



Jones County Board of Commissioners
P.O. Box 1359
166 Industrial Blvd.
Gray, Georgia 31032

Jason Rizner
County Administrator

REQUEST FOR PROPOSALS CULVERT REPAIR

Issue Date: Thursday, October 15, 2020

**JONES COUNTY BOARD OF COMMISSIONERS
166 INDUSTRIAL BLVD./P.O. BOX 1359
GRAY, GA 31032
PHONE: (478) 986-6405
ATTN: JASON RIZNER, COUNTY ADMINISTRATOR**

BIDS WILL BE RECEIVED UNTIL NOVEMBER 5, 2020 AT 3:00 P.M.

PROPOSALS ARE TO BE SEALED AND MAILED VIA USPS, FEDEX OR UPS TO THE ABOVE ADDRESS OR HAND DELIVERED TO THE COUNTY ADMINISTRATOR'S OFFICE LOCATED IN THE JONES COUNTY GOVERNMENT CENTER AT 166 INDUSTRIAL BLVD., GRAY, GA 31032. ENVELOPES SHOULD BE MARKED WITH "RFP - CULVERT REPAIR."



REQUEST FOR PROPOSALS

The Jones County Board of Commissioners is accepting sealed proposals for repair of a corrugated metal culvert pipe located on Greene Settlement Road. Sealed proposals will be accepted until 3:00 PM on Thursday November 5th, 2020 when they will be opened and read aloud in the Government Center Conference Room, 166 Industrial Blvd. Gray, GA 31032. Any questions should be directed to Leslie Faulk via e-mail at leslie.faulk@jonescountyga.org. Contractors interested in submitting proposals are responsible for monitoring the Jones County website (County Bids page) for any addenda that may be issued.

Following award and prior to beginning of work Contractor agrees to the following:

- Work shall be performed in accordance with applicable federal, state and local laws and regulations.
- Contractor will provide a certificate of insurance as outlined in the attached insurance requirements.
- Company submitting proposal is required to submit the attached Prime Contractors Work Authorization Certification and affidavit verifying status for County Public Benefit Application.
- Contractor shall be responsible for the removal and proper disposal of trash and debris.

All submitted proposals must include:

- An all-inclusive not-to-exceed amount with itemized cost estimates for each aspect of the project;
- Proposed time frame (start date, duration of project and hard end date);
- Current proof of general liability and workers comp insurance as described in the document attached to this RFP package.

To ensure that proposals include the entire scope of this project, **contractors are required to meet with Jones County Public Works Director John Lowe to discuss and review the project prior to preparing and submitting a proposal.** To set up an appointment, please call (478) 256-5938. Note, however, that verbal responses to questions posed during the property inspection shall not bind the County. Written questions must be submitted as directed below. The official position of the County shall only be reflected in this Request for Proposals and in any written addenda thereto.



Background

Greene Settlement Road crosses Bray Branch between US 129 and the Gray Bypass (GPS Coordinates 33.008443, -83.562604). At that location, there is a 13' corrugated metal pipe that is in need of repair. We believe the original install date was during the 1950's. Parts of the bottom of the pipe are currently rusted out. The bottom of the outlet side of the pipe is rusted through allowing water to fall out of the pipe before it reaches the end of the pipe. After a heavy rain in the Spring, the road shoulder on the outlet side began to slide down the hill and fall into the creek. County crews were able to stabilize the shoulder by installing rip rap, and the road has remained open since those temporary repairs were completed. Please note that this pipe is located well below the grade of the road and the shoulder in this area is narrow and steep. A Monticello Natural Gas main is also located just off the edge of the pavement on the outlet side.

Specifications

- Prices submitted shall include all material and installation costs except as noted below.
- **The County will provide the concrete for the bottom of the pipe and any rip rap necessary to further stabilize the shoulder. These items will be purchased and paid for separately, and these costs should not be included in submitted proposals.**
- Contractors should submit a detailed description of how they propose repairing both the pipe and shoulder areas.
- The County is requesting prices to place concrete in any voids underneath the pipe and placing concrete in the bottom of the pipe so as to repair areas that have rusted out.
- Proposals should also include repairing other parts of this drainage structure that have failed, and a detailed description of this work should be included in each proposal.
- Proposals should a description of traffic control measures that will be used during the project, and the cost of traffic control should be included in the proposed price.
- We do request that contractors provide an estimated amount of concrete and rip rap that will be necessary to complete the project. These amounts will be used for budgetary purposes only and will be non-binding on the contractor.
- Contractors should plan to coordinate closely with local law enforcement, fire, and school officials regarding any required closures as this is a heavily traveled route.

General Information:

- The County reserves the right to reject and or all bids or proposals, to waive technicalities, and to make a selection and final award as deemed to be in the best interest of the County.
- Provider selection will be based on the information contained in the bids or proposals, and incomplete or inaccurate information may result in disqualification of a proposal or a bidder.



- The Jones County Board of Commissioners reserves the right to amend or revise bid or RFP documents. Contractors are responsible for monitoring the Jones County Vendor Registry site for any addenda that may be issued.
- The proposal submitted by each proposed service provider will be treated as best and final. There will be no opportunity to negotiate fees during the selection process.
- The County does not guarantee the purchase of any/all equipment or services.
- The County reserves the right to terminate any contract for this equipment and/or services for any of the following reasons:
 - a. If the equipment/service is not delivered/completed on an agreed-upon schedule.
 - b. If the equipment/services delivered is not the same equipment/services bid.
 - c. Receipt of substandard product/service.
 - d. Poor workmanship.



DRUG FREE WORKPLACE CERTIFICATION

The signer of the Jones County Contract certifies that the provisions of code sections 50-24-1, through 50-24-6 of the Official Code of Georgia Annotated relating to the ** Drug Free Workplace Act ** have been complied with in full. The signer further certifies that:

- (1) A drug-free workplace will be provided for the contractor's employees during the performance of the contract: and
- (2) Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification:

Subcontractor certifies to the contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of code section, 50-24-3. Also the signer further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession or use of a controlled substance or marijuana during the performance of the contract.



Proposal Form

- **Checklist**

- Description of proposed repairs attached**
- Description of proposed traffic control plan attached**
- Reference Sheet completed and attached**
- Insurance requirements met and attached**
- E-Verify Documents Complete and attached**

Project Start Date: _____

Project Duration (days): _____

Project End Date: _____

Estimated Quantity of Concrete Required: _____

Estimated Quantity of Rip Rap Required: _____

Price to perform repairs: \$ _____

Company: _____

Address: _____

Phone: _____ **Email:** _____

Authorized Signature: _____

Print Name: _____

Title: _____



Receipt of Addenda

Number

Signature



References

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:



Contractor Insurance Requirements

Contractor's Insurance Provisions: During the life of the contract and for such additional time as may be required, the contractor will provide, pay for, and maintain in full force and effect the insurance outlined here for coverages at not less than the prescribed minimum limits of liability, covering the contractor's activities, those of any and all subcontractors, or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

Certificate of Insurance: Before starting work, the contractor will give the owner a certificate of insurance completed by a duly authorized representative of their insurer certifying that at least the minimum coverages required here are in effect and specifying that the liability coverages are written on an occurrence form and that the coverages will not be canceled, nonrenewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without 60 days advance written notice to:

Jones County Board of Commissioners
P. O. Box 1359
Gray, Ga. 31032

Failure of the owner to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the owner to identify a deficiency from evidence provided will not be construed as a waiver of the contractor's obligation to maintain such insurance.

The acceptance of delivery by the owner of any certificate of insurance evidencing the required coverages and limits does not constitute approval or agreement by the owner that the insurance requirements have been met or that the insurance policies shown in the certificates of insurance are in compliance with the requirements.

If the contractor fails to maintain the insurance as set forth here, the owner will have the right, but not the obligation, to purchase said insurance at the contractor's expense. Alternately, the contractor's failure to maintain the required insurance may result in termination of this contract at owner's option.

Insurance Primary: All coverage required of the contractor will be primary over any insurance or self-insurance program carried by the owner.

No Reduction or Limit of Obligation: By requiring insurance, the owner does not represent that coverage and limits will necessarily be adequate to protect the contractor. Insurance affected or procured by the contractor will not reduce or limit the contractor's contractual obligation to indemnify and defend the owner for claims or suits which result from or are connected with the performance of this contract.

Duration of Coverage: All required coverage will be maintained without interruption during the entire term of this contract and following final acceptance of the property by the owner.



Subcontractor's Insurance: The contractor will cause each sub-contractor employed by contractor to purchase and maintain insurance of the types specified below. When requested by the owner, the contractor will furnish copies of certificates of insurance evidencing coverage for each subcontractor.

Insurance Limits and Coverage: To the extent applicable, the amounts and types of insurance will conform to the minimum terms, conditions, and coverages of Insurance Service Office (ISO) policies, forms, and endorsements.

If the contractor has any self-insured retentions, or deductible under any of the following minimum required coverages, the contractor must identify on the certificate of insurance the nature and amount of such self-insured retentions or deductible and provide satisfactory evidence of financial responsibility for such obligations. All self-insured retentions or deductible will be the contractor's sole responsibility.

Commercial General Liability: The contractor will maintain commercial general liability insurance covering all operations by or on behalf of the contractor on an occurrence basis against claims for personal injury (including bodily injury and death) and property damage (including loss of use). Such insurance will have these minimum limits and coverage:

Minimum limits: \$1,000,000 each occurrence
 \$2,000,000 general aggregate with dedicated limits per project site
 \$2,000,000 products and completed operations aggregate

Worker's Compensation: The contractor will maintain workers' compensation and employer's liability insurance.

Minimum limits: Workers' compensation – statutory limit
 Employer's liability:
 \$1,000,000 bodily injury for each accident
 \$1,000,000 bodily injury by disease for each employee
 \$1,000,000 bodily injury disease aggregate



Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (Jones County) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 202__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 202__.

NOTARY PUBLIC

My Commission Expires:



Affidavit Verifying Status County Public Benefit Application Jones County Board of Commissioners

By executing this affidavit under oath, as an applicant for a Jones County Georgia Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a Jones County Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1) _____ I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

____ DAY OF _____, 20__

*

_____ Alien Registration number for non-citizens

Notary Public _____

My Commission Expires: _____

***Note:** O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:



OPTIONAL — FOR NON-BIDDERS ONLY

**JONES COUNTY BOARD OF COMMISSIONERS – PURCHASING DEPARTMENT
NO BID STATEMENT**

In an effort to make the procurement of goods and services for the County as competitive as possible, we are soliciting information from contractors and/or vendors who cannot bid. Your responsiveness and constructive comments will be appreciated. Completion of this form will assist us in evaluating factors which relate to the competitiveness of our bids. Please check any of the boxes below which may apply. Please explain any issues that you feel needs to be addressed.

- Specifications - Restrictive, too light", unclear, specialty item, geared toward one (1) brand or manufacturer only. *(Please explain in detail below).*
- Manufacturing - Unique item, production time for model has expired, etc.
- Bid Time - Insufficient time to properly respond to bid or proposal.
- Delivery Time - Specified delivery time cannot be met.
- Payment - Payment terms unacceptable. *(Please be specific)*
- Bonding - We are unable to meet bonding requirements.
- Insurance - We are unable to meet insurance requirements.
- Removal - Remove our firm from your bidders list for the particular commodity or service.
- Keep - Please keep our company on your bidders list for future reference.
- Project is: _____ / Too Large _____ / Too Small _____ / Site or Location is Too Distant
- Miscellaneous - Do not wish to bid, do not handle this type of item(s) or services, unable to compete, Contract clauses are unacceptable, etc. *(Please be specific)*
- Our company would only be interested in this project as a subcontractor or supplier.

VENDOR STATEMENT:

Bid Description: _____

Company Name: _____

Company Official Name: _____

Company Official Signature: _____

Telephone Number: _____

Email Address: _____

JONES COUNTY BOARD OF COMMISSIONERS – PURCHASING DEPARTMENT
(478) 986-6405 x 1161
leslie.faulk@jonescountyga.org