



**CITY OF
WOODSTOCK**

W
GEORGIA

12453 Highway 92, Woodstock, GA 30188
770-592-6000 · www.woodstockga.gov

**REQUEST FOR BIDS
For
DOBBS ROAD STORMWATER PROJECT – MELANIE
LANE TO 532 DOBBS ROAD**

**RFB NUMBER
2020 – 08**

**RELEASED:
October 31, 2019**

**DUE:
December 5, 2019 12:30 P.M. EST**

For all questions about this RFB contact:

Amber Tucker
Purchasing Coordinator
770-592-6000 Ext 1205

<https://vrapp.vendorregistry.com/Vendor/Register/Index/woodstock-city-ga-vendor-registration>

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1.0 PURPOSE OF SOLICITATION

1.1 Purpose of Bid

The City of Woodstock, Georgia, herein referred to as the City, is accepting bids from qualified contractors for the purpose of stormwater improvements on Dobbs Road including, but not limited to constructing an ADA ramp, catch basins, remove and dispose of header curb and driveway aprons, grade and install concrete, and landscape.

1.2 RFB Submission

Interested parties must submit proposals electronically through Vendor Registry to the City of Woodstock, Georgia by the due date for their proposals to be considered. Vendor Registry can be found directly at <https://vrapp.vendorregistry.com/Vendor/Register/Index/woodstock-city-ga-vendor-registration> or by visiting the City of Woodstock's website.

Fax and e-mail responses are not acceptable.

Responses to this RFB will be accepted until 12:30 p.m. (EST) on December 5, 2019 through Vendor Registry.

The City of Woodstock, Georgia reserves the right to reject any and all responses resulting from this RFB. Late responses will not be accepted. If company response is sent or routed to City offices, the submission requirement has not been met and any such response will not be evaluated and will be disqualified from consideration.

1.3 Schedule Overview

This Request for Bids is scheduled as follows:

October 31, 2019	Release of RFB
November 21, 2019, 10:00 A.M.	Pre-Bid Meeting
December 5, 2019, 12:30 P.M.	Bids Due Date
December 5, 2019, 12:31 P.M.	Public Opening
December 2019	RFB and Contract Award

1.4 RFB Costs

All costs incurred in the preparation and presentation of responses to the RFB shall be completely absorbed by the RFB respondent. All documents submitted as part of the RFB will become property of the City. Requests for specific material to be returned will be considered. Any material submitted that is confidential must be clearly marked as such.

1.5 RFB Questions/Communications

All questions about this RFB and submission requirements must be submitted in writing through Vendor Registry. The City's representative listed in this section will serve as the primary contact for this RFB.

Amber Tucker
Purchasing Coordinator
12453 Highway 92
Woodstock, Georgia 30188
770-592-6000 ext. 1205

<https://vrapp.vendorregistry.com/Vendor/Register/Index/woodstock-city-ga-vendor-registration>

Any unauthorized contact shall not be responded to and may result in the disqualification of the responder's submittal. Answers to questions submitted via Vendor Registry will be communicated to respondents via Vendor Registry.

Communications by companies, its agents, employees, and/or representatives regarding its bids or intention to submit a bid in response to this RFB with any employee, agent, or representative of the City of Woodstock, other than the representative listed in Section 1.5, may be considered inappropriate communications.

If any such inappropriate communications are deemed to hinder, influence and/or alter the competitive bid process, the City, in an effort to ensure a fair and equitable review and selection process, reserves the right to decline consideration of the offender's sealed bid.

1.6 RFB Amendments

It is the responsibility of respondents to check Vendor Registry or the Georgia Procurement Registry for RFB information and addendums.

1.7 Non-Collusion Affidavit

By submitting a bid, the respondent represents and warrants that no official or employee of the City has an interest, directly or indirectly, in the bid or in the final contract award. The respondent further understands bids will be rejected if there is any evidence of collusion with another respondent.

