

CLAYTON COUNTY WATER AUTHORITY

Request for Bid

MISCELLANEOUS CONCRETE WORK

Bid Opening: Tuesday, November 1, 2016 at 3:00 p.m. (local time)

Non-Mandatory Pre-Bid Meeting: Tuesday, October 18, 2016 at 3:00 p.m. (local time)

A D D E N D U M # 1

Dated: October 25, 2016

*Acknowledgment of receipt of this addendum **MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE TO THE RFB.***

REVISIONS:

1. Replace page “i” of the original Table of Contents with revised page “iR” provided with this Addendum.

Revision includes removing Georgia Bid Bond, Payment Bond, and Performance Bond, as they are not required for this bid.

2. Replace page 2-3.1 of the RFB documents (Required Bid Submittals) with revised page 2-3.1R provided with this Addendum.

Revision includes removal of item “F” (SLBE Forms).

3. Replace pages 2-8.1 through 2-8.11 under Division 2 – Section 8 (SLBE Information) with revised pages 2-8.1R through 2-8.5R provided with this Addendum.

Revision includes removal of paragraph for SLBE Submittals and SLBE Forms 1-3.

QUESTIONS:

1. On the Georgia Procurement Registry there are two 73 page documents (Misc. Concrete Work RFB and Miscellaneous C). Are the documents identical?

Answer: Yes, they are identical. The duplicate file was removed.

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2. Will this project require bid bond or performance bond?

Answer: No. This bid does not require Payment and Performance Bonds. See revision above.

SIGNATURE

COMPANY NAME

DATE

Table of Contents – Revised

Division 1 General Information

| | | |
|-----------|------------------------------|-------|
| Section 1 | Request for Bids | 1-1.1 |
| Section 2 | General Overview | 1-2.1 |
| | 2.1 Intent and Purpose | 1-2.1 |
| | 2.2 Bid Evaluation | 1-2.2 |
| | 2.3 Addendum | 1-2.2 |

Division 2 Bid Requirements

| | | |
|-----------|--|-------|
| Section 1 | Instructions to Bidders | 2-1.1 |
| Section 2 | Risk Management Requirements | 2-2.1 |
| Section 3 | Bid Submittals | 2-3.1 |
| Section 4 | Bid Form | 2-4.1 |
| Section 5 | Georgia Bid Bond (Not Required) | |
| Section 6 | Bidder Qualification Information | 2-6.1 |
| Section 7 | Contractor Affidavit & Agreement | 2-7.1 |
| Section 8 | Small Local Business Enterprises (SLBE) General Information | 2-8.1 |

Division 3 Contract Forms

| | | |
|-----------|---------------------------------|-------|
| Section 1 | Agreement Form..... | 3-1.1 |
| Section 2 | Performance Bond (Not Required) | |
| Section 3 | Payment Bond (Not Required) | |
| Section 4 | Non-Collusion Certificate | 3-4.1 |

Division 4 Specifications

| | | |
|-----------|--------------------------------------|-------|
| Section 1 | Post Award Submittals | 4-1.1 |
| | 1.1 General..... | 4-1.1 |
| | 1.2 Submittal Requirements | 4-1.1 |
| Section 2 | Work Assignment and Detail | 4-2.1 |
| | 2.1 General..... | 4-2.1 |
| | 2.2 Work Assignment and Detail | 4-2.1 |
| | 2.3 Work Item Description | 4-2.2 |
| Section 3 | General Requirements | 4-3.1 |
| | 3.1 General..... | 4-3.1 |
| | 3.2 Site Work..... | 4-3.1 |
| | 3.3 Acceptance..... | 4-3.1 |

Attachments

Waiver and Release Upon Final Payment.

Division 2

Bid Requirements

Section 3: Bid Submittals - REVISED

3.1 Required Bid Submittals:

The following items are required to be included as part of the bid submittal. Failure to include any of these items may result in the bid being deemed non-responsive:

- A. Bid Form – Bidders must submit a hard copy of their completed and signed Bid Form. Additionally, due to the volume of the items on the bid form on the date of the bid opening, no bid amounts will be read out loud by the CCWA; however, copies of the paper submittals will be provided upon request.
- B. Bidder Qualification Information, including References. Failure to provide satisfactory references will result in the bid being deemed non-responsive.
- C. Georgia Security and Immigration Compliance Act of 2006 form.
- D. Contractor Affidavit and Agreement form.
- E. Subcontractor Affidavit form.

