

FAIRFIELD COUNTY AIRPORT AUTHORITY BOARD
3430 Old Columbus Rd, NW, Carroll, Ohio 43112

INVITATION TO BID
Pursuant to ORC 153.12

1. NOTICE TO BIDDERS

1.1 Purpose

The Fairfield County Airport Authority Board is requesting sealed bids for the rehabilitation of aircraft parking apron areas at the Fairfield County Airport - Local Paving Projects, to be located at 3430 Old Columbus Road, Carroll, Ohio, 43112.

1.2 Estimated Key Dates

The following are the estimated key dates associated with the ITB process. Bids received after 11:00 a.m. EDT on the Bid Due Date (as defined below) will not be considered.

PUBLICATION DATE:	Thursday, August 22, 2019
INQUIRY PERIOD BEGINS:	Friday, August 23, 2019, 8:00 a.m. EDT
PRE-BID MEETING @ SITE	Wednesday, August 28, 2019, 11:00 a.m. EDT
BID DUE DATE:	Friday, September 6, 2019, 11:00 a.m., EDT
BID OPENING DATE:	Friday, September 6, 2019, 11:15 a.m., EDT

There are references in this ITB to the Bid Due Date, which shall mean the date, and time that the Offeror's bid response is due at the Fairfield County Commissioners office in Lancaster, Ohio. Sealed Bids received after 11:00 A.M. on the Due Date will not be evaluated. Each bid must be submitted in a sealed envelope and marked on the outside as "2019 LOCAL PAVING PROJECTS".

The Fairfield County Airport Authority Board reserve the right to reject any or all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

1.3 Additional Estimated Dates

CONTRACT AWARD NOTIFICATION:	Monday, September 9, 2019
PURCHASE ORDER ISSUED:	Monday, September 9, 2019
CONTRACT NOTICE TO PROCEED DATE:	Monday September 16, 2019
FINAL CONTRACT COMPLETION DATE:	November 15, 2019

1.4 Location for Bid Response Opening

The following is the site for the public opening of Offeror's bid response(s).

**Fairfield County Commissioners
Third (3rd) Floor
210 East Main Street
Lancaster, OH 43130**

2 EXECUTIVE SUMMARY

2.1 Purpose

This document is a request for bids to construct a 2019 LOCAL PAVING PROJECTS – FAIRFIELD COUNTY AIRPORT under Section 153.12 of the Ohio Revised Code. The Work is to be performed in accordance with the plans and specifications included in this Invitation to Bid document. The Fairfield County Airport Authority Board is soliciting competitive, sealed bids for the described work located at the Fairfield County Airport. If a suitable offer is made in response to this Invitation to Bid (ITB), the Fairfield County Airport Authority Board may enter into a contract to have the selected Offeror (the “Contractor”) provide the described work.

Upon selecting the lowest and best bid, the Fairfield County Airport Authority Board shall enter into a Contract with such person or entity in accordance with Revised Code Section 153.12. A contract for the described work shall be prepared by the Fairfield County Airport Authority Board and submitted to the selected Offeror. This ITB provides details on what is required to submit a Bid for the Work, and what will be required of the Contractor in providing the described work. As used herein, the term “the Fairfield County Airport Authority Board” shall also include any of their employees, agents, or representatives.

This ITB also gives the estimated key dates for the various events that are part of the submission process, selection process, and work commencement. While these dates are subject to change, the Fairfield County Airport Authority Board will make efforts to adhere to the dates contained herein. Once a contract is awarded, the described work must be completed by the completion date agreed upon by the Fairfield County Airport Authority Board and the Contractor.

2.2 Objectives

The purpose of this Invitation to Bid (ITB) is to solicit bids that fulfill the requirements, performance expectations, and deliverables as outlined in the Scope of Work and General Conditions Specifications (see Section 4). It shall be the successful Bidder's obligation to ensure that their personnel providing any work or services in accordance with this ITB are qualified to perform such work or services.

2.3 Calendar of Events

Significant dates in connection with this ITB are shown above and are subject to change. The Fairfield County Airport Authority Board may change any one or more of the key dates at any time, however significant schedule changes before the Inquiry Period Begins are not expected. If schedule

changes occur after the Inquiry Period Begins, all participants will be notified via email. Any such email announcements shall be considered as an addendum(s) to this ITB. It will be the responsibility of the prospective Offerors to notify the County that they intend to bid upon downloading bid documents, and to check his/her email on a regular basis for posted addendums, changes and other ITB information.

A Pre-Bid Conference and Site Visit will be held at the project site on Wednesday, August 28, 2019 at 11:00 AM, which all prospective bidders are encouraged to attend.

3 INSTRUCTIONS TO BIDDERS

3.1 Purpose

The following sections provide details on how to respond to this Invitation to Bid (ITB). All responses must be complete and in the prescribed format subject to the right of the Fairfield County Airport Authority Board to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB as set forth above.

3.2 Contacts

The following individual will be the representative of the Fairfield County Airport Authority Board may be contacted in connection with this Invitation to Bid (ITB).

Jon Kochis
Airport Board member
740-438-5304
jkochis@co.fairfield.oh.us

Bidders may obtain complete sets of the Invitation to Bid document posted on the Fairfield County website at: www.co.fairfield.oh.us, available for downloading by the bidder. Prospective bidders must notify Jon Kochis, Airport Board Member, of their intention to bid when downloading documents electronically, and provide their contact information to Jon Kochis. A complete set of the Invitation to Bid (ITB) document will also be available at the office of the Fairfield County Board of Commissioners, 210 East Main Street, Third Floor, 210 East Main Street, Lancaster, Ohio 43130.

3.3 Inquiries

Bidders may make inquiries regarding this ITB any time prior to the conclusion of the Inquiry Period set forth above in the Estimated Key Dates. Bidders must use email to make their inquiries. All inquiries must be addressed to and sent to Jon Kochis: jkochis@co.fairfield.oh.us. The submission of oral, telephonic, facsimile or telegraphic inquiries **will not** be accepted.

3.4 Preparation of Bid

3.4.1 Submit a bid amount on the original Bid Form furnished by the Fairfield County Airport Authority Board, in this document.

- 3.4.2** Sign Bid Form with name printed below signature.
- 3.4.3** All bids submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the party responding to the ITB.
- 3.4.4** Oral, telephonic, facsimile or telegraphic bids in response to this ITB will not be accepted.
- 3.4.5** Provide all the required attachments to the Bid Form as follows:
- A) Non-Collusion Affidavit
 - B) EEO Certification
 - C) Affidavit of Property Tax Liability
 - D) Drug-Free Work Place
 - E) Contractor References and Contact Information: The bidder shall provide references to the Owner for three (3) similar projects successfully completed including contact information.
- 3.4.6** Submit sealed bids in an opaque envelope plainly marked on the outside with the project title "2019 – LOCAL PAVING PROJECTS", bid date and time, and name of the Offeror.
- 3.4.7** If the bid is mailed, the sealed bid shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face of the bid envelope.
- 3.4.8** Mailing and delivery address is:
FAIRFIELD COUNTY BOARD OF COMMISSIONERS
Third Floor
210 East Main Street
Lancaster, Ohio 43130
- 3.4.9** Bidders shall be solely responsible for the timely delivery of their bid in response to this ITB in the manner and time prescribed. No bid shall be considered if it arrives after the time scheduled, as determined by the Fairfield County Airport Authority Board.
- 3.4.10** Bids in response to this ITB that are unsigned, improperly prepared, contain arithmetical errors, alterations or irregularities of any kind, may, at the Fairfield County Airport Authority Board discretion be declared unacceptable.
- 3.4.11** Bid Security: Each bid must be accompanied by cash, certified check of the bidder, or a bid bond prepared on the form of bid bond, Ohio Revised Code Section 153.54(C), duly executed by the bidder as principal and having as surety thereon a surety company approved by the Owner, in the amount of at least 10% of the bid. Such cash, checks, or bid bonds will be returned to all except the three lowest bidders within three days after the opening of bids, and the remaining cash, checks, or bid bonds will be returned promptly after the Owner and the accepted bidder have executed the Contract; or if no award has been made within thirty (30) days after the date of the opening of bids, upon demand of the bidder at any time thereafter, so long as he/she has not been notified of the acceptance of his/her bid. Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their Power of Attorney.

3.5 Contractor Pre-Qualification Verification Requirements

3.5.1 Qualified contractors will be required to submit the following documents before entering into a contract with the Fairfield County Airport Authority Board:

- 1) A completed W-9 Tax Form (if not on file)
- 2) A copy of your Workers Compensation Certificate
- 3) Any required licenses and identification numbers
- 4) Liability Insurance Certificates as follows:

Commercial General Liability: Minimum \$1,000,000 per occurrence
Minimum \$1,000,000 aggregate

Auto Liability: Minimum \$1,000,000 per occurrence
Minimum \$1,000,000 aggregate

Umbrella/Excessive Liability: Minimum \$3,000,000 per occurrence

3.6 Laws and Regulations

3.6.1 The bidder’s attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over this project shall apply to this contract.

3.7 Occupational Safety and Health Administration

3.7.1 Special attention by the bidders is also directed to the requirements of OSHA. The successful contractor will be required to observe all provisions of the Act, which are by reference included in the specified provisions of these specifications as if actually reproduced herein and will be responsible for their full enforcement.

3.8 Award of Contract

3.8.1 The contract, if let, will be awarded to the lowest and best bid. In determining the awardee the following elements may be considered: whether the bidder maintains a permanent place of business; has adequate personnel and equipment to do the work safely, properly, and expeditiously; has suitable financial base to meet the obligations incidental to the work; has appropriate experience; has completed all items on the Bid Form; and has inserted no qualifying phrases or unbalanced items on the bid.

3.8.2 The Fairfield County Airport Authority Board reserves the right to reject any and all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

3.8.3 The bidder must be skilled in the use and interpretation of plans and specifications for this project, and has found them free of ambiguities and sufficient for bidding purposes. Further, he/she has carefully examined the site of the work and from his/her own observations, is satisfied as to the nature and location of the work, the character, and the quality of the materials and the difficulties likely to be encountered, and other items, which may affect the performance of the work. He/she has based the bid solely on these documents, including any addenda and observations, and has not relied in any way on any

explanation or interpretation, oral or written, from any other source. Therefore, the bidder agrees to hold the Fairfield County Airport Authority Board harmless for his/her negligence, error, or omissions.

- 3.8.4 The Fairfield County Airport Authority Board may consider any bids not prepared and submitted in accordance with the provisions hereof and may waive any formalities or irregularities in the bids submitted.

3.9 **Time of Completion and Liquidated Damages**

- 3.9.1 The final contract completion date shall be **60 calendar days** from the date of Notice to Proceed, to substantial completion of the parking lot work, final close-out documents and a final payment request is submitted.

- 3.9.2 Liquidated damages will be assessed at a rate of \$50 per day to the contractor for late completion and occupancy of the new parking area by the Owner, unless an approved contract extension is granted.

3.10 **Payment Applications and Changes to the Work**

- 3.10.1 Full payment shall be made upon satisfactory completion of the work, and all contract close-out requirements are met. If partial payment applications are requested, they shall be submitted on a monthly basis and shall be at a “percentage of work completed basis” for the various categories of work.

- 3.10.2 Payment requests must be submitted on the approved Schedule of Values, using the AIA G702 Application and Certificate for Payment form. The Schedule of Values must be approved prior to the first payment request.

- 3.10.3 Retainage: An amount of eight percent (8%) is to be withheld on monthly payments, and will be retained by the Owner until completion of the Contract as a guarantee that the Contractor will faithfully perform and completely fulfill the obligations and conditions imposed by this Contract, and will pay any damages caused the Owner by reason of any failure on his part to fulfill any or all of said obligations or conditions.

- 3.10.4 All changes to the Work involving a change in contract amount must be approved in advance by the Owner. The contractor will be required to submit a detailed labor and materials pricing breakdown for the change in contract scope for approval by the Owner and Architect. Change Orders will be authorized on a form designated by the Owner.

3.11 **Contract Termination**

- 3.11.1 Upon written notice to the contractor, the County may, without cause and without prejudice to any other right or remedy, elect to terminate the Contract. In such case, the Contractor shall be paid for all work executed and any expense sustained plus reasonable profit, unless such termination was due to the act or conduct of the Contractor.

3.12 Prevailing Wage

- 3.12.1** State Prevailing Wages shall be paid by the Contractor, and the Contractor shall comply with all administrative regulations required by the State of Ohio, Department of Commerce, Wage and Hour Administration.
- 3.12.2** Refer to the attached Prevailing Wage Rates applicable to this project, and to all other associated documents for prevailing wage compliance.

4 GENERAL CONDITIONS AND SCOPE OF WORK

- 4.1 Scope of Work:** The purpose of this Invitation to Bid (ITB) is to obtain bids for rehabilitation of asphalt paving areas of Airfield Apron Areas. The project is located at the Fairfield County Airport, 3430 Old Columbus Road, Carroll, Ohio, 43112.
- 4.2** The Contractor shall provide complete rehabilitation of the identified aircraft parking apron areas, including all final construction inspection approvals, ready for use by the County. The aircraft parking apron areas include all associated site work indicated on the construction drawings, as the Basis of Design.
- 4.3** The Contractor shall include all costs in the bid to furnish all labor, materials, and equipment necessary to complete the project.
- 4.4** ~~The Owner shall obtain and pay for plan approval as required for City of Lancaster building permits. Contractor shall obtain and pay for all other required permits, and provide any required notices as necessary to perform the work.~~
- 4.5** If necessary, the Contractor must provide a storage trailer on-site as necessary for the work, with temporary power, portable sanitation facilities, and all necessary temporary utilities.
- 4.6** ~~The Contractor shall provide temporary construction fencing as indicated on the contract drawings.~~
- 4.7** The Contractor will be encouraged to host a bi-weekly construction progress meeting at the jobsite, to be held on alternating Thursdays. The time will be agreed upon with the Owner.
- 4.8** Demolition and removal of all existing debris and spoils from the site is the responsibility of the contractor, and must be performed in a timely manner. The project site must be maintained in a clean and organized manner.
- 4.9** Provide all necessary traffic signage and lane closure barriers for public streets, alleys, and sidewalks as required per City of Lancaster, Division of Transportation requirements. Submit a Maintenance of Traffic plan, if required, to the City.
- 4.10** The contractor is required to maintain all public roads/streets that are being used for trucking access to and from the site, in a clean condition.
- 4.11** Provide dust control during construction activities to meet City and EPA requirements.
- 4.12** The Contractor must provide submittals of product literature and installation drawings for all items to be incorporated into the final Work, to the Engineer/Owner for review and approval prior to installation.

5. ADDITIONAL REQUIREMENTS

In addition to any other requirements herein, the Contractor shall comply with the requirements listed below:

- a. General requirements
- b. Coordination
- c. Security
- d. Fire safety
- e. Hazardous materials
- f. Cleaning
- g. Storage space use

5.1 General Requirements

- 5.1.1** The Contractor shall comply with all applicable ordinances, laws, and regulations. The Contractor shall obtain and pay for any and all required permits and inspections as needed.
- 5.1.2** The Contractor will remove from the site, as required, any existing materials resulting from excavation or demolition at the building site.
- 5.1.3** The Contractor shall provide a Liability Insurance Certificate, and Workers Compensation Certificate to the County prior to the start of work.

5.2 Schedule and Coordination

- 5.2.1** The Contractor shall coordinate all construction activities with the authorized representative of the Fairfield County Airport Authority Board, and provide a written schedule of the work. The Project Schedule must be submitted and approved prior to the first payment application.

5.3 Security

- 5.3.1** The Contractor shall maintain security of the project site and its contents at all times during the term of the contract and any extensions thereto.

5.4 Fire Safety

- 5.4.1** The Contractor shall comply with all local fire safety requirements.
- 5.4.2** The Contractor shall provide adequate fire extinguishing equipment at all interior work areas requiring welding, soldering, or cutting with flame torches, if necessary.
- 5.4.3** The Contractor shall take every precaution to prevent fires.

5.5 Hazardous Materials

- 5.5.1 The Contractor is cautioned to check the premises where the new pavement is to be located for the existence of hazardous materials during the progress of the work.
- 5.5.2 In the event materials are encountered during the work which may present a health hazard to workers, occupants, or the public, the Contractor shall take the following actions:
 - a. Take immediate action to limit the exposure or hazardous condition.
 - b. Cease work in the area until suspected hazardous material can be identified.
 - c. Notify the Fairfield County representative of the condition. Such notification shall be made by the most expedient means with subsequent written confirmation.
- 5.5.3 Testing, identification, removal, or other processes to render hazardous materials safe within legal limits is to be provided by the Contractor, upon approval by the Owner.

5.6 Final Clean-Up

- 5.6.1 The Contractor shall perform periodic cleaning during the term of this agreement and maintain all surrounding areas in clean condition.
- 5.6.2 Upon final completion of the work, the Contractor shall perform sweeping of the apron area and surrounding areas to remove all dirt, mud, or debris.

BASIS OF DESIGN – 2019 – LOCAL PAVING PROJECTS

REHABILITATE AIRCRAFT PARKING APRON AREAS

GENERAL

The Fairfield County Airport and Authority Board is seeking price proposals for the rehabilitation of Aircraft Parking Apron areas at the Fairfield County Airport. NOTE: The Contractor will be required to monitor airport traffic and operations while working on the airport and provide low profile barricades to cordon off work areas during construction activity.

MATERIALS, EQUIPMENT AND CONSTRUCTION REQUIREMENTS

Work shall be performed in compliance with the ODOT Specifications:

- Item 254 – Pavement Planning, 2-inch
- Item 401 – Asphalt Concrete Pavements
- Item 407 – Tack Coat
- Item 423 – Crack Sealing, Hot Applied

CONTRACTOR QUALIFICATIONS: This work shall be performed by a contractor regularly engaged in this line of work.

The Fairfield County Airport Authority reserve the right to proceed with all some or none of the work presented herein.

Rehabilitate Aircraft Parking Apron Area Pavements

SPEC	ITEM	Estimated Quantity
Item 254	PAVMENT PLANING, 2-INCH	4,000 SY
Item 401	ASPHALT CONCRETE PAVEMENTS	480 TON
Item 407	TACK COAT	400 GAL
Item 423	CRACK SEALING, HOT APPLIED (TYPE IV)	___ l.f.

TIME REQUIRED TO COMPLETE 60 DAYS

CONTRACT FORM A

Fairfield County Airport Authority Board
2019 LOCAL PAVING PROJECTS
FAIRFIELD COUNTY AIRPORT

BID FORM

Bids Must be submitted on this form only. (Type or Print Clearly)

Prevailing Wage rates apply.

ITEM 1 - BASE BID WORK :

1A. Lump Sum Bid Amount (labor & materials) \$ _____

Sub-Contractor Name(s) (if applicable) : _____

Acknowledgement of Addenda Received: (List all Addendum numbers and date)

Addendum # _____ Date: _____

Addendum # _____ Date: _____

Addendum # _____ Date: _____

Having carefully read and examined the entire set of Construction Documents, including without limitation the Drawings, Specifications and all Addenda (listed above) prepared by the Engineer for the above referenced Project; **and** with a clear understanding of the Base Bid work; **and** having visited and examined the site, premises, and the conditions affecting the work, the undersigned Bidder proposes to perform all Work, furnish all labor, materials and equipment for this Project in strict compliance with the Construction Documents for the sums indicated above.

Note: The breakdown of this combined bid as indicated above is requested for the purpose of assisting the Owner in evaluating the bids received. **In order for your bid to be accepted, all blanks must be filled.**

Signed By Bidder: _____ Date: _____

Printed Name: _____ Title: _____

Company Name: _____

Address: _____

Phone: _____