



**FRANKLIN COUNTY  
PURCHASING DEPARTMENT  
INVITATION FOR BID (IFB) COVER PAGE**

IFB NO: 2023-23

TITLE: Guardrail New Installation and/or Repair

Bid Schedule & Deadlines:

September 20, 2023	Bid Release Date
September 27, 2023 10AM	Deadline for Submitting Questions
September 29, 2023 4:30PM	Deadline to post Addendum
October 11, 2023 2:00PM	Deadline to Submit Bids
October 11, 2023 2:30PM	Bid Opening Date/Time

BID responses must be received no later than “Deadline to Submit Bids”

October 11, 2023 2:00PM

Shakara Bray, Purchasing Agent

Meagan Johnson, Assistant Purchasing Agent

Phone: 636-584-6274    Email: [purchasing@franklinmo.gov](mailto:purchasing@franklinmo.gov)

Submittal Instructions: Print this BID Packet in its entirety and complete all pages per instructions. Print the SEALED BID LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

## BID SUBMISSION CHECKLIST

\_\_\_\_\_ I have reviewed the bid schedule and deadlines, located on the Solicitation cover page

\_\_\_\_\_ I have reviewed all the attachments included with this bid packet

\_\_\_\_\_ I have read ALL Terms and Conditions and Bid documents closely

(Located at [www.franklinmo.org](http://www.franklinmo.org))

**THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A BID**

### **USE THESE FORMS ONLY**

\_\_\_\_\_ Solicitation Cover page

\_\_\_\_\_ Contractual Terms and Conditions Acknowledgement

\_\_\_\_\_ Pricing Form completed and signed

\_\_\_\_\_ I have one original and two copies that are labeled accordingly

\_\_\_\_\_ I have included contact information

\_\_\_\_\_ COI (Certificate of Insurance)

\_\_\_\_\_ Envelope is sealed and label attached

\_\_\_\_\_ Affidavit for Work Authorization is completed and Notarized

## Roadway guardrail upgrade: Project Road +/- 1000' north of Old Hwy K

### **SPECIFIC REQUIREMENTS**

1. Contractor must be able to provide New Guardrail Installation and/or upgrades to the requesting department, which meet or exceed the specifications contained in this document.
2. The Contractor, when awarded contract, must provide properly executed certificates of insurance prior to signing the contract with the Franklin County Commission. Insurance requirements are detailed within this IFB.
3. Franklin County, upon receipt of an acceptable Certificate of Insurance and signed Agreement (provided by awarded Contractor if applicable), shall within a reasonable period of time sign the Agreement and return to such party an executed duplicate of the Agreement. Franklin County, upon signing the Agreement and within a reasonable period of time shall issue the Notice to Proceed. A written Notice to Proceeds shall be used with each project.
4. Contractor to remove and dispose of approximately 850 lin ft of existing guardrail and posts. Removed items become property of contractor.
5. Contractor to furnish and install approximately 850 lin ft of MGS guardrail using 8' posts.
6. Contractor to install 1 MSG type A crashworthy end terminal.
7. Contractor to include all necessary traffic control and flaggers.
8. Work to be completed no later than November 30, 2023.
9. Projects shall be located on or along county roads at various locations. A project shall be defined by the road the work is located on.
10. The Contractor will be responsible for obtaining all permits required to complete the work as described in the bid documents.
11. All hand-held equipment and materials will be considered incidental to the work.
12. If dumping waste, a waste disposal agreement between the property owner and Franklin County Highway Department will need to be filled out and on file at the Franklin County Highway Department Office before removing any waste from the site. Using a known dump or recycler is exempt from this requirement.
13. One (1) week prior to beginning work the Contractor shall notify the Highway Administrator of the tentative schedule.
14. No work shall be performed between 3:30 pm on Fridays and 7:00 am on Mondays. No work shall be performed between 3:30 pm the day prior to a holiday and 7:00 am the day following a holiday. A list of County observed holidays may be provided upon request.

