

## 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. Bid Form

C. Bid Bond

D. Bidder's Acknowledgement

E. Signature and Identity of Bidder

F. Anti-Collusion Statement

G. Affidavit of Federal Employment Authorization

H. Certification Regarding Equal Opportunity and Affirmative Action in  
Subcontracting

I. Enclose Proof Of Paid Real Estate/Personal Property Taxes For Last 3 Years

J. Contractor to Enclose Certificate of Insurance

K. Contractor to Enclose Bid Security

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

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

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

**Note: Three copies of Item "B" through ""H" 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**

BID FOR: Annex Building Parking Lot Improvements Project PW-15B003

1. The undersigned BIDDER proposes and agrees, if this BID is accepted, to enter into an Agreement with OWNER 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, including without limitation those dealing with the disposition of Bid Security. This Bid will remain open for sixty days after the day of Bid opening. BIDDER will sign the Agreement and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of OWNER'S Notice of Award.

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

(a) BIDDER has examined copies of all the Contract Documents and of the following addenda:

Date:

Number:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

(b) 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

(c) 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 Administration Building Parking Lot 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

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 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.

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.: \_\_\_\_\_

comparing bids and awarding the contract, and may or may not represent the actual quantities listed below, multiplied by the unit price shall constitute the gross sum bid.

### Annex Building Parking Lot Improvements PW15B003

<u>Line</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
1	MOBILIZATION	LS	1		
2	PAVEMENT REMOVAL. FULL DEPTH (REPLACEMENT)	SY	3,645		
3	PAVEMENT FABRIC	SY	3,645		
4	SAW CUT	FOOT	200		
5	SIDEWALK REMOVAL	SF	270		
6	8" AGGREGATE BASE (REPLACEMENT)	TON	1,668		
7	PARKING BLOCKS	EACH	12		
8	4" HOT-MIX ASPHALT PAVEMENT (MODOT BP-1 or BP-2)	TON	807		
9	PCC SIDEWALK (4")	SF	270		
10	PCC DRIVEWAY PAVEMENT (8")	SY	45		
11	6" ASPHALT CURB (glue on)	FT	171		
12	TRUNCATED DOMES	SF	35		
13	NO PARKING H/C SIGNS	EACH	4		
14	H/C PAVEMENT SYMBOLS	EACH	6		
15	ONE WAY-DO NOT ENTER SIGNS	EACH	2		
16	4" PAINT PAVEMENT MARKINGS	FOOT	1,250		
17	6" PAINT PAVEMENT MARKINGS	FOOT	650		
18	RESERVED PARKING SIGNS (OPTIONAL)	EACH	8		
19	SLOTTED DRAIN (OPTIONAL-ADS DURASLOT OR EQUAL)	FOOT	40		

**TOTAL PRICE** \$ \_\_\_\_\_

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

## 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 \_\_\_\_\_



# SIGNATURE AND IDENTITY OF BIDDER

The undersigned states that the correct LEGAL NAME and ADDRESS of (1) the individual Bidder , (2) each partner or joint venture (whether individuals or corporations, and whether doing business under a fictitious name ), or (3) the corporation (with the state in which it is incorporated) are shown below; that (if not signing with the intention of binding himself to become responsible and sole contractor) he is the agent of, and duly authorized in writing to sign for the Bidder or Bidders, and that he is signing and executing this (as indicated in the proper spaces below) as the proposal of a

( ) sole individual                      ( ) partnership                      ( ) joint venture

( ) corporation, incorporated under laws of the state of \_\_\_\_\_.

Dated \_\_\_\_\_, 20\_\_\_\_\_.

Name of individual, all partners,  
or joint venture

Address of each:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

doing business under the name of

Address of principle place of  
business in Missouri

\_\_\_\_\_  
(If using a fictitious name, show this name above  
in addition to legal names)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(If a corporation, show its name above)

ATTEST: (SEAL)

\_\_\_\_\_  
Secretary

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

(NOTE: If the Bidder is doing business under a FICTITIOUS NAME, the Proposal shall be executed in the legal name of the individual, partners, joint ventures, or corporation, with the legal address shown, and REGISTRATION OF FICTITIOUS NAME filed with the Secretary of State, as required by Sections 417.200 to 417.230 R.S.Mo. If the Bidder is a CORPORATION NOT ORGANIZED UNDER THE LAWS OF MISSOURI, it shall procure a CERTIFICATE OF AUTHORITY TO DO BUSINESS IN MISSOURI, as required by Section 351.570 and following R.S.Mo. A CERTIFIED COPY of such Registration of Fictitious Name or Certificate of Authority to do Business in Missouri shall be filed with the Missouri Highway and Transportation Commission, as required by the Standard Specifications, Sect. 102.6 and 102.6.7.







**SUBCONTRACTOR CERTIFICATION REGARDING AFFIRMATIVE ACTION**

<b>Project: Annex Building Parking Lot Improvements Project</b>
<b>Job No. PW15B003</b>
<b>Route: N/A</b>
<b>County: Jefferson</b>

Certification Regarding Affirmative Action and Equal Opportunity: The bidder (prospective prime contractor) or proposed subcontractor certifies:

1. Affirmative Action Program: That it has developed and has on file at each of its establishments affirmative action programs pursuant to 41 CFR Part 60-2.
2. Equal Opportunity Clause: That it has participated in a previous contract or subcontract subject to the equal opportunity clause set forth in 41 CFR Part 69-1.4 and executive order no. 11246.
3. Compliance Reports: That it has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance Programs and his designate, or the Equal Employment Opportunity Commission, all reports due under the applicable filing requirements contained in 41 CFR Part 60-1.

If the text of the certification above is incorrect, the bidder or subcontractor making the certification shall correct it below:

NOTE: This certification applies to and must be executed by each bidder (prospective prime contractor) or proposed subcontractor if its proposed contract or subcontract on this project will equal or exceed \$10,000 or that contractor or subcontractor has contracts or subcontracts on federally assisted projects in any 12-month period which have or can reasonably be expected to have, an aggregate total value exceeding \$10,000 41 CFR Part 60-1.5(a)(1). It is a duty and contract obligation of the prime contractor to insure that each of its subcontractors, which meet this criterion, executes and submits to the commission this certification also.

Company

By:

Date:	Title
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