



**INVITATION TO BID
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 111323**

The Lee County Board of Commissioners is accepting sealed written bids from qualified vendors for the design, surveying, and engineering of **Coston Road**. Contract information, bid form, and other information are enclosed. All work completed shall be per County standards. A map of Coston Road is also attached hereto as “Exhibit A”. There will be a **pre-bid meeting on Thursday, November 16, 2023 at 10:00 am** in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building located at 102 Starksville Avenue North, Leesburg, GA 31763. **You must attend the pre-bid meeting in order to submit a bid.**

If you choose to submit a written bid on this project, your **sealed bid must be marked (Road Design and Engineering) and delivered to the Lee County Board of Commissioners at 102 Starksville Avenue North, Leesburg, GA 31763, no later than 10:00 am on Thursday, December 7, 2023.** All bids will be opened during a public **bid opening at 10:05 am on Monday, November 13, 2023** in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building located at 102 Starksville Avenue North, Leesburg, GA 31763. All persons submitting a bid must have the minimum required state license, requisite liability, workman’s compensation insurance, and a Lee County Business License. You are invited to attend this bid opening. No bids shall be withdrawn within for a period of 60 days after the bid opening.

Bidders are required to examine all maps, plans, drawings, specifications and data mentioned in the specifications, contracts, or proposals on file with Lee County at 102 Starksville Avenue North Leesburg, Georgia, or at such other location or locations established by Lee County from time to time with respect to such proposed project. No plea of ignorance of conditions that exist or that may exist after the date of these instructions, or of any conditions or difficulties that may be encountered in the execution of the work under any contract issued hereunder, resulting from the bidders failure to make the necessary examinations and investigations, shall be accepted as an excuse for any failure or omission on the part of the successful bidder to fulfill in every detail all requirements of any contract issued hereunder. Nor will such reasons be accepted as a basis for any claims whatsoever for extra compensation, change orders, or an extension of time to complete the required work under the contract issued hereunder.

Any bid submitted unsealed, unsigned, fax transmissions, email transmissions, or received subsequent to the aforementioned date and time, will be disqualified. Contractors are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service. The submittal must be signed by a company officer who is legally authorized to enter into a contractual relationship in the name of the contractor. Failure

to comply with the written requirements for this project may result in disqualification of the submittal by the Lee County Board of Commissioners.

The Board of Commissioners reserves the right to accept or reject any or all bids received and/or disregard informalities or irregularities in the Bids received. **There will be no addendums to the contract once the contract has been accepted and signed, unless initiated by the County.** If additional information is needed, please contact Christi Dockery, Lee County Manager, at 229-759-6000 or cdockery@lee.ga.us. The Lee County Board of Commissioners is an Equal Opportunity Employer.

In the event that any corrections or amendments to this Invitation to Bid are deemed necessary or appropriate, such corrections or amendments shall be issued by the Lee County Board of Commissioners in written addenda issued prior to the due date for proposals. Potential Bidders should not rely on any representations, statements or explanations other than those made in this document or in any addenda to this document. Where there appears to be a conflict between this Invitation to Bid and any addenda issued, the last addenda issued will prevail. Addenda will be published on the Lee County Board of Commissioners' website at www.lee.ga.us. Potential Bidders are encouraged to check such website regularly for immediate access to issued addenda.

All expenses involved with the preparation and submission of the Invitation to Bid to the Lee County Board of Commissioners, or any work performed in connection therewith is the responsibility of the Bidder. Submission of any proposal indicates acceptance of the conditions contained in this document unless clearly and specifically noted otherwise in the proposal.

The Lee County Board of Commissioners operates with a five (5) member County Commission. It is possible that the Bidder may need to make one or more appearances at County Commission meetings to answer questions or present results. The documentation provided herein is intended to provide a common methodology of development and basic technical skills for proposal purposes.

Your written and sealed bid must include at a minimum:

- Completed attached bid form with a total cost of services
- A bid bond, or an irrevocable letter of credit, or a cashier's check in the amount of 5% of the bid amount payable to the Lee County Board of Commissioners from a company authorized to do business in the State of Georgia
- Written oath stating that the contractor has not restricted competitive bidding with an authorized signature

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

- Proof of workers' compensation insurance, if required by Georgia law
- Proof of general liability insurance in the amount of at least \$500,000.00 naming the Lee County Board of Commissioners as an additional insured
- Proof of automobile liability insurance in the amount of at least \$500,000.00 naming the Lee County Board of Commissioners as an additional insured
- A performance bond in the amount of the bid will be required should the project cost be determined to be \$100,000.00 or higher. The performance bond shall be payable to the Lee County Board of Commissioners from a company authorized to do business in the State of Georgia.
- A payment bond in the amount of the bid will be required should the project cost be determined to be \$100,000.00 or higher. The payment bond shall be payable to the Lee County Board of Commissioners from a company authorized to do business in the State of Georgia.
- Written certification that the contractor operates a drug free workplace in accordance with O.C.G.A. 50-24-1 through 50-24-6
- Completed SAVE Affidavit
- Completed Contractor's Affidavit
- Completed Sub-Contractor's Affidavit, if applicable
- Signed contract (prepared by the County)

**BID FORM
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 111323**

Name of Bidder/ Vendor: _____

Contact Person: _____

Mailing Address: _____

Telephone: _____

Email: _____

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.

No addendums will be allowed unless initiated by the County.

The design, surveying, engineering costs, right of way plats, bid documentation, and construction costs of Coston Road.

Total Bid Amount = _____

Work on this project is estimated to commence _____ days after notification is received by the County that the project may proceed.

Work on this project is estimated to be completed _____ days after project commences.

Authorized Signature: _____ **Title:** _____

Name Printed: _____ **Date:** _____

Lee County, Georgia

Non-Collusion Certification

The undersigned bidder certifies that I have not directly or indirectly entered into any agreement, participated in any collusion, nor otherwise taken any action in restraint of free competitive bidding in connection with this submitted bid.

Authorized Signature: _____

Name Printed: _____

Name of Company: _____

Date: _____

Lee County Georgia

Proposed Road Paving Projects



— Coston Rd - Dirt Rd
0.74 Miles
Number of House's - 12
Right of way - 40ft

