



Jackson County Board of Commissioners
Finance Department

67 Athens Street
Jefferson, Georgia 30549

Phone: (706) 367-1199 Fax: (706) 708-2505

Trey Wood
Director

Date: December 10, 2018

To: Historic Renovation Contractors

From: Myrna Yarbrough, Purchasing Manager

RE: Addendum #1 to Jackson County ITB 180031, Renovation to Historic Courthouse, 2nd Floor, Jackson County, Jefferson, GA

1. Addendum #1 is hereby issued to inform all companies that have a copy of ITB 180031, Renovation to Historic Courthouse, 2nd Floor, Jackson County, Jefferson, GA, that the following sections are hereby revised and replaced.

Section 00100: Invitation To Bid

Section 01100: Summary

2. All other terms and conditions in ITB 180031 remain unchanged.
3. Any inquiries concerning Addendum #1 should be addressed to Myrna Yarbrough, Purchasing Manager, 706-367-6309 or via email at myarbrough@jacksoncountygov.com
4. Jackson County reserves the right to reject any and all proposals, to waive any technicalities or irregularities and to award the offer based upon the most responsive, responsible submission. Bidders must acknowledge receipt of addenda on the request for proposal form.

SECTION 00100 (Revised)

INVITATION TO BID

PROJECT: Jackson County Historic Courthouse Upper Level Restoration
BID NUMBER: 180031
OWNER: Jackson County Board of Commissioners

Sealed bids will be received by the Jackson County Board of Commissioners from licensed general contractors to furnish and install all materials, labor and equipment necessary for the construction of the Jackson County Historic Courthouse Upper Level Restoration located in Jefferson, Georgia.

Bids will be received by the Jackson County Board of Commissioners at 67 Athens Street, Jefferson, Georgia 30549, no later than 10:00 a.m. local time on January 24, 2019. Bids will be publicly opened and read aloud at this location at 10:00 a.m. local time. Any bid received after 10:00 a.m. local time on the bid opening date will not be considered by OWNER. Bids will be evaluated by OWNER and the project award is anticipated upon completion of this evaluation.

A Mandatory pre-bid conference will be held at 10:00 a.m., on January 10, 2019, at the project site, 85 Washington Street, Jefferson, Georgia 30549.

BASE BID: Furnish all materials, labor, tools, equipment and all other miscellaneous and/or necessary items for the Interior Completion of the Jackson County Historic Courthouse Upper Level Restoration.

ALTERNATES: As listed on the Bid Form.

The time to substantial completion, included on the Bid Form will be counted in consecutive calendar days from the date of the written Notice to Proceed. The required time of final completion is thirty (30) consecutive calendar days from the date of substantial completion (i.e. all punch list items addressed and all closeout items satisfied).

Hard copies of Bidding Documents may be obtained at the office Barker, Cunningham, Barrington, P. C. at 1780 Sawnee Oaks Lane, Cumming, Georgia 30040, upon payment of a non-refundable cost of \$150.00. Checks shall be made payable to Barker, Cunningham, Barrington, P. C. Call (678) 341-9178 or email gbarrington@bcbarchitects.com to order. Bid Documents may also be obtained or examined at the following locations:

Jackson County Board of
Commissioners
67 Athens Street
Jefferson, GA 30549
Contact Myrna Yarbrough
myarbrough@jacksoncountygov.com
(706) 367-6309 Phone

Barker, Cunningham,
Barrington, P. C.
1780 Sawnee Oaks Lane
Cumming, Georgia 30040
(678) 341-9178
gbarrington@bcbarchitects.com

North Georgia Reprographics
430 Tolbert Street
Cumming, GA. 30040
770-889-3298

LDI Reproprinting Center
1701 Enterprise Drive Suite C
Buford, Georgia 30518
(770) 271-0881

AGC Builder's Exchange
4485 South Atlanta Road
Smyrna, Georgia 30080
(770) 434=3050

Reed Construction Data
30 Technology Parkway South
Suite 100
Norcross, GA 30092
(800) 424-3996

The Jackson County Board of Commissioners requires a bid bond issued by a Surety listed on the Treasury as licensed in the State of Georgia, or a cashier's check in the amount of five percent (5%) of the total bid to be enclosed with the bid at the time of bid opening to be made payable to the Jackson County Board of Commissioners. No other forms of security will be acceptable.

Each bid must be submitted in a sealed envelope, addressed to the Jackson County Board of Commissioners. BIDDER shall provide four (4) originals of the bid form. Each sealed envelope containing a Bid must be plainly marked on the outside as, "Bid for Jackson County Historic Courthouse Upper Level Restoration." If bid is forwarded by mail, the sealed envelope containing the Bid must be enclosed in another envelope to the attention of the Jackson County Board of Commissioners at the address previously given.

Any and all Bids received without the aforementioned criteria enclosed, will be returned to BIDDER.

All Bids must be made out on the bid form of the type bound in the Contract Documents, in accordance with the instructions in the INSTRUCTIONS TO BIDDERS Section 00101. No interlineations, additions, or deletions shall be made in the proposal form by BIDDER. No conditional Bids will be acceptable.

Contract will be awarded on a stipulated sum to the most responsive BIDDER presenting the lowest acceptable Bid, based on the Lump Sum Base Bid plus any combination of Alternates (if appropriate) acceptable to the Jackson County Board of Commissioners.

The Jackson County Board of Commissioners reserves the rights to waive any informalities or to reject any or all Bids, to evaluate Bids, and to accept any Bid which in its opinion may be in the best interest of the Jackson County Board of Commissioners. No Bid will be rejected without just cause.

No BIDDER may withdraw his bid within the time limit specified in the INSTRUCTIONS TO BIDDERS Section 00101.

Any questions regarding the meaning or interpretation of the Contract, Contract General Conditions, Specifications, Drawings, Bidding Form or Instructions to Bidders, shall be directed to Myrna Yarbrough, by email at myarbrough@jacksoncountygov.com, no later than 5:00 p.m. on January 17, 2019. Receipt of Addenda shall be acknowledged in the Bidding Form. No oral interpretations or information can be considered as binding, therefore, no telephone or verbal correspondence will be acknowledged.

INSURANCE: The Contractor, before any contracts have been signed and any action taken under a contract, will have a Certificate of Insurance for Contractor's In-Force Insurance issued to Jackson County, named as a loss payee, for the policies and limits listed below:

Commercial General Liability	\$ 1,000,000 each occurrence (Including Completed Products)
Bodily Injury & Property Damage	\$ 2,000,000 Aggregate (shall include coverage for the hazards of Explosion, Collapse and Underground failures)
Vehicle Liability	\$ 1,000,000 Combined Single Limit Bodily Injury, Property Damage Workers Compensation State of Georgia Statutory Limits Required. \$ 1,000,000 \$ 1,000,000 Each Accident \$ 1,000,000 Disease, Each Employee

Occurrence coverage is required. Claims-made coverage is not acceptable. The County will not share in any deductibles.

These policies shall cover the County, its elected officials, employees and agents as additional insured and shall contain a covenant requiring no less than sixty (60) days written notice to the County before cancellation, reduction or other modification of coverage's.

These policies shall be primary noncontributing with any applicable insurance carried by Jackson County and shall contain a severability of interests clause in respect to cross liability, protecting each additional insured as though a separate policy had been issued to each. Certification of each of the above policies shall be furnished, in duplicate, to the County, at least fifteen (15) days prior to commencement of services under a signed contract.

All certificates of insurance must clearly state that the Contractor's insurance(s) is **PRIMARY**. If your policy has deductibles, self-insured retentions or co-insurance penalties, then all such costs shall be borne by the Contractor and not Jackson County.

Performance and Payment Bonds are required as per Sections 00504 and 00505. This results in a Performance Bond of 100% of the contract amount and a Payment Bond of 100% of the contract amount.

END OF SECTION 00100

SECTION 01100 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Work covered by the Contract Documents.
 - 2. Type of the Contract.
 - 3. Work phases.
 - 4. Work under other contracts.
 - 5. Use of premises.
 - 6. Work restrictions.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Upper Level Interior Restoration
 - 1. Project Location: 85 Washington Street, Jefferson, Georgia
- B. Owner: Jackson County Board of Commissioners
 - 1. Owner's Representative: Myrna Yarbrough, Jackson County Purchasing Agent
- C. Architect: Mr. H. Eugene Barrington
- D. The Work consists of the following:
 - 1. The Project Scope is limited to area of the First Floor where specifically noted, the upper level floor, balcony and attic.
 - 2. Remove all existing mechanical equipment, ductwork, piping, wiring, plumbing and associated support items to whatever extent encountered.
 - 3. Restore Plaster Walls in Corridors and Stairs.
 - 4. Furr and provide GWB on all existing interior walls not scheduled to be restored.
 - 5. Provide suspended GWB ceiling and stamped metal ceiling panels and trim where indicated.
 - 6. Repair and restore all interior doors, casings and trim. Provide new doors where indicated. Remove, catalog and turn over to Owner all existing doors and door hardware except hinges which are to remain. Provide new doors and hardware as indicated.

7. Provide new wood casings, stools and trim at windows. Provide new window hardware as indicated.
8. Clean, level and repair existing marble floor in main stairway.
9. Expose, strip, repair or replace wood flooring as indicated.
10. Provide new plumbing as indicated.
11. Provide new electrical system, lighting and devices as indicated.
12. Provide new HVAC systems as indicated.
13. Provide new elevator as indicated.

1.4 TYPE OF CONTRACT

- A. The Work of this Project will be constructed under a single prime contract.

1.5 WORK PHASES

- A. The Work shall be conducted in a single phase.

1.6 WORK UNDER OTHER CONTRACTS

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract. Coordinate the Work of this Contract with work performed under separate contracts.
- B. Preceding Work:
 1. A copy of the Hazardous Material Survey is available upon request.
 2. A copy of the Hazardous Material Abatement Report is available upon request.

1.7 PREMISES

- A. General: Contractor shall have limited use of premises for construction operations, including use of Project site, during construction period.
- B. Use of Site: Limit use of premises to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 1. Owner Occupancy: The Owner will occupy a portion of the site during the work of this contract.
 2. Driveways and Entrances: Keep driveways, loading areas, and entrances serving premises clear and available at all times. Do not use these areas for storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances.

- b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations as directed by the Architect. Protect building during construction period by means of temporary closures at all unprotected openings. Temporary closures must be secured by compression methods. No temporary nailed, screwed or bolted attachments of any nature to the historic structure will be permitted.
- D. Hazardous Materials: The Owner has an Environmental Engineering company available to test suspected hazardous materials. If any suspected hazardous materials are encountered that are not identified on the Environmental Study and have not been previously tested or abated, the Contractor will immediately notify the Owner and the Architect before proceeding.
- E. Contractor's construction access is limited as much as possible to the pair of doors on the south end of the main corridor on the first floor.
 1. Coordinate deliveries with the Owner for temporary street closures.
 2. Provide minimum ¾" plywood protective cover over the existing historic marble flooring. Use large footprint pneumatic wheels or tires on all dollies, hand trucks or other means of moving materials or equipment.
 3. Provide protection of exterior and interior doors, interior walls and trim from damage due to material and equipment deliveries. Any damage will be repaired in accordance with the requirements of this project manual.
 4. Temporary landscaping protection may be required if access is from the West side of the building along Randolph Street.
 5. Protect the existing exterior walls from damage. The exterior wall is constructed with unique hand-made concrete blocks. Damaged blocks will be replaced.
 6. The exterior walls are coated with a custom colored lime wash. If the walls are damaged, the lime wash cannot be touched up. The entire wall surface must be recoated from edge to edge with sufficient coats of lime wash to obscure any damaged area.
 7. All materials and equipment will be delivered to the work area through this access. If any material or equipment cannot physically be furnished through the construction access, coordinate delivery with the Owner. All portions of the finished, existing building will be protected from any damage. Most of the existing lower level construction is historic. Any damage will be repaired to the historic restoration standards of the National Park Service, Historic Preservation Standards and the Georgia Department of Natural Resources, Historic Preservation Division Standards. There will be no exceptions.

1.8 WORK RESTRICTIONS

- A. On-Site Work Hours: Work shall be generally performed during normal business working hours of 7:00 a.m. to 6:00 p.m., Monday through Friday, except as otherwise approved in advance by the Owner.
 1. Weekend Hours: Weekend work will not be permitted except as otherwise approved in advance by the Owner.

2. Early Morning Hours: No Early morning work will be permitted.
3. If the Contractor needs to temporarily close any road adjacent to the site, arrangements must be made in advance and coordinated with the Owner. Do not close or otherwise restrict the flow of traffic around the property without the Owner's knowledge and consent.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01100