

ADVERTISEMENT FOR BIDS

NOTICE is hereby given that the Warren County Port Commission on behalf of The Warren County Board of Supervisors will receive sealed bids from qualified Bidders for the following Project:

May Warehouse Recommissioning, which includes the repair of roofing, metal wall panels and support, and various electrical improvements and other work as indicated in the drawings, specifications, and other contract documentation.

A mandatory pre-bid conference will be held at the project site, 10:00 a.m. local time on Wednesday, June 3, 2020. The address of the project site is 97 Waring Road, Vicksburg MS 39183.

The contract time for the work included in this contract is **One Hundred (100) Calendar Days**. The Contract will be subject to Liquidated Damages of **two hundred dollars (\$200.00)** per working day for each day in default after the stipulated completion date. The contract time will begin on the date specified in the written Notice to Proceed.

Sealed bids will be received at the Warren County Purchasing Department, 913 Jackson Street, Vicksburg, MS 39183 until **2:00 p.m. local time on Wednesday June 10, 2020** and shortly thereafter publicly opened, read aloud, and recorded. Contractors have the option of submitting bids in a sealed envelope or through the County's electronic bid submission portal at www.bidnowsolutions.com. Registration and a valid email address are required for electronic bid submission. Further instructions are provided in the Contract Documents package.

Bidders must be qualified under Mississippi State law and possess a Certificate of Responsibility issued by the Mississippi State Board of Public Contractors. This Project is expected to exceed \$50,000, therefore the Certificate of Responsibility Number shall be written on the outside of the sealed bid envelope. For electronic bids, the COR information may be submitted as an attachment with the electronic bid submittal. All bids shall be in compliance with and subject to the guidelines and requirements of Mississippi Code of 1972 as annotated and amended.

Mississippi has a reciprocal preference law. Mississippi Code 31-3-21 requires that a copy of any non-resident bidder's current state law pertaining to its treatment of non-resident contractors be submitted at the time the bid is submitted, or that bid shall not be considered further. Any preference an out of state bidder would have had in his home state shall be applied in a reciprocal manner.

Each bidder must deposit with his bid a Bid Bond or Certified Check in an amount equal to five percent (5%) of the total bid payable to Warren County Port Commission as bid security. Prior to the start of work, the successful bidder shall furnish a Proof of Insurance, along with Performance and Payment Bonds in the amount of 100% of the contract amount awarded. Attorneys-in-fact who sign Bid Bonds or Payment Bonds and Performance Bonds must file with each bond a certified and effective dated copy of their Power of Attorney. Bidders shall also submit a current financial statement if requested by Warren County Port Commission.

Plans, Specifications, and Contract Documents are on file and open to public inspection at the office of the Warren County Purchasing Department, 913 Jackson Street, Vicksburg, MS, along with various Contractor Plan Room Service Providers. Bid Documents will contain instructions for bidding by both sealed envelope and electronic means. Bidders are cautioned to read all instructions carefully. One (1) copy of the Plans, Specifications, and Contract Documents may be procured upon payment of \$50.00 (by cash or check made payable to the Warren County Port Commission, 2020 Mission 66, Vicksburg, MS 39180. To obtain a copy email Paul Mitchell with Waggoner Engineering at paul.mitchell@waggonereng.com or call (601) 355-9526. The payment is non-refundable.

Bidders may also request documents by visiting the website www.bidnowsolutions.com/warrencounty/ and clicking on the **May Warehouse Recommissioning** tab and completing the online registration form under the *Request Contract Documents* tab. A valid email address is required. The Engineer will respond with instructions on how to obtain plans and specifications.

The Warren County Port Commission reserves the right to determine responsible bidders, responsive bids, the lowest and best bid, reject and all bids, award to the bidder believed most advantageous to Warren County, and to waive any informalities in the bids and bidding process.

Warren County Port Commission
On behalf of The Warren County Board of Supervisors
By: Tonga L. Vinson, Purchasing Agent

PUBLICATION DATES:

May 8, 2020

May 15, 2020

INSTRUCTIONS TO BIDDERS

DATE AND PLACE OF OPENING BIDS:

The date, time, and place for opening bids will be set out in the published "Advertisement for Bids".

The Engineer for this project is Waggoner Engineering, Incorporated. The Engineer's address is 143-A LeFleurs Square, Jackson, Mississippi, 39211.

Warren County Port Commission reserves the right to postpone the date for presentation and opening bids and will give telegraphic notice of any such postponement to each prospective bidder.

BIDDERS CHECKLIST:

Please insure that ALL of the items listed below are filled out completely and correctly in the completed set of bid documents/specs prior to submission by either sealed envelope or electronic bid:

- _____ Complete Bid Documents/specs (**NO STRIPPED BIDS**) sealed in envelope with appropriate markings (i.e., Certificate of Responsibility #, Project Name, Bidder's name, address, date etc.)
- _____ Both non-collusion affidavits executed
- _____ E-Verify number provided and form signed in bid
- _____ Bid tab completed, base and alternate items unit prices inserted, and totals checked
- _____ Addendums (if any) acknowledged in the proposal
- _____ Proposal completely filled out, signed and dated
- _____ Bid bond in 5% of the total bid amount included and signed by resident agent in Mississippi

FORM FOR PROPOSALS:

The following information applies to all bids. The documents listed below must be included in your bid, whether submitted by envelope or by electronic method. After you have obtained the Contract Documents, you can bid by:

- **BID SUBMISSION BY SEALED ENVELOPE:**

Prior to the deadline for receipt of bids, deliver your sealed envelope, marked as shown, to the Warren County Purchasing Department, 913 Jackson St, Vicksburg MS. Our staff will accept your envelope and time and date stamp it and give you a copy of the envelope as your receipt. Envelope must be clearly marked with the **Bidder's Name and Address on the outside** and the following in the lower left corner.

Sealed Bid for the May Warehouse Recommissioning
Bid Opening –Wednesday, June 10, 2020 at 2:00 p.m. local time

Bid Submitted by: _____

Address of Bidder: _____

Enclosed bid signed by: _____

Printed Name _____ Title _____

Certificate of Responsibility Number: _____

Inside the envelope

1. Copy of the Certificate of Responsibility (COR);
2. Complete set of the bid documents/specs (**NO STRIPPED BIDS**) sealed in the envelope with appropriate marking (Construction Drawings/Plans not required insubmittal).
3. Copy of Bid Surety/Bid Bond or Check

• **BID SUBMISSION BY ELECTRONIC MEANS (Via Website):**

Prior to the deadline for receipt of bids, Bidders should gather all the documents shown below and scan/compile them into one PDF document. You will use a Browse feature to find it on your computer for upload. The electronic system will **generate a receipt after the upload is complete.** **Be sure the Copy of the COR is the first page.**

1. Copy of the Certificate of Responsibility(COR);
2. Complete set of the bid documents/specs (**NO STRIPPED BIDS**) scanned in pdf format to be submitted electronically in the same order as they were bound. (Construction Drawings/Plans not required in submittal).
3. Copy of Bid Surety/Bid Bond; Note - Under Electronic Bidding, **if your bid surety is a CHECK, it must be physically received at Warren County Purchasing Department before the bid opening.** Contact us to confirm receipt before submitting an electronic bid;

Visit the website www.bidnewsolutions.com and perform the following steps:

- Under the tab REVERSE AUCTIONS AND ELECTRONIC BIDS, select **WARREN COUNTY;**
- Select **MAY WAREHOUSE RECOMMISSIONING;**
- Select **REQUEST FOR CREDENTIALS** - you will receive the User ID and Password byemail;
- Return to the site and LOG-IN with the User ID and Password you receive by email;
- Select **SUBMIT ELECTRONIC BID** and complete the required blanks;
- Check mark each form to confirm inclusion in the upload and the "I verify ... "statement;
- Use the **BROWSE** button to search your computer for the PDF you previously created;
- Complete the date and signature fields, then select **SUBMIT BID;**

Please contact Tonga Vinson, Warren County Purchasing Agent via tonga@co.warren.ms.us with any questions!

PRE-BID CONFERENCE:

A mandatory pre-bid conference will be held at the project site, 10:00 a.m. local time on Wednesday, June 3, 2020. The address of the project site is 97 Waring Road, Vicksburg MS 39183

CERTIFICATE OF RESPONSIBILITY:

Prior to filing bids on projects (in excess of \$50,000), the prospective bidder must obtain a Certificate of Responsibility from the Mississippi State Board of Public Contractors establishing his classification as to the value and the type of construction on which he is authorized to bid. Application must be submitted to the Board at least thirty (30) days prior to a regular Board meeting, scheduled to meet every quarter on the first Tuesday of January, April, July and October.

CHARGES FOR PROPOSALS, PLANS AND SPECIFICATIONS:

Prospective bidders may obtain one copy of the Contract Documents including the proposal forms and one set of prints of the project plans from the engineer upon payment of the amount of money stipulated in the "Advertisement for Bids". If a contract award is made, the successful bidder will be furnished, free of charge, two additional sets of the Plans and Contract Documents.

OMISSIONS AND DISCREPANCIES:

Should a bidder find discrepancies, errors or omissions in the Plans and Specifications, or should he be in doubt as to the correctness of plan details, dimensions and layout, he should immediately notify the Engineer to permit checking and the issuance of any necessary revisions or modifications.

MODIFICATIONS:

Prior to the date set for the opening of bids, the right is reserved, as the interests of Warren County Port Commission may require, to revise or amend the Plans and Specifications or Special Provisions. Such revisions, if any, will be announced by an addendum, and copies of such addendum will be furnished to all prospective bidders for acknowledgment by return mail. If the revisions and addenda are of a nature, which require material changes in quantities, prices bid, or both, the date set for opening bids may be postponed to enable bidders to revise their bids. In such case, the addendum will include an announcement of the new date for opening bids.

INTERPRETATIONS:

No oral interpretation made to any bidder as to the meaning of the Plans and Specifications or Special Provisions shall be considered a modification of any of the provisions of the Contract Documents. Written requests for interpretation of the Plans and Specifications shall be submitted to the Engineer not less than ten (10) calendar

days prior to the bid opening for a formal decision, which will be given in writing to all known prospective bidders.

OBLIGATION OF BIDDER:

At the time of the opening of Bids, each Bidder will be presumed to have inspected the sites and to have read and to be thoroughly familiar with the Plans and Contract Documents (including all Addenda). The failure or omission of any Bidder to examine any form, instrument or document shall in no way relieve any Bidder from any obligation in respect to his bid. Bidders shall satisfy themselves of the accuracy of the estimated quantities in the proposal form by examination of the site and review of the drawings and specifications including addenda. After bids are submitted, the Bidder shall not assert that there was a misunderstanding concerning the quantities of work or of the nature of the work to be done.

QUALIFICATIONS OF BIDDER:

Warren County Port Commission may make such investigation, as it deems necessary, to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the County all such information and data for this purpose as the County may request. Warren County Port Commission reserves the right to reject any bid if the evidence submitted by or investigation of such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.

CERTIFIED CHECK OR BID BOND:

All bids shall be accompanied by a Certified Check or Cashier's Check drawn upon a national or state bank, or a Bid Bond made by a bonding company registered in the State of Mississippi, drawn and made payable to the Warren County Port Commission, in an amount equal to five percent (5%) of the total bid for the work. The Certified Check, Cashier's Check, or Bid Bond must be enclosed in the same envelope with the bid. Attorneys-in fact who sign bid bonds shall file with the bond a certified and effective dated copy of their power of attorney. When the bid prices have been compared, the Owner shall return the bonds of all bidders except for the three (3) lowest responsive and responsible bidders. When the agreement is executed, the bonds of the remaining two unsuccessful bidders shall be returned. The bid bond of the successful bidder shall be retained until the payment and performance bonds have been submitted and are approved.

REJECTION OF PROPOSAL:

Proposals may be rejected in the case of any omission, alterations of forms, addition of conditions not called for, unauthorized alternate Bids, incomplete Bids, erasures or irregularities of any kind. Proposals, which contain erasures, which are not initialed by the Bidder, may be classified as irregular.

Proposals received, conditioning their consideration or rejection upon Proposals for the other work submitted by the same Bidder may be classified as irregular, unless the Contract Documents specifically invite or permit conditional or combination Bids.

Proposals in which the prices obviously are unbalanced may be rejected.

AWARD OF CONTRACT - REJECTION OF BIDS:

Unless all bids are rejected, the Warren County Port Commission will award a Contract to the lowest and best responsive, responsible Bidder in accordance with State and Federal law or regulations and in strict accordance with these "Instructions to Bidders" and the Bid Specifications. Warren County Port Commission reserves the right to waive minor informalities and to award a contract based on the base bid only or the base bid plus additive alternate(s) (if any).

In determining the responsiveness of the lowest Bidder, Warren County Port Commission shall consider the following factors: (1) completeness and regularity of the Bid form; (2) a Bid form without excisions or special conditions; (3) a Bid form having no alternative Bids for any item, unless requested in the Technical Specifications; and (4) such other factors as may be considered under State law, Federal law or regulations.

In determining the responsibility of the lowest Bidder, Warren County Port Commission shall base its determination on the following factors: (1) Bidder maintains a permanent place of business; (2) Bidder has adequate plant and equipment to do the work properly and within the time limit that is established; (3) Bidder has adequate financial status to meet his obligations contingent to the work; and (4) such other factors as may be allowable under State law, Federal law, or regulations.

Bidders shall not withdraw their bids within sixty (60) days of the actual opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the Owner and the Bidder.

SECURITY FOR FAITHFUL PERFORMANCE:

Simultaneously with his delivery of the executed contract, the Contractor shall furnish a Performance Bond and a Payment Bond each in the sum of one hundred percent (100%) of the Contract amount as security for faithful performance of his Contract and for the payment of all persons performing labor on the project under this Contract and furnishing materials in connection with this Contract as specified in the Contract Documents. The Surety on such bonds shall be a duly authorized surety company satisfactory to the County. The Performance Bond and the Payment Bond shall be executed on the forms provided in these Contract Documents. Attorneys-in-fact who sign performance and payment bonds shall file with the bond a certified and effective dated copy of their power of attorney.

TIME FOR COMPLETION AND LIQUIDATION DAMAGES:

The Bidder must agree to commence work on or before a date specified in the written "Notice to Proceed" and to fully complete the project within the Contract Time stated in the General Conditions bound herein. The Bidder must also agree to pay (as liquidated damages) the sum stated in the General Conditions Section of the Contract Documents for each consecutive calendar day thereafter in which the contract is in default.

INSURANCE:

The Contractor will be required to carry the types and amounts of insurance named in the General Conditions Section of the Contract Documents.

SUBCONTRACTORS:

The Bidder is specifically advised that any person, firm or other party to whom it is proposed to award a subcontract must be acceptable to the County. Nothing contained in the Contract Documents shall create any contractual relationship between any subcontractor and the County.

RIGHTS-OF-WAY:

All rights-of-way necessary for the completion of the Contract shall be provided by the Warren County Port Commission. The Contractor shall be required to obtain all other county, state, and/or federal permits necessary to prosecute and complete the work.

GENERAL INFORMATION:

Bidders shall inform themselves and comply with all pertinent County regulations and ordinances, State and Federal laws, licenses and tax liability, which may in any manner affect their bids and the prosecution of the work. Bidders must also comply with the Clean Air Act and the Clean Water Act, as amended.

Special attention is directed to the rules and regulations published by the Mississippi State Tax Commission outlining certain taxes imposed on contractors by the State of Mississippi.

BID ALTERNATES:

Alternate 1: Text.