

**2024 Paving Project  
on Hidden Meadows Drive within the City of Maysville**

**Instructions to Bidders**



**City of Maysville  
4 Homer Street  
Maysville, GA 30558**

**Advertisement for Bids  
2024 Paving Project on Hidden Meadow Drive within the City of Maysville**

**The City of Maysville is accepting sealed bids from qualified contractors to provide all necessary labor, material and equipment necessary to perform asphaltic concrete milling, deep patching (as directed), excavation of unsuitable material as needed, replacement, grading, compaction of grade aggregate base course as needed, patching, and installation or replacement of thermoplastic striping as directed, traffic control, erosion control on Hidden Meadows Drive to Meadow Lark Drive within the City limits of Maysville. All work shall be in accordance with the specifications, the applicable drawings and subject to the terms and conditions of this contract.**

All sealed bids will be received by the City of Maysville City Clerk, 4 Homer Street, Maysville, Georgia 30558, until **1:45 P.M. local time on Monday, December 2, 2024.** Bids Received after the stated time will not be accepted. Bids will be opened publicly and read aloud on **Monday December 2, 2024 at 3:00 P.M.** on the second floor of Maysville City Hall, 4 Homer Street, Maysville, Georgia 30558. The bid envelope must be marked on the outside with the following information:

**City of Maysville**

**Bid – 2024 Paving Project on Various Roads within City of Maysville**

**Date and Hour of Bid Opening**

**Company Name**

**Winning Contractor will be required to provide an Eighteen-month (18) warranty on all work completed.**

Bid will be awarded based upon Base Bid.

The contract will be awarded, if at all, within sixty (60) calendar days after the opening of the proposal.

The selected contractor must be able to start work within (10) calendar days after the “Notice to Proceed” is issued. The time of completion for the project is ninety (90) calendar days from the date of the “Notice to Proceed”.

Successful bidder will be required to meet insurance requirements.

Award will be made to the lowest responsible bidder. The City of Maysville reserves the right to reject any and all bids, to waive technicalities and to make an award as deemed in its best interest.

Any changes to the specifications must be in the form of a written addendum to be valid; therefore, the City will issue a written addendum to document each approved change.

**General Information and Invitation to Bid**  
**2024 Paving Project on Hidden Meadow Drive within the**  
**City of Maysville, Georgia**

This is an invitation to submit a bid or proposal to supply the City of Maysville (hereinafter referred to as the "OWNER") with equipment, supplies and or/services as indicated within. Sealed bids will be received no later than **1:45 P.M. local time at the Office of the City Clerk in the Maysville City Hall, 4 Homer Street, Maysville, Georgia 30558 on Monday, December 2, 2024. Bids Received after the stated time will not be accepted.** Bids will be opened publicly and read aloud on **Monday December 2, 2024 at 3:00 P.M.** on the second floor of Maysville City Hall, 4 Homer Street, Maysville, Georgia 30558. All proposals become property of the City of Maysville. The work shall consist of furnishing all materials, labor, and equipment for:

**2024 Paving Project on Hidden Meadows Drive to Hidden Lark Drive within the**  
**City of Maysville, Georgia**

Instructions for preparation and submission of a bid or proposal are contained in this Invitation to Bid/Proposal package. Please note that specific forms for submission of a bids/proposal are required. Bids must be printed in ink.

All work performed under this contract shall be done in accordance with the Georgia Department of Transportation Standard Specifications, Construction of Transportation Systems 2021 Edition (hereinafter sometimes referred to as GDOT Specifications) and subsequently Supplemental Specifications modifying them, special provision included in and made a part of this proposal and apply to this contract.

Successful bidder will be required to meet insurance requirements.

Winning Contractor will be required to provide an Eighteen-month (18) warranty on all work completed.

Any changes to the specifications must be in the form of a written addendum to be valid; therefore, the City will issue a written addendum to document each approved change.

Award will be made to the lowest responsible bidder. The City of Maysville reserves the right to reject any and all bids, to waive technicalities and to make an award as deemed in its best interest.

The work shall be completed withing **90 (ninety) Calendar Days.**

Total Bid Price (Unit Price): This work shall consist of furnishing all materials, labor, tools, equipment and all other miscellaneous and/or necessary items for the asphaltic concrete milling, deep patching as directed, excavating of unusable materials as needed, replacement and grading of grade aggregate base course, patching, asphaltic concrete resurfacing, adjustment of manholes, water valves, installation or replacement of thermoplastic striping, traffic control, erosion control and dust control on Hidden Meadow Drive within the City of Maysville.

All work should be within accordance with the specifications, the applicable drawings and subject to the terms and conditions of this contract.

The City of Maysville does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City should be directed to Kim Jackson, City Clerk, City of Maysville, 706-652-2274.

In compliance with your Bid, the undersigned, hereinafter termed the Bidder, proposes to enter into a contract with the City of Maysville to provide the necessary machinery, tools, apparatus and other means of construction and all materials and labor specified in the Contract, or called for by the drawings, or necessary to complete the work in the manner therein specified within the time specified, as therein set forth, for:

**2024 Paving Project on Hidden Meadows Drive to Hidden Lark Drive within the  
City of Maysville, Georgia**

The bidder has carefully examined and fully understands the Contract, Plans, and Specifications, Instructions to Bidders and other documents hereto attached and has made a personal examination of the site of the proposed work and has satisfied himself as to the actual conditions and requirements of the work and hereby proposes and agrees that if his proposal is accepted, he will contract with the City in full conformance with the Contract Documents.

All work under this contract shall be done in accordance with the Georgia Department of Transportation Standard Specifications, Construction of Transportation Systems 2021 Edition and subsequently Supplemental Specifications modifying them, special provision included in and made a part of this proposal and apply to this contract.

The quantities are approximate and may be increased or decreased as to any and all units as necessary to complete the construction of said Project without entitling the Contractor to any claim for compensation because of any injury, damage or delay he may sustain on account of such injury or decrease. The Contractor shall be entitled to compensation on the foregoing unit prices only on the quantities on materials actually furnished and work actually done as determined and approved in writing by the City Clerk through an inspection of the work completed.

It is the intent of this proposal to include all the items of construction, and all work indicated on the drawings and called for in the specifications.

In accordance with the foregoing, the undersigned proposes to furnish and construct the items listed in the attached schedule of items for the unit prices stated.

The Bidder agrees that the cost of any work performed, materials services provided, or expenses incurred, which are not specifically delineated in the Contract Document but which are incidental to the scope and intent of the Contract, shall be deemed to have been included in the prices quoted.

The Bidder further proposes and agrees hereby to promptly commence the work with adequate force and equipment with ten (10) calendar days from receipt of Notice to Proceed and to complete the work within ninety (90) calendar days. The bidder also agrees that liquidated damages may be assessed in accordance with the contract.

Bidder further declares that the full name and resident address of all persons or parties interest in the foregoing bid as principals are as follows:

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Company Name \_\_\_\_\_

Authorized Representative's

Signature \_\_\_\_\_

## CORPORATE CERTIFICATE

I, \_\_\_\_\_, certify that I am the Secretary of the Corporation named as Contractor in the foregoing bid; that \_\_\_\_\_, who signed said bid in behalf of the Contractor, was then (Title) \_\_\_\_\_ of said Corporation; that said bid was duly signed for and in behalf of said Corporation by authority of its Board of Directors, and is within the scope of its corporate powers; that said Corporation is organized under the laws of the State of \_\_\_\_\_.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_(Seal)

Signature

## **OCCUPATIONAL TAX CERTIFICATE**

Occupational Tax Certificate

Vendors/Contractors are required to Submit a copy of the appropriate Occupational Tax Certification/Business License.

If Vendor/Contractor business is located within the incorporated boundary of the City of Maysville, please state "yes" here \_\_\_\_\_.

## **ACKNOWLEDGEMENT OF ADDENDUM**

The receipt is hereby acknowledged of addendum numbers:

The undersigned bidder certifies that he/she has received the above listed and marked documents and that failure to acknowledge receipt of any or all addendum, may be cause for rejection of bid.

By: \_\_\_\_\_

Date: \_\_\_\_\_

## CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A 13-10-91, stating affirmatively that the individual, firm or corporation which is contracting with the City of Maysville is registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Maysville at the time the subcontractor(s) is retained to perform such service.

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E-Verify \* User Identification Number

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Company Name

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By: Authorized Officer or Agent Date (Contractor Signature)

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Title of Authorized Officer or Agent of Contractor

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Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE \_\_\_\_\_ DAY

OF \_\_\_\_\_, 20\_\_\_\_\_

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Notary Public

My Commission Expires \_\_\_\_\_

\*As of the effective date of O.C.G.A 13-10-91, the applicable federal work authorization program is "E-Verify" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).





## **CHECKLIST FOR BIDDERS**

The following documents are required to be included with your bid.

1. Two copies of the entire Invitation to Bid. Instructions to Bidders Package, including all Addendum(s) issued.

Plans, typical sections, pavement assessments are NOT required to be included.

2. All bid schedules/pricing sheets completed and signed.
3. Copy of Georgia Department of Transportation Company Certificate of Qualification
4. Signed Corporate Certificate
5. Copy of Occupational Tax Certificate
6. Signature page acknowledging receipt of any and all addendum
7. Signed and notarized Contractor Affidavit and Agreement
8. Completed and signed W-9 form.