Respondent certifies that this qualification, offer, or bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a qualification, offer, or bid for the same materials, supplies, services, or equipment and is in all respects fair and without collusion or fraud. Respondent understands collusive bidding is a violation of state and

federal law and can result in fines, prison sentences, and civil damage awards. Respondent agrees to abide by all conditions of this qualification, offer, or bid.

Furthermore, the respondent certifies that the firm has not divulged to, discussed or compared his bid with other respondents and has not colluded with any other respondent or parties to this bid whatsoever. Also, respondent certifies, and in the case of a joint bid each party thereto certifies as to his/her own organization, that in connection with this bid:

- Any prices and/or cost data submitted have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices and or cost data, with any other respondent or with any competitor;
- Any prices and/or cost data quoted for this bid have not been knowingly disclosed by the respondent and shall not knowingly be disclosed by the respondent prior to the scheduled opening directly or indirectly to any other respondent or to any competitor;
- No attempt has been made or shall be made by the qualifier to induce any other person or firm to submit a bid for the purpose of restricting competition;
- The only person or persons interested in this bid, principal/principals is/are named therein and that no person other than therein mentioned has any interest in his bid or in the contract to be entered into; and
- No person or agency has employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or established commercial agencies maintained by the Purchaser for the purpose of doing business

1.8 Compliance with Laws

Respondents agree to be bound by applicable Federal, State and Local laws, regulations and directives.

1.9 Bid & Award Basis

The City reserves the right to accept or reject any and all bids or any or parts of a bid wherein its judgment, it will be in the best interest of the City; waive any technicalities/informalities in the RFB document and bid process; and to qualify and award any or all of this contract in any manner in which the City, acting in the sole and exclusive exercise of its discretion, deems to be in the City's best interest. If no acceptable bid is received, the City also reserves the right to re-solicit bids, at its sole discretion.

1.10 Required Bonds and Insurance

No bid may be withdrawn for a period of sixty (60) days after time has been called on the date of opening.

All bids must be accompanied by a certified check or bid bond of a reputable bonding company authorized to do business in the State of Georgia, in an amount equal to at least five percent (5%) of the total amount of the bid.

Upon the award of this RFB, the contractor shall provide the City with:

- A 100% project value performance and payment bonds pursuant to O.C.G.A. § 36-91-70 and 90.
- Worker's Compensation – Statutory (for the State of Georgia and the State of domicile of the Contractor).
- Manufacturers' and Contractor's Liability, covering operations performed by or for the Contractor, with limits of not less than Bodily Injury – \$500,000/\$1,000,000. Property Damage - \$500,000.
- Contractor Liability, covering liability of others assumed by the Contractor elsewhere in the contract under "Hold Harmless" Agreements or similar assumptions of liability.

Evidence of required bonds and insurance shall be presented prior to the execution of the Contract. The Bonding Company must be licensed to do business in the State of Georgia, licensed to do business by the Georgia Secretary of State, authorized to do business in Georgia by the Georgia Insurance Department, listed in the Department of the Treasury's Publication of Companies Holding Certificates of Authority as Acceptable Surety of Federal Bonds and as Acceptable Reinsuring Companies and have an A.M. Best rating of A-, Class VI or Higher. Insurance policies to be carried under the agreement shall not be changed or canceled without prior written notification to the City of Woodstock, Georgia.

1.11 Time of Completion and Liquidated Damages

Bidder hereby agrees to commence work under this contract on or before a date to be specified in a written "Notice to Proceed" of the City and to fully complete the project within sixty (60) consecutive calendar days; bidder further agrees to pay as liquidated damages the sum of \$250 per each consecutive calendar day that the Contractor shall be in default after the date stipulated in the Contract for completing work.

1.12 Taxes, Fees, Code Compliance and Licensing

The firm shall be responsible for the payment of any required taxes or fees associated with the execution of this contract. The firm shall also be responsible for compliance with all applicable codes and statutes.

1.13 References and Proprietary Information

Submission of a bid authorizes the City to make inquiries concerning the respondent and its officers to any persons or firms deemed appropriate by the City. Any proprietary information that the respondent does not want disclosed to the public shall be so identified on each page in which it is found. Data or information so identified will be used by the City solely for the purpose of evaluation and contract negotiations only.

1.14 Illegal Immigration Reform and Enforcement Act of 2011

By providing a qualification or bid, qualifier/bidder certifies that he/she is in compliance with O.C.G.A. § 13-10-90 and 91, et seq. No qualification or bid will be considered by the City unless it is accompanied with a signed, notarized affidavit (**EXHIBIT B**) from the qualifier/bidder attesting to the following:

- a) The affiant has registered with and is authorized to use and uses the federal work authorization program
- b) The user identification number and date of authorization for the affiant; and
- c) The affiant will continue to use the federal work authorization program throughout the contract period; and

The affiant 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 same information required in subparagraphs (a), (b) and (c) of this paragraph.

1.15 Anti-Boycott of Israel

By signing and submitting this bid and pursuant to O.C.G.A. § 50-5-85, respondent/bidder certifies that it is not currently engaged in, and agrees that for the duration of this agreement, it will not engage in a boycott of Israel.

2.0 SCOPE OF WORK

2.1 Type of Good/Service and Objectives:

The City of Woodstock, Georgia, herein referred to as the City, is accepting bids from qualified contractors for the purpose of stormwater improvements on Dobbs Road including, but not limited to constructing an ADA ramp, catch basins, remove and dispose of header curb and driveway aprons, grade and install concrete, and landscape.

Goods and services shall meet or exceed the following guidelines:

- Work should be completed by GDOT specifications

- Construct two (2) concrete poured in place or precast catch basins with throats and accessible tops to match existing on Dobbs Rd.
- Install 80 linear feet of 18" HDPE stormwater pipe and remove existing headwall
- Install one (1) ADA accessible ramp and extend existing sidewalk at the corner of Dobbs Rd and Melanie Ln approximately 12' x 5' area
- Remove and dispose of approximately 1654' header curb
- Grade and install approximately 1654' of two-foot 3500 psi concrete drivable surface 8" depth minimum on each side of the roadway with Type 7 curb and gutter
- Remove and dispose of (9) driveway aprons and associated storm pipes and install 22 x 11 x 8" 3500 psi concrete aprons incorporated into new curb and gutter roadway (field verify exact width variations)
- Relocate mailboxes within the project area behind the new curb and gutter to meet U.S.P.S standards
- Backfill newly installed curb and gutter with suitable soils to grade and landscape to grass's currently on the property
- Traffic control as needed but much of the project can be completed off roadway.

Pricing should be lump sum for the project. **The Bid Proposal Form in Exhibit C will need to be completed and returned with bid submittal.**

The contractor shall be responsible for furnishing all materials and labor to complete the project and shall coordinate construction dates and times with the City of Woodstock, Georgia Public Works Director.

Pricing shall be valid for a period of 60 days after the RFB submittal date.

All work must be approved prior to the release of payment. All work is expected to be completed within 60 days after a notice to proceed has been issued, pending any unnatural weather occurrence.

Utility conflicts and/or traffic signals in road loops shall be the responsibility of the contractor if damaged.

2.2 Pre-Bid Meeting

A pre-bid meeting will begin at Chattahoochee Technical College located at 8371 Main St., Woodstock, GA 30188 at 10:00 A.M., November 21, 2019. The meeting may include a site visit, as well.

2.3 Delivery Time

This is a time sensitive project. All projects must be completed within 60 days, pending any unnatural weather occurrence.

2.4 Award and Pricing Information

The City intends to award to a single Contractor. The City may award the entire project or portions of the project to a single Contractor.

RFBs and pricing shall be valid for a period of 60 days after submission date.

The Contract will be awarded to the lowest, responsive, responsible Bidder as determined by the review committee and as approved by City Council.

3.0 BID FORMAT

1. Exhibit A: Contractor Information Sheet - If the firm has branch offices, state the office that will have management responsibility for the work to be carried out.
2. Completed Exhibit B: E-Verify Affidavit with Instructions.
3. Lump Sum pricing for the project. **The Bid Proposal Form in Exhibit C will need to be completed and returned with bid submittal.**
4. A copy of the firm's Public Liability Insurance, Workers' Compensation and Commercial General Liability Insurance.
5. Annotated list of references (with addresses and telephone numbers).
6. Bid bonds (5% of total bid amount)
 - a. 100% project value performance and payment bond (pending contract award)

A clear, concise bid in the specified bid format is requested with all the necessary information included. Responses to this RFB will be accepted until **12:30 p.m. (EST) on December 5, 2019** through Vendor Registry.

Bids will be publicly opened and read aloud on December 5, 2019, 12:31 P.M. at the City of Woodstock Annex located at 12453 Highway 92, Woodstock, GA 30188.

4.0 OTHER ITEMS

4.1 Terms and Conditions

1. The City of Woodstock, Georgia hereby requests bids for the goods and services inclusive of the services requested in the RFB.
2. City of Woodstock, Georgia reserves the right to evaluate the firm's bids. Only those firms who, in the opinion of the City, meet the minimum necessary bids will have their price and contract/agreement evaluated.
3. All bids, fee schedules and other documents furnished to the City of Woodstock, Georgia are subject to the Georgia Open Records Act.
4. Termination: The contract will be subject to the terms and conditions included in the Service Agreement. The City of Woodstock, Georgia reserves the right to cancel the agreement with cause, due to nonperformance and/or violation of contract terms.

4.2 Rejection of Bids/Cancellation of RFB

The City of Woodstock, Georgia reserves the right to reject any or all bids, to waive any irregularity or informality in a bid, and to accept or reject any item or combination of items, when to do so would be to the advantage of the City.

It is also within the right of the City to reject bids **that do not contain all elements and information requested in this document**. The City reserves the right to cancel this RFB at any time. The City will not be liable for any cost/losses incurred by the Offerors throughout this process.

4.3 Bid Withdrawal

A submitted bid may be withdrawn prior to the due date by a written request to the City representative listed in Section 1.5. A request to withdraw a bid must be signed by an authorized individual of the submitting company.

4.4 Miscellaneous

This RFB and any agreements related thereto must comply, inter alia, with all City laws and charters and are subject to all requisite City approvals including, but not limited to, City Management and City Council.

The City reserves the right to release modifications to this RFB or supplements to it from time to time. Firms are responsible for periodically checking Vendor Registry or the Georgia Procurement Registry for such modifications or supplements.

EXHIBIT A CONTRACTOR INFORMATION FORM

See following page.



City of Woodstock

CONTRACTOR INFORMATION

Firm Name: _____

Contact Person: _____

Firm Address: _____

Phone: _____

Fax: _____

Email: _____

With this packet, please also provide a W-9 and Certificate of Insurance for the company/firm.

Signature – Authorized Officer or Agent

Date

EXHIBIT B E-VERIFY AFFIDAVIT WITH INSTRUCTIONS

See following page(s).



City of Woodstock

INSTRUCTIONS

CONTRACTOR 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 the City of Woodstock, Georgia (the "City") has registered with and is participating in a 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 subcontract 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:

E-Verify/Company ID Issued by the E-Verify Program

Federal Work Authorization User Identification Number

Date E-Verify/Company ID was issued by E-Verify

Date of Authorization

Contractor's Company/Firm Name

Name of Contractor

Name of project or type of service provided

Name of Project

City of Woodstock, Georgia

Name of Public Employer

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

Executed on _____, 201____ in _____ (city), _____ (state).

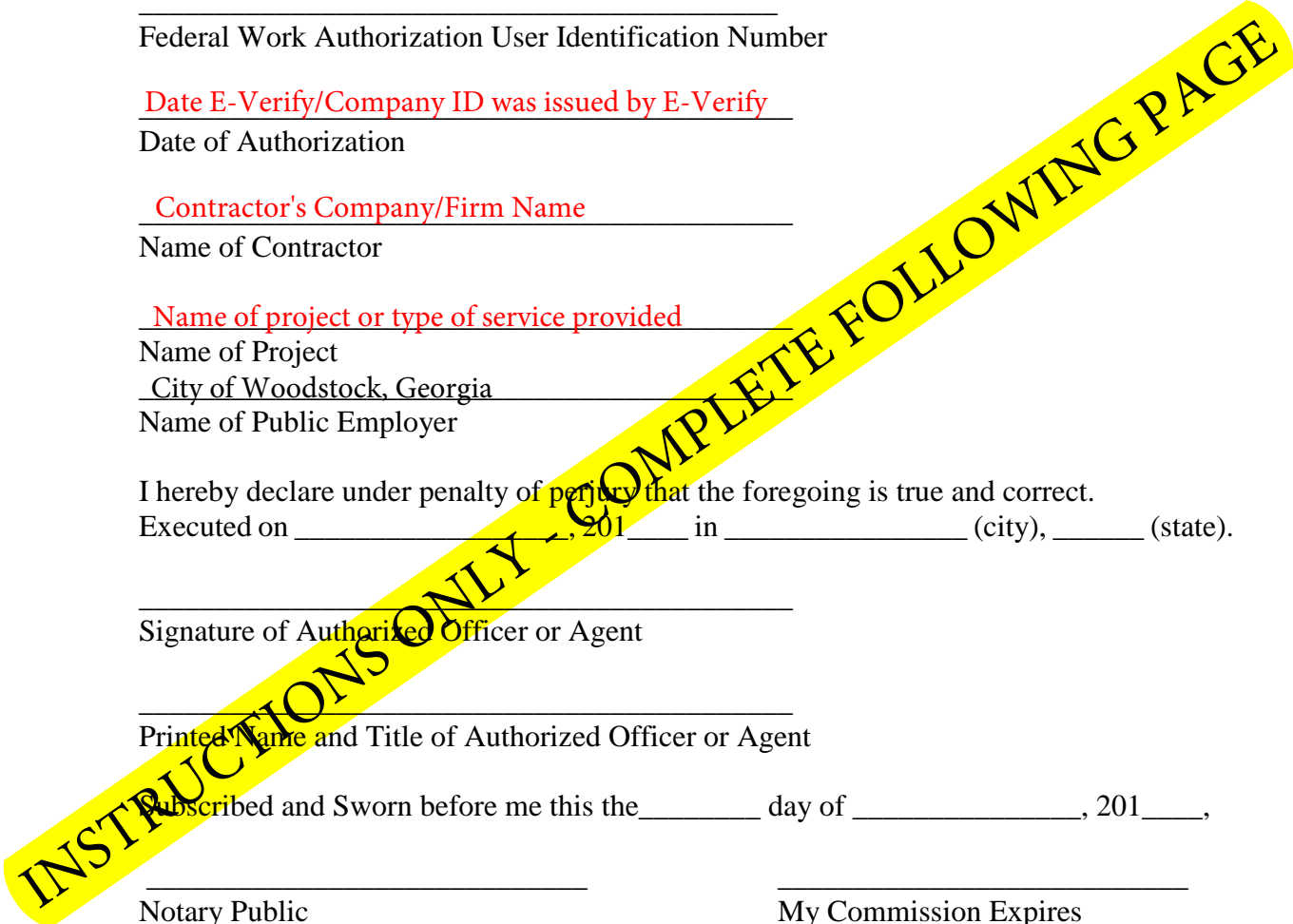
Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

Subscribed and Sworn before me this the _____ day of _____, 201____,

Notary Public

My Commission Expires





City of Woodstock

CONTRACTOR 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 the City of Woodstock, Georgia (the “City”) has registered with and is participating in a 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 subcontract 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 _____, 201____ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

Subscribed and Sworn before me this the _____ day of _____, 201____,

Notary Public

My Commission Expires

EXHIBIT C BID PROPOSAL FORM

See following page(s).

BID PROPOSAL

Proposal of _____ (hereinafter called "Bidder") a contractor organized and existing under the laws of the State of _____, * an individual, a corporation, or a partnership doing business as _____.

TO: City of Woodstock, Georgia (Hereinafter referred to as "City")

The Bidder, in compliance with your invitation for bids for the work as described in Section 2.0 of

RFB 2020 – 08 DOBBS ROAD STORMWATER PROJECT – MELANIE LANE TO 532 DOBBS ROAD

having examined the scope of work with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the scope of work of the proposed Project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the Project in accordance with the Contract Documents, within the time set forth herein, and at the prices stated in the bid submission. These prices are to cover all expenses incurred in performing the work required under this Contract, of which this bid is a part.

Amount shall be shown in figures. The prices in the bid submittal shall include all labor, materials, removal, overhead, profit, insurance, etc., to cover the finished work of the project as stated in the contract.

Lump Sum Price: \$ _____

Bidder hereby agrees to commence work under this Contract on or before a date to be specified in a written "Notice to Proceed" of the City and to fully complete the Project within sixty (60) consecutive calendar days; bidder further agrees to pay as liquidated damages the sum of \$250 per each consecutive calendar day that the Contractor shall be in default after the date stipulated in the contract for completing the work.

Bidder understands that the City reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 calendar days after the scheduled closing time for receiving bids.

The Bidder declares that he understands that the quantities shown on the bid are subject to adjustment by either increase or decrease, and that should the quantities of any of the items of work be increased, the undersigned proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, he also understands that payment will be made on actual quantities at the unit price bid and will make no claim for anticipated profits for any decrease in the quantities and that actual quantities will be determined upon completion of work, at which time adjustment will be made to the Contract amount by direct increase or decrease.

The full name and residence of persons or parties interested in the foregoing bids, as principals, are named as follows:

The ___ day of _____, 20 ____.

Signature: _____

Printed: _____

Title: _____

EXHIBIT D SITE MAPS

See following page(s).





Remove and dispose of approximately 1654' header curb.



Remove and dispose of 9 driveway aprons and associated storm pipes and install 22x10x8" 3500 psi concrete aprons incorporated into new curb and gutter roadway (field verify exact width variations).



Install 80 linear feet of 18" HDPE stormwater pipe and remove existing head-wall.



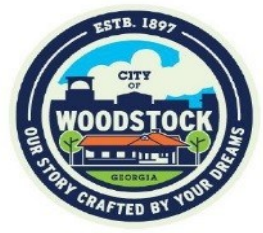
Install 1 ADA accessible ramp and extend existing sidewalk at the corner of Dobbs Rd and Melanie Ln approximately 12' x 5' area.

Grade and install approximately 1654' of two-foot 3500 psi concrete drivable surface 8" depth minimum on each side of the roadway with Type 7 curb and gutter.



Backfill newly installed curb and gutter with suitable soils to grade and landscape to grass's currently on the property.

Install 80 linear feet of 18" HDPE stormwater pipe and remove existing headwall.



Improving the stormwater along Dobbs Road from Melanie to the existing improvements by installing Type 7 Curb and Gutter to widen the road while also installing 2 catch basins and piping the help the flow of stormwater.

Construct 2 concrete poured in place or precast catch basins with throats and accessible tops to match existing on Dobbs Rd. To the west of 500 Dobbs Rd and at the site of the current headwall.