

## BIDDER'S FORMS

(To be completed and turned in by the Contractor)

- A. Plan Holder Contact Information form  
(Item A to be completed and turned in by all potential Bidders immediately after downloading bidding documents)
- B. Notice to Contractors
- C. Bid Form
- D. Bid Bond
- E. Bidder's Acknowledgement
- F. Affidavit of Federal Employment Authorization
- G. Enclose Proof Of Paid Real Estate/Personal Property Tax for Last 3 Years
- H. Contractor to Enclose Certificate of Insurance
- I. Contractor to Enclose Bid Security

Name of Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone and Fax: \_\_\_\_\_

**Note: Three copies of Item "B" through "E" are to be filled in by the Contractor and turned in with the bid.**

**Jefferson County will only concur with awarding the contract to the lowest, most capable bidder. The awarded bidder must meet all the requirements of the advertisement and proposal, and be 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-17 & GC-18 of the General Conditions pertaining to Federal Employment Authority and OSHA Training before bidding.**

## BID FORM

TO: JEFFERSON COUNTY, MISSOURI  
BID FOR: Vogel Road Signal Improvements  
Jefferson County Project Number PW15080TRS

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.

### Vogel Road Signal Improvements - PW15080TRS

Line No.	Item No.	Item Description	Unit	Bid Qty	Unit Price	Cost
1	2022010	Removal of Improvements	LS	1	_____	_____
2	6169901	Traffic Control	LS	1	_____	_____
3	6181000	Mobilization	LS	1	_____	_____
4	9020514	Signal Head, Type 4B	EA	2	_____	_____
5	9029901	Signal Cabinet Replacement & Modification	LS	1	_____	_____
6	9029902	Induction Loops	EA	10	_____	_____
7	9035068	Signal Sign, Type SHR2L-1	SF	15	_____	_____
					<b>Total</b>	_____

Written Total: \_\_\_\_\_

Initials and Company Name: \_\_\_\_\_

5. The CONTRACTOR will begin work within 14 calendar days of the notice to proceed and will continuously prosecute the work to the completion of the project. The County may suspend or eliminate part or all of the work due to weather conditions. **Working days will not suspend December 15.** See job special provision for working days.

If the CONTRACTOR is unable to begin work as required, the Engineer shall be notified in writing. Unless the Engineer gives written approval for a delay in beginning the work, working days will begin to be counted for liquidated damages. The count will continue until the CONTRACTOR begins full operation. The count will resume when work is suspended, or full operation is not maintained.

5.1 **NOT USED**

5.2 **Liquidated Damages:** If the contract work on a project is not in full operation according to the terms of this contract within the limit herein stipulated, or if, after beginning work, the CONTRACTOR suspends operation prior to project completion, the contractor shall pay the County, not as a penalty but as liquidated damages, a sum equal to **Five Hundred Dollars (\$500.00)** for each calendar day (Saturdays, Sundays and Legal Holidays exempt) elapsing between the expiration of such time limit and the date of the full completion. **Working days will not suspend December 15.** See job special provision for working days.

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.

SUBMITTED on \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_  
(Corporation Name) (State of incorporation)

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

By \_\_\_\_\_  
(Title)

(Corporate Seal)

Attest \_\_\_\_\_  
(Secretary) (Signature and typed)

Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No.: \_\_\_\_\_

# BID BOND

Suitable bid security in the amount of:

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(\$ \_\_\_\_\_) 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

My commission expires:

\_\_\_\_\_  
Notary Public

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