Department of Public Works
SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

Stephen L. Furman P.E.
Director of Public Works
6075 Old Bagdad Hwy.
(850) 626-0191
Fax 623-1331

Glenn Bailey
Asst. Public Works Director
6075 Old Bagdad Hwy.

Thad Allen
Superintendent
Building Maintenance/Parks
P.O. Box 864
623-1569 • 939-1877

MEMORANDUM

TO: Tony Gomillion, County Administrator

FROM: Stephen Furman, Public Works Director

DATE: Sept. 12, 2016

SUBJECT: East Milton Pole Barn

RECOMMENDATION

Discussion of awarding the construction of a 1500 square foot pole barn and storage/meeting room at the East Milton Park to Gulf Coast Industrial Construction at a cost of $72,000.00. The cost for this replacement is being funded by insurance.

BACKGROUND

This building is a replacement for a previous storage building that was destroyed during a February 2016 wind storm. Competitive bids were solicited and reviewed by the Procurement Department, and Gulf Coast Industrial Construction was the low bidder meeting spercifications.

SANTA ROSA COUNTY
PROCUREMENT DEPARTMENT
6495 Caroline Street, Suite J| Milton, Florida 32570

DAVID KING
davidk@santarosa.fl.gov

BID OPENING
August 30, 2016

Santa Rosa County Procurement Conference Room
Milton, Florida

Present: For Santa Rosa County:
Dave King - Procurement Officer; Henry Brewton – Sr. Budget Manager; Brandon Knuth – Computer Programmer/System Analyst III

Others in attendance:
Michael Ritz – Gulf Coast Building Contractors; Chris Gauthier – WDR Mechanical Contractors

The meetings opened at 9:00 a.m. and 10:00 a.m. respectively
The purpose of the meeting was to receive bids for the East Milton Park Pole Barn and Housing Rehabilitation 4320 Audiss Road Projects.

The following were received:

East Milton Park Pole Barn	**RFP# 2016-055:**
1. Gulf Coast Building Contractors	$134,880.00
2. Gulf Coast Industrial Construction	$72,000.00
3. WDR Mechanical Contractors	$74,245.00

Housing Rehab 4320 Audiss Rd	**BID# 2016-060:**
1. Design Home Builders, Inc.	$38,510.00
2. Wolfe Construction, Inc.	$19,575.00

Office: 850.983.1870 | Fax: 850.983.1860 | www.santarosa.fl.gov

East Milton Pole Barn

Comparison of Two Lowest Bidders

Gulfcoast Industrial	WDR Mechanical
30x50x12 Wood Frame	30x56x12 Metal Truss
5/8" Texture Drywall Ceiling	Acoustical Drop Ceiling
Single 3/0 Door	Two 3/0 Doors/Ramps
$72,000	$74,245

Other Items are same as Outlined in Proposed Scope of Work

July 25, 2016

MEMORANDUM

TO: Company Addressed

FROM: Santa Rosa County Procurement Department

SUBJECT: Request for Proposals for Construction of Pole Barn

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida is soliciting proposals for the construction of the East Milton Pole Barn to be located at the East Milton Park. This work involves the construction of a 1,500 square foot building.

Contractor shall be responsible for all permitting and work including but not limited to foundation, utilities, etc. The building will be located at the East Milton Park in Milton, Florida. The building must comply with all applicable building codes and flood elevation requirements.

All proposals must be in writing and delivered by hand, overnight courier service, or U.S. Mail to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite J, Milton, Florida 32570, and must be received by 09:00 a.m., August 30, 2016, at which time will be publicly opened. Secondary delivery location shall be to Suite M at the above address. All bids shall be sealed and clearly labeled, "**RFP 16-055 EAST MILTON PARK POLE BARN**". Only proposals received by the aforestated time and date will be considered. Proposals received after this time will be rejected and returned to the bidder unopened. Please provide the original proposal, labeled "ORIGINAL", and FOUR (4) copies labeled "COPY" (5 complete packages) along with one (1) electronic file in OCR (readable) PDF format.

Specifications may be secured from the Santa Rosa County Procurement Department, at the address provided above [Telephone (850) 983-1870], or by download from the Santa Rosa County Website (www.santarosa.fl.gov/bids/openbids.html).

A Pre-Bid conference will be held 10:00 a.m., August 9, 2016, at East Milton Park, 8604 Bobby Brown Rd., Milton, FL 32583. All interested parties are invited to attend. It is Strongly Recommended those interested in submitting bids attend.

Questions concerning the project should be directed, no later than August 16, 2016, to Thad Allen at (850) 971-7071 or ThadA@santarosa.fl.gov.

The Board of County Commissioners reserves the right to waive informalities in bids, to reject any or all proposals with or without cause, and to accept the proposal that in its judgment is in the best interest of Santa Rosa County, Florida.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

Minimum Specifications
East Milton Pole Barn

General Information: Santa Rosa County is requesting proposals to construct a pole barn at East Milton Park, 8604 Bobby Brown Rd., Milton, FL 32583. Interested contractors shall provide the cost to purchase materials and labor, as well as detailed project plans to complete the project. These figures and data should include all necessary engineering/wind-load documents, permits, and type of furnishings and materials used in the construction of a 30' X 50' X 12' pole barn with 29-gauge metal roofing and exterior wall covering. Include all documents requested within the Bid Form and found elsewhere in this solicitation.

Construction: The 30' X 50' X 12' building with 200-amp electrical service will consist of two separate sections to accommodate the occupants' needs; one (1) 20' X 30' enclosed HVAC climate-controlled and two (2) 15' X 30' open-air sections.

The 20' X 30' section will serve as a meeting/office area with 3/0 exterior entry door, three (3) 3/0 X 5/0 single-hung vinyl windows, finished R-19 insulated interior walls and R-30 ceiling with six (6) 20-amp electrical receptacles, 14,000 lumens/140 watts of LED lighting, 4" smooth-finished concrete flooring/slab with vapor barrier and a high-efficiency 1-ton, 11,400 BTU, 380 CFM HVAC unit.

The remaining 30' X 30' area will be divided into two (2) 15' X 30' open storage/work bays with 9-gauge commercial chain-link fence partition and perimeter with top rail/post, a single 8' chain-link gate will be provided on each of the 15' sections for access/egress, four (4) 20-amp electrical weather-proof receptacles and 13,000 lumens/ 130 watts of exterior LED lighting.

All bidders should include the roof design, proposed electrical, HVAC, lighting and structural manufacturers' information with their bid.

Evaluation Factors: Proposals will be evaluated on compliance with solicitation requirements, design concept, price, and availability to start/complete the project.

INSTRUCTIONS TO BIDDERS

1.00 BID FORMS:

Bid documents shall be sealed and clearly labeled with the words "**RFP 16-055 EAST MILTON PARK POLE BARN**", to guard against premature opening of any bid.

The Bid shall be based upon the completion of the Work according to the specifications, together with all addenda thereto.

Evidence of all appropriate required licenses and Certificate of Competency shall be attached to the Bid Documents.

2.00 INTERPRETATION:

No oral interpretation will be made to any sole Bidder as to the meaning of the specifications. However, every interpretation made to a Bidder will be in the form of an Addendum to the specifications. Addenda will be furnished to each Bidder, but it shall be the Bidder's responsibility to make inquiry as to Addenda issued. All such addenda shall become part of the contract and all Bidders shall be bound by such Addenda whether or not received by the Bidders.

3.00 FAMILIARITY WITH LAWS:

It is the Bidder's responsibility to be familiar with all Federal, State, and local laws, ordinances, rules, and regulations that in any manner, affect the work. Ignorance thereof on the part of the Bidder will in no way relieve him/her from responsibility.

4.00 EXAMINATION OF DOCUMENTS AND SITE:

Before submitting the proposal, Bidder shall visit the site of the proposed work and familiarize himself/herself with the nature and extent of the work, and any local conditions that may in any manner affect the work to be done, and the equipment, materials, and labor required.

The Bidder shall also examine the specifications to inform himself/herself thoroughly regarding any conditions and requirements that may in any manner affect the work to be performed under the contract.

5.00 RIGHT TO REJECT PROPOSAL:

The Owner reserves the right to waive informalities in bids to reject any or all bids with or without cause and accept the bid that in its judgment is in the best interest of the County.

6.00 TIME OF COMPLETION:

The entire project shall be completed within Ninety (90) calendar days from the Notice To Proceed date.

7.00 FORM OF AGREEMENT:

The Contract form shall be provided by the County Attorney.

8.00 BID GUARANTEE:

Each bid must be accompanied by a Certified Check or bid Bond in the amount of five percent (5%) of the Base Bid, and copies of all required licenses. Such Bid Bond or Check is given with the understanding and agreement that it guarantees: (1) that the bidder will not withdraw his bid for a period of 60 days after the bids have been opened; and, (2) that if his bid is accepted, the Bidder will enter into the written Contract with Santa Rosa County and furnish the required Performance Bond Payment Bond Insurance Certificates, within 10 days after receipt of Notice of Award of his bid. Pursuant to Florida Statutes, Section 255.05, should the contract exceed $200,000, the Contractor shall be required to execute and record performance and payment bonds. These bonds must state the name and principal business address of both the principal and the surety and a description of the project sufficient to identify it. In the event the bidder fails to comply with any of these conditions and requirements in whole or in part, the full amount of the bond or check shall be automatically forfeited to Santa Rosa County as damages on account of the default of the bidder.

9.00 INSURANCE REQUIREMENTS:

(1) THE CONTRACTOR SHALL OBTAIN AND MAINTAIN SUCH INSURANCE AS WILL PROTECT IT FROM: (1) CLAIMS UNDER WORKER'S COMPENSATION LAWS; (2) CLAIMS FOR DAMAGES BECAUSE OF BODILY INJURY, OCCUPATIONAL SICKNESS OR DISEASE OR DEATH OF HIS EMPLOYEES INCLUDING CLAIMS INSURED BY USUAL PERSONAL INJURY LIABILITY COVERAGE; (3) CLAIMS FOR DAMAGES BECAUSE OF BODILY INJURY, SICKNESS OR DISEASE, OR DEATH OF ANY PERSON OTHER THAN HIS EMPLOYEES INCLUDING CLAIMS INSURED BY USUAL PERSONAL INJURY LIABILITY COVERAGE; AND (4) FROM CLAIMS FOR INJURY TO OR DESTRUCTION OF TANGIBLE PROPERTY INCLUDING LOSS OR USE RESULTING THEREFROM—ANY OR ALL OF WHICH CLAIMS MAY ARISE OUT OF, OR RESULT FROM, THE SERVICES, WORK AND OPERATIONS CARRIED OUT PURSUANT TO AND UNDER THE REQUIREMENTS OF THE CONTRACT DOCUMENTS, WHETHER SUCH SERVICES, WORK AND OPERATIONS BE BY THE CONTRACTOR, ITS EMPLOYEES, OR BY SUBCONTRACTOR(S), OR ANYONE EMPLOYED BY OR UNDER THE SUPERVISION OF ANY OF THEM, OR FOR WHOSE ACTS ANY OF THEM MAY BE LEGALLY LIABLE.

(2) THIS INSURANCE SHALL BE OBTAINED AND WRITTEN FOR NOT LESS THAN THE LIMITS OF LIABILITY SPECIFIED HEREINAFTER, OR AS REQUIRED BY LAW, WHICHEVER IS GREATER.

(3) THE CONTRACTOR SHALL REQUIRE, AND SHALL BE RESPONSIBLE FOR ASSURING THROUGHOUT THE TIME THE AGREEMENT IS IN EFFECT, THAT ANY AND ALL OF ITS SUBCONTRACTORS OBTAIN AND MAINTAIN UNTIL THE COMPLETION OF THAT SUBCONTRACTOR'S WORK, SUCH OF THE INSURANCE COVERAGE'S DESCRIBED HEREIN OR AS ARE REQUIRED BY LAW TO BE PROVIDED ON BEHALF OF THEIR EMPLOYEES AND OTHERS.

(4) THE CONTRACTOR SHALL REQUIRE THE INSURANCE AGENT/BROKER TO PROVIDE REPLACEMENT CERTIFICATES OF INSURANCE ON A TIMELY BASIS, PREFERABLE NO LATER THAN FIVE (5) DAYS PRIOR TO POLICY TERMINATION.

(5) IF COUNTY HAS ANY OBJECTION TO THE COVERAGE AFFORDED BY OTHER PROVISIONS OF THE INSURANCE REQUIRED TO BE PURCHASED AND MAINTAINED BY CONTRACTOR IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS ON THE BASIS OF ITS NOT COMPLYING WITH THE CONTRACT DOCUMENTS, COUNTY SHALL NOTIFY CONTRACTOR IN WRITING THEREOF WITHIN THIRTY (30) DAYS OF THE DELIVERY OF SUCH CERTIFICATES TO COUNTY.

CONTRACTOR SHALL PROVIDE TO THE COUNTY SUCH ADDITIONAL INFORMATION WITH RESPECT TO ITS INSURANCE AS MAY BE REQUESTED.

(6) THE CONTRACTOR SHALL OBTAIN AND MAINTAIN THE FOLLOWING INSURANCE COVERAGE'S AS PROVIDED HEREIN BEFORE, AND IN THE TYPE, AMOUNTS AND IN CONFORMANCE WITH THE FOLLOWING MINIMUM REQUIREMENTS:

A. FLORIDA STATUTORY WORKER'S COMPENSATION AND EMPLOYERS LIABILITY WITH LIMITS REQUIRED BY CHAPTER 440. FLORIDA STATUTES IN ADDITION, COVERAGE UNDER THE U.S. LONGSHOREMEN & HARBOR WORKERS' AND JONES ACT, MAY BE REQUIRED COVERAGE'S BY LAW OR REGULATION FOR THE WORK SPECIFIED IN THE CONTRACT. CONTRACTOR AND SUBCONTRACTORS MAY PROVIDE A VALID CERTIFICATE OF EXEMPTION ISSUED BY THE STATE OF FLORIDA IN LIEU OF WORKERS' COMPENSATION INSURANCE COVERAGE. (THIS EXEMPTION APPLIES TO SOLE PROPRIETORS AND CORPORATE OFFICES ONLY. STATUTORY WORKERS' COMPENSATION COVERAGE MUST BE PURCHASED FOR 1 OR MORE EMPLOYEES.)

B. COMMERCIAL GENERAL LIABILITY WITH MINIMUM COMBINED SINGLE LIMITS OF $1,000,000, INCLUDING COVERAGE PARTS OF BODILY INJURY, BROAD FORM PROPERTY DAMAGE, PERSONAL INJURY, INDEPENDENT CONTRACTORS, BLANKET CONTRACTUAL LIABILITY AND PRODUCTS AND COMPLETED OPERATIONS. THE COVERAGE FOR UNDERGROUND DAMAGE, EXPLOSION AND COLLAPSE SHALL NOT BE REMOVED BY EXCLUSION.

C. AUTOMOBILE LIABILITY WITH MINIMUM COMBINED SINGLE LIMITS OF $500,000 FOR ALL HIRED, OWNED AND NON-OWNED VEHICLES.

D. EXCESS OR UMBRELLA LIABILITY WITH MINIMUM LIMITS OF $2,000,000 WHICH ARE NO MORE RESTRICTIVE THAN THE UNDERLYING LIMITS. UMBRELLA COVERAGE SHALL DROP DOWN TO PROVIDE COVERAGE WHERE THE UNDERLYING LIMITS ARE EXHAUSTED.

E. PROFESSIONAL LIABILITY INSURANCE WITH MINIMUM LIMITS OF $500,000 FOR ENGINEERS, ARCHITECTS OR OTHER PROFESSIONALS EMPLOYED BY THE CONTRACTOR, IF ANY.

BUILDERS RISK INSURANCE UNDERWRITTEN ON THE "ALL RISKS OF PHYSICAL LOSS" BASIS FOR REPLACEMENT COST FOR THE FULL VALUE OF THE COMPLETED PROJECT TO COVER THE OWNER AND CONTRACTOR AS THEIR INTEREST MAY APPEAR. AN INSTALLATION FLOATER MAY BE AN ALTERNATIVE IF APPROPRIATE TO THIS SPECIFIC CONTRACT.

BID SUMISSION CHECKLIST

Project Address: East Milton Park, 8604 Bobby Brown Rd., Milton, FL 32583

Contractor: _____

- ☐ Bid Form (scope of work)
- ☐ Bid Bond or Certified Check
- ☐ Detailed Proposal/Plans
- ☐ State of Florida, Dept. of Professional Regulations Registration
- ☐ Business License
- ☐ Insurance Documents
  - ☐ Contractor's Liability Insurance Certificate
  - ☐ Workman's Compensation Insurance Certificate or Waiver issued by the State of Florida
- ☐ Signed/Notarized Sworn Statement
- ☐ W-9 Form

ATTACH THIS PAGE TO THE TOP OF YOUR BID SUBMISSION

BID FORM

EAST MILTON PARK POLE BARN

Santa Rosa County Procurement Department
6495 Caroline Street, Suite J
Milton, Florida 32570

Date_____

Dear Sir:

The undersigned agrees to furnish the product/labor/equipment as requested by you for Santa Rosa County in your invitation to bid and certifies that the bid meets or exceeds the specifications called for, except as set out in any "Exceptions to Bid Conditions" and attached to this form.

Name & Address of Bidder _____

_____

BASE BID - (Total Amount *including* all Addendums) $_____

Detailed Specifications and Warranty are included and follow this Bid Form

_____ _____
Contracting Firm Telephone

_____ _____
Company Representative Signature # OF ADDENDUMS RECEIVED

NOTE: Please return this bid form, and detailed proposal to the above address. Include Proof of Insurance and a signed and notarized Sworn Statement Public Entities (attached), along with your Bid Security.

NO OTHER BID FORM WILL BE ACCEPTED.

NOTES: _____

_____

_____

_____

_____

_____