



Cherokee County Board of Commissioners
Purchasing Department
1130 Bluffs Parkway, Canton, GA 30114
Phone: (678) 493-6000
Fax: (678) 493-6035

REQUEST FOR BIDS

RFB# 2024-021

Creek View Subdivision Drainage Improvements, Project 74008

THE PROJECT: The Cherokee County Board of Commissioners Purchasing Department (County) is requesting competitive sealed **bids** in support of constructing the Creek View Subdivision Drainage Improvements, Project 74008, meeting the specifications and as described herein.

All times in the solicitation are local times to Cherokee County, Georgia in the Eastern Time Zone.

This Request for Opportunity Description is one of two documents making up this solicitation. The second document is Cherokee County Standard Solicitation Terms and Conditions, which contains all the standard forms potentially required to accompany a submission. Both of these documents together constitute the entire solicitation at the time of issuance.

The County reserves the right to reject any or all bids/proposals, to waive technicalities and to make a selection and final award as deemed to be in the best interest of the County, including using any form of contract it deems most advantageous to the County.

SCHEDULE:

Issued	March 8, 2024
Questions Due	March 25, 2024, by 4:00 PM
Answers Due	March 27, 2024
Bids/Proposals Due	April 8, 2024, at 10:30 AM
Anticipated Award Date	April 16, 2024

THE EXPECTED PERIOD OF PERFORMANCE:

The base period of performance is broken down into two areas: Physical Delivery of Product(s) and Service Delivery. This is a function of the Statement of Work (SOW) and/or specification and reflects if there is physical item or items to be delivered and / or delivery of services. An X in the box corresponding to item 1 below, Physical Delivery indicates a physical item or items are to be delivered and an X in the 2. Delivery of Services indicates that Services are to be performed. Either or both may apply to the work contemplated by this solicitation.

Additionally, should there be an X in the box corresponding item 3. Option Grant, then the County requests the right to extend the period of performance beyond the Base Rate as specified.

1. NO PHYSICAL ITEMS/GOODS PHYSICAL DELIVERY OF ITEMS/GOODS REQUIRED:

For Physical Delivery solicitations, the period of performance for an award shall begin with either the placement of Purchase Order or the date indicated on the Agreement. All items to be delivered are to be FOB Cherokee County at the address indicated in the solicitation. Performance shall be complete upon final acceptance by the County. Time is of the essence for the delivery of each item specified. Warranty requested as below:

Warranty Term Requested: _____

2. NO SERVICES REQUIRED PERFORMANCE OF SERVICES:

For Performance of Services solicitations, the period of performance shall begin with the placement of either a Purchase Order or the date of the Agreement unless the Agreement, the SOW or the Solicitation Terms indicate that performance shall begin upon the issuance of a Notice to Proceed (NTP), in which case the NTP would represent the beginning of performance. Term of services requested are as below:

Services Term:

- One Year
 Two Years
 Three Years
 Other: **180 Calendar Days from Notice to Proceed (NTP)**

3. OPTION GRANT:

This solicitation contains requested options; please see Statement of Work for details.

SUBMITTAL INSTRUCTIONS:

Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions. This “SUBMITTAL INSTRUCTIONS” page and all the items listed below are required to be completed and included as part of this solicitation:

Please indicate by placing an  in the box next to the items that you have included in your submittal.

- Appendix A:** Information and Addenda Acknowledgement Form.
- Appendix B:** Non-Influence and Non-Collusion Affidavit.
- Appendix C:** E-Verify Affidavit.
- Appendix D:** References *
- Appendix E:** Acceptance of County’ Standard Professional Services Agreement **
- Appendix F:** Suspension, Debarment and Litigation Affidavit,
- Appendix F:** Debarment, Suspension, & Other Responsibility Matters
- Appendix G:** Contractor’s License Certification
- Appendix H:** Ability to Provide Performance, Labor & Matl. Payment Bond
- Appendix I:** Bid Bond
- Insurance:** Certificate of Insurance (COI) with the following minimum limits:
- Comprehensive General Liability of \$1,000,000 (one million dollars),
 - Comprehensive Automobile Liability of \$1,000,000 (one million dollars)
 - Professional Liability of \$1,000,000 (one million dollars)
 - Workers’ Compensation State of Georgia and employers Liability of \$1,000,000 (one million dollars).
- Bid Form:** Bid Form
- Pricing Form:** Pricing Form
- GDOT Certificate:** GDOT “Certificate of Qualification”
- Attachment 1:** ARPA Terms and Conditions and Certifications and Representations

This project is funded by the American Rescue Plan Act of 2021 (ARPA). All documents listed above including this “Submittal Instructions” page are required to be submitted with complete and accurate information including signatures and notarization where required. Attachment 1 (ARPA Terms & Conditions and Representations) shall be incorporated into the County’s standard Professional Services Agreement. Failure to comply with this requirement will be deemed as non-responsive.

By signing below indicates that you have read and acknowledge this requirement.

REPRESENTATIVE’S NAME

REPRESENTATIVE’S SIGNATURE

DATE:

Notes:

*The County reserves the right to contact not only those references provided, but may also use previous performance for the County, other contacts it identifies, and other sources of information believed to be viable to evaluate capability, viability, and performance.

**If Acceptance of County’s Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the County’s Procurement web page.

EVALUATION CRITERIA:

Bids/Proposals that contain options or additive work above and beyond the base bid will be evaluated financially according to the criteria described in the solicitation. However, should the use of options or additive work proposed exceed the County budget, the County retains its rights to address such situations as described in its Standard Terms For Bid and Proposal Solicitation as well as the right to award based on the base bid only or the base bid plus quoted additive work that is within its budget.

Bids determined to be Responsive and Responsible will be ranked based Bid Form Criteria.

OR

Proposals determined to be Responsive and Responsible will be evaluated on the following criteria:

100%	Price
100%	TOTAL

References may be contacted should the evaluation team deem them necessary.

Proposals will be scored on the above evaluation criteria. Failure to provide information necessary to evaluate proposal, may result in a lower scoring proposal.

The County reserves the right to reject the bid of any vendor who has previously failed to perform properly or complete on time contracts of a similar nature, or who upon investigation shows is not in a position to perform the contract.

HOW AND WHERE TO SUBMIT BIDS AND PROPOSALS:

The County has two methods for receiving bids and proposals that are mutually exclusive: either electronically or by physical receipt. The box with the "X" below indicates how and where bids or proposals are to be submitted. The County will NOT accept proposals by fax, or e-mail unless authorized, in writing, by the Procurement Director. The solicitation submission deadline will be strictly enforced; no late bids/proposals will be accepted for any reason, please plan accordingly.

A. Electronic Submissions Only:

Bids and Proposals are to be submitted electronically ONLY to BidNet Direct. Physical copies are not to be submitted unless approved in advance by the Purchasing Director.

Proposals and all requested documentation to be provided electronically should in the Adobe Portable Document Format (PDF) as ONE file unless otherwise indicated in these solicitation instructions. Documents provided in response to this solicitation are to be named according to the following naming convention:

- a. [Solicitation Number]_[Vendor Name]_[Document Type]
Example: "2017-111_ABC Company_Proposal"

QUESTIONS/ADDENDA:

Only written inquiries will be permitted during the solicitation period. **Questions are to be submitted via BidNet Direct** for this solicitation no later than the date and time indicated in the Schedule, as may be amended. Answers will be posted via formal Addendum and only released as part of the solicitation documents on BidNet Direct. All interested parties are instructed to monitor BidNet Direct on a regular basis throughout the solicitation period. The final date for posting of Addenda is per the Schedule, as may be amended.

STATEMENT OF WORK AND / OR SPECIFICATION LOCATED ON THE NEXT PAGE

STATEMENT OF WORK AND / OR SPECIFICATION:

The Cherokee County Roadway / SPLOST Program is requesting bids for the following project:

Creek View Subdivision Drainage Improvements, Project 74008, as per current Georgia DOT Standards and Specifications.

Contract Time: 180 Calendar Days, Proposal Guarantee: 5%

Bidders must be unconditionally qualified prospective bidders in accordance with Chapter 672-5 of the Rules of the Georgia Department of Transportation.

The work to be done consists of the furnishing of all material, labor and equipment for this project. All work performed for this project will be in accordance with Georgia Department of Transportation Standard Specification, 2013 Edition and 2016 Supplemental Specification as modified by Contract Documents. Liquidated Damages assessed as per section 108.08 of the Georgia Department of Transportation Standard Specifications.

Utility Adjustment Schedules have been included as part of the solicitation documents.

END OF STATEMENT OF WORK/SPECIFICATION

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CREEK VIEW SUBDIVISION DRAINAGE IMPROVEMENTS, PROJECT 74008 – CHEROKEE COUNTY

BID FORM

Proposal of _____ (Hereinafter called "Bidder")
a contractor organized and existing under the laws of the State of _____ and doing
business as _____.

TO: Cherokee County
(Hereinafter called "County")

Gentlemen:

The Bidder in compliance with your Notice to Contractors and all Bidding Documents for **Creek View Subdivision Drainage Improvements, Project 74008 – Cherokee County**, having examined the plans and specifications with related documents and the site of other proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and supplies to construct the project in accordance with the contract documents, within the time set forth herein, and at the prices stated below, proposes to enter into a Contract, on the form provided by Cherokee County, with Cherokee County to provide the necessary machinery, tools, apparatus, all materials and labor, and other means of construction necessary to complete the Work. The undersigned proposes to furnish and construct the items listed in the attached Schedule of Items for the unit prices stated.

Bidder agrees that the cost of any work performed, materials furnished, services provided or expenses incurred, which are not specifically delineated in the Contract Documents, but which are incidental to the scope, the intent, and completion of the Contract, shall be deemed to have been included in the price bid for the various items scheduled.

Bidder agrees to provide payment and performance bonds on the forms provided by Cherokee County and in conformance with applicable Georgia law. Any such bonds shall be subject to review and approval of the County Attorney.

Bidder, if successful, prior to commencement of the work shall execute a written oath as required by O.C.G.A. §§ 32-4-122 and 36-91-21(e).

Bidder further proposes and agrees hereby to promptly commence the Work with adequate force and equipment with seven (7) calendar days from receipt of Notice to Proceed, or as may be specified by Special Provision, and to complete the Work as specified by the schedule.

The undersigned Bidder further agrees that in case of failure on his part to execute said contract and bonds, or provide satisfactory proof of carriage of the insurance required, within fourteen (14) calendar days after notification of award thereof, the Bid Bond or certified check accompanying his bid and the money payable hereon shall be forfeited to the County not as a penalty, but as liquidated damages because actual damages would be difficult or impossible to determine; otherwise, the check or Bond accompanying this proposal shall be returned to the Bidder.

The Bidder declares that he understands that the quantities shown on the proposal are subject to adjustment by either increase or decrease, and that should the quantities of any of the items of work be increased, the undersigned proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, he also understands that payment will be made on actual quantities at the unit price bid and will make no claim for anticipated profits for any decrease in the quantities, and that actual quantities will be determined upon completion of work, at which time adjustment will be made to the Contract amount by the direct increase or decrease.

Bidder: _____
(Company Name)

By: _____

Title: _____

Mailing Address: _____

RFB# 2024-021**CREEK VIEW SUBDIVISION DRAINAGE IMPROVEMENTS, PROJECT 74008 – CHEROKEE COUNTY**

PROJECT SPECIFICATIONS

1. The Contractor shall not perform work or move equipment or materials across any roadway and interfere with traffic flow on the main roads or local streets between the hours of 7:00 AM to 8:30 AM and 4:00 PM to 6:00 PM, Monday through Friday, unless approved by the Engineer. Equipment or materials moved on or across the roadway at other times shall be done in a manner so as minimize interference with traffic.
2. If night work is necessary to perform project work, a written request shall be submitted to Cherokee County and approved at least three days in advance. Working hours for night work are between 8:00 PM and 6:00 AM, Monday through Friday, unless approved by the Engineer.
3. It is the contractor's responsibility for coordination of utilities.
4. Construction signs need to be mounted.
5. Contractor shall use reduced speed limit signs per GDOT 150 to be included in cost for traffic control.
6. Contractor shall construct the project following Georgia Department of Transportation current standards and specifications manual, supplemental specifications, and construction standards and details.
7. Temporary striping costs to be included in Traffic Control pay item. Roads should be striped as soon as possible after paving.
8. There will be a 14-day cure on final lift of asphalt prior to placement of thermoplastic striping.
9. If any additional pay items not included in the contract are deemed necessary by the Engineer, then the contractor shall negotiate a price with the County for the additional pay item. Price shall be not more than 10% greater than the current GDOT item mean price for that pay item.
10. Any detour requests must be submitted 21 days prior to road closure for review and approval. Portable message boards and all signs used in the detour shall be included in the traffic control pay item.
11. Any irrigation lines cut shall be capped and flag to back of ROW.

12. If no pay items exist in the plans and/or contract for appurtenances associated with a parcel then the cost of removal, replacement, modification, or temporary items shall be included in grading complete.
13. Payment for storm drainpipe to include saw cutting, removing and replacing pavement, curb and gutter, driveways, flumes, etc. per GDOT standard 1401. Curb and gutter to be replaced in-like kind. On GDOT standard 1401 for stage 2, use 57 stone for the backfill, for stage 3 use GAB for the base or subbase, etc.
14. Contractor to replace all fence removed for installation of storm drain. Fence should be replaced in-kind. Include in grading complete.
15. All driveways (including driveways inside easements) shall be replaced to the right of way limit or appropriate tie in point.
16. Contractor to substantially complete each location before disturbing the next location.
17. Septic system/lines have been reviewed and should not be in conflict. However, contractor will need to ensure no damage occurs to the septic system/lines with any construction activities. Any damage to septic system/lines will be contractor's responsibility.

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CREEK VIEW SUBDIVISION DRAINAGE IMPROVEMENTS, PROJECT 74008 – CHEROKEE COUNTY

PROJECT STIPULATIONS

1. Parcel 1 –
 - No stipulations
2. Parcel 2 –
 - Contractor to remove the cluster of trees at the end of the pipe at structure A8.
3. Parcel 3 –
 - Contractor will remove two cedar trees that are between the driveway and fence.
4. Parcel 4 –
 - Contractor to preserve grantor's fence for containing animals. Temporary fence may be needed. Price for temporary fence shall be included in grading complete.
 - If fence is disturbed by construction, contractor will replace in-kind.
 - Contractor will contact property owner before impacting the fence.
5. Parcel 5 –
 - Contractor will preserve owners' fence. If disturbed by construction, contractor will repair at their own expense.
 - Contractor to contact property before entering or impacting the fence.
6. Parcel 6 –
 - No stipulations
7. Parcel 7 –
 - No stipulations
8. Parcel 8 –
 - No stipulations
9. Parcel 9 –
 - If the driveway and/or sidewalk are affected by construction, then the Contractor will repair to pre-construction conditions at their own expense.
 - Contractor is responsible for disconnecting and reconnecting overhead power to the building.
 - Contractor to put the fence back to pre-construction conditions.
10. Parcel 10 –
 - No stipulations

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CREEK VIEW SUBDIVISION DRAINAGE IMPROVEMENTS, PROJECT 74008 – CHEROKEE COUNTY**PRICING FORM**

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	PRICE
ROADWAY ITEMS					
150-1000	TRAFFIC CONTROL -	LS	LUMP	\$	\$
207-0203	FOUND BK FILL MATL, TP II	CY	20	\$	\$
210-0250	UNDERCUT EXCAVATION	CY	20	\$	\$
210-0100	GRADING COMPLETE -	LS	LUMP	\$	\$
550-1180	STORM DRAIN PIPE, 18 IN, H 1-10	LF	1121	\$	\$
550-1240	STORM DRAIN PIPE, 24 IN, H 1-10	LF	1012	\$	\$
550-1360	STORM DRAIN PIPE, 36 IN, H 1-10	LF	38	\$	\$
550-4218	FLARED END SECTION 18 IN, STORM DRAIN	EA	2	\$	\$
550-4224	FLARED END SECTION 24 IN, STORM DRAIN	EA	4	\$	\$
550-4236	FLARED END SECTION 36 IN, STORM DRAIN	EA	1	\$	\$
600-0001	FLOWABLE FILL	CY	5	\$	\$
603-2181	STN DUMPED RIP RAP, TP 3, 18 IN	SY	137	\$	\$
603-7000	PLASTIC FILTER FABRIC	SY	137	\$	\$
643-1132	CH LK FENCE, ZC COAT, 4 FT, 9 GA	LF	100	\$	\$
643-8210	WOOD FENCE	LF	50	\$	\$
668-1100	CATCH BASIN, GP 1	EA	24	\$	\$
668-1110	CATCH BASIN, GP 1, ADDL DEPTH	LF	6	\$	\$
668-4300	STORM SEWER MANHOLE, TP 1	EA	3	\$	\$
668-4311	STORM SEWER MANHOLE, TP 1, ADDL DEPTH, CL 1	LF	3	\$	\$
668-9998	PEDESTAL STYLE INLET	EA	2	\$	\$
163-0240	MULCH	TN	8	\$	\$
163-0541	CONSTRUCT AND REMOVE ROCK FILTER DAMS	EA	5	\$	\$
163-0550	CONSTRUCT AND REMOVE INLET SEDIMENT TRAP	EA	3	\$	\$
163-1930	CONSTRUCT AND REMOVE COMPOST FILTER SOCK, 18 IN	LF	80	\$	\$
165-0041	MAINTENANCE OF CHECK DAMS - ALL TYPES	LF	40	\$	\$
165-0105	MAINTENANCE OF INLET SEDIMENT TRAP	EA	3	\$	\$
165-0110	MAINTENANCE OF ROCK FILTER DAM	EA	5	\$	\$
700-6910	PERMANENT GRASSING	AC	1	\$	\$
700-7000	AGRICULTURAL LIME	TN	2	\$	\$
700-8000	FERTILIZER MIXED GRADE	TN	1	\$	\$
700-8100	FERTILIZER NITROGEN CONTENT	LB	50	\$	\$
700-9300	SOD	SY	100	\$	\$
TOTAL- ROADWAY ITEMS					\$
GRAND TOTAL					\$

COMPANY NAME: _____

REPRESENTATIVE'S NAME_____
REPRESENTATIVE'S SIGNATURE_____
DATE: