



Request for Proposals

Asphalt Patching

Issue Date: Monday, February 5, 2024.

JONES COUNTY BOARD OF COMMISSIONERS
166 INDUSTRIAL BLVD. /P.O. BOX 1359
GRAY, GA 31032
PHONE: (478) 986-8233
ATTN: JASON RIZNER, COUNTY ADMINISTRATOR

PROPOSALS WILL BE RECEIVED UNTIL Thursday, March 14, 2024, at 3:30 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. ENVELOPES SHOULD BE MARKED WITH **"RFP -Asphalt Patching"**

Questions

Any questions regarding this RFP should be directed to Julie Happoldt, Jones County Purchasing Agent, in writing at Julie.happoldt@jonescountyga.org.



OVERVIEW

Work contemplated herein consists of furnishing all labor, equipment, and services-including traffic control as necessary- to complete the removal and replacement of asphalt street repairs throughout the County as may be requested by the Jones County Board of Commissioners on an as needed, if needed basis. This service will also include emergency situations. Asphalt patches will consist of various sizes for utility repairs, Crossings and Base failures. **Compacted Hot-mix asphalt will be used in all patches.** Work shall be completed throughout the term of the one-year contract resulting from this solicitation and any subsequent contract extensions.

The Jones County Board of Commissioners will furnish a "Service cut location sheet" which will clearly define where the patch will be placed and if "Saw cutting" will be needed. Saw Cutting necessity will be determined by a representative of the Jones County Board of Commissioners. The Jones County Board of commissioners will clearly mark with white paint where the patch is needed. Jones County will also Furnish Contractor's Debris disposal.

The County reserves the right to add or delete any identified work. All work performed shall be measured and paid based on the contract unit prices identified in the accepted bid proposal(s).

Term of Contract

It is the intent of the Jones County Board of Commissioners to establish a one-year contract with the inclusion of an option for renewal under the same terms and conditions, if mutually agreeable to all parties, for up to two (2) additional one (1) year periods with an annual price adjustment not to exceed three percent (3%). The initial contract start date will be determined after approval of the agreement by the Jones County Board of Commissioners.

AWARD

A multi-party bid award is anticipated. Jones County Board of Commissioners will use the lowest and best bidder available at the time to do repair work throughout the County.

Multiple Awards

In the event of multiple awards, the Jones County Board of Commissioners, after any applicable contract minimums have been satisfied, will give the primary contractor first opportunity to perform all available work. If the County, at its sole discretion, determines the primary contractor cannot respond in time, an alternate contractor will be contacted to perform the required work.

Timely Delivery

Time is of the essence, and the purchase order is subject to termination for failure to deliver on time. The Primary awardee shall complete the needed asphalt patch within (4) Four days of receiving notice from the Assigning department. If work cannot be completed within (4) Four days, due to unforeseen occurrences or other obligations, the secondary awardee will be notified of our need for their services.



This process will continue with subsequent awardees until work can be completed within the given time frame. This process will also be used in emergency situations.

LOCATION AND DESCRIPTION OF WORK.

The work to be performed, in general, consists of removing and replacing damaged sections of asphalt, and repairing sections of failed asphalt. Asphalt patches will be for various sizes due to utility repairs, crossings and base failures. The work shall include traffic control, saw cutting (as indicated necessary By JCBOC And indicated on the "Service cut location sheet"), excavation, and removal of existing debris. To provide guidance to the bidders in preparing their proposal, the type of work expected to be performed is as follows:

Excavation and asphalt replacement:

Contractor is to remove all existing material from the specified location to a depth of not less than 3" unless otherwise specified on the "Service Cut Location Sheet". Base material is to be compacted prior to the placement of asphalt. 8" of compacted GAB to be placed by contractor, when base material is unsuitable. In either application no less than 3" of hot-mix asphalt shall be used to fill the patch. If the contractor should damage the edges of the specified area, he/she will be required to expand the paving area at no expense to the County. All edges of the specified repair shall be coated with SS1H tack oil prior to the placement of Hot-Mix asphalt. For depths 3" the hot-mix asphalt may be placed in one lift. For all depths greater than 3" the contractor must place the asphalt multiple in lifts as approved by County representative. Asphalt must be finished to provide a smooth and compact area. Finish paving must ride "smoothly" and to the satisfaction of the County representative. The existing edges of the specified areas are to remain free of all new asphalt. New asphalt paving must be free of any areas that demonstrate segregation or excess rock.

The County will issue work orders to the Contractor to perform repair/replacement of sections of asphalt, at one or more locations during the term of the contract. While there will be no minimum quantities for work the county will use its best efforts to ensure that the work order contains no less than 150 square foot of asphalt repair

All work performed shall be measured and paid for based on the contract unit prices listed in the Proposal Schedule.

Prior to commencement of work, the Jones County Board of Commissioners representative will perform an evaluation of each project location with the Contractor prior to the Contractor mobilizing to a particular area to perform asphalt patch. Jones County Board of Commissioners will clearly identify and define the limits of the work to be performed at each site. And Provide a Service Cut location sheet.



Striping/ Permanent Traffic Markings

Contractor to be fully responsible for all replacement of traffic control markings and any markings that are damaged during the project. The contractor must replace the roadway markings with a like kind material. Paint must be replaced with paint and thermoplastic with glass beads, etc.

Traffic Control

The contractor shall be responsible for providing all traffic control measures necessary to divert users safely around work areas. This includes, but is not limited to, placing signage, barricades, cones, temporary walkways, etc. The Contractor shall be responsible for adequate barricading of the work area and controlling of traffic in the vicinity of the project. Access for local traffic must be maintained. Traffic control will be included, if needed, at no additional cost to the County.

LANE CLOSURES AND DETOURS

No more than one-half ($\frac{1}{2}$) of the roadway shall be closed to traffic at any time, and traffic in both directions shall be maintained at all times. Open excavations and trenches shall be adequately covered and signed when no work is being performed.

GENERAL REQUIREMENTS.

Contractors shall assign and identify one person that Jones County Board of Commissioners can contact regarding the work throughout the repair. At least one crew member must be able to effectively communicate both verbally and in writing using English.

The contractor shall be responsible for jobsite security, safety, and cleanliness and shall properly barricade, secure, and delineate all areas from the time work begins until the work is complete and the areas are opened for use.

Any excavated areas shall not be left open over the weekend or, only if approved in advance by the County, caution tape and signage shall be installed all along projects to protect the public from injury.

Debris cannot be stored on site and must be removed promptly. The County will provide a location for the contractor to dump all removed material if needed.

ESTIMATES BASED ON PRIOR YEARS

These figures are estimates only. They are based on past history but are not a guaranty of the numbers or types of work that will be needed.

For small, permanent Asphalt-Concrete patching services due to repair of utilities, base failures and other similar small to medium service trenches and failed asphalt areas estimated at 250-550 square feet – average annual spend is approximately \$19,000.00.



BID PROPOSAL FORM
ASPHALT- CONCRETE PATCHING

Please bid in square foot increments

Please include this page in your Bid Proposal

0-249 sq/ft \$ _____ PER SQ/FT

250-499 sq/ft \$ _____ PER SQ/FT

500-749 sq/ft \$ _____ PER SQ/FT

700+ sq/ft \$ _____ PER SQ/FT

SAW CUTTING (LINEAL FOOT) \$ _____ PER LINEAL FT

8 inch Compacted Graded Aggregate Base \$ _____



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, 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 documents. It is the vendor's responsibility to monitor the county's 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.
- If you plan to use subcontractors to perform any of the work described above, please identify the subcontractors you plan to use and explain the role they would play in this project.
- The County does not guarantee the purchase of any/all equipment.
- 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.



Proposal Submission Form

Checklist

- Contractor complies with insurance requirements.
- References attached.
- Subcontractor information and references attached.
- E-Verify Affidavit attached.
- Application for Public Benefit attached.
- Bid Proposal Form attached.
- Receipt of addenda

I understand that I will need to provide a certificate of insurance as outlined in the attached insurance requirements prior to beginning work. I further understand that I will be required to submit the attached Prime and Subcontractor's Work Authorization Certification and affidavit verifying status for County Public Benefit Application (copy attached), prior to beginning work.

I certify that the bid below includes all work described in these bid documents and meets all specifications outlined in the bid documents:

Price to complete the work Described in this RFP: **Attach Bid Proposal form**

Company: _____

Address: _____

Contact: _____ E-mail Address: _____

Phone: _____

Signature of Company Official: _____



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: _____



Receipt of Addenda

Number

Signature



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 coverage 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 coverage required here are in effect and specifying that the liability coverage are written on an occurrence form and that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policies 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 coverage 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 coverage 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 coverage, 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: Contractor's that have employees, sub-contractors, helpers, assistants, or individuals providing assistance on the contract work will maintain workers' compensation covering them during the term of this contract.

Minimum limits: Workers' compensation –Statutory Limit
Employer's liability:
\$100,000 bodily injury for each accident
\$100,000 bodily injury by disease for each employee
\$500,000 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:



Subcontractor Affidavit under O.C.G.A. § 13-10-91(b) (2)

By executing this affidavit, the undersigned subcontractor 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 under a contract with (_____ -name of contractor) 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 subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five business days of receipt, a copy of such notice to the contractor. Subcontractor 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 Subcontractor

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: _____



Subcontractor Affidavit under O.C.G.A. § 13-10-91(b) (3)

By executing this affidavit, the undersigned subcontractor 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 under a contract with (_____ -name of contractor) 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 subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five business days of receipt, a copy of such notice to the contractor. Subcontractor 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 Subcontractor

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 (circle one) 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) 986-8233**

Julie.happoldt@jonescountyga.org