If a Contractor/Subcontractor will not be performing any services under this contract, the Contractor/company submitting the bid MUST also complete, sign, date, and have both Affidavit forms notarized and make proper notation of "N/A" - Not Applicable.

Clayton County Water Authority (CCWA) cannot consider any bid which does not include completed affidavits. It is not the intent of this notice to provide detailed information or legal advice concerning the Georgia Security & Immigration Compliance Act of 2006, as amended on May 11, 2009. All Bidders intending to do business with CCWA are responsible for independently apprising themselves and complying with the requirements of that law and its effect on CCWA procurements and their participation in those procurements.

- F. List of Subcontractor(s) and their role to be used with Annual Contract.
- G. List of Contractor's owned equipment to be used with Annual Contract.
- H. List of Contractor's personnel to be used with Annual Contract.
- I. Addenda (if any issued).

END OF SECTION

Division 2

Bid Requirements

Section 8: Small Local Business Enterprises (SLBE) - General Information - REVISED

8.1 Program Overview

Clayton County Water Authority (CCWA) has implemented a Small Local Business Enterprise Program to promote full and open competition in all government procurement and purchasing. Bid discounts for the use of Small Local Business Enterprises (SLBE's) are set on a contract by contract basis for each specific prime contract with subcontracting possibilities. CCWA wants to ensure that Bidders are non-discriminatory in their process of selecting sub-contractors. CCWA also wants to encourage Bidders to utilize small, minority or woman-owned businesses whenever possible. All forms included in this solicitation must be completed for Bidder to be considered responsive.

SLBE means a locally-based small business operating inside or outside of Clayton County, which meets the following criteria:

- A) Independently owned and operated business concern whose average annual gross receipts for the previous three years must not exceed (1) Construction Firms – \$18,250,000; (2) Professional Services Firms – \$5,500,000; Architectural Firms – \$3,750,000; Engineering Firms – \$7,500,000, and Goods and Services – less than 250 employees.
- B) Locally based, meaning located and operating in Clayton County or the ten (10) counties of Cherokee, Cobb, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry, Rockdale and Spalding for at least one year prior to submitting application for certification.

If a firm is locally-based in one of the counties mentioned above, is currently certified as a small business through the DeKalb County, Clayton County, or the City of Atlanta, and can provide evidence of its certification, the firm will be provisionally accepted as a SLBE, provided that they complete the official certification application for CCWA within two (2) years following the date of provisional certification. If a firm meets these qualifications, but is not currently certified as a small business, then the firm must complete an application for certification with CCWA no later than seven (7) business days following the deadline for bid submission.

SLBE's must perform a commercially useful function, which means performance of provision of real and actual services under the contract or subcontract with CCWA. Factors such as the nature and amount of the work subcontracted; whether the SLBE has the skill and expertise to perform the work for which it has been certified; whether the SLBE actually performs, manages or supervises the

Division 2

Bid Requirements

Section 8: Small Local Business Enterprises (SLBE) - General Information - REVISED

work; and whether the SLBE intends to purchase commodities and/or services from a non-SLBE and simply resell them will be considered in determining if the SLBE is performing a commercially useful function.

Participation in the SLBE program is not a requirement to participate in contracting with CCWA. The use of an SLBE is a requirement when bid discounts are to be sought. The Bidder will be required to complete the required forms as outlined in the following section.

8.2 SLBE Required Post Award Submittal

The following form must be provided post award, with each pay application:

- A) SLBE-4 – Post-Award–SLBE Participation Report–Bid Discount: Report detailing SLBE earnings.

8.3 Overview of Bid Discount

Bid discounts are incentives that allow an original bid amount to be discounted for evaluation purposes in determining the lowest responsive, responsive bidder, while the original bid amount will be the basis for the contract award. SLBE Bid Discounts will be applied to certified SLBE prime bidders only, and will range between 5% and 10% depending on the bidders' location. *SLBE discounts will be offered to bidders only, not for use of any SLBE certified sub-contractors.*

Example: A \$100,000 bid with a 5% bid discount would be evaluated at \$95,000. However, \$100,000 would be paid to the successful bidder.

The calculation of SLBE bid discounts shall be as follows:

There will be an applied tiered discount to bids based on what county the SLBE business is located.

- 10 percent for SLBE's in Clayton County.
- 7.5 percent for SLBE's within the next surrounding 5 counties (DeKalb, Fayette, Fulton, Henry and Spalding).
- 5 percent for SLBE's for the 5 outer counties (Cherokee, Cobb, Douglas, Gwinnett and Rockdale).

Division 2

Bid Requirements

Section 8: Small Local Business Enterprises (SLBE) - General Information - REVISED

- (1) Discounts are given to Bidders who are SLBE Primes only (*not for use of any SLBE certified sub-contractors*).
- (2) In the event of a tie bid between a discounted bidder and a non-discounted bidder, the discounted bidder (SLBE) will be recommended for the contract.

By signing the bid, the bidder is certifying that he/she has complied with the requirements of this program. Please contact Contracts, Compliance and Risk Management at ccwa_slbe_program@ccwa.us for a list of certified SLBE's. The list is also available through www.ccwa.us, under the tab for "Procurement", section for "Small Local Business Program".

FORM SLBE-4
POST AWARD – SLBE PARTICIPATION REPORT – BID DISCOUNT
INSTRUCTIONS TO CONTRACTORS

The prime contractor must complete and sign the participation report and submit the the completed and signed form with each pay application to the CCWA Project Manager in charge of the contract. Failure to submit this form may result in payment application being deemed incomplete.

1. Report Number: Reports must be consecutively numbered. It will only be necessary to submit a report in a period when the approved SLBE has performed a portion of the work that has been designated for the contract.
2. Date: Actual date of the report.
3. Prime SLBE: If you are the Prime Contractor and also the SLBE on the contract please check yes and insert assigned CCWA SLBE certification number. Note that %100 of SLBE dollars spent will be counted towards the SLBE contract or annual goal, if applicable.
4. Pay application end date: Reports must acknowledge the end date for the period for which is being reported.
5. Prior Earned Pay Application Amount: The amount previously submitted for payment on pay application.
6. Current Earned Pay Application Amount: The amount submitting with current payment application.
7. Earnings To-Date: The actual amount that each SLBE has earned to-date under the contract.
8. Total SLBE Earnings To-Date: The total is achieved by adding all payments to SLBE to date. (Previous payments reported + current payment reported)
9. Certification: The contractor's authorized representative must sign this form prior to submittal.

GENERAL INFORMATION

When the approved SLBE is to provide materials, goods or services, this completed form must be submitted to the CCWA Project Manager. The prime contractor must notify CCWA of any changes to SLBE firms.

When the prime contractor is an approved SLBE, it will only be necessary to complete the total SLBE earnings to-date. Joint ventures between non-SLBE and certified SLBE: Only that portion of the work for which the certified SLBE is responsible may be used to satisfy the requirement.

FORM SLBE-4
POST AWARD – SLBE PARTICIPATION REPORT – BID DISCOUNT

PROJECT NO. (S): _____

REPORT NO.: _____

CONTRACTOR: _____

DATE: _____

CONTRACT AMOUNT: \$ _____

PAY APPLICATION PERIOD END DATE: _____

PRIME SLBE CONTRACTOR? ☐ Yes ☐ No
 If Yes, insert CCWA SLBE Certification # _____

Check if final payment >>> ☐ FINAL PAYMENT

| NAME OF APPROVED SLBE | DESCRIPTION OF WORK | PRIOR EARNED PAY APPLICATION AMOUNT | CURRENT EARNED APPLICATION AMOUNT | EARNINGS TO-DATE |
|--------------------------|---------------------|--|--------------------------------------|------------------|
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TOTAL SLBE EARNINGS TO-DATE: _____

I HEREBY CERTIFY THAT THE ABOVE STATEMENT IS TRUE AND CORRECT AND SUPPORTING DOCUMENTATION IS ON FILE AND IS AVAILABLE FOR INSPECTION BY CCWA AT ANY TIME.

SIGNED _____
 CONTRACTOR

REMARKS _____

FOR DEPARTMENT USE ONLY:

THIS DOCUMENT HAS BEEN REVIEWED AT THAT PROJECT LEVEL BY:

SIGNED _____ TITLE _____

THIS DOCUMENT HAS BEEN REVIEWED AT THE PROGRAM LEVEL BY:

SIGNED _____ TITLE _____