



**SPALDING COUNTY
COURTHOUSE ELEVATOR SYSTEM MODERNIZATION
RFP NO. 2022-003**

SPALDING COUNTY, GEORGIA

PROJECT MANUAL AND SPECIFICATIONS

Prepared for

SPALDING COUNTY

October 2021

Project No. 21100.00

TABLE OF CONTENTS

BOOK 1 – BID SUBMITTAL DOCUMENT (To be submitted in its entirety by bid date and time)

<u>Section</u>	<u>Page Numbers</u>
Project Overview	OV-1
Advertisement for Bidders	AFB-1 – AFB-2
Instructions to Bidders	ITB-1 – ITB-10
Statement of Bidder's Qualifications	SBQ-1 – SBQ-2
Bid Form	BF-1 – BF-6
Bid Tabulation	Exhibit A (A-1 – 2)
Bid Bond	BB-1 – BB-2
DCA Section 3 Mandatory Solicitation Package	1 – 22
Agreement Between Owner and Contractor	AG-1 – AG-7
Construction Payment Bond	Exhibit B (1-3)
Construction Performance Bond	Exhibit C (1-3)
Georgia Security Immigration and Compliance Act of 2006	Exhibit D (1)
Contractor Affidavit and Agreement	Exhibit E (1-2)
Subcontractor Affidavit	Exhibit F (1)
Description of Work	

SPALDING COUNTY COURTHOUSE ELEVATOR SYSTEM MODERNIZATION

PROJECT OVERVIEW

Spalding County Courthouse was built in the early 1980's. The elevator system has been maintained but is in need of a complete modernization. This project will include elevator mechanical and electrical replacement including but not limited to:

- New Controller
- New Machine
- New Governor
- New Door Equipment
- New Car Fixtures
- New Hall Fixtures
- Refurbished Machine Room Floor
- Miscellaneous Electrical and Mechanical Work

ADVERTISEMENT FOR BIDDERS

Sealed proposals will be received by the Spalding County, 119 E. Solomon Street, Griffin, Georgia, 30223,

until: **2:00 PM, local time, Tuesday, November 2, 2021**

for the Project known as:

SPALDING COUNTY COURTHOUSE ELEVATOR SYSTEM MODERNIZATION

at which time and place the proposals will be publicly opened and read aloud. Proposals received after the designated time will not be considered. The OWNER of the project is the Spalding County. The Bid Administrator for the project is Paragon Consulting Group, Inc.

The approximate extent and character of the Work is generally described as follows:

Installation of new elevator equipment for the system in The Spalding County Courthouse include but not limited to:

- New Controller
- New Machine
- New Governor
- New Door Equipment
- New Car Fixtures
- New Hall Fixtures
- Refurbished Machine Room Floor
- Miscellaneous Electrical and Mechanical Work

Prospective Bidders can obtain a complete set of bidding documents on the Spalding County website, www.spaldingcounty.com, or by contacting Terri Bass, Purchasing Department, via email at tbass@spaldingcounty.com.

Contractor questions regarding the bid should be directed to Terri Bass via email at tbass@spaldingcounty.com. All questions must be submitted in writing. The last day for contractor questions is Wednesday, October 27, 2021 at 12:00PM.

The time allowed for Substantial Completion is 180 days, and the time allowed for completion and readiness for final payment is 210 days from the date of commencement.

Each Bid must be accompanied by a Bid Bond completed on the attached Bid Bond Form with good and sufficient surety or sureties approved by the owner for faithful acceptance of the contract, payable to, in favor of, and for the protection of the OWNER in an amount equivalent to five (5%) of

the total amount payable by the terms of the contract, in lieu thereof, in the form of a certified check, cashier's check, or cash in equal amount.

Performance and Payment Bonds, each in an amount at least equal to **110** percent of the contract amount, and a Certification of Insurance will be required.

A Certification of Insurance will be required from the low bidder prior to award of the Contract.

All Bids will remain subject to acceptance for ninety days after the day of the Bid opening, but OWNER may, in its sole discretion, release any Bid and return the Bid security prior to that date.

The Owner reserves the right to reject any or all Bids, to waive formalities and re-advertise.

NOTICE TO BIDDERS:

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AS APPLIED THROUGH THE CIVIL RIGHTS RESTORATION ACT OF 1987 - SPALDING COUNTY, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4, as amended by The Civil Rights Restoration Act of 1987, hereby notifies all bidders that no person shall on the grounds of race, color, national origin, sex, age, and handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs, services, and activities are federally-funded or not. Further, it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, handicap/disabled in consideration for an award.

AVISO A LOS LICITANTES:

TÍTULO VI DE LA LEY DE DERECHOS CIVILES DE 1964, TAL COMO SE APLICA A TRAVÉS DE LA LEY DE RESTAURACIÓN DE LOS DERECHOS CIVILES DE 1987 - SPALDING COUNTY WATER & SEWERAGE FACILITIES AUTHORITY, conforme título VI de la ley de derechos civiles de 1964, 42 U.S.C. 2000D 2000 d-4, modificada por la ley de restauración de derechos civiles de 1987, por la presente notifica a todos los licitadores que ninguna persona será por motivos de raza, color, origen nacional, sexo, edad y discapacidad/discapacidad, excluida de la participación en, ser negada los beneficios de , o de lo contrario sometidos a discriminación bajo cualquier programa o actividad llevada a cabo por el destinatario sin importar si aquellos programas, servicios y actividades son financiadas por el gobierno federal o no. Además, afirmativamente se asegurará que en cualquier contrato celebrado de conformidad con este anuncio, las empresas desfavorecidas como definido en 49 CFR parte 23 tendrán oportunidad de presentar ofertas en respuesta a esta invitación y que no se discrimine por motivos de raza, color, origen nacional, sexo, edad, discapacidad/discapacitados en consideración para un premio.

SPALDING COUNTY
DR. STEVE LEDBETTER, COUNTY MANAGER

Paragon Consulting Group, Inc.
Griffin, Georgia

INSTRUCTIONS TO BIDDERS

ARTICLE 1 – DEFINED TERMS

- 1.01 Terms used in these Instructions to Bidders have the meanings indicated below:
- A. *Bidder* – One who submits a Bid directly to Owner as distinct from sub-bidder, who submits a bid to a Bidder.
 - B. *Issuing Office* – The office from which the Bidding Documents are to be issued and where the bidding procedures are to be administered.
 - C. *Successful Bidder* – The lowest, responsible and responsive Bidder to whom Owner (on the basis of Owner's evaluation as hereinafter provided) makes and award.

ARTICLE 2 – COPIES OF BIDDING DOCUMENTS

- 2.01 Complete sets of the Bidding Documents may be obtained from the Issuing Office. Bidding Documents are open for inspection to prospective bidders at the Issuing Office for the purpose of review in order to determine if the prospective bidders wish to obtain Bidding Documents.
- 2.02 Complete sets of Bidding Documents shall be used in preparing Bids; Owner assumes no responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents whether obtained from the Owner, Bid Administrator, Issuing Office, or other sources.
- 2.03 Owner and Bid Administrator, in making copies of Bidding Documents available on the above terms, do so only for the purpose of obtaining Bids for the Work and do not authorize or confer a license for any other use.

ARTICLE 3 – QUALIFICATIONS OF BIDDERS

- 3.01 To demonstrate Bidder's qualifications to perform the Work, within ten (10) days of Owner's request, Bidder shall submit written evidence such as financial data, previous experience of similar projects relative to cost and scope, present commitments, and such other data.
- 3.02 The Bidder will be required to provide evidence of compliance with the requirements of O.C.G.A 43-14 (Construction Industry Licensing Board Acts and Rules and Regulations) with respect to the requirements of the code. Failure of Bidder to provide such information, if requested, within ten (10) days of notification of request, shall be grounds for forfeiting of the bid security of that Bidder. Any bid not bearing the Bidder's Contractor License number issued by the State of Georgia Construction Industry Licensing Board will not be considered by the Owner.

- 3.03 *Bidder is advised to carefully review those portions of the Bid Form requiring Bidder's representations and certifications.*
- 3.04 *The bid bond and payment/performance bonds must be under the name of the contractor submitting the bid and listed as the bidder of record.*

ARTICLE 4 – EXAMINATION OF BIDDING DOCUMENTS, OTHER RELATED DATA, AND SITE

- 4.01 On request, Owner will provide Bidder access to the Project Location to conduct such examinations, investigations, explorations, tests, and studies as Bidder deems necessary for submission of a Bid.
- 4.02 It is the responsibility of each Bidder before submitting a Bid to:
- A. examine and carefully study the Bidding Documents, and the other related data identified in the Bidding Documents;
 - B. visit the Project Location and become familiar with and satisfy Bidder as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work;
 - C. become familiar with and satisfy Bidder as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work;
 - D. agree at the time of submitting its Bid that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of its Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents;
 - E. become aware of the general nature of the work to be performed by Owner and others at the Project Location that relates to the Work as indicated in the Bidding Documents;
 - F. promptly give Bid Administrator written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder discovers in the Bidding Documents and confirm that the written resolution thereof by Bid Administrator is acceptable to Bidder;
 - G. determine that the Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work.
- 4.03 The submission of a Bid will constitute an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article 4, that without exception the Bid is premised upon performing and furnishing the Work required by the Bidding Documents and applying any specific means, methods, techniques, sequences, and procedures of construction that may be shown or indicated or expressly required by the Bidding Documents, that Bidder has given Bid Administrator written notice of all conflicts, errors, ambiguities, and discrepancies that Bidder has discovered in the Bidding Documents and the written resolutions thereof by Bid Administrator are

acceptable to Bidder, and that the Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work.

ARTICLE 5 – INTERPRETATIONS AND ADDENDA

- 5.01 All questions about the meaning or intent of the Bidding Documents are to be submitted to Bid Administrator in writing. Interpretations or clarifications considered necessary by Bid Administrator in response to such questions will be issued by Addenda mailed or delivered to all parties recorded by Bid Administrator as having received the Bidding Documents. Questions received less than ten days prior to the date for opening of Bids may not be answered. Only questions answered by Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- 5.02 Addenda may be issued to clarify, correct, or change the Bidding Documents as deemed advisable by Owner or Bid Administrator.

ARTICLE 6 – BID SECURITY

- 6.01 A Bid must be accompanied by Bid security made payable to Owner in an amount of five percent (5%) of Bidder's maximum Bid price and in the form of a certified check, cashier's check, cash or a Bid bond (on the form attached) issued by a surety.
- 6.02 *The Bid security of the Successful Bidder will be retained until such Bidder has executed the Contract Documents, furnished the required contract security and met the other conditions of the Notice of Award, whereupon the Bid security will be returned. If the Successful Bidder fails to execute and deliver the Contract Documents and furnish the required contract security within ten (10) days after the Notice of Award, Owner may consider Bidder to be in default, annul the Notice of Award, and the Bid security of that Bidder will be forfeited. Such forfeiture shall be Owner's exclusive remedy if Bidder defaults. The Bid security of other Bidders whom Owner believes to have a reasonable chance of receiving the award may be retained by Owner until the earlier of seven days after the Effective Date of the Agreement or 91 days after the Bid opening, whereupon Bid security furnished by such Bidders will be returned.*
- 6.03 Bid security of other Bidders whom Owner believes do not have a reasonable chance of receiving the award will be returned within seven days after the Bid opening.

ARTICLE 7 – CONTRACT TIMES

- 7.01 The number of days within which, or the dates by which, the Work is to be substantially completed and ready for final payment are set forth in the Agreement.

ARTICLE 8 – LIQUIDATED DAMAGES

- 8.01 Provisions for liquidated damages, if any, are set forth in the Agreement.

ARTICLE 9 – SUBSTITUTE AND “OR-EQUAL” ITEMS

9.01 The Contract, if awarded, will be on the basis of materials and equipment specified or described in the Bidding Documents without consideration of possible substitute or “or-equal” items. Whenever it is specified or described in the Bidding Documents that a substitute or “or-equal” item of material or equipment may be furnished or used by Contractor if acceptable to Bid Administrator, application for such acceptance will not be considered by Bid Administrator until after the Effective Date of the Agreement.

ARTICLE 10 – SUBCONTRACTORS, SUPPLIERS AND OTHERS

10.01 If the Owner requires the identity of certain Subcontractors, Suppliers, individuals, or entities to be submitted in advance of a specified date prior to the Effective Date of the Agreement, the apparent Successful Bidder, and any other Bidder so requested, shall within five days after Bid opening, submit to Owner a list of all such Subcontractors, Suppliers, individuals, or entities proposed for those portions of the Work for which such identification is required. Such list shall be accompanied by an experience statement with pertinent information regarding similar projects and other evidence of qualification for each such Subcontractor, Supplier, individual, or entity if requested by Owner. If Owner or Bid Administrator, after due investigation, has reasonable objection to any proposed Subcontractor, Supplier, individual, or entity, Owner may, before the Notice of Award is given, request apparent Successful Bidder to submit a substitute, in which case apparent Successful Bidder shall submit an acceptable substitute, Bidder’s Bid price will be increased (or decreased) by the difference in cost occasioned by such substitution, and Owner may consider such price adjustment in evaluating Bids and making the Contract award.

10.02 If apparent Successful Bidder declines to make any such substitution, Owner may award the Contract to the next lowest Bidder that proposes to use acceptable Subcontractors, Suppliers, individuals, or entities. Declining to make requested substitutions will not constitute grounds for forfeiture of the Bid security of any Bidder. Any Subcontractor, Supplier, individual, or entity so listed and against which Owner or Bid Administrator makes no written objection prior to the giving of the Notice of Award will be deemed acceptable to Owner and Bid Administrator subject to revocation of such acceptance after the Effective Date of the Agreement.

10.03 Contractor shall not be required to employ any Subcontractor, Supplier, individual, or entity against whom Contractor has reasonable objection.

ARTICLE 11 – PREPARATION OF BID

11.01 The Bid Form is included with the Bidding Documents. Additional copies may be obtained from the Bid Administrator.

11.02 All blanks on the Bid Form shall be completed in ink and the Bid Form signed in ink. Erasures or alterations shall be initialed in ink by the person signing the Bid Form. A Bid price shall be indicated

for each unit price item listed therein. In the case of optional alternatives the words "No Bid," "No Change," or "Not Applicable" may be entered.

- 11.03 The bid tabulation consists of lump sum for completion of Project and shall include all necessary material, plus cost for delivery, installation, insurance, overhead, profit and applicable taxes.
- 11.04 A Bid by a corporation shall be executed in the corporate name by the president or a vice-president or other corporate officer accompanied by evidence of authority to sign. The corporate seal shall be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation shall be shown.
- 11.05 A Bid by a partnership shall be executed in the partnership name and signed by a partner (whose title must appear under the signature), accompanied by evidence of authority to sign. The official address of the partnership shall be shown.
- 11.06 A Bid by a limited liability company shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm shall be shown.
- 11.07 A Bid by an individual shall show the Bidder's name and official address.
- 11.08 A Bid by a joint venture shall be executed by each joint venturer in the manner indicated on the Bid Form. The official address of the joint venture shall be shown.
- 11.09 **All names shall be printed in ink below the signatures.**
- 11.10 *The Bid shall contain an acknowledgment of receipt of all Addenda, the numbers of which shall be filled in on the Bid Form.*
- 11.11 *Postal and e-mail addresses and telephone number for communications regarding the Bid shall be shown.*
- 11.12 The Bid shall contain evidence of Bidder's authority and qualification to do business in the state where the Project is located, or Bidder shall covenant in writing to obtain such authority and qualification prior to award of the Contract and attach such covenant to the Bid. Bidder's state utility contractor license number, if any, shall also be shown on the Bid Form.

ARTICLE 12 – SUBMITTAL OF BID

- 12.01 A Bid shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement or invitation to bid and shall be submitted in the Bid Submittal Document as contractor received it. If bid is not submitted (including all supporting documentation) within the Bid Submittal Document, the bid will be disqualified. The Bid Submittal Document should be enclosed in a plainly marked package with the Project title (and, if applicable, the designated portion of the Project for which the Bid is submitted), the name and address of Bidder, and shall

be accompanied by the Bid security and other required documents. If a Bid is sent by mail or other delivery system, the sealed envelope containing the Bid shall be enclosed in a separate package plainly marked on the outside with the notation "BID ENCLOSED." A mailed Bid shall be addressed to the Owner at the address given in the advertisement.

ARTICLE 13 – MODIFICATION AND WITHDRAWAL OF BID

- 13.01 A Bid may be modified or withdrawn by an appropriate document duly executed in the same manner that a Bid must be executed and delivered to the place where Bids are to be submitted prior to the date and time for the opening of Bids.
- 13.02 If within 24 hours after Bids are opened any Bidder files a duly signed written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of its Bid, that Bidder may withdraw its Bid, and the Bid security will be returned. Thereafter, if the Work is rebid, that Bidder will be disqualified from further bidding on the Work.

ARTICLE 14 – OPENING OF BIDS

- 14.01 **Bids will be opened at the time and place indicated in the Advertisement or Invitation to Bid and, unless obviously non-responsive, read aloud publicly. The apparent low bidder will not be evaluated and/or announced at bid opening. Bids will be evaluated, and all bidders will be supplied the bid summary information within five (5) business days after the date of the bid opening.**
- 14.02 The Owner is not obligated to consider a Bidder's proposal, if Bidder is not on record with the Issuing Office as having received complete Bidding Documents from the Issuing Office.
- 14.03 No bid shall be considered unless a proper Bid Bond, Surety Affidavit or other security authorized in Article 8 of these Instructions to Bidders is submitted.

ARTICLE 15 – BIDS TO REMAIN SUBJECT TO ACCEPTANCE

- 15.01 All Bids will remain subject to acceptance for the period of time stated in the Bid Form, but Owner may, in its sole discretion, release any Bid and return the Bid security prior to the end of this period.

ARTICLE 16 – EVALUATION OF BIDS AND AWARD OF CONTRACT

- 16.01 Owner reserves the right to reject any or all Bids, including without limitation, nonconforming, incomplete, nonresponsive, unbalanced, or conditional Bids. Owner further reserves the right to reject the Bid of any Bidder whom it finds, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid of any Bidder if Owner believes that it would not be in the best interest of the Project to make an award to that Bidder. Owner also reserves the right to

waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder.

- 16.02 Owner reserves the right to not award the contract if the funding is not secured and not available within the time allowed for the bids to be accepted.
- 16.03 More than one Bid for the same Work from an individual or entity under the same or different names will not be considered. Reasonable grounds for believing that any Bidder has an interest in more than one Bid for the Work may be cause for disqualification of that Bidder and the rejection of all Bids in which that Bidder has an interest.
- 16.04 In evaluating Bids, Owner will consider whether or not the Bids comply with the prescribed requirements, and such alternates, unit prices and other data, as may be requested in the Bid Form or prior to the Notice of Award. Conditional bids will not be accepted.
- 16.05 In evaluating Bidders, Owner will consider the qualifications of Bidders and may consider the qualifications and experience of Subcontractors, Suppliers, and other individuals or entities proposed for those portions of the Work for which the identity of Subcontractors, Suppliers, and other individuals or entities must be submitted as required by Owner. Owner also may consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work when such data is required to be submitted prior to the Notice of Award.
- 16.06 Owner may conduct such investigations as Owner deems necessary to establish the responsibility, qualifications, financial ability, and historical data of past projects such as schedule, quality, and budget of Bidders, proposed Subcontractors, Suppliers, individuals, or entities proposed for those portions of the Work in accordance with the Contract Documents.
- 16.07 If the Contract is to be awarded, Owner will award the Contract to the Bidder whose Bid is in the best interests of the Project.

ARTICLE 17 – CONTRACT SECURITY AND INSURANCE

- 17.01 The Owner requires performance and payment bonds and insurance. When the Successful Bidder delivers the executed Agreement to Owner, it shall be accompanied by such bonds.

ARTICLE 18 – SIGNING OF AGREEMENT

- 18.01 When Owner issues a Notice of Award to the Successful Bidder, it shall be accompanied by the required number of unsigned counterparts of the Agreement along with the other Contract Documents which are identified in the Agreement as attached thereto. Within ten (10) days thereafter, Successful Bidder shall sign and deliver the required number of counterparts of the Agreement and attached documents to Owner. Within thirty (30) days thereafter, Owner shall

deliver one fully signed counterpart to Successful Bidder with a complete set of the Drawings with appropriate identification.

ARTICLE 19 – LAWS AND REGULATIONS

19.01 All applicable federal and state laws, municipal ordinances, and rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered, and the data given must be clear and comprehensive. This statement must be notarized and submitted with Bid. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he/she desires.

1. Name of Bidder _____
2. Permanent main office address _____

3. Contractor License No. _____
4. When organized _____
5. If a corporation, where incorporated _____
6. How many years have you been engaged in the contracting business under your present firm or trade name? _____
7. All contracts on hand: (Schedule these on an attached sheet, showing amount of each contract, name, address and telephone number of Owner and/or Engineer, and the appropriate anticipated dates of completion.)
8. General character of work performed by your company _____

9. Have you ever failed to complete any work awarded to you? _____
If so, where and why? _____

10. Have you ever defaulted on a contract? _____
If so, where and why? _____

11. Has your company ever bankrupted or operated under another name? _____
12. Has your company ever had a claim to a bonding company? _____
13. Has your company ever been assessed or had to pay liquidated damages? _____
14. What is your company's workers comp modifier for the past three years? _____
15. List the projects on which you are currently bidding and projects recently completed by your company similar in scope to this one; the approximate cost for each; name, address and telephone number of Owner and/or Engineer; the month and year completed.
16. List your major equipment and equipment manufacturer available for this contract.

17. List your Subcontractors and their relative project experience stating the name, address and telephone number of Owner; and the month and year completed.
18. Background and experience of the principal members of your organization, including the officers.
19. Credit available: \$_____
20. Give bank references _____
21. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the Owner? _____
22. Are you a Certified Drug Free Workplace? _____ If so, please provide copy of certificate.
23. Please list three vendor references and contact information.
24. Have the principals of the corporation ever been associated with another corporation?

25. The undersigned hereby authorizes and requests any person, firm or corporation to furnish any information requested by the Spalding County in verification of the recitals comprising this Statement of Bidder's Qualifications. Dated at _____ this _____ day of _____, 20__.

NAME OF BIDDER
By: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

_____ being duly sworn deposes and says that he/she is _____ of (Name of Organization): _____ and that the answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn to before me this _____ day of _____, 20__.

NOTARY PUBLIC
My Commission expires _____, 20__

BID FORM

Project Identification:

SPALDING COUNTY COURTHOUSE ELEVATOR MODIFICATIONS

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

SPALDING COUNTY
119 E. SOLOMON STREET
GRIFFIN, GA 30223

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for ninety (90) days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

2.02 The bid tabulation consists of lump sum for completion of Project and shall include all necessary material, plus cost for delivery, installation, insurance, overhead, profit and applicable taxes.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied all Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
_____	_____
_____	_____
_____	_____

B. Bidder has visited the Project Location and become familiar with and is satisfied as to the general, local, and Project Location conditions that may affect cost, progress, and performance of the Work.

- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; (3) Bidder's safety precautions and programs; and (4) Bidder's submittal requirements as outlined in Section 01027-Application For Payment, Section 01200 – Project Meetings, Section 01300 – Submittals, Section 01311 – Schedules And Reports, Section 01700 – Contract Closeout, Section 01720 – Project Record documents and Section 01740 – Warranties.
- E. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- F. Bidder is aware of the general nature of work to be performed by Owner and others at the Project Location that relates to the Work as indicated in the Bidding Documents.
- G. Bidder has given Bid Administrator written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Bid Administrator is acceptable to Bidder.
- H. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price:

\$ _____ (TOTAL PROJECT COST)

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 180 calendar days after the date when the Contract Times commence to run, and will be completed and ready for final payment within 210 calendar days after the date when the Contract Times commence to run.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of Bid Bond, Certified Check, Cashier’s Check or Cash;
 - 1. Bidders who submit Bid Security in the form of a Certified check, Cashier’s Check, or Cash are bound by the “Terms of Bid Bond” as if submitted on the attached “Bid Bond” form.
- B. Georgia Contractor License No.: _____
- C. Required Bidder Qualification Statement with Supporting Data

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: _____ (SEAL)

State of Incorporation: _____
Type (General Business, Professional, Service, Limited Liability): _____

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____
(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in _____ is ___/___/___

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Primary Contact Person _____

Secondary Contact Person _____

Bidder's Business Address _____

Phone No. _____ Fax No. _____

E-mail _____

SUBMITTED on _____, 20____.

GA Contractor License No. _____.

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER *(Name and Address):*

SURETY *(Name and Address of Principal Place of Business):*

OWNER:

SPALDING COUNTY
119 E. SOLOMON STREET
GRIFFIN, GA 30223

BID

Bid Due Date: **2:00 P.M., local time, Tuesday, November 2, 2021**

Description:

SPALDING COUNTY COURTHOUSE ELEVATOR MODERIALIZATION PROJECT

BOND

Bond Number:

Date:

Penal sum	_____	_____
	FIVE PERCENT OF BID	5% OF BID
	(Words)	(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

SURETY

Bidder's Name and Corporate Seal (Seal)

Surety's Name and Corporate Seal (Seal)

By: _____
Signature

By: _____
Signature (Attach Power of Attorney)

Print Name

Print Name

Title

Title

Attest: _____
Signature

Attest: _____
Signature

Title

Title

Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 90 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in the Superior Court of Spalding County, Georgia.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR**

THIS AGREEMENT is by and between SPALDING COUNTY
("Owner") and _____ ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Spalding County Courthouse was built in the early 1980's. The elevator system has been maintained but is in need of a complete modernization. This project will include elevator mechanical and electrical replacement including but not limited to:

- New Controller
- New Machine
- New Governor
- New Door Equipment
- New Car Fixtures
- New Hall Fixtures
- Refurbished Machine Room Floor
- Miscellanies Electrical and Mechanical Work

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

SPALDING COUNTY COURTHOUSE ELEVATOR MODERNIZATION

ARTICLE 3 – CONTRACT TIMES

3.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

3.02 *Days to Achieve Substantial Completion and Final Payment*

- A. The Work will be substantially completed within 180 days after the date when the Contract Times commence to run, and completed and ready for final payment within 210 days after the date when the Contract Times commence to run.

ARTICLE 4 – LIQUIDATED DAMAGES

4.01 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 3.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 3.02 above, plus any extensions thereof allowed by the Owner. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$1,000.00 for each day that expires after the time specified in Paragraph 3.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$1,000.00 for each day that expires after the time specified in Paragraph 3.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A below:
 - A. For all Work, at the prices stated in Contractor’s Bid, attached hereto as an exhibit.

LUMP SUM AS STATED IN CONTRACTOR’S BID:

(words & figures)

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment to the Owner monthly. Applications for Payment will be processed by Owner.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 10th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established by the Contractor and Owner.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages.
 - a. Ninety percent (90%) of Work completed (with the balance being retainage). If the Work has been fifty percent (50%) completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. Ninety percent (90%) of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Owner shall determine and less 200 percent of Owner's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price.

ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due shall bear interest equal to the Current Market Rate for ninety (90) day certificates of deposit at Wells Fargo Bank of Griffin, Georgia as of the effective date of this Agreement.

ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor’s safety precautions and programs.
 - E. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
 - F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
 - G. Contractor has given Bid Administrator written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
 - H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages AG-1 to AG-8, inclusive).

2. Contractor's Bid (pages A-1 to A-2, inclusive and Exhibit A).
3. Performance bond (pages Exhibit C-1 to Exhibit C-3, inclusive).
4. Payment bond (pages Exhibit B-1 to Exhibit B-3, inclusive).
5. Specifications as listed in the table of contents of the Project Manual.
6. Spalding County Courthouse was built in the early 1980's. The elevator system has been maintained but is in need of a complete modernization. This project will include elevator mechanical and electrical replacement.
7. Addenda (numbers ____ to ____, inclusive).
8. Exhibits to this Agreement (enumerated as follows):
 - a. Other exhibits to this Agreement marked EXHIBIT D, EXHIBIT E and Exhibit F.
9. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Work Change Directives.
 - b. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as agreed to by Owner.

ARTICLE 10 – MISCELLANEOUS

10.01 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.02 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.03 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.04 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

Spalding County _____

By: _____

Title: _____

Attest: _____

Title: _____

Address for giving notices:

119 E. Solomon Street _____

Griffin, GA 30223 _____

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

CONTRACTOR:

By: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

License No.: _____

Agent for service of process:

CONSTRUCTION PAYMENT BOND

(This form must be used as Construction Payment Bond Form)

CONTRACTOR *(name and address):*

SURETY *(name and address of principal place of business):*

OWNER:

SPALDING COUNTY
119 E. SOLOMON STREET
GRIFFIN, GA 30223

CONSTRUCTION CONTRACT

Effective Date of the Agreement:

Amount:

Description:

SPALDING COUNTY COURTHOUSE ELEVATOR MODAZATION

BOND

Bond Number:

Date:

Amount: ***(110% of Contract Amount)***

Modifications to this Bond Form: None See Paragraph 18

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Payment Bond to be duly executed by an authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

SURETY

(seal)
Contractor's Name and Corporate Seal

(seal)
Surety's Name and Corporate Seal

By: _____
Signature

By: _____
Signature *(attach power of attorney)*

Print Name

Print Name

Title

Title

Attest: _____
Signature

Attest: _____
Signature

Title

Title

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.

1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner to pay for labor, materials, and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.
2. If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies, and holds harmless the Owner from claims, demands, liens, or suits by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.
3. If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond shall arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 13) of claims, demands, liens, or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, and tendered defense of such claims, demands, liens, or suits to the Contractor and the Surety.
4. When the Owner has satisfied the conditions in Paragraph 3, the Surety shall promptly and at the Surety's expense defend, indemnify, and hold harmless the Owner against a duly tendered claim, demand, lien, or suit.
5. The Surety's obligations to a Claimant under this Bond shall arise after the following:
 - 5.1 Claimants who do not have a direct contract with the Contractor,
 - 5.1.1 have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and
 - 5.1.2 have sent a Claim to the Surety (at the address described in Paragraph 13).
 - 5.2 Claimants who are employed by or have a direct contract with the Contractor have sent a Claim to the Surety (at the address described in Paragraph 13).
6. If a notice of non-payment required by Paragraph 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Paragraph 5.1.1.
7. When a Claimant has satisfied the conditions of Paragraph 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:
 - 7.1 Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and
 - 7.2 Pay or arrange for payment of any undisputed amounts.
 - 7.3 The Surety's failure to discharge its obligations under Paragraph 7.1 or 7.2 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Paragraph 7.1 or 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.
8. The Surety's total obligation shall not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Paragraph 7.3, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.
9. Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.
10. The Surety shall not be liable to the Owner, Claimants, or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to or give notice on behalf of Claimants, or otherwise have any obligations to Claimants under this Bond.
11. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.
12. No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Paragraph 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone

Project No. 21100.00

or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

13. Notice and Claims to the Surety, the Owner, or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, shall be sufficient compliance as of the date received.
14. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.
15. Upon requests by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.
16. **Definitions**

16.1 **Claim:** A written statement by the Claimant including at a minimum:

1. The name of the Claimant;
2. The name of the person for whom the labor was done, or materials or equipment furnished;
3. A copy of the agreement or purchase order pursuant to which labor, materials, or equipment was furnished for use in the performance of the Construction Contract;
4. A brief description of the labor, materials, or equipment furnished;
5. The date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;
6. The total amount earned by the Claimant for labor, materials, or equipment furnished as of the date of the Claim;
7. The total amount of previous payments received by the Claimant; and
8. The total amount due and unpaid to the Claimant for labor, materials, or equipment furnished as of the date of the Claim.

16.2 **Claimant:** An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully

asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond shall be to include without limitation in the terms of "labor, materials, or equipment" that part of the water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.

16.3 **Construction Contract:** The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

16.4 **Owner Default:** Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

16.5 **Contract Documents:** All the documents that comprise the agreement between the Owner and Contractor.

17. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

18. Modifications to this Bond are as follows:

BOND SHALL BE 110% OF CONTRACT AMOUNT

CONSTRUCTION PERFORMANCE BOND
(This form must be used as Construction Payment Bond Form)

CONTRACTOR *(name and address):*

SURETY *(name and address of principal place of business):*

OWNER:

SPALDING COUNTY
119 E. SOLOMON STREET
GRIFFIN, GA 30223

CONSTRUCTION CONTRACT

Effective Date of the Agreement:

Amount:

Description:

SPALDING COUNTY COURTHOUSE ELEVATOR MODAZATION

BOND

Bond Number:

Date:

Amount: ***(110% of Contract Amount)***

Modifications to this Bond Form: None See Paragraph 16

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Performance Bond to be duly executed by an authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

SURETY

_____ *(seal)*

Contractor's Name and Corporate Seal

_____ *(seal)*

Surety's Name and Corporate Seal

By: _____
Signature

By: _____
Signature *(attach power of attorney)*

Print Name

Print Name

Title

Title

Attest: _____
Signature

Attest: _____
Signature

Title

Title

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.

Project No. 21100.00

1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Paragraph 3.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after:

3.1 The Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor, and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Paragraph 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor, and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;

3.2 The Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

3.3 The Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

4. Failure on the part of the Owner to comply with the notice requirement in Paragraph 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

5. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owners concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 7 in excess of the

Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and with reasonable promptness under the circumstances:

5.4.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

5.4.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

6. If the Surety does not proceed as provided in Paragraph 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Paragraph 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

7. If the Surety elects to act under Paragraph 5.1, 5.2, or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication for:

7.1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

7.2 additional legal, design professional, and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 5; and

7.3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

8. If the Surety elects to act under Paragraph 5.1, 5.3, or 5.4, the Surety's liability is limited to the amount of this Bond.

9. The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.

10. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

11. Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after

Project No. 21100.00

the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum periods of limitations available to sureties as a defense in the jurisdiction of the suit shall be applicable.

12. Notice to the Surety, the Owner, or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

14. Definitions

14.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made including allowance for the Contractor for any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

14.2 Construction Contract: The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

14.3 Contractor Default: Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

14.4 Owner Default: Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

14.5 Contract Documents: All the documents that comprise the agreement between the Owner and Contractor.

15. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

16. Modifications to this Bond are as follows:

BOND SHALL BE 110% OF CONTRACT AMOUNT

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT OF 2006

Effective July 1, 2007, the following language is required to be included in all contracts entered into by SPALDING COUNTY for the physical performance of services:

"A. Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the Contractor understands and agrees that compliance with the requirements of O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 are conditions of this Agreement. The Contractor further agrees that such compliance shall be attested by the Contractor through execution of the contractor affidavit required by Georgia Department of Labor Rule 300-10-1-.07, or a substantially similar contractor affidavit. The Contractor's fully executed affidavit is attached hereto as Exhibit E and is incorporated into this Agreement by reference herein.

B. By initialing in the appropriate line below, the Contractor certifies that the following employee-number category as identified in O.C.G.A. § 13-10-91 is applicable to the Contractor:

1. _____ 500 or more employees;
2. _____ 100 or more employees;
3. _____ Fewer than 100 employees.

C. The Contractor understands and agrees that, in the event the Contractor employs or contracts with any subcontractor or subcontractors in connection with this Agreement, the Contractor shall:

1. Secure from each such subcontractor an indication of the employee-number category as identified in O.C.G.A. § 13-10-91 that is applicable to the subcontractor;
2. Secure from each such subcontractor an attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 by causing each such subcontractor to execute the subcontractor affidavit required by Georgia Department of Labor Rule 300-10-1-.08, or a substantially similar subcontractor affidavit. The Contractor further understands and agrees that the Contractor shall require the executed subcontractor affidavit to become a part of the agreement between the Contractor and each such subcontractor. The Contractor agrees to maintain records of each subcontractor attestation required hereunder for inspection by the Department at any time."

STATE OF GEORGIA
_____ **COUNTY**

CONTRACTOR AFFIDAVIT AND AGREEMENT

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned contractor, who, after being duly sworn, states as follows:

1.

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02, stating affirmatively that the individual, firm, or corporation which is contracting with SPALDING COUNTY has registered with and is participating in a federal work authorization program* in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

2.

The undersigned contractor further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with SPALDING COUNTY, of which this affidavit is a part, the undersigned contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 through the subcontractor's execution of the subcontractor affidavit required by Georgia Department of Labor Rule 300-10-1-.08 or a substantially similar subcontractor affidavit. The undersigned contractor further agrees to maintain records of such compliance and provide a copy of each such verification to SPALDING COUNTY at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program User Identification Number

FURTHER AFFIANT SAYETH NOT.

BY: Authorized Officer or Agent _____ Date

Contractor Name

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me
This ___ day of _____, 20___

Notary Public

My commission expires: _____

* Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603. As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Description of Work

Controller – NEW

- 32 BIT NON-PROPRIETARY Microprocessor (Includes options listed below)
 - 24 VDC Signal Voltage
 - Auto Light and Fan Feature
 - Car Independent Service
 - Car Traveling Lantern Circuitry
 - Door Bypass Operation
 - Electronic Door Detector Interface
 - Hoistway Access and Enable
 - THY Board
- tkE Green Drive 400C (2109CD004) VVVF AC Drive / Regenerative 30R (or approved equal)
- Emergency Power (10-D-4A)
- Encoder Board for Motors by Others
- Machine Room Wiring Package
- Predictive Analytical Cloud-based Monitoring Device Provisions
- Security Provisions for Car lock out and remote security monitoring capabilities

Machine – NEW

- Hollister Whitney Manufactured (or approved equal)
- Car/Cwt shackles w/springs (pairs per 1/2" or 5/8" rope)
- Hoist Cables, traction steel, preformed
- Hang Car
- Deflector/Secondary Sheave
- New Machine
- New Motor
- Rope Gripper
- All Reused equipment to have fresh coat of paint

Governor – NEW

- Hollister Whitney Manufactured (or approved equal)

Car

- Toe Guard for 2000 code (48")
- Car Top Railing
- tkE Cable Strain Loadweigher (for 6 ropes) (or approved equal)
- Car Top Exit Switch

- 2019 Two-way Communication Camera (dome), Ethernet Extender (kit), & Battery Backup

Hoistway

- Controller Field Friendly Wiring Package:
 - Includes single flat traveling cable with coax
 - hoistway wiring
 - interlock wiring
 - interlock connectors
 - serial wiring
 - FIBER OPTIC CABLE, HOISTWAY PIPING & DUCT ARE NOT INCLUDED.
- Base Wiring Package for 2019 Code
- Hoistway Duct Kit (per run)
- APS (Absolute Positioning System) with Final Limit Switches

Pit

- Pit Stop Switch
 - Pit Ladder 12" Wide
- Pit floor cleaned and painted
All Reused equipment to have fresh coat of paint

Door Equipment – NEW

- GAL Manufactured MOVFR Door Operator (or approved equal)
- Micro Light 3D 2019 (Front)
- Door Detector
- Car Rollers
- Hanger Rollers
- Pickup Rollers
- Interlock Assembly
- Clutch
- Gate Switch
- Closer (Reel Type)
- Gibs
- Clean, sand and refurbish door tracks

Car Fixtures – NEW

- Main Car Station Includes Options Below
 - Applied Panel
- Debranded Car Station (No Logo)
- Vandal Resistant Floor Buttons
- Cast Braille Plates for Car Features
- Standard Key Switch Package
 - Fan
 - Light
 - Independent
 - Stop
 - Inspection/Hoistway Enable)
- Emergency Light mounted in COP
- 2004 and later Fire Service Phase II Features (includes instructions signage)
- Handicap Signal (Passing signal)
- Two-way Communication Position Indicator
- ADA Phone System integral with COP (Rath)
- Speaker Pattern for Intercom System/ADA Phone
- Default Engravings
 - #4 Stainless Steel Finish (441)
 - Card Reader Provisions (Space only)
 - Smart Rescue Phone 5 Standalone
- Two-way Communication Machine Room Equipment (Primary Box)
- BCC Panel for Two-way Communication

Hall Fixtures – NEW

- Hall Lantern and Chime (#4 S/S (441))
- Hoistway Jamb Braille (Pair of Standard) (# of Floors)
- Standalone Hoistway Access Station #4 S/S (441)
- Horizontal Combination Hall Lantern and 2" Digital Hall Position Indicator (#4 S/S (441))
- Intermediate Hall Stations (Surface Mounted) with
 - Appendix O (Polycarbonate insert flame with engraved verbiage)
 - Fusion (#4 S/S (304))
- 2009 & 2010 Elevator Communications Failure add

Machine Room

- Machine Room Floor Cleaned and Painted

Electrical Work Included

Scope of Work; Machine Room

1. F & I Shunt trip on main feeder outside of new machine room.
2. F & I (2) Main line disconnects.
3. Re-feed (2) controllers.
4. F & I Bond bushings.
5. Acquire building ground for disconnects.
6. F & I Required GFCI receptacles.
7. F & I (2) Cab light fused disconnects and associated wiring.
8. F & I Power for in-car communication equipment.
9. Upgrade lighting with LED in machine room and mechanical room.
10. F & I Disconnect and circuit for mini-split HVAC system.
11. F & I Required fire alarm raceways and back boxes for modernization.

Scope of Work; Pits

1. F & I (2) LED Strip lights.
2. F & I (2) Pilot lighted switches.
3. F & I (2) GFCI receptacle.

Includes:

1. Normal working hours.
2. Reuse of all existing circuits feeding equipment.
3. No ATS conduit, wires or upgrades.
4. No Fire Alarm wiring, vendor or contractor in quote.
5. Any other electrical and al and mechanical work necessary for a complete, working system shall be included in bid.