

Old Lemay Ferry Road and Vogel
Road Intersection Improvements –
STP-5403 (641)

BIDDER'S FORMS

(Item A to be completed and turned in by all potential Bidders immediately after downloading bidding documents)

- A. Plan Holder Contact Information form

(Items below to be completed and turned in by the Contractor prior to Bid Opening)

- B. Notice to Contractor
- C. Bid Form
- D. Bid Bond
- E. Bidder's Acknowledgement
- F. Affidavit of Federal Employment Authorization
- G. DBE Submittal Forms
- H. Contractor to Enclose Bid Security
- I. Contractor to Enclose Certificate of Insurance

Name of Contractor: _____

Address: _____

Phone and Fax: _____

Note: Three copies of Items "B" through "I" above are to be filled in by the Contractor and turned in with the bid.

This project has Federal Funding so the following terms apply:

The prime contractor must be on MoDOT's approved contractor listing at least 7 days before the day of the bid opening in order for MoDOT to concur with the award of this project.

Only work performed by DBE subcontractors that appear on MoDOT's approved listing at the time of the bid opening will be applied towards calculating the DBE Goal.

DBE submittal forms shall be completed and submitted with the bid proposal or delivered by the low and second low bidder by 4:00 p.m. on the third working day after the bid opening date. Failure to deliver the completed DBE submittal forms will be cause for rejection of the low bid and the proposed guaranty will become the property of the Owner.

MoDOT will only concur with awarding the contract to a responsible bidder who has submitted the lowest, responsive bid. A responsive bid is one that meets all requirements of the advertisement and proposal, and "responsible" is defined as one who is physically organized and equipped with the financial wherewithal to undertake and complete the contract.

**** Prospective Bidders are to read and give special attention to Provision Numbers 37 & 38 found on pages GC-16 & GC-17 of the General Conditions pertaining to Federal Employment Authority and OSHA Training before bidding.**

PLAN HOLDER CONTACT INFORMATION

All potential bidders must complete this form and submit it to the Jefferson County email address listed below in order to provide contact information as required. All other plan holders may submit this form at their own option. Addendums will be posted on the county website. In the event of disruption of website services, all such information will be communicated to all registered plan holders.

Project:	
Plans & Specifications:	\$0.00 AVAILABLE ONLINE
Bid Opening Date:	
Estimate:	

Company Name*:	
Contact Name*:	
Address*:	
Phone*:	
Email*:	

*required information

Email this completed form to:	
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NOTICE TO CONTRACTORS

Sealed bids for the proposed work will be addressed and delivered to the office of The County Clerk, 729 Maple Street, Jefferson County Administration Center, Hillsboro, Missouri until 2:00 o'clock P.M. (CDST) on July 14, 2015, and at that time will be publicly opened. All bids shall be submitted in triplicate in an opaque sealed envelope, marked with the Project title, name and address of the Bidder, and accompanied by the other required documents. Bids submitted via fax or electronic will be rejected. Late Bids will not be accepted and will be returned to the sender, unopened.

- (1) **PROPOSED WORK:** The proposed work, hereinafter called the work, includes:

Intersection improvements with approximately 0.2 miles of roadway with milling, resurfacing, and full depth bituminous pavement. Improvements also include but not limited to grading, lighting, traffic signals, stormwater, pavement marking, and staged construction with traffic control. Contractor shall coordinate efforts with adjacent reconstruction project.

(2) **COMPLIANCE WITH CONTRACT PROVISIONS:** The bidder, having examined and being familiar with the local conditions affecting the work, and with the contract, contract documents, including the Missouri Highways and Transportation Commission's "Missouri Standard Specifications for Highway Construction, 2011," and "Missouri Standard Plans for Highway Construction, 2009" and Supplemental Revisions (if applicable), their revisions, and the request for bid, including appendices, the special provisions and plans, hereby proposes to furnish all labor, materials, equipment, services, etc., required for the performance and completion of the work. All references are to the Missouri Standard Specifications for Highway Construction, as revised, unless otherwise noted.

The following documents are available on the Missouri Department of Transportation web page at www.modot.mo.gov under "Business with MoDOT" "Standards and Specifications". The effective version shall be determined by the letting date of the project.

General Provisions & Supplemental Specifications

Supplemental Plans to October 2009 Missouri Std. Plans
For Highway Construction (if applicable)

These supplemental bidding documents contain all current revisions to the bound printed versions and have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project.

Please note that within the above-listed documents, the term "Commission" shall be replaced with the term, "County of Jefferson", and the term "Engineer" is a reference to the County Director of Public Works/Highway Engineer.

(3) **PERIOD OF PERFORMANCE:** If the bid is accepted, the bidder agrees that work shall be diligently prosecuted at such rate and in such manner as, in the judgment of the engineer, is necessary for the completion of the work within the time specified as follows in accordance with Sec 108:

Working Days: **45**

(4) **LIQUIDATED DAMAGES:** The bidder agrees that, should the bidder fail to complete the work in the time specified or such additional time as may be allowed by the engineer under the contract, the amount of liquidated damages to be recovered in accordance with Sec 108 shall be as follows:

Liquidated damages per day **\$ 700**

(5) **BID GUARANTY:** The bidder shall submit a Bid Guaranty meeting the requirements of Section 102 of the Missouri Standard Specifications for Highway Construction (if applicable). The project bid bond form is included in the bid book. The bidder shall mark the box below to identify the type of Bid Guaranty.

- Paper Bid Bond
 Cashier's Check

(6) **CERTIFICATIONS FOR FEDERAL JOBS:** By signing and submitting this bid, the bidder makes the certifications appearing in Sec. 102.18.1 (regarding affirmative action and equal opportunity), Sec. 102.18.2 (regarding disbarment, eligibility, indictments, convictions, or civil judgments), Sec. 102.18.3 (regarding anti-collusion), and Sec. 102.18.4 (regarding lobbying activities). Any necessary documentation is to accompany the bid submission, as required by these sections. As provided in Sec. 108.13, the contracting authority may terminate the contract for acts of misconduct, which includes but is not limited to fraud, dishonesty, and material misrepresentation or omission of fact within the bid submission.

(7) **ANTIDISCRIMINATION:** The Contracting Authority hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, businesses owned and controlled by socially and economically disadvantaged individuals 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, religion, creed, sex, age, ancestry, or national origin in consideration for an award.

(8) **FEDERAL AND STATE INSPECTION:** The Federal Government is participating in the cost of construction of this project. All applicable Federal laws, and the regulations made pursuant to such laws, shall be observed by the contractor, and the work will be subject to the inspection of the appropriate State or Federal Agency in the same manner as provided in Sec 105.10 of the Missouri Standard Specifications for Highway Construction with all revisions applicable to this bid and contract.

(9) **PREVAILING WAGE (FEDERAL AND STATE):** This contract requires payment of the prevailing hourly rate of wages for each craft or type of work required to execute the contract as determined by the Missouri Department of Labor and Industrial Relations, and requires adherence to a schedule of minimum wages as determined by the United States Department of Labor. For work performed anywhere on this project, the contractor and the contractor's subcontractors shall pay the higher of these two applicable wage rates. The applicable state wage rates for this contract are detailed in "Annual Wage Order No. 22", that is attached to this bidding document. The applicable federal wage rates for this contract are the effective Davis-Bacon federal wage rates posted the tenth day before the bid opening date and are attached herein.

These supplemental bidding documents have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project.

(10) **WORKER ELIGIBILITY REQUIREMENTS:** Execution of the construction contract for this project is dependent upon the awarded bidder providing an Affidavit of Compliance AND E-Verify Memorandum-of-Understanding (MOU) between the bidder and Department of Homeland Security to the Contracting Authority as required by section 285.530 RSMo. **The cover page and signature page of the E-Verify MOU and the Affidavit must be submitted with the bid.**

A sample Affidavit of Compliance can be found at the Missouri Attorney General's website at the following link:

http://ago.mo.gov/forms/Affidavit_of_Compliance.pdf

All bidders must also be enrolled in the E-Verify Program, and include their MOU prior to contract execution. Bidders who are not enrolled will need to go to the following website link and select "Enroll in the Program" to get started. After completing the program, they will receive their E-Verify MOU with Department of Homeland Security. This document will need to be printed out and kept on file so that a copy can be attached to the Affidavit of Compliance.

http://www.dhs.gov/files/programs/gc_1185221678150.shtm

This requirement also applies to subcontractors and contract labor, but this contract only requires submittal of the verification documents for the prime contractor. It is the prime contractor's responsibility to verify the worker eligibility of their subcontractors in order to protect their own company from liability as required by section 285.530 RSMo.

(11) **OSHA TEN HOUR TRAINING REQUIREMENTS:** Missouri Law, 292.675 RSMO, requires any awarded contractor and its subcontractor(s) to provide a ten-hour Occupational Safety and Health Administration (OSHA) Construction Safety Program (or a similar program approved by the Missouri Department of Labor and Industrial Relations as a qualified substitute) for their on-site employees (laborers, workmen, drivers, equipment operators, and craftsmen) who have not previously completed such a program and are directly engaged in actual construction of the improvement (or working at a nearby or adjacent facility used for construction of the improvement). The awarded contractor and its subcontractor(s) shall require all such employees to complete this ten-hour program, pursuant to 292.675 RSMO, unless they hold documentation on their prior completion of said program. Penalties, for Non-Compliance include contractor forfeiture to the Contracting Authority in the amount of \$2,500, plus \$100 per contractor and subcontractor employee for each calendar day such employee is employed beyond the elapsed time period for required program completion under 292.675 RSMO.

(12) **BUY AMERICA REQUIREMENTS:** Construction contracts shall assure compliance with Section 165 of the Surface Transportation Assistance Act of 1982, Section 337 of the Surface Transportation and Uniform Relocation Assistance Act of 1987, and 23 CFR 635.410 regarding Buy America provisions on the procurement of foreign products and materials. On all contracts involving Federal-aid, all products of iron, steel, or a coating of steel which are incorporated into the work must have been manufactured in the United States. The Contracting Authority may allow minimal amounts of these materials from foreign sources, provided the cost does not exceed 0.1 percent of the contract sum or \$2,500, whichever is greater. The Contractor certifies that these materials are of domestic origin. Additional information regarding the "Buy America" requirements can be found at:

<http://www.fhwa.dot.gov/programadmin/contracts/b-amquck.cfm>

(13) **ADDENDUM ACKNOWLEDGEMENT:** The undersigned states that all addenda (if applicable) have been received, acknowledged and incorporated into their bid, prior to submittal. For paper bids, staple addenda to the bid in the appropriate part of the bid.

(15) **TRAINEES:** By submitting this bid, the bidder certifies that the bidder is familiar with the Training Provision in the Missouri Highways and Transportation Commission's "General Provisions and Supplement Specifications" which are available on the Missouri Department of Transportation web page at www.modot.mo.gov under "Business with MoDOT" "Standards and Specifications". The number of trainee hours provided under this contract will be **0 slots** at 1000 hours per slot or **0 hours**.

(16) **SUBCONTRACTOR DISCLOSURE:** Requirements contained within Sec 102.7.12 of the Missouri Standard Specification for Highway Construction shall be waived for this contract.

(17) **PROJECT AWARD:** This project will be awarded to the lowest, responsive, responsible bidder.

(18) **MATERIALS INSPECTION:** All technicians who perform, or are required by the FHWA to witness, such sampling and testing shall be deemed as qualified by virtue of successfully completing the requirements of EPG 106.18 Technician Certification Program, for that specific technical area.

(19) **PRIME CONTRACTOR REQUIREMENTS:** The limitation in Sec 108.1.1 of the Missouri Standard Specifications for Highway Construction that "the contractor's organization shall perform work amounting to not less than 40 percent of the total contract cost" is waived for this contract. Instead, the less restrictive terms of the Federal Highway Administration's rule at Title 23 Code of Federal Regulations (CFR) § 635.116(a) shall apply, so that the contractor must perform project work with its own organization equal to and not less than 30 percent of the total original contract price. Second-tier subcontracting will not be permitted on this contract. All other provisions in Sec 108.1.1 et seq. of the Missouri Standard Specifications for Highway Construction shall remain in full force and effect, and shall continue to govern the contractor and its subcontractors, in accordance with the provisions of Title 23 CFR § 635.116.

(20) **SALES AND USE TAX EXEMPTION:** County of Jefferson, a tax exempt entity, will furnish a Missouri Project Exemption Certificate as described in Section 144.062 RSMo to the awarded contractor who in turn may use the certificate to purchase materials for a specific project performed for the tax exempt entity. Only the materials and supplies incorporated or consumed during the construction of the project are exempt. The certificate will be issued to the contractor for a specific project for a defined period of time.

ITEMIZED BID: The bidder should complete the following section in accordance with Sec 102.7. The bidder proposes to furnish all labor, materials, equipment, services, etc. required for the performance and completion of the work, as follows:

BID FORM

TO: JEFFERSON COUNTY, MISSOURI
BID FOR: OLD LEMAY FERRY ROAD AND VOGEL ROAD INTERSECTION IMPROVEMENTS
FEDERAL PROJECT NO. STP-5403(641)

1. The undersigned BIDDER proposes and agrees, if this BID is accepted, to enter into an Agreement with the County in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders. This Bid will remain open for sixty days after the day of Bid opening. BIDDER will sign the Agreement and submit all documents required within fifteen (15) days after the COUNTY'S Notice of Award.

3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

(a) BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary; and

(b) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the County.

4. Bidder will complete project for the following unit prices. It is understood that the quantities given for the following bid items are not guaranteed by the Jefferson County Public Works Department and are used solely for the purpose of comparing bids and awarding the contract, and may or may not represent the actual quantities encountered on the job: and that the sum of quantities listed below, multiplied by the unit price shall constitute the gross sum bid.

SUMMARY OF QUANTITIES

ITEM NUM.	ITEM DESCRIPTION	UNIT	QTY	Unit Cost	Cost
ROADWAY ITEMS					
202-20.10	REMOVAL OF IMPROVEMENTS	LS	1		
203-10.00	CLASS A EXCAVATION	CUYD	1582		
203-60.00	COMPACTING EXCAVATION	CUYD	607		
304-01.43	TYPE 1 AGGREGATE FOR BASE (4 IN. THICK)	SQYD	937		
401-01.50	TYPE A2 SHOULDER	SQYD	688		
401-12.09	BITUMINOUS PAVEMENT MIXTURE PG64-22, (BP-1)	TON	565		
401-12.11	BITUMINOUS PAVEMENT MIXTURE PG64-22, (BP-2)	TON	578		
407-10.05	TACK COAT	GAL	253		
608-10.00	CONCRETE MEDIAN	SQ YD	37		
609-10.52	CURB AND GUTTER TYPE B	FT	262		
616-10.05	CONSTRUCTION SIGNS	SQ FT	507		
616-10.28	CHANNELIZER	EA	88		
616-10.30	TYPE III MOVEABLE BARRICADE	EA	2		
618-10.00	MOBILIZATION	LS	1		
619-10.00	PAVEMENT EDGE TREATMENT	LF	549		
622-10.01	COLDMILLING BITUMINOUS PAVEMENT FOR REMOVAL OF SURFACING (LESS THAN 3 IN. THICK)	SQ YD	4199		
622-99.05	TEMPORARY RAMPS	SQYD	95		
627-40.00	CONTRACTOR FURNISHED SURVEYING AND STAKING	LS	1		
ROADWAY ITEMS SUB-TOTAL =					
DRAINAGE ITEMS				Unit Cost	Cost
206-30.00	CLASS 3 EXCAVATION	CU YD	135		
216-35.00	PARTIAL REMOVAL OF CULVERT CONCRETE	LS	1		
609-60.20	FURNISHING TYPE 2 ROCK DITCH LINER	CU YD	99		
609-60.40A	FURNISHING TYPE 4 ROCK DITCH LINER	CU YD	42		
609-60.42	PLACING TYPE 2 ROCK DITCH LINER	CU YD	99		
609-60.44	PLACING TYPE 4 ROCK DITCH LINER	CU YD	42		
614-11.20	CURVED VANE GRATE AND FRAME (2 FT. X 2 FT. OR 600MM X 600MM)	EA	1		
614-30.11	MANHOLE FRAME AND COVER, TYPE 1B	EA	1		
703-40.40	CLASS B1 CONCRETE (BRIDGES AND CULVERTS)	CU YD	19.2		
706-10.20	REINFORCING STEEL (BRIDGES AND CULVERTS)	LBS	2930		
720-12.00	SELECT GRANULAR BACKFILL FOR STRUCTURAL SYSTEMS	CU YD	37		
726-10.18	18 IN. PIPE GROUP A	FT	63		
726-10.24	24 IN. PIPE GROUP A	FT	27		
726-10.42	42 IN. PIPE GROUP A	FT	37		
731-00.60	PRECAST CONCRETE MANHOLE - 60 IN.	FT	7		
731-10.22	PRECAST CONCRETE DROP INLET 2 FT X 2 FT	FT	5		
731-99.01	DOUBLE CURBE INLET AND TOP	FT	16		
732-06.18A	18 IN. OR ALLOWED SUBSTITUTE GROUP A FLARED END SECTION	EA	2		
732-06.42	42 IN. OR ALLOWED SUBSTITUTE GROUP A FLARED END SECTION	EA	1		
DRAINAGE ITEMS SUB-TOTAL =					

LANDSCAPING ITEMS				Unit Cost	Cost
805-20.00A	SEEDING - WARM SEASON MIXTURES	ACRE	0.3		
806-10.17	TEMPORARY SEEDING AND MULCHING	ACRE	0.3		
806-10.19	SILT FENCE	LF	559		
806-10.21	TYPE I DITCH CHECK	EA	3		
806-10.22	TYPE II DITCH CHECK	EA	4		
806-10.25	INLET CHECK	EA	4		
LANDSCAPING ITEMS SUB-TOTAL =					
SIGNING ITEMS				Unit Cost	Cost
903-10.10	CONCRETE FOOTING, EMBEDDED	CUYD	0.13		
903-12.20	PIPE POST	LB	40		
903-12.40	BREAKAWAY ASSEMBLY	EA	1		
903-12.50A	U-CHANNEL POST, 3LB	LF	377		
903-50.04	TYPE SHR2L-1 SIGN	SQFT	43		
903-99.02a	REMOVE EXISTING SIGN	EA	14		
903-99.02b	RELOCATE EXISTING SIGN	EA	5		
SIGNING ITEMS SUB-TOTAL =					
PAVEMENT MARKING				Unit Cost	Cost
620-51.30	TYPE 2 PREFORMED MARKING TAPE (GROOVED), LEFT/RIGHT ARROW	EA	9		
620-51.40	TYPE 2 PREFORMED MARKING TAPE (GROOVED), 24 IN. WHITE, YIELD LINE TRIANGLES	EA	5		
620-60.0B	4 IN. WHITE ACRYLIC WATERBORNE PAVEMENT MARKING PAINT	LF	132		
620-60.01B	4 IN. YELLOW ACRYLIC WATERBORNE PAVEMENT MARKING PAINT	LF	2940		
620-61.06	ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, 6 IN., WHITE	LF	2438		
620-61.22	ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, 12 IN., WHITE	LF	43		
620-61.24	ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, 24 IN., WHITE	LF	130		
620-99.02	ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, COMBINATION STRAIGHTLEFT/RIGHT ARROW	EA	9		
620-99.03	ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, 12 IN, YELLOW	LF	58		
PAVEMENT MARKING SUB-TOTAL =					
LIGHTING				Unit Cost	Cost
901-99.03	CONDUIT, 1.5 IN. RIGID, IN TRENCH (AMEREN UE STD)	LF	439		
LIGHTING SUB-TOTAL =					

SIGNALS				Unit Cost	Cost
902-05.13	SIGNAL HEAD, TYPE 3B, LED	EA	5		
902-05.15	SIGNAL HEAD, TYPE 5B, LED	EA	3		
902-32.35	POST, TYPE C, 35 FT.	EA	1		
902-32.40	POST, TYPE C, 40 FT.	EA	2		
902-32.42	POST, TYPE C, 42 FT.	EA	1		
902-42.83	CONTROLLER ASSEMBLY HOUSING, NEMA TS2 CONTROLLER	EA	1		
902-50.20	CONDUIT, 1", LOOP DETECTOR	LF	178		
902-52.00	CONDUIT, 2", IN TRENCH	LF	16		
902-53.00	CONDUIT, 3", IN TRENCH	LF	62		
902-73.00	CONDUIT, 3", IPUSHED	LF	247		
902-82.08	CABLE, #8 AWG 1 CONDUCTOR, POWER	LF	80		
902-83.11	CABLE, #16 AWG 7 CONDUCTOR	LF	1430		
902-85.00	CABLE, LOOP DETECTOR , IN DUCT	LF	1830		
902-85.10	CABLE, LOOP DETECTOR , LEAD-IN	LF	800		
902-86.20	POWER SUPPLY ASSEMBLY, TYPE 2	EA	1		
902-88.11	PREFORMED, PULLBOX CLASS 2	EA	3		
902-88.12	PREFORMED, PULLBOX CLASS 3	EA	1		
902-91.00	BASE, CONCRETE	CUYD	14.9		
903-50.66	SIGNS, TRAFFIC SIGNAL	SQFT	52.5		
SIGNALS SUB-TOTAL =					
PROJECT TOTAL =					

NOTICE TO BIDDER- Bidders must complete the submitted section in its entirety.

5. BIDDER agrees that the work will be completed within **45 Working days** or the CONTRACTOR shall pay the COUNTY, not as a penalty but as **liquidated damages**, a sum equal to Seven Hundred Dollars (**\$700.00**) for each working or calendar day (excluding Saturdays, Sundays and Legal Holidays) elapsing between the expiration of such time limit plus such extensions as may be necessary to cover contingencies beyond the CONTRACTOR'S control and the date of the full completion.

The County reserves the right to negotiate additional terms for the time of completion with the successful bidder.

5.1 **Acceptance of Provision for Asphalt Cement Price Index**: Bidder has the option to accept the provision for Asphalt Cement Price Index in accordance with the provisions of the Job Special Provisions, if applicable. The bidder must mark the box below if they choose to accept the provision. No price adjustments will be made, due to asphalt price changes, for bidders that do not accept this provision. This provision applies only to projects that have a quantity of asphalt wet ton mix pay items over 1000 tons.

Asphalt Cement

6. Communications concerning this Bid shall be addressed to the following:

Address:

7. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions.

8. **CERTIFICATIONS FOR FEDERAL JOBS**: By signing and submitting this bid, the bidder makes the certifications appearing in Sec. 102.18.1 (regarding affirmative action and equal opportunity), Sec. 102.18.2 (regarding disbarment, eligibility, indictments, convictions, or civil judgments), Sec. 102.18.3 (regarding anti-collusion), and Sec. 102.18.4 (regarding lobbying activities). Any necessary documentation is to accompany the bid submission, as required by these sections. As provided in Sec. 108.13, the contracting authority may terminate the contract for acts of misconduct, which includes but is not limited to fraud, dishonesty, and material misrepresentation or omission of fact within the bid submission.

9. BIDDER has examined copies of all the Contract Documents and of the following addenda:

Date:

Number:

(receipts of all of which is hereby acknowledged) and also copies of the Bid Notice and the Instructions to Bidders:

SUBMITTED on _____, 20____

By _____
(Corporation Name)

(State of incorporation)

By _____
(Name of person authorized to sign) (Signature and typed)

(Title)

(Corporate Seal)

Attest _____
(Secretary) (Signature and typed)

Business address: _____

Phone No.: _____

BID BOND

Suitable bid security in the amount of:

(\$ _____) Dollars and equal to five (5%) percent as called for in the advertisement for bids which accompanies this proposal. This sum is to be forfeited to the County of Jefferson if the party or parties making the proposal fail to enter into a contract with the approved securities within fifteen (15) days after the Notice of Award has been made. The undersigned has examined the Plans and Specifications for the work to be done and has satisfied himself as to the work to be done and the conditions under which it must be carried out.

The Contractor shall commence work within three (3) days after the date of a written Notice to Proceed from the County and shall fully complete all work under this proposal within the scheduled time established by the Contract Documents. This proposal shall be equally binding to all heirs, administrators, executors, successors and assigns.

FIRM NAME _____

BY _____

TITLE _____

ATTEST _____

TITLE _____

ADDRESS _____

TELEPHONE _____

BIDDER'S ACKNOWLEDGMENT

(Complete and fill out all parts applicable, and strike out all parts not applicable)

STATE OF _____)
) SS.
COUNTY OF _____)

On this _____ day of _____ 20_____, before me appeared _____ to me personally known, who, being by me first duly sworn, did say that he executed the forgoing Proposal with full knowledge and understanding of all its terms and provisions and of the plans and specifications; that the correct legal name and address of the Bidder (including those of all partners or joint ventures) is fully and correctly set out above; that all statements made therein by or for the Bidder are true; and

(if a sole individual) acknowledged that he executed the same as his free act and deed.

(if a partnership or joint venture) acknowledged that he executed the same, with written authority from, and as the free act and deed of, all said partners or joint venturers.

(if a corporation) that he is the _____
(President or other agent)

of _____; that the above Proposal was signed and sealed in behalf of said corporation by authority of its board of directors; and he acknowledged said proposal to be the free act and deed of said corporation.

Witness my hand and seal at _____,
The day and year first above written.

(SEAL) _____
Notary Public

My commission expires _____ 20_____

ANNUAL WORKER ELIGIBILITY VERIFICATION AFFIDAVIT

(for joint ventures, a separate affidavit is required for each business entity)

STATE OF _____)
) ss
COUNTY OF _____)

On the ____ day of _____, 20____, before me appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be a person whose name is subscribed to this affidavit, who being by me duly sworn, stated as follows:

• I, the Affiant, am of sound mind, capable of making this affidavit, and personally certify the facts herein stated, as required by Section 285.530, RSMo, to enter into any contract agreement with the state to perform any job, task, employment, labor, personal services, or any other activity for which compensation is provided, expected, or due, including but not limited to all activities conducted by business entities.

• I, the Affiant, am the _____ of _____, and I am duly authorized, directed, and/or empowered to act officially and properly on behalf of this business entity.

• I, the Affiant, hereby affirm and warrant that the aforementioned business entity is enrolled in a federal work authorization program operated by the United States Department of Homeland Security, and the aforementioned business entity shall participate in said program to verify the employment eligibility of newly hired employees working in connection with any services contracted by the Jefferson County. I have attached documentation to this affidavit to evidence enrollment/participation by the aforementioned business entity in a federal work authorization program, as required by Section 285.530, RSMo.

• I, the Affiant, also hereby affirm and warrant that the aforementioned business entity does not and shall not knowingly employ, in connection with any services contracted by Jefferson County, any alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. § 1324a(h)(3).

• I, the Affiant, am aware and recognize that, unless certain contract and affidavit conditions are satisfied pursuant to Section 285.530, RSMo, the aforementioned business entity may be held liable under Sections 285.525 through 285.550, RSMo, for subcontractors that knowingly employ or continue to employ any unauthorized alien to work within the state of Missouri.

• I, the Affiant, acknowledge that I am signing this affidavit as a free act and deed of the aforementioned business entity and not under duress.

Affiant Signature

Subscribed and sworn to before me in _____, _____, the day and year first above-written.
city (or county) state

Notary Public

My commission expires:

[documentation of enrollment/participation in a federal work authorization program attached]

DBE Submittal Forms

(6) DBE Submittal Forms: This form must be submitted by 4 p.m. three (3) business days after bid opening.

(A) DBE Contract Goal: By submitting this bid, the bidder certifies that the bidder is familiar with the DBE Program Requirements in this contract. The contract DBE goal for the amount of work to be awarded is **10%** of the total federal project price. The bidder shall also complete the DBE Submittal Form in accordance with the program requirements.

(B) DBE Participation: The bidder certifies that it will utilize DBE's as follows:

_____ % OF TOTAL FEDERAL CONTRACT

NOTE: Bidder must fill in the above blank. If no percentage is specified, the bidder certifies that it agrees to, and will comply with the contract goal. If a percentage below the contract goal is specified, then the bidder must submit complete documentation of good faith efforts to meet the DBE contract goal, immediately below.

(C) Certification of Good Faith Efforts to Obtain DBE Participation: By submitting its signed bid, the bidder certifies under penalty of perjury and other provisions of law, that the bidder took each of the following steps to try to obtain sufficient DBE participation to achieve the Commission's proposed DBE Contract Goal: (Attach additional sheets if necessary).

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Identification of Participating DBEs: The information shown on this page must be completed. If this page is submitted but not signed, it will not be cause for rejection. The apparent low and second low bidder must file this form with the **Jefferson County Public Works Department, P.O. Box 100, Hillsboro, MO 63050** by 4:00 p.m. on the third working day after the bid opening. Fax or email transmittal is permitted. The fax number is **636-797-5565** and the email address for submittal is **JJonas@jeffcomo.org**. The original copy must be mailed by overnight mail to the Local Public Agency the day of the FAX or email transmittal. Contact External Civil Rights at (573) 751-7801 for questions or assistance in completion. (Note: Submittal of this form is not required if the Contract DBE Goal is 0%)

The undersigned submits the following list of DBEs to be used in accomplishing the work of this contract. The work, supplies or services, applicable value and percent of total federal contract each DBE is to perform or furnish is as follows:

(A) DBE Name & Address	(B) Bid Item numbers (Or Line numbers)	(C) \$ Value of DBE of Work ** (Unit Price x Quantity of each item in B, or Lump Sum)	(D) % Of \$ Value Applicable to DBE Goal ** (100%, 60%)	(E) \$ Amount Applicable to DBE Goal for each item (C x D)	(F) % Of Total Contract Amount for each item (E/Total Contract Amount)
1.					
		Total			
2.					
		Total			
3.					
		Total			
4.					
		Total			
Total DBE Participation					

** Cannot exceed contract amount for given item of work.

DBE Submittal

(A) DBE Name & Address	(B) Bid Item numbers	(C) \$ Value of DBE of Work ** (Unit Price x Quantity of each item in B, or Lump Sum)	(D) % Of \$ Value Applicable to DBE Goal ** (100%, 60%)	(E) \$ Amount Applicable to DBE Goal for each item (C x D)	(F) % Of Total Contract Amount for each item (E/Total Contract Amount)
Trucking Services Only used if the DBE owns the trucks or is leasing from a DBE firm			100%		
Trucking Services Trucks are leased from non-DBE source				Only Include Fees for Trucking Services	
Brokered Services				Only Include Fees for Brokered Services	
Totals (Page 1)					
Totals (Page 2)					
Totals (additional pages if needed)					
Total DBE Participation					

** Cannot exceed contract amount for given item of work.

Company: _____ Date: _____

By: _____ Title: _____