## **INSURANCE REQUIREMENTS**

1. The Contractor shall furnish County with a certificate of insurance indicating proof of the following insurance from company's license in the State of Missouri:
  - A. Worker's Compensation and Employers' Liability: Worker's Compensation Statutory in compliance with the Compensation law of the Sate and Employers' Liability Insurance with a limit no less than \$1,000,000.00 each accident.
  - B. Comprehensive or Commercial General Liability with a minimum limit of \$1,000,000.00 per occurrence, \$4,000,000.00 aggregate combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include, but not be limited to, the following coverage.
    1. Premises – Operations
    2. Products and Completed Operations
    3. Broad Form Property Damage
    4. Contractual
    5. Personal Injury
  - C. Automobile Liability with a minimum limit of \$1,000,000.00 per occurrence, \$4,000,000.00 aggregate Combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include coverage for all the following:
    1. Owned Automobiles
    2. Hired Automobiles
    3. Non-Owned Automobiles
  - D. Professional, Medical and Hospital Liability with a minimum limit of \$1,000,000 per occurrence, \$4,000,000 aggregate.
  - E. All required insurance shall be maintained during the entire term of the Agreement with the following exception: Insurance policies and coverage(s) written on a claims-made basis shall be maintained during the entire term of the Agreement and until 5 years following termination and acceptance of all work provided under the Agreement, with the retroactive date of said insurance (as may be applicable) concurrent with the commencement of activities pursuant to this Agreement.
  - F. Before commencement of any operations under this Agreement, Contractor shall provide Certificate(s) of Insurance and applicable insurance endorsements, in form and satisfactory to County, evidencing that all required insurance

coverage is in effect. The County reserves the rights to require the Contractor to provide complete, certified copies of all required insurance policies. The required certificate(s) and endorsements must be sent to the Department/Agency issuing the contract. The certificate shall list the Certificate Holder and Address as follows: Franklin County, 400 E Locust Street, Room 206, Union, Mo 63084. The services provided to Franklin County shall be listed under "Description of Operations."

G. Such insurance shall include Franklin County, its employees, elected officials, representatives, and members of its board and/or commissioners as "Additional Insured's".

2. The Agreement of Insurance shall provide for notice to the County of amendment or cancellation of insurance policies 30 days before such amendment or cancellation is to take effect.

# BID PRICING FORM

## 2023-23 Guardrail Upgrade Old Hwy K & Project Rd.

### REQUIRED PRICING

The bidder shall complete the following pricing table and provide firm, fixed pricing necessary to meet the mandatory requirements of the IFB.

All pricing must be on a per needed project basis. Please refer to Special Provisions, Attachment 2 for specifics. All invoices must reflect discounts applied to final order.

Bid Item	Units	Unit Price	Item Total
Removal and disposal of Existing Guardrail	LS		
Traffic Control Typical Application	LS		
Install MSG Type A Crashworthy End Terminal @1	EA		
Install MGS Guardrail w/8' Posts	FT		
TOTAL	-		

Company Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed name and title \_\_\_\_\_

Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.

# CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

The undersigned Vendor/Contractor has read, understood, and accepted the Terms and Conditions as published in the Vendor Information Packet on the Franklin County Official Website located at:

<http://www.franklinmo.org/current>

All terms and conditions as stated shall be adhered to by Vendor/Contractor upon acceptance of contract. Vendor/Contractor enters into this agreement voluntarily, with full knowledge of its effect.

---

Vendor/Contractor Signature

Date

---

Vendor/Contractor Name and Title





**AFFIDAVIT OF WORK AUTHORIZATION**

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that \_\_\_\_\_ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

---

Authorized Business Entity  
Representative's Name  
(Please Print)

Authorized Business Entity  
Representative's Signature

---

Business Entity Name

Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify Federal Work Authorization Program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218 Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify Federal Work Authorization Program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

**VENDOR INFORMATION**

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Name Title \_\_\_\_\_

Email Address \_\_\_\_\_

# ATTACHMENT 1

## SEALED BID LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF BID PACKAGE

---

### SEALED BID RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department  
400 East Locust St, Rm 004  
Union, MO 63084

---

**BID # 2023-23    DATE: 10/11/2023 2:00PM**

**DESCRIPTION: Guardrail Upgrade Old Hwy K & Project Rd.**

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_