



FORT VALLEY UTILITY COMMISSION

P.O. BOX 1529 • FORT VALLEY, GEORGIA 31030-1529
(478)825-7701 • FAX (478) 825-7704 • www.fvutil.com

Request for Proposal (FV-07.17) Commercial Heights Reconduct

Fort Valley Utility Commission, located in Peach County, proposes to retain the services of a qualified and licensed Contractor with verifiable experience to perform work as described for the project Commercial Heights Reconduct.

A **mandatory** Pre-Bid Meeting will be held on November 27, 2017 at 10:00 AM.

All sealed bids must be submitted no later than Monday, December 18, 2017 at 10:00 AM to the address below: Please submit three hard (paper) copies and one soft (PDF or other electronic document on a CD or USB Drive) copy of your bid package to:

Jason Johnson, Electric Superintendent
FV- 07.17
Fort Valley Utility Commission
500 Anthoine Street
Fort Valley, GA 31030

SPECIFICATIONS

The overall objective for this request for proposals is to obtain pricing the reconductoring of Commercial Heights. Please provide pricing in the format provided at the end of this document.

REQUIREMENT

Construction shall adhere to the plans and technical specifications provided upon request from the Fort Valley Utility Commission. Estimates must include labor; all materials will be provided by Fort Valley Utility Commission; no substitutions for materials are allowed unless approved by owner. Contractors interested in submitting a proposal for this work should contact Jason Johnson at jjohnson@fvutil.com or 478-825-7701 Ext. 214.

BIDDERS ARE ADVISED TO THOROUGHLY UNDERSTAND THE GENERAL CONDITIONS AND SPECIAL PROVISIONS, PRIOR TO SUBMITTING THEIR BID.

I. General Conditions

A. Qualifications

1. Bids will be considered only from experienced and LICENSED Contractor(s) engaged in work of this type and magnitude.
2. Bidders may be required to submit evidence setting forth qualifications, which entitle his or her company for consideration as a responsible contractor. A list of work of similar character successfully completed within the last two years may be required giving the location, size and listing of equipment available for use on this work. Before accepting any bid, the Utility Commission may require evidence of the Contractor's financial ability to successfully perform the work to be accomplished under the contract.

B. Subcontracting

1. A portion of the work specified may be subcontracted with prior approval of owner. The contractor shall supervise subcontractor(s), and guarantee work quality. All anticipated subcontractors and their qualifications must be submitted with the bid.

C. Authority to Sign

1. The Bidder should insure that the legal proper name of his proprietorship, firm, partnership and/or corporation is printed or typed in the space provided on the Schedule of items.

D. Rights Reserved

1. The Utility Commission reserves the right to reject any and all Bids, to waive informalities or to re-advertise. It is understood that all Bids are made subject to this agreement, that the Utility Commission reserves the right to decide which Bid it deems lowest and best. In arriving at this decision, full consideration will be given to the reputation of the Bidder, their financial responsibility, and work of this type successfully completed and past performance with the Utility Commission.
2. Bidders are advised to examine Plans and Specifications carefully and to make examinations of the site of the proposed work as are necessary to familiarize themselves with location conditions, which may affect the proposed work. Bidders are also advised to inform themselves fully in regard to conditions under which the work will be performed. The Utility Commission will not be responsible for the Bidders errors or misjudgment, nor for any information on location conditions or general laws and regulations.
3. Any unauthorized additions, conditions, limitations, or provisions attached to the Bid shall render it informal, and may be cause for rejection.

II. Award of Contract

- A. The contract will be awarded to the lowest responsive and responsible bidder whose bid will be most advantageous to the Utility Commission, price and other factors considered. The Utility Commission is to make the determination.
- B. The bid evaluation will be made on the following criteria:
 - Bid price
 - Compliance with specification
 - Ability to deliver product and service
 - Availability of warranty on service and parts
 - Start Date
 - Proximity to Fort Valley Utility Commission
 - References
- C. Prior to award of the Contract, the successful bidder will be required to submit a construction schedule to the Utility Commission, demonstrating the bidder's ability to commence and proceed in a timely manner on the entire Commission's contract for which they are the successful bidder. A bidder's failure to demonstrate the ability to proceed as required may result in the award of one or all those sections to the next lowest, responsive and responsible bidder, as deemed in the Utility Commission's best interest.

- D. Failure to demonstrate the ability for simultaneous contract execution and progression will result in, at the Commission's discretion, the award of any and/or all of the Bidder's contracts to the next lowest responsible bidder or the re-advertisement and re-bidding of any and/or all of these contracts.
- E. A Bid Bond equal to 5% of the bid amount is required to be submitted with bid.
- F. Prior to execution of a Contract, a Contract Performance Bond and a Payment Bond, each equal to 100% of the Contract amount per section, must be provided by the successful bidder by a surety company qualified to do business in the State of Georgia and satisfactory to the Fort Valley Utility Commission. Bonds given shall meet the requirements as listed in this Bid package.
- G. Prior to execution of a Contract, a Utility Coordination Meeting is required between Contractor(s) and the Utility Commission, to ensure clarity and commitments concerning inter-related construction work schedules, if applicable.

III. Production Requirements

- A. Time is of the utmost importance of this project. The successful bidder will be required to commence work within twenty (20) calendar days from the receipt of the Notice to Proceed, and must carry on with utmost diligence in order to complete the work within 45 Days.

IV. Retainage

- A. Retainage on work completed will be withheld by the Utility Commission as follows:
 - 1. The Utility Commission shall retain 10% of the gross value of the completed work, indicated by current estimates, until all pay items are substantially completed.

V. Location and Site

- A. The site of the proposed work is Commercial Heights Fort Valley, GA 31030
- B. The Contractor shall accept the site in its present condition and carry out all work in accordance with the requirements of the specifications as indicated on the drawings or as directed by Fort Valley Utility Commission.
- C. The Contractor, before submitting a bid is required to visit the site, and acquaint himself with the actual conditions and the location of any and/or all

obstructions that may exist on the site. The site visits must be confirmed by the Project Manager.

- D. The Contractor is responsible for the location of above and below ground utilities and structures, which may be affected by the work.

VI. Compliance with OSHA Standards and Regulations

The work connected with this Contract shall be performed in accordance with all applicable OSHA regulations and standards including any additions or revisions thereto, until the job is completed and accepted by Fort Valley Utility Commission.

VII. Materials

- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals necessary for the completion of the Work.
- B. All materials and equipment incorporated into the Work shall be of good quality and new, except as otherwise provided in the Contract Documents. All special warranties and guarantees required by the Specifications shall expressly run to the benefit of Owner.

VIII. Inspection

Fort Valley Utility Commission does not commit to have a full-time inspection or testing of work while in progress or at sources of materials furnished. Any lack of inspection and/or testing will in no way relieve the Contractor of his responsibility to provide quality workmanship in accordance with the specifications. Any test ordered under the supervision of the City that fails to meet standards and retesting that is required will be at the Contractors expense.

X. Contract Requirements

- A. Successful vendor is required to do the following within ten (10) days of Notice:
 - 1. Return to Fort Valley Utility Commission contract documents executed by the authorized representative attested by the corporate Secretary Treasurer.
 - 2. Provide Insurance Certificates as specified in the bid documents.
 - 3. Provide bonding as required by the bid documents.
- B. Failure to execute the Contract, Contract Performance Bond and Payment Bond, or furnish satisfactory proof of carriage of the insurance required within ten days after the date of Notice of Award of the Contract may be just cause for the

annulment of the award and for the forfeiture of the bid guaranty of Fort Valley Utility Commission, not as a penalty, but as liquidation of damages sustained. At the discretion of the Commission, the award may then be made to the next lowest, responsible bidder, or the work may be re-advertised or constructed by Commission forces. The Contract and Contract Bonds shall be executed in duplicate.

- C. It is acknowledged that the Contractor's failure to achieve substantial completion of the Work within the Contract Time provided by the Contract Documents will cause the Commission to incur substantial economic damages and losses of types and in amounts which are impossible to compute and ascertain with certainty as a basis for recovery by the Commission of actual damages, and that liquidated damages represent a fair, reasonable and appropriate estimate thereof. Accordingly, in lieu of actual damages for such delay, the Contractor agrees that liquidated damages may be assessed and recovered by the Commission as against Contractor and its Surety, in the event of delayed completion and without the Commission being required to present any evidence of the amount or character of actual damages sustained by reason thereof; therefore Contractor shall be liable to the Commission for payment of liquidated damages in the amount of Two Hundred Fifty Dollars (\$250) for each day that Substantial Completion is delayed beyond the Contract Time as adjusted for time extensions provided by the Contract Documents. Such liquidated damages are intended to represent estimated actual damages and are not intended as a penalty, and Contractor shall pay them to Commission without limiting Owner's right to terminate this agreement for default as provided elsewhere herein.

Y. Miscellaneous Provisions

- A. Permits: Contractor must obtain all necessary permits for work from Peach County. A Land Disturbance Permit may be required.
- B. Schedule: The Contractor shall provide to jjohnson@fvutil.com a schedule of construction activities, if applicable. The schedule must be presented at least seven (7) days prior to work commencing.
- C. Work Hours: No work shall take place on Saturday or Sunday unless approved by Fort Valley Utility Commission. The contractor shall submit to Fort Valley Utility Commission a written request at least seven (7) days prior to the weekend work. The daily hours will be provided with the notice to proceed.
- D. Disposal of Refuse: The Contractor shall be solely responsible for disposing of materials and shall take into account, before bidding, the compliance with the above stated ordinances and regulations. Disposal of debris must be done in a lawful manner, in accordance with all applicable federal, state and/or local laws, statutes, rules, ordinances, and/or regulations. All trash and debris shall be collected and removed from the site(s) on a daily basis. The Contractor will not be permitted to burn any

of the materials on site or within the boundary limits of Fort Valley, Georgia.

Requested Content

All questions must be answered and the information given must be clear and comprehensive. Add separate sheets if necessary. The written request should provide background information about the company, its employees, and its experience with related projects and related clients (especially governmental). The statement shall be submitted with bid.

- a. Name of Bidder
- b. Permanent main office address, email address, pertinent contact numbers.
- c. How long (years) has your firm been in the construction business under your present name; also state names and dates of previous firm names, if any; where organized?
- d. Attach a list of your employees with job titles, responsibilities, and years of experience as they relate the requirements of this bid document.
- e. How long do you warrant a project?
- f. Does your professional liability insurance coverage extend past the completion date and warrant of any project? If yes, for how long
- g. Contract on hand (schedule – showing gross amount of each contract and the approximate anticipated dates of completion).
- h. General character of work performed by your company.
- i. Have you ever failed to complete any work awarded to you, if so, where and why?
- j. Have you ever defaulted on a Contract, if so, where and why?
- k. Have you ever failed to complete a project in the time allotment according to the Contract documents, if so, where and why?
- l. List the most important contracts recently executed by your company, stating approximate cost for each, and the month and year completed.
- m. List your major equipment available for this contract.
- n. List any subcontractors whom you would expect to use for the contract.
- o. With what bank do you do business? Do you grant the Commission permission to contract this/these situations? Latest Financial Statements, certified audit, if available, prepared by an independent certified public accountant, and may be requested by City. If requested, such statements must be provided within five (5) business days or the bid proposal will be rejected. Certified audited statement is preferred. Internal statements may be attached only if independent statements were not prepared.

NON COLLUSION: VENDOR(S), BY SUBMITTING SIGNED BID, CERTIFY THAT THE ACOMPANYING BID IS NOT THE RESULT OF, OR AFFECTED BY, ANY UNLAWFUL ACT OF COLLUSION WITH ANY OTHER PERSON OR COMPANY ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE, OR ANY OTHER FRAUDULENT ACT PUNISHABLE UNDER GEORGIA OR UNITED STATE LAW

Note:

A **mandatory** Pre-Bid Meeting will be held on November 27,2017 at 10:00 AM.

Please request bidding documents/specifications and submit questions via e-mail only.
Submit questions/requests to Jason Johnson via e-mail at jjohnson@fvutil.com.

All questions/requests must be submitted via e-mail prior to December 4, 2017

Bid Packages are due December 18, 2017 at 10:00 AM.

Fort Valley Utility Commission reserves the right to reject any or all bids, to waive technicalities and to make an award as deemed in its best interest. We appreciate your interest in Fort Valley Utility Commission.

References

The Contractor must provide at the time of bid opening a list of contact numbers, addresses and a contact person from three (3) jobs completed having similar specification within Georgia.

Fort Valley Utility Commission requests a minimum of three (3) references where work of a similar size and scope has been completed.

1. Company Name: _____

Description of Project: _____

Completion Date: _____

Contact Person: _____

Telephone: _____ Fax: _____

Email address: _____

2. Company Name: _____

Description of Project: _____

Completion Date: _____

Contact Person: _____

Telephone: _____ Fax: _____

Email address: _____

3. Company Name: _____

Description of Project: _____

Completion Date: _____

Contact Person: _____

Telephone: _____ Fax: _____

Email address: _____

EXHIBIT A

E-Verify Contractor Affidavit under O.C.G.A § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of **Fort Valley Utility Commission** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed _____, _____, 201__ in _____, Georgia.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE ____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basis 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).

Authority O.C.G.A. 13-10-91.

For Fort Valley Utility Commission Use Only
Contract File Copy _____
Human Resources Copy _____

(state whether bidder is corporation, partnership, individual, etc.)



PROPOSAL

Project name: _____

Date: _____

Bid submitted by: _____

To: Fort Valley Utility Commission (hereinafter called Owner)

1. The undersigned acknowledges having visited the site and having familiarized itself with the local conditions affecting the cost of the work. The undersigned further acknowledges that it has received and has familiarized itself with the following:

Bidding and Contract Documents:	(Initial here)
Addenda (if any)	_____
Request for Proposal Documents	_____
Drawings	_____
General Conditions	_____
Specifications	_____

2. In submitting this bid, the undersigned agrees:

To furnish all material, labor, tools, expendable equipment, and all utility and transportation services necessary to perform and complete, in a workmanlike manner, all of the work required in accord with the Request for Proposal Documents for the consideration hereinafter set forth. To hold this bid open for 30 calendar days after the receipt of bids and to accept the provisions of the Instructions to Bidders regarding disposition of bid security.

To execute and deliver a Contract in the prescribed form if awarded on the basis of this bid, and to furnish performance and payment security acceptable to the Owner in accord with the General Conditions within 10 days after the Contract is presented for signature.

3. The undersigned hereby proposes and agrees to perform the foregoing for the amounts shown below:

LUMP SUM TOTAL BID AMOUNT \$ _____

PROPOSAL SUBMITTED BY:

Company: _____

Address: _____

Phone No: _____

CONSTRUCTION TIME

The completion of construction for the work described above will be _____ consecutive calendar days from notice to proceed date.

The undersigned has attached the required Bid Bond; Requested Content; Reference Page; E-Verify Contractor Affidavit; Certificates of Insurance

In submitting this bid, it is understood that the right to reject any and all bids and to waive irregularities in the bidding has been reserved by the Owner.

Dated this _____ day of _____ 2017.

(Print name of bidder)

(Address of bidder)

(Print name/title of authorized officer)

(Signature of authorized officer)