



Jones County Board of Commissioners
P.O. Box 1359
Gray, GA 31032
(478) 986-6405

Jason Rizner
County Administrator

INVITATION TO BID
REPLACEMENT OF 15-TON HVAC UNIT AT
THE JONES COUNTY LIBRARY

Issue Date: Wednesday, January 29, 2020

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

BIDS WILL BE RECEIVED UNTIL WEDNESDAY FEBRUARY 26, 2020 AT 3:00PM.

PROPOSALS ARE TO BE SEALED AND MAILED VIA USPS, FEDEX OR UPS TO THE ABOVE ADDRESS OR HAND DELIVERED TO THE COUNTY ADMINISTRATOR'S OFFICE LOCATED IN THE JONES COUNTY GOVERNMENT CENTER AT 166 INDUSTRIAL BLVD., GRAY, GA 31032. ENVELOPES SHOULD BE MARKED WITH "SEALED BID - 15 TON HVAC."



INVITATION TO BID

The Jones County Board of Commissioners is accepting sealed bids for replacement of a 15-ton HVAC system at the Jones County Library located at 146 Railroad Street, Gray, GA 31032. Sealed bids will be accepted until 3:00 PM on Wednesday, February 26, 2020 when they will be opened and read aloud in the Government Center Conference Room, 166 Industrial Blvd. Gray, GA 31032. Any questions should be directed to Leslie Faulk via e-mail at leslie.faulk@jonescountyga.org.

Specifications

- Air Handler
 - o 15 Tons (60 Hz)
 - o R-410 A Refrigerant
 - o 208 VAC – 3 PH (60 Hz)
 - o Dual Circuit
 - o 2-Liquid Line Solenoid Valves
 - o 2-Liquid Line Solenoid Valve Coils
 - o Floor Mount Base (Subbase)
 - o 30kW, 240-3-60 Electric Heater

- Split System Cooling Unit
 - o 15 Tons (60 Hz)
 - o R-410 A Refrigerant
 - o 208 VAC – 3 PH (60 Hz)
 - o 2 Compressors/2 line/2 stage (duals)
 - o 2-Liquid Line Solenoid Valves
 - o 2-Liquid Line Solenoid Valve Coils
 - o 11 EER Rating

The project consists of replacing both the inside and outside units. All needed materials for the installation should be included in each vendor's quote.

The new system will need to be installed at a level higher than the existing system. The bid should include the price for any labor and materials necessary to construct a platform of sufficient height so that the unit functions properly.

*** Please note that a new system was installed recently as part of a library renovation project. **It is crucial that the new system work seamlessly with the system that was installed as part of that renovation project. Testing and Balancing by an independent third party should be included in the submitted bid and the name of the Test and Balance contractor should be submitted with the bid.** Satisfactory results must be received and reviewed by Jones County Building Maintenance personnel prior to payment being issued. Other tests, consultation and coordination may be required to ensure that the systems successfully work together. All costs associated with this work shall be included in the amount bid.



The existing system will need to be removed as part of the scope of work. Jones County **does** wish to retain ownership of the existing system. The system will need to be transported to another Jones County Board of Commissioners facility as instructed by the Building Maintenance Director.

The system shall be installed in accordance with applicable codes, laws and regulations. The selected contractor shall be responsible for any required permitting. **Contractors shall have the appropriate license for the type and size system to be installed.**

All necessary labor should be included in each vendor's quote. Jones County will not provide manpower to assist with the installation.

PLEASE INCLUDE TECHNICAL SPECIFICATION SHEETS FOR THE SYSTEM YOU ARE PROPOSING AND SUBMIT DETAILED WARRANTY INFORMATION. The Information submitted should be sufficient to determine the quality of the products the contractor intends to use.

Bidders are encouraged to review the site location prior to submittal of bid. To schedule an appointment, please contact Donald White, Interim Maintenance Director, at 478-986-8259 or 478-951-3427.

Terms and Conditions

- 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 accept or reject any or all bids, to solicit additional bids, or to amend or revise bid documents.
- Bidders are required to submit three references from projects similar in size and cost that have been completed in the past 5 years.
- 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. Also provide 3 references for the subcontractor you plan to use.
- 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:
 - o 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.



Bid Form

Checklist

- Contractor complies with insurance requirements**
- Contractor complies with licensing requirements**
- References attached**
- Material specification sheets attached**
- Detailed warranty information attached**
- Subcontractor information and references attached (if applicable)**
- E-Verify Affidavit attached**
- Application for Public Benefit attached**

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 (if applicable) and affidavit verifying status for County Public Benefit Application (copy attached), prior to beginning work.

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

Total Bid including labor & materials for the replacement of a 15-ton HVAC system to include labor and materials:

Total Bid

Company: _____

Address: _____

Contact: _____ E-mail Address: _____

Phone: _____ Fax: _____

Signature of Company Official: _____

Name of Test and Balance Contractor: _____



References

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:



Contractor Insurance Requirements

Contractor's Insurance Provisions: During the life of the contract and for such additional time as may be required, the contractor will provide, pay for, and maintain in full force and effect the insurance outlined here for 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 policy(ies) of insurance without 60 days advance written notice to:

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

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

The acceptance of delivery by the owner of any certificate of insurance evidencing the required 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.



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)(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:



Sub-subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(4)

By executing this affidavit, the undersigned sub-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 for

(_____ -name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and

(_____ 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 sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract).

Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-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 Sub-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
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 #: _____

Bid Description: _____

Company Name: _____

Company Official Name: _____

Company Official Signature: _____

Telephone Number: _____

Email Address: _____

**JONES COUNTY BOARD OF COMMISSIONERS
(478) 986-6405 x 161
leslie.faulk@jonescountyga.org**