

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – ASPHALT RESURFACING & SIDEWALK MAINTENANCE BID

INVITATION TO BID

Office of Finance
100 West First North Street
Morristown, TN 37814

INTRODUCTION

The City of Morristown is accepting sealed bids for sidewalk installation and/or replacement, removal and restoration; as well as the furnishing and installation of the following materials per the Tennessee Department of Transportation Standard Specifications for Road and Bridge Construction-as currently revised, complete, in place on streets or sections of street, locations to be determined by the Public Works Department of the City of Morristown.

Proposer shall return bids in **SEALED** envelope to:

City of Morristown
Attn: Ashley Ahl, Purchasing Assistant
100 West First North Street
Morristown, TN 37814

Public opening of sealed bids will be held at the above address at the deadline date and time listed below.

DATE ISSUED:	Tuesday, June 12, 2018
BID TITLE:	Asphalt Resurfacing and Sidewalk Maintenance Bid
BID DEADLINE DATE & TIME:	Tuesday, June 26, 2018 at 2:00 p.m. Eastern Time (local prevailing time)
BID OPENING LOCATION:	Morristown City Center, Training Room, 1 st Floor
MANDATORY PRE-BID MEETING	Tuesday, June 19, 2018 at 2:00 p.m. Located in the Community Room, 2 nd Floor
BID CONTACT:	Ashley Ahl, Purchasing Assistant
CONTACT PHONE:	423.585.4622
CONTACT EMAIL:	purchasing@mymorristown.com

Signature of Authorized Representative: _____

Name of Company: _____

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TERMS AND CONDITIONS

1. REQUIREMENTS FOR SEALED BID SUBMISSION.

- a. COMPLETE, UNBOUND, ORIGINAL, sealed bid.
- b. Complete and original invitation to bid with “Bidder Initial” completed by authorized representative.
- c. All bids shall be submitted SEALED, envelope clearly marked with the bid name, date, and time ON THE OUTSIDE OF THE SEALED ENVELOPE.
- d. Copy of IRS W-9 Form.

2. BIDS RECEIVED ON TIME. Bids and amendments thereto, if received by the City of Morristown’s Finance Office after the date and time specified for opening, will not be considered. It will be the responsibility of the BIDDER to see that the bid is received by the City of Morristown’s Finance Office by the specified time and date. There will be no exceptions. Date of postmark will not be considered. Telephone, facsimile, electronic, and verbal bids will not be accepted. Any bid received after the opening date and time will remain unopened and on file. The City of Morristown will not be responsible for bids received late because of delays by a third party delivery service, i.e., U.S. Mail, UPS, Federal Express, etc.

3. TAX EXEMPT. The City of Morristown is a tax exempt entity. The successful vendor will be provided with an executed copy of tax exempt form.

4. ANTI-COLLUSION. The bidder certifies by signing this document that the bid is made without prior understanding, agreement, or accord with any person submitting a bid for the same services and that this bid is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce. Any false statement hereunder constitutes a felony and can result in a fine and imprisonment, as well as civil damages.

5. AWARD IN WHOLE OR IN PART. The City of Morristown reserves the right to: award by item, groups of items, or total bid; to reject any and/or all bids in whole or in part, and to waive any informality if it is determined to be in the best interest of City of Morristown.

6. OPEN RECORDS ACT. Once the bid document is submitted to the City of Morristown and is opened, it constitutes a public record and is subject to open records requests pursuant to the Tennessee Open Records Act.

7. PAYMENT TERMS. The City of Morristown pays from monthly statements for services rendered. Payments are made within 15 days of the previous month’s statement being received in the City of Morristown’s Finance Office.

8. RECEIPT DOES NOT CONSTITUTE AWARD. Receipt of your bid by the City of Morristown is not to be construed as an award for services.

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9. **AVAILABILITY OF FUNDS.** Obligations on those contracts that envision extended funding through successive fiscal periods shall be contingent upon actual appropriations for the following years.
10. **AUTHORIZED SIGNATURE.** All bids must be signed by an authorized, responsible officer or employee having the authority to enter into contracts. Obligations assumed by such signature must be fulfilled.
11. **NO SUBMISSION.** If you choose to not respond to this sealed bid request, advise City of Morristown of your intent and state the reason. Failure to do so may risk removal of your name from our mailing list/e-mail list.
12. **KNOWLEDGE OF LAWS AND REGULATIONS.** The bidder agrees that all applicable Federal, State and Local laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout and they will be deemed to be included in the contract the same as though written in full. The bidder shall observe and comply with all such laws, ordinances, and regulations and shall protect and indemnify the City of Morristown and its representatives against any claim or liability arising from or based on any violations of the same, whether by the bidder, the bidder's subcontractors, suppliers, or others by the bidder or the employee of any of them.
13. **DRUG-FREE WORKPLACE.** The bidder understands that the City of Morristown operates a drug-free workplace program. Any good or service provided to the City of Morristown by the bidder must comply with all State and Federal drug-free workplace laws, rules and regulations. The bidder agrees to comply by the execution of the "Bidder Initial" located at the bottom of the page.
14. **DIRECT CONTACT PROHIBITED.** Direct contