The Gordon County Board of Commissioners is accepting sealed written bids from qualified contractors to replace roofing at the George Chambers Resource Center Buildings – 1000 State Route 53 Spur – Calhoun, GA 30701

Your written and sealed proposal must contain at a minimum:

- Complete Bid Documents as in required format as prescribed with total cost of services
- Written oath stating the Contractor has not restricted competitive bidding. (Non-Collusion Affidavit form provided by county).

In addition, the successful Contractor shall submit the following items within ten calendar days of written notification from the county of the proposal award:

- Proof of Workmen’s Compensation Insurance and, General Liability insurance of at least $1,000,000 for each occurrence
- Proof the Contractor is a licensed Roofing Contractor in the State of Georgia
- Proof Contractor is an authorized corporation and is authorized to do business in the State of Georgia.
- Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)
- Written certification that the Contractor operates a drug-free workplace in accordance with O.C.G.A. 50-24-1 through 50-24-6 (form provided by county).

If you choose to submit a written proposal for this service, your sealed proposal must be marked, “Bid – Roofing George Chambers” and delivered to the Gordon County Administration Building at 201 N. Wall Street, Calhoun, Georgia 30701 no later than 2:00 p.m. on September 26, 2012.

A mandatory pre-bid meeting will occur on September 20, 2012 at 10AM

No faxed or e-mail Bids will be accepted; only sealed bids will be accepted. Any response received after the deadline date and time will be returned unopened. Incomplete responses may not be considered if the omissions are determined to be significant. All Bids’ will be publicly opened at that time and place. You are invited to attend the opening. No Bid’s shall be withdrawn for a period of 60 days after the opening.

The Gordon County Board of Commissioners reserves the right to accept, or reject, any and all bids received and/or disregard informalities in the bids received. If additional information is needed, contact Martin Vaughn, Gordon County Purchasing Director at 706-879-2198 or mvaughn@gordoncounty.org
Communications:
All Communications regarding this Bid should be communicated through Gordon County Purchasing. Telephone inquiries will not be accepted. Any questions regarding this Bid should be submitted to Martin Vaughn via e-mail – mvaughn@gordoncounty.org. Your Inquiry must contain company name, address, telephone number and Bid name.

No Electronic Transmissions of Bids: The County will not accept or consider oral, telegraphic, electronic, and facsimile or telephone Bids or modifications.

GENERAL TERMS AND CONDITIONS

- There are no expressed or implied obligations for Gordon County to reimburse responding companies for any expenses incurred in preparing proposals in response to this bid.

- The county reserves the right to request clarifications regarding information submitted as well as request additional information from one or more companies submitting qualifications.

- By submitting qualifications, a company certifies that it has fully read and understood this bid document, has reviewed the attached documents, and has full knowledge of the nature, scope, quantity and quality of the work to be performed; the detailed requirements of the services to be provided and the conditions under which the services are to be performed. Failure to do so will not relieve the successful proposing company of their obligation to enter into a contract and to completely perform the contract in strict accordance with this bid.

- Any proposal submitted shall constitute an irrevocable offer for a period of 120 calendar days.

- Ownership of all data, materials, and documentation prepared for and submitted in response to this bid shall belong exclusively to Gordon County and will be considered a public record and subject to public inspection in accordance with the Georgia Open Record Act, O.C.G.A. 50-18-70 et. seq. unless otherwise provided by law.

- The Gordon County Board of Commissioners reserves the right to reject any or all proposals, call for new proposals, to waive any informalities in a proposal, or to award a contract to the next most qualified company if the selected company does not execute a contract within 30 days after notification of the award. The Gordon County Board of Commissioners reserves the right to accept, reject, and/or negotiate any and all proposals or parts of proposals deemed by the Board to be in the best interest of citizens of Gordon County.
The contract between Gordon County and the successful proposing company will be on the form approved by the county.

This bid and any resulting contract shall be governed in all respects by the laws of the State of Georgia and the successful proposing company shall comply with all applicable federal, state, and local laws and regulations.

By submitting their qualifications, all proposing companies certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other person or party in connection with their proposals, and that they have not conferred on any Gordon County employee having official responsibility for this procurement transaction of any payment, loan, subscription, advance, deposit of money, services, or anything of value of more than nominal value, present or promise, unless consideration of substantially equal or greater value was exchanged. The proposing companies specifically certify that submitting their proposals that they are not in violation of O.C.G.A. 16-10-2 and 16-10-22 for acts of bribery, and/or conspiracy in restraint of free and open competition in transactions with state or political subdivisions.

By submitting their qualifications, all proposing companies certify that they are not currently debarred from submitting bids or proposals on contracts by any agency of the State of Georgia and the federal government, nor are they an agent of any person or entity that is currently debarred from submitting bids on contracts by any agency of the State of Georgia or the federal government.

THE RESPONDERS SHALL:

The Contractor will make all necessary provisions to keep a clean and orderly work place.

The Contractor shall dispose of all materials used on this project as is specified by local, state and federal ordinances. The Contractor shall store all materials in a manner so as to prevent any and all hazards to the Contractors working staff, the County’s staff, and the public.

The Contractor shall be allowed to work on this project evenings, nights and weekends, so as to finish the project on time. Noise level should be kept to a minimum during normal working hours. The Contractor may work on this project 7 days per week.

The Contractor shall be responsible for the proper attire and actions of all workmen at all times. Any improper attire or action by any person is cause for immediate dismissal of the offending person from the site and project.
Defective Work.
If the Contractor fails to correct defective Work or persistently fails to carry out the Work in accordance with this document and specifications, the County, by written order, may order the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the County to stop the Work shall not give rise to any duty on the part of the County to exercise this right for the benefit of the Contractor or any other person or entity.

Material Storage.
Should the County provide storage space, the Contractor assumes full, complete and non-delegable responsibility for the security of the equipment and/or material stored.

Materials, Appliances and Employees.
(a) Payment for - Unless otherwise stipulated, the Contractor shall provide and pay for all materials, labor, tools, equipment, transportation, and other facilities necessary for the proper execution and completion of the work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

(b) Quality of Materials and Workmanship - Unless otherwise specified, all materials shall be new, and both workmanship and materials shall be of the quality required by the specifications. The Contractor shall, if required, furnish satisfactory evidence as to the kind and quality of materials and work. The burden of proof is on the Vendor.

(c) Quality and Discipline of Employees - The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him.

Protection of Work and Property.
Duty to Protect Property - The Contractor shall continuously maintain adequate protection of all his work from damage and shall protect all other property from damage, injury, or loss arising in connection with the work regardless of who may be the Owner of said property. He shall make good any such damage, injury, or loss except such as shall be caused directly by agents or employees of the County.

Of submissions, and the resulting negotiated agreement, in all instances the County’s decisions will be final.
GORDON COUNTY BOARD OF COMMISSIONERS
Invitation to Bid
George Chambers New Roof

Tentative Calendar of Events:

Bid Posted: September 6, 2012

Mandatory Pre-Bid meeting: September 20, 2012 at 10AM
1000 State Route 53 Spur. – Calhoun, GA 30701

Bid Opening: September 26, 2012 at 2:00PM
201 N. Wall Street – Calhoun, GA 30701

Bid Evaluation and Reference Checks September 26 thru October 2, 2012

Board Reviews Bids - Awards or Rejects October 2, 2012

Possible Bid Award Notification October 3, 2012

Paper work Exchange October 3 thru October 12, 2012
i.e. payment and performance bonds, insurances, AIA contract, etc

Project Start Date October 15, 2012

Project Finish Date October 26, 2012
Other:
The successful proposing Contractor shall not assign or transfer any interest in the contract or subcontract any part of the contract without prior written approval from the County.

THE COUNTY SHALL:

Negotiate payment terms with awarded contractor.
General Info for Contractor:

The contractor shall attend a mandatory pre-bid meeting at the 1000 State Route 53 Spur. – Calhoun, GA 30701 on ???

Scope of Work
The work includes the following items
- Compliance with all applicable federal, state and local laws and regulations
- Remove existing roofing and associated material and legal disposal of said material
- Repair damage if any to existing decking with like kind material
- Remove and reinstall turbines and/or other vents repair decking where needed with like kind material – if needed
- Install Ice/Watershield underlayment over entire roof area
- Install Architectural Shingles (Owner to Specify Color) (shall not use Owens Corning shingles)
- Use 1 ¼ inch hand or machine nails
- Self sealing Vent Pipe Flashing having rubber gaskets are to be installed
- Install roofing and all materials per instructions from the manufacturer.
- Any other incidental material or services needed to complete the contract
- Provide one (1) year warranty on all workmanship.

This job must be turn key with all areas left clean with legal disposal of all trash.
The Contractor shall:

➢ Furnish bid references (5) of similar projects – reference should have contact info – Owner, name, phone, and location and type of referenced projects.

➢ **Required Format of bid submission – failure to follow the following format is reason to exclude bid submission**

  Provide two (2) bid document submissions 1 – unbounded and 1 bounded documents
  Page 1 – Acceptance of Terms of this Agreement (see below)
  Page 2 – Pricing/Bid Tabulation (see below) including alternates
  Page 3 – Non-Collusion Affidavit of Prime Proposer (see below)
  Page 4 – Deviations if any from Specifications (more pages if necessary)
  Page 5 – References (minimum 5) more pages id necessary
  Page 6 – Statement or Statements revealing all litigation in which the contractor has been involved (see below)
  Page 7 – Any other information proposer would like to include (as many pages as necessary)
Acceptance of Terms of this Agreement

Name of Proposer: __________________________________________________________
Contact Person: __________________________________________________________
Address: __________________________________________________________________
City/State/Zip: __________________________________________________________________
Telephone: __________________________ Fax: __________________________
E-mail: __________________________________________________________

Authorized Signature ________________________ Title: ___________________
Name Printed: _____________________________ Date: __________________

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer’s acceptance of all terms, conditions, and requirements of the proposal specifications and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.
Pricing/Base Bid Tabulation

Please provide cost for the following may no bid any of the following.

Cost: 30 Year Warranty Shingles $____________________
Cost: 40 Year Warranty Shingles $____________________
Cost per sq. foot Deck Repair $____________________

Contractor Name ______________________________________________

Date Submitted ________________________
GORDON COUNTY BOARD OF COMMISSIONERS
NON-COLLUSION AFFIDAVIT OF PRIME PROPOSER

STATE OF ______________________  COUNTY OF __________________

I _______________________, being first duly sworn, depose and say that;

He is __________________________of________________________, the proposer that has submitted
the attached proposal;

He or she is fully informed respecting the preparation and contents of the attached proposal and of all
pertinent circumstances respecting such proposal; Such proposal is genuine and is not a collusive or
sham proposal; Neither the said proposer nor any of its officers, partners, owners, agents,
representatives, employees, or parties in interest, including this affiant, has in any way colluded,
conspired, connived, or agreed, directly or indirectly with any other proposer, firm or person to submit a
collusive or sham proposal in connection with the contract for which the attached proposal has been
submitted or to refrain from proposing in connection with such contract, or has in any manner, directly
or indirectly, sought by agreement or collusion or communication or conference with any other
proposer, firm or person to fix the price or prices in the attached proposal or of any other proposer, or to
fix any overhead, profit, or cost element of the proposal price or the proposal price of any other
proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any
advantage against the Gordon County Board of Commissioners or any person interested in the
proposed contract; and

The price or prices quoted in the attached proposal are fair and proper and are not tainted by any
collusion, conspiracy, connivance, or unlawful agreement on the part of the proposer or any of its
agents, representatives, owners, employees, or parties in interest, including this affiant.

Proposer: ________________________________________________________________
By: ___________________________________________________________________
Name Printed: __________________________________________________________
Title: ________________________________________________________________
Date: _________________________________________________________________

Subscribed and sworn to me this __________ day of ______________________, 20__.

NOTARY PUBLIC: _______________________________________________________

Commission Expires: _____________________________________________________

( 1st blank is for State, 2nd blank is County, 3rd blank is name of Notary, 4th blank Name
of the proposer, 5th blank Name of Company)
List Deviation to this agreement:
References:
Litigation statements:
GORDON COUNTY BOARD OF COMMISSIONERS
Invitation to Bid
George Chambers New Roof

Other Information: