County Board of Commissioners reserves the rights to waive any informalities or to reject any or all Bids, to evaluate Bids, and to accept any Bid which in its opinion may be in the best interest of the Jackson County Board of Commissioners. No Bid will be rejected without just cause.

No BIDDER may withdraw his bid within the time limit specified in the INSTRUCTIONS TO BIDDERS Section 00101.

Any questions regarding the meaning or interpretation of the Contract, Contract General Conditions, Specifications, Drawings, Bidding Form or Instructions to Bidders, shall be directed to Myrna Yarbrough, by email at myarbrough@jacksoncountygov.com, no later than 5:00 p.m. on October 26, 2018. Receipt of Addenda shall be acknowledged in the Bidding Form. No oral interpretations or information can be considered as binding, therefore, no telephone or verbal correspondence will be acknowledged.

INSURANCE: The Contractor, before any contracts have been signed and any action taken under a contract, will have a Certificate of Insurance for Contractor's In-Force Insurance issued to Jackson County, named as a loss payee, for the policies and limits listed below:

<b>Commercial General Liability</b>	\$ 1,000,000 each occurrence (Including Completed Products)
<b>Bodily Injury &amp; Property Damage</b>	\$ 2,000,000 Aggregate (shall include coverage for the hazards of Explosion, Collapse and Underground failures)
<b>Vehicle Liability</b>	\$ 1,000,000 Combined Single Limit Bodily Injury, Property Damage Workers Compensation State of Georgia Statutory Limits Required. \$ 1,000,000 \$ 1,000,000 Each Accident \$ 1,000,000 Disease, Each Employee

Occurrence coverage is required. Claims-made coverage is not acceptable. The County will not share in any deductibles.

These policies shall cover the County, its elected officials, employees and agents as additional insured and shall contain a covenant requiring no less than sixty (60) days written notice to the County before cancellation, reduction or other modification of coverage's.

These policies shall be primary noncontributing with any applicable insurance carried by Jackson County and shall contain a severability of interests clause in respect to cross liability, protecting each additional insured as though a separate policy had been issued to each. Certification of each of the above policies shall be furnished, in duplicate, to the County, at least fifteen (15) days prior to commencement of services under a signed contract.

All certificates of insurance must clearly state that the Contractor's insurance(s) is **PRIMARY**. If your policy has deductibles, self-insured retentions or co-insurance penalties, then all such costs shall be borne by the Contractor and not Jackson County.

Performance and Payment Bonds are required as per Sections 00504 and 00505. This results in a Performance Bond of 100% of the contract amount and a Payment Bond of 100% of the contract amount.

END OF SECTION 00100