



**BULLOCH COUNTY BOARD OF COMMISSIONERS
115 NORTH MAIN STREET
STATESBORO, GEORGIA 30458**

**INVITATION FOR BID
BULLOCH COUNTY EMS STATION ADDITION
&
REGISTER FIRE STATION ADDITION/RENOVATION**

The Bulloch County Board of Commissioners (herein after referred to as the “County”) is accepting **COMPETITIVE SEALED BIDS** for:

Material or Service: Provide labor and materials for an addition to the Bulloch County EMS Station located at 26 West Grady Street, Statesboro, GA 30458. Provide labor and materials for an addition/renovation to the Register Fire Station located at 12 Main Street, Register GA 30452.

Mandatory Pre-Bid: There will be a **mandatory pre-bid meeting** on September 28, 2023, at 10:00 AM, at the EMS Station construction site. The mandatory pre-bid meeting for the Register Fire Station will immediately follow (approximately at 11:00 AM). All contractors wishing to submit a bid must attend the pre-bid meeting. If the contractor or a representative of the contractor does not attend the bid meeting any submission for this project will be rejected.

Questions: Questions not asked at the mandatory pre-bid meeting will be directed to the Purchasing Manager in writing (email is preferable) no later than October 2, 2023, by 4:00 PM. Answers to questions will be addressed no later than October 4, 2023, by 4:00 PM.

Bid Submission Deadline: The deadline for receipt of sealed bids is 3:00 PM, October 16, 2023. Late bids will not be considered. Prospective bidders shall file all documents necessary to support their bids. **FAXED OR E-MAILED BIDS WILL NOT BE ACCEPTED.**

Time and Place for Submission and Opening of Bids: Bidders are responsible for the actual delivery of sealed bids during normal business hours to the Bulloch County Board of Commissioners, 115 North Main Street, Statesboro, Georgia 30458. The original bid and one (1) copy along with supporting documents must be submitted in a sealed clearly marked envelope. At the time and date of the bid deadline, the bids will be publicly opened, and cost components read aloud at the Bulloch County Commissioners North Main Annex, in Conference Room 102 at the above-referenced address. The bids will be reviewed to determine conformity with the specifications and other criteria. Upon closure of the review, the Project Manager will recommend the selection of a bid most advantageous to the County or the rejection of all bids, which final decision will be made by the Board of Commissioners.

Obtaining a Copy of Bid Package: A bid package may be requested by contacting Faye Bragg, Purchasing Manager, at fbragg@bullochcounty.net or retrieved from the County's website at <http://bullochcounty.net/procurement/>. Any addenda to this solicitation will be issued through the purchasing office, and it will be the sole responsibility of the bidder to periodically check the County's website for any addenda for this project. Failure to include a signed copy of any addenda issued for this project in the submitted bid package will result in the submitted bid not being considered for this project.

Bid Identification: The outside of the sealed envelope shall include the wording: Bulloch County EMS Station & Register Fire Station Projects; Bid Opening: October 16, 2023 @ 3:00 PM; Attn: Faye Bragg, Purchasing Manager.

Check List: There is a checklist on **page 16** that lists the forms that **must** be included in the sealed bid submission. All items requiring signatures must be signed and all items requiring a notary must be notarized. Failure to return any of the items or incorrectly completed items on the check list will be justification for non- acceptance of the submitted sealed bid.

Local Buying Preference: This solicitation is for a Public Works Construction Project, the County's local vendor pricing preference which allows such a vendor to match the lowest price bid if within 5% *shall not be applicable*.

Award and Reservations: It is understood and agreed that in consideration of the sum of One Dollar and No/100 (\$1.00) cash in hand paid, receipt whereof is hereby acknowledged, the bidder agrees that this bid shall be an option, which is hereby given to the County to accept or reject this bid at any time within sixty (60) calendar days from the date on which it is opened and read. It is expressly covenanted and agreed that this proposal is not subject to withdrawal by the bidder during the term of said option. The bidder is solely responsible for delivering its sealed bid to the exact location and by the time stated. The County reserves the right to reject any or all bids and to waive technicalities and informalities in bids, and to accept, in whole or in part, such bid or bids that may be deemed in the best interest of the County. The County reserves the right to use or not use any alternate bid associated with this solicitation.

Exceptions to Specifications: Any contract resulting from this invitation shall bind the bidder to all terms, conditions and specifications set forth in this invitation. Bidders whose bids do not conform shall so note on the "Exceptions to Specifications" sheet provided. While the County reserves the right to make an award to a nonconforming bidder when in the best interest of the County, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by a bidder unless it is properly set out as provided above, and no exception will be deemed to have been taken by the County unless incorporated in a contract resulting from this invitation and so stated.

If awarded, an award will be made to that responsive and responsible bidder or bidders with the most advantageous bid or bids to the County, price and other factors considered. Time is of the essence.

TERMS AND CONDITIONS

Changes: No change shall be made to this invitation except by written modification by the Purchasing Department.

Fob Destination Point: Bid prices shall include shipping to the Bulloch County EMS station job site located at 26 West Grady Street, Statesboro, GA 30458 and the Register Fire Station job site located at 12 Main Street, Register GA 30452. Title to remain with vendor until fully accepted by County. Goods damaged or not meeting specifications will be rejected.

Compliance: The County's failure to insist on compliance with any of the terms or conditions of this Invitation to Bid shall not be deemed a waiver of the County's right to insist at any time on full compliance with any of the terms and conditions stated herein.

Disqualification: Bids may be disqualified for: a) receipt of the bid by the County past the stated deadline; b) any irregularities; c) unbalanced unit price or extensions; d) unbalanced value of any items; or e) failure to complete bid information correctly. If in the opinion of the County, the bidder is not in a position to perform the contract, the bid may be disqualified and rejected. The County reserves the right to waive any minor informalities or irregularities.

Lawsuits/Bribery/Conflicts of Interest/Defaults: Prospective bidders shall disclose any record of pending lawsuits, criminal violations and/or convictions, conflicts of interest, or contract defaults.

Liability: The County is not liable for any cost incurred in the preparation of the bid. Nor is the County bound by any information provided to bidders prior to the bid opening unless reduced to writing and distributed as a written addendum.

Clarification of Submittals: The County reserves the right to seek clarification of any point in a bidder's sealed bid submission, or to obtain additional information.

Exceptions: Conditional bids or those that take exception to the specifications will be considered only at the discretion of the Project Manager.

Correction or Withdrawal of Bids, Cancellation of Awards: Correction or withdrawal of bids after the deadline for submitting bids has passed, or cancellation of awards or contracts may be permitted only to the extent that the bidder can show by clear and convincing evidence that a clerical mistake of non-judgmental character was made, or where the withdrawal or cancellation is in the best interest of the County.

County Obligations: The County has a standing policy to disqualify or withhold compensation to vendors, contractors, and professional consultants if there are existing obligations to the County for any liens, ad valorem taxes, licenses or other financial remittances due to the County.

Award: If awarded, the award will be made to that responsive and responsible bidder or bidders whose bid is most advantageous to the County, price and other factors considered. The County specifically reserves the right to make an award to more than one bidder if the County determines that it is in the County's best interest to do so, and to reject any and all bids. The bidder or bidders to whom the award is made will be notified at the earliest possible date.

Project Schedule: The project shall be defined in the notice to proceed and be complete according to the time schedule set forth in the contract. Time is of the essence.

Insurance Requirements: The Contractor must submit, with bidding documents, a Certificate of Liability Insurance indicating required insurance coverage. This insurance will be kept in force during the duration of the contract. Failure to provide and maintain insurance may cause cancellation of contract. Contractor shall purchase from and maintain with a company or companies authorized to do business in the state of Georgia the following types of insurance:

- A. Statutorily required workers' compensation insurance.
- B. Commercial general liability insurance, **with an endorsement naming the County and its officials, officers, and employees as additional insureds**, and with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.
- C. Motor vehicle liability insurance with limits of not less than \$1,000,000.00 for bodily injury to or death of one person in any one accident, and not less than \$2,000,000.00 because of bodily injury to or death of two or more persons in any one accident; and not less than \$250,000.00 because of injury to or destruction of property.

Bonds: Bid Forms must be accompanied by a Bid Bond in an amount not less than five (5%) percent of the total bid. No other type of guaranty will be accepted other than a five (5%) Bid Bond. Both Performance and Payment Bonds will be required in an amount equal to one hundred (100%) percent of the total bid from the awarded contractor. **Bonding companies must be on the US Department of Treasuries listing of approved sureties (Dept. Circular 570).**

Builder's Risk Insurance: The awarded contractor will also have to provide Builder's Risk Insurance as described in the attached contract.

Contract: The successful bidder shall be required to enter into a contract that is substantially the same as the contract included herewith.

County's Right to Terminate Contract:

- A. Termination for Cause. Should the Contractor neglect to prosecute the work properly, or fail to perform any provision of the contract, the County, after seven (7) days' written notice to the Contractor and its surety, if any, may, without prejudice to any other remedy the County may have, make good the deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor or, at the County's option, may terminate the contract and take possession of all materials, tools and appliances, and finish the Project by such means as the County sees fit; and if the unpaid balance of the Contract Sum exceeds the expense of finishing the Project, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the County.

- B. Termination for Convenience. The County shall also have the right to terminate this contract at any time for any reason by giving at least thirty (30) days' written notice to the Contractor. In such event, the Contractor will be paid a fair and reasonable payment as determined by the County for the work completed as of the date of termination.

License: All bidders must be licensed contractors as required by the State of Georgia.

Progress Payments: The County shall make monthly progress payments on account of the contract less five (5%) based upon the Contractor's submission to the County of an invoice detailing the work completed. The period covered by each invoice shall be one calendar month ending on the last day of the month, and payment shall be due within fifteen (15) days of the County's receipt of the invoice. Each invoice shall be accompanied by appropriate documentation of the quantities for which payment is required.

Inquiries Regarding Payment: All inquiries regarding payment of invoices are to be directed to Accounts Payable, (912) 764-6245.

Regulatory Agencies: Successful bidder will be responsible for all required permits or licenses required by any regulatory agency of the City, County, State or Federal Governments.

Anti-Discrimination Clause: Bulloch County does not discriminate against any person because of race, color, gender, religion, national origin, or handicap in employment or services provided.

Commodity Status: It is understood and agreed that materials delivered shall be new, of the latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage, unless otherwise stated by Bulloch County.

Delivery: Delivery shall be made to the job site location Bulloch County EMS Station located at 26 West Grady Street, Statesboro, GA 30458. Delivery shall be made to the job site location Register Fire Station located at 12 Main Street, Register GA 30452.

Quality: Any brand name or manufacturer's reference used in the specifications is for the purpose of describing a standard of quality, performance, and characteristics desired and not intended to limit or restrict competition. Bidders shall provide proof that the merchandise bid is equal or equivalent to specifications. The County shall be the sole entity to determine acceptance or non-acceptance of equivalents.

Bid Reservations: The County reserves the right to reject any or all Bids, to award in whole or in part and to waive minor immaterial defects in Bids. Negotiations may be necessary to complete the contract.

Indemnification: The Contractor agrees to indemnify, hold harmless, and defend the County, its officials, and employees (hereinafter collectively "the indemnitees") from and against any and all claims, damages, liabilities, suits, proceedings, costs, and expenses of litigation (including, without limitation, reasonable attorney's fees) related to or arising in any way out of the performance of this Agreement, unless such is attributable to the sole negligence of the indemnitees. The indemnity obligation of the Contractor will survive the expiration or termination of this Agreement.

Immigration: On July 1, 2009, the Georgia Security and Immigration Compliance Act (SB 529, Section 2) became effective. All employers, contractors and subcontractors entering into a contract or performing work for Georgia's public employers in the amount of \$2,500 or more must sign an affidavit that he/she has used the E-verify System. This includes out-of-state contractors. E-verify is a no-cost federal employment verification system to insure employment eligibility. For more information on E-verify please go to <http://www.dhs.gov/e-verify>. An affidavit is enclosed in this solicitation. All Proposers are to read and complete the E-verify Contractor Affidavit enclosed to be returned with response. Failure to do so will result in your solicitation response being rejected as non-responsive.

If you use a third-party administrator, do not enter their name or number in place of the Federal Work Authorization E-verify Company ID#; the administrator's name or their number does not replace the actual number you were issued. You must contact your administrator for the number and the date of authorization (when the number became effective) for your company. At this time there are no alphabetical letters in the E-verify Company ID#.

If you only include the third-party administrator's name or their number and not the actual authorization number, you were issued this will result in your solicitation response being rejected as non-responsive.

The bid must be submitted in a sealed envelope to the following address:

Bulloch County Commissioners
Attn: Purchasing Manager
115 N Main St.
Statesboro, GA 30458

Bidders will be fully responsible for the delivery of their bids in a timely manner. Reliance upon U.S. Mail or other carriers is at the bidder's risk. Late bids will not be considered.

Project management will be conducted by Randy Newman, Special Projects Manager, rnewman@bullochcounty.net.

For procurement procedures concerning this bid contact Faye Bragg, Purchasing Manager, at fbragg@bullochcounty.net.

DESCRIPTION OF THE PROPOSED EMS PROJECT:

This project includes the construction of an addition and renovation to the Bulloch County EMS Station in Bulloch County, Georgia. Contractors shall be prepared to furnish all services, labor and materials called for by them for the entire work, in accordance with said documents.

The location for the EMS station within Bulloch County is as follows:

- 26 West Grady Street, Statesboro, GA 30458

SCOPE OF SERVICE / DELIVERABLES

As envisioned, the scope of service for this bid will include the following components.

1. Construction of an addition to the Bulloch County EMS station described in the specifications.

Building Specifications for EMS Building

All work performed shall meet or exceed building codes for this jurisdiction. Contractor shall provide all materials and labor for installation as described herein. Contractor shall be a State of Georgia licensed contractor. This work does include site preparation. Awarded contractor shall provide stamped engineered or architectural plans prior to construction. Awarded contractor shall provide copy of drawings to Project Manager prior to construction start date. Building shall be designed for 110 mph wind load per code for this location. All work shall meet the Building Codes list on plans.

STEEL BUILDING IN STANDARD COLOR AND DESIGN THAT CLOSELY MATCHES EXISTING BUILDING

35'x64' Enclosed Building, Roof Pitch as shown on plans

Roof – 26ga Galvalume Standing Seam Roof Panels

Walls – 26ga Standard Color Panels

Trim – 26ga Standard Color

2 – 3070 Standard Walk doors with panic devices – exterior doors

6 – Egress Windows

1 – 4' x 35' x 64' monolithic slab foundation using fiber reinforcement,
6 mil poly vapor barrier and rebar in footing per plans

2 – 5-foot wide sidewalks from new front and rear doors to existing asphalt

Interior Build Out

Interior Rooms – Walls 2x4 Framing per plans

Interior Rooms – 5/8" Dry wall on walls and ceiling

1 coat of latex primer

2 coats of eggshell

Interior Doors – See schedule on plans

Insulation – 4" Open Cell Spray Foam Insulation on walls

5"-6" Open Cell Spray Foam Insulation on ceiling

Soundproofing insulation between all bedrooms, bathrooms, and hallways

- Electrical - 200 amp service in overhead conduit from existing 600 amp I-line panel to serve new 200 amp sub panel in addition.
- 22kw Generac and service rated automatic transfer switch to serve addition. (Excludes gas connection)
- supply & install wiring for lighting, outlets per plans, and HVAC equipment.
- Plumbing - per plans
- HVAC - 4 Ton Split System
Carrier Units
- Floors - See schedule on plans

Drawings: Will be under separate attachment. The successful contractor must provide engineered stamped drawing for building and foundation prior to work beginning.

EXCLUSIONS

1. Low Voltage Wiring
2. Fire Alarm System
3. Signage
4. Parking
5. Appliances
6. Air Compressors

DESCRIPTION OF THE PROPOSED REGISTER FIRE STATION PROJECT:

This project includes the construction of an addition and renovation to the Register Fire Station in Bulloch County, Georgia. Contractors shall be prepared to furnish all services, labor and materials called for by them for the entire work, in accordance with said documents.

The location for the fire station within Bulloch County is as follows:

- 12 Main Street, Register GA 30452

SCOPE OF SERVICE / DELIVERABLES

As envisioned, the scope of service for this bid will include the following components.

1. Construction of an addition to the Register Fire Station described in the specifications.

Building Specifications for Register Fire Station

All work performed shall meet or exceed building codes for this jurisdiction. Contractor shall provide all materials and labor for installation as described herein. Contractor shall be a State of Georgia licensed contractor. This work does include site preparation. Awarded contractor shall provide stamped engineered or architectural plans prior to construction. Awarded contractor shall provide copy of drawings to Project Manager prior to construction start date. Building shall be designed for 110 mph wind load per code for this location. All work shall meet the 2018 IBC Building Codes.

STEEL BUILDING IN STANDARD COLOR AND DESIGN THAT CLOSELY MATCHES EXISTING BUILDING

- 32'x 63'x14' Enclosed Building, Roof Pitch to match existing
 - Roof – 26ga Galvalume Standing Seam Roof Panels
 - Walls – 26ga Standard Color Panels
 - Trim – 26ga Standard Color
 - Insulation – 4" Open Cell Spray Foam Insulation on walls
 - 5"- 6" Open Cell Spray Foam Insulation on roof
 - 1 – 3070 Standard Walk door with panic device
 - 8 – 3050 White Vinyl Windows
 - 1 – 4" x 35' x 64' monolithic slab foundation using fiber reinforcement,
 - 6 mil poly vapor barrier and footings per stamped plans

Interior Build Out

Interior Rooms – Walls 2x4 Framing 9 feet tall with soundproofing insulation.

- Interior Rooms – 5/8" Dry wall on walls and ceiling
 - 1 coat of latex primer
 - 2 coats of eggshell
 - Rubber base board
 - (Colors TBD)

Existing renovation - Remove and add new walls per the attached plans. Remove stairs in bay and complete fire wall separation.

Interior Doors – See plans

Electrical - 200-amp service in conduit from existing 200 amp I-line panel to serve new 200-amp sub panel in addition. Also, to replace the existing 200-amp sub panel to new electrical room.
- 22kw Generac and service rated automatic transfer switch to serve addition. (Excludes gas connection)
- supply & install wiring for lighting, outlets (including an outlet for TV in each bedroom, in each day room, and 2 in the training room) and HVAC equipment.
- supply & install ceiling fan with lights in bedrooms, surface mount fixtures in all other rooms and exterior wall packs on photo eye (1 each wall).
- installation of smoke detectors in each bedroom, 2 in hall, and 1 in each dayroom. Exit signage and emergency lighting as required by building code.

Plumbing - 3 – ADA Toilet
3 – Wall Hung Sink
2 – Showers with solid pans and tile on walls
1 – Tank water heater or 1- gas tankless on demand water heater

HVAC - For new construction: 4 Ton Split System - Carrier Units
For existing: replace all existing duct work in attic

Floors - See plans

Drawings: Plans will be under separate attachment. The successful contractor must provide engineered stamped drawing for building, foundation, and interior prior to work beginning.

EXCLUSIONS

1. Low Voltage Wiring
2. Fire Alarm System
3. Signage
4. Parking/Sidewalks
5. Appliances

BID FORM

**Bulloch County EMS Station Addition
&
Register Fire Station Addition/Renovation**

- 1. Bid Price for Material Cost for EMS Station Project: \$ _____
- Bid Price for Material Cost for Register Fire Station Project: \$ _____
- Shipping Cost (if any) for EMS Station Project: \$ _____
- Shipping Cost (if any) for Register Fire Station Project: \$ _____
- Grand Total for Complete Job: \$ _____

GRAND TOTAL IN WORDS: _____

- 2. Does your bid comply with our specifications? (If the answer is no, use exceptions to specifications sheet.)

_____ Yes _____ No
- 3. Estimated number of days needed before actual work begins? _____
- 4. Estimated number of days needed to complete project? _____

Company Name: _____

Company Address: _____

Signature of Representative: _____

Printed Name of Representative: _____

Title: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Date: _____

**BULLOCH COUNTY, GEORGIA
NON-COLLUSION AFFIDAVIT**

The following affidavit is to accompany the bid:

STATE OF:

COUNTY OF:

Owner, Partner or Officer of Firm:

Company Name, Address, County and State:

The undersigned, being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the vendor to submit the attached proposal. In making such representation, affiant further states for himself/herself and on behalf of vendor, that they have not been a party to any collusion among vendors in restraint of competition by agreement to submit a bid or proposal at a fixed price or to refrain from proposing; or with any office of Bulloch County or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between vendors and any official of Bulloch County or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and sworn to before me this ____ day of _____ 20 ____.

NOTARY PUBLIC _____

**BULLOCH COUNTY, GEORGIA
BIDDER DECLARATION**

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications.

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this bid shall be valid for 60 days.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to October 16, 2023 @ 3:00pm, but may not be withdrawn after such date and time for a period of 60 days.

That Bulloch County reserves the right to reject any or all bids and to accept that bid or bids which will, in its opinion, best serve the public interest. Bulloch County reserves the right to waive any technicalities or informalities in the bidding.

That by submission of this bid the bidder acknowledges that Bulloch County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

Bidder:

Name Title

Name Title

AFFIX CORPORATE SEAL (if applicable)

Subscribed and sworn to before me this _____ day of _____ 20_____.

NOTARY PUBLIC _____

**CONTRACTOR E-VERIFY AFFIDAVIT AND
AGREEMENT**

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 contracting with Bulloch County, Georgia has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Bulloch County, Georgia, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subcontractor Affidavit provided in Georgia Department of Labor Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to Bulloch County, Georgia at the time the subcontractor(s) is retained to perform such service. Call 1(888)464-4218 with questions about e-verify.

EEV/Basic Pilot Program* E-verify Company ID#

Date of Authorization

Company Name

By: _____
Authorized Officer or Agent (Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Bulloch County EMS Station Addition & Register Fire Station Addition/ Renovation Project
Name of Project

Bulloch County, Georgia
Name of Public Employer

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE _____ DAY OF _____, 20____.

Notary Public
My Commission Expires:

* As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Check List

The items listed below must be completed, signed, and notarized where applicable and returned with the sealed bid. Failure to return any of the items listed will be justification for not accepting a submitted bid. All items requiring signatures must be signed and all items requiring a notary must be notarized. Failure to return any of the items or incorrectly completed items on the check list will be justification for non- acceptance of the submitted sealed bid.

- 1. Page 4 – Certificate of Liability Insurance
- 2. Page 4 – Bid Bond for 5% of total bid
- 2. Page 11 – Exceptions to Specifications Sheet
- 3. Page 12 – Bid Form
- 4. Page 13 – Non-Collusion Affidavit
- 5. Page 14 – Bidder Declaration
- 6. Page 15 – Contractor E-verify Affidavit

BULLOCH COUNTY, GEORGIA
Short-Form Construction Contract - Example

AGREEMENT

This Agreement is made and entered into this ___ day of _____, 20__, by and between **BULLOCH COUNTY**, a political subdivision of the state of Georgia, acting by and through its governing authority, the Bulloch County Board of Commissioners (hereinafter “the County”) and _____ (hereinafter “the Contractor”).

The County and the Contractor hereby agree as follows:

1. Scope of Work; Specifications. The Contractor shall furnish all labor, materials, and equipment and perform all of the work for the Project described as

Provide labor and materials for the addition/renovation to the Register Fire Station located at 12 Main Street, Register GA 30452. Provide labor and materials for the Addition to the Bulloch County EMS station located at 26 West Grady Street, Statesboro, GA 30458.

as set forth in this Agreement and in the scope of work, specifications, drawings, or other documents identified as:

- A. Bid document
- B. Bid form
- C. Drawings

The above-described documents are incorporated herein by reference and are as much a part of this Agreement as if fully set forth herein. Provided, however, that in the event of any conflict or ambiguity between the body of this Agreement and any above-described document, the body of this Agreement shall govern.

2. Time for Completion. The work shall commence no later than ___ calendar days of the County’s issuance of a notice to proceed and shall be completed no later than ___ calendar days thereafter. Time is of the essence of this contract.

3. Contract Sum. The County shall pay the Contractor for the performance of the work in total the sum of \$_____.

4. Progress Payments. The County shall make monthly progress payments on account of the contract, if requested, less retainage of 5%, based upon the Contractor’s submission to the County of an invoice detailing the work completed. The period covered by each invoice shall be one calendar month ending on the last day of the month, and payment shall be due within fifteen (15) days of the County’s receipt of the invoice; provided, however, that payments otherwise due may be withheld by the County on account of, but not necessarily limited to, the following reasons: unsatisfactory job progress; defective construction which has not been remedied; disputed work; third-party claims filed or reasonable evidence that a claim will be filed; failure of the Contractor or its subcontractors to make timely payments for labor, equipment, and materials; damage caused by the Contractor to

the County, other contractors, or subcontractors; or reasonable evidence that the contract cannot be completed for the unpaid balance of the Contract Sum.

5. Acceptance and Final Payment. Final payment shall be due thirty (30) days after completion of the work and acceptance by the County, subject to the County's right to withhold payment for the reasons stated in Section 4 of this Agreement.

6. Contract Documents. The contract includes this Agreement and any scope of work, specifications, drawings, or other documents incorporated herein by reference. This includes, but is not necessarily limited to, any documents attached to this Agreement as an exhibit. The intent of these documents is to include all labor, materials, appliances and services of every kind necessary for the proper execution of the work, and the terms and conditions of payment, therefore. The documents are to be considered as one, and whatever is called for by any one of the documents shall be as binding as if called for by all. Any conflict or ambiguity between the body of this Agreement and any document incorporated herein by reference shall be governed by the body of this Agreement. The Contractor shall be responsible for verifying any and all measurements set forth in the Contract Documents before commencing any work hereunder.

7. Materials, Appliances and Employees. Except as otherwise noted, the Contractor shall provide and pay for all materials, labor, tools, water, power and other items necessary to complete the work. Unless otherwise specified, all material shall be new, and both workmanship and materials shall be of good quality. All workmen and subcontractors shall be skilled in their trades.

8. Permits, Licenses and Regulations. The Contractor shall secure and pay for all permits and licenses necessary for the prosecution of the work. The Contractor shall comply with all laws and regulations bearing on the conduct of the work and shall notify the County if the Contract Documents are at variance therewith.

9. Protection of Work, Property and Persons. The Contractor shall adequately protect the work, adjacent property and the public and shall be responsible for any damage or injury due to his act or neglect.

10. Access to Work. The Contractor shall permit and facilitate the observation of the work by the County and its agents and public authorities at all times.

11. Changes in the Work. The County may order changes in the work, the Contract Sum and time for completion being adjusted accordingly. All such orders and adjustments shall be in the form of a written change order to the contract executed by both the County and the Contractor. Claims by the Contractor for extra cost must be made in writing before executing the work involved.

12. Correction of Work. The Contractor shall re-execute any work that fails to conform to the requirements of the contract and that appears during the progress of the work, and shall remedy any defects due to faulty materials or workmanship which appear within a period of one year from the date of completion of the contract and final acceptance of the work by the County unless the manufacturer of the equipment or materials has a warranty for a longer period of time, which warranties shall be assigned by Contractor to County. The provisions of this article apply to work done by subcontractors as well as to work done by direct employees of the Contractor.

13. Liquidated Damages. The County and the Contractor agree that time is of the essence of this contract and that the County's damages will be difficult or impossible to estimate should the Contractor fail to complete the Project within the specified time. Therefore, should the Contractor fail to complete the Project within the specified time, the County and the Contractor agree that the Contractor shall pay to the County the sum of \$0 per day as liquidated damages, and not as a penalty, for each calendar day that the Project continues beyond the specified completion date. The County shall have the right to withhold any liquidated damages from amounts otherwise due the Contractor.

14. No Damages for Delay. In the event that the Contractor is delayed in the performance of the Project for any reason whatsoever, including but not limited to action or inaction of the County, another contractor or subcontractor, the Contractor shall not be entitled to any damages from the County for such delay, but the Contractor's sole remedy shall be an extension of time.

15. County's Right to Terminate Contract.

A. Termination for Cause. Should the Contractor neglect to prosecute the work properly, or fail to perform any provision of the contract, the County, after seven (7) days' written notice to the Contractor and its surety, if any, may, without prejudice to any other remedy the County may have, make good the deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor or, at the County's option, may terminate the contract and take possession of all materials, tools and appliances, and finish the Project by such means as the County sees fit; and if the unpaid balance of the Contract Sum exceeds the expense of finishing the Project, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the County.

B. Termination for Convenience. The County shall also have the right to terminate this contract at any time for any reason by giving at least thirty (30) days' written notice to the Contractor. In such event, the Contractor will be paid a fair and reasonable payment as determined by the County for the work completed as of the date of termination.

16. Insurance. Contractor shall purchase from and maintain with a company or companies authorized to do business in the state of Georgia the following types of insurance:

- A. Statutorily required workers' compensation insurance.
- B. Commercial general liability insurance, **with an endorsement naming the County and its officials, officers, and employees as additional insureds**, and with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.
- C. Motor vehicle liability insurance with limits of not less than \$1,000,000.00 for bodily injury to or death of one person in any one accident, and not less than \$2,000,000.00 because of bodily injury to or death of two or more persons in any one accident; and not less than \$250,000.00 because of injury to or destruction of property.

This insurance will be kept in force during the duration of the contract. Failure to provide and maintain insurance may cause cancellation of contract.

17. Builder's Risk Insurance. If required, as indicated below, either the County or the Contractor shall purchase and maintain, with a company authorized to do business in the state of Georgia, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent contract modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made or until no person or entity other than the County has an insurable interest in the Project. The insurance shall include interests of the County, the Contractor, Subcontractors and Sub-subcontractors in the Project and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements. The County's purchase of builder's risk through the ACCG-IRMA interlocal risk pool shall satisfy any obligation the County may have under this Section. Builder's Risk Insurance shall be provided as follows:

- Not required.
- Furnished by County.
- Furnished by Contractor.

18. Payment and Performance Bonds. If indicated below, the Contractor shall furnish to the County prior to the start of construction payment and performance bonds in an amount equal to one hundred percent (100%) of the Contract Sum from a surety licensed to do business in the state of Georgia.

- A. Payment Bond: Required (X) Not Required ()
- B. Performance Bond: Required (X) Not Required ()

19. Separate Contracts. The County has the right to let other contracts in connection with the Project and the Contractor shall properly cooperate with any such other contractors.

20. Attorney's Fees and Expenses. Should the Contractor default in any of the provisions of this Agreement, and should the County employ an attorney to enforce any provision hereof or to collect damages for breach of this Agreement or to recover on any payment or performance bond furnished by the Contractor, the Contractor and its surety agree to pay the County such reasonable attorney's fees and expenses of litigation as the County may expend herein.

21. Cleaning Up. The Contractor shall keep the premises free from accumulation of waste material and rubbish and at the completion of the Project he shall remove from the premises all rubbish, implements and surplus materials and leave the Project premises broom clean.

22. Indemnification. The Contractor agrees to indemnify, hold harmless, and defend the County, its officials, and employees (hereinafter collectively "the indemnitees") from and against any and all

claims, damages, liabilities, suits, proceedings, costs, and expenses of litigation (including, without limitation, reasonable attorney's fees) related to or arising in any way out of the performance of this Agreement, unless such is attributable to the sole negligence of the indemnitees. The indemnity obligation of the Contractor will survive the expiration or termination of this Agreement.

23. Prevailing Wages. The hourly minimum rate of wage which may be paid to laborers, workers or mechanics in each trade or occupation to be employed in the performance of this Agreement shall not be less than such specified hourly minimum rate of wage in the performance of this Agreement as required by law.

24. Notices. Any notices required or permitted pursuant to this Agreement shall be in writing and may be affected by U.S. mail or by facsimile. Mailed notices shall be deemed to have been received on the date of acknowledgment on any return receipt or three days after deposit in the U.S. mail with proper postage affixed, whichever date is earlier. Notices by facsimile shall be deemed to have been received on the date on the sending party's facsimile confirmation sheet.

Notices to the COUNTY shall be sent to the following address:

Bulloch County Board of Commissioners
Attn: Tom Couch, County Manager
115 N Main St.
Statesboro, GA 30458
Fax #: (912) 764-8634

With a copy to:

Jeff S. Akins, Esq.
County Attorney
115 N Main St.
Statesboro, GA 30458
Fax #: (912) 764-8634

Notices to the CONTRACTOR shall be sent to the following address:

25. No Waiver. No failure on the part of either party to this Agreement at any time to require performance by the other party of any term of this Agreement shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term of this Agreement shall be taken or held to be a waiver of any other term hereof or the breach thereof.

26. Assignment. This Agreement may not be assigned by either party without the written consent of the other party, and any purported assignment without such written consent shall be null and void.

In the event of a valid assignment, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.

27. Immunity. Nothing contained in this Agreement shall be construed or deemed to be a waiver of any immunity to which the parties, their officials, or employees are legally entitled.

28. Legal Construction; Severability. This Agreement shall be governed by the laws of the state of Georgia. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement and this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

29. Entire Agreement; Amendment. This Agreement represents the entire agreement between the parties with respect to the subject matter hereof, and all prior agreements relating to the subject matter hereof, whether written or oral, are nullified and superseded hereby, and neither party shall have any further rights or obligations under such superseded agreements. This Agreement may be amended or supplemented only by the mutual consent of the contracting parties in writing signed by all parties to this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

CONTRACTOR

BULLOCH COUNTY

By: _____

By: _____

County Manager

Title: _____

Attest: _____

Attest: _____

County Clerk

Title: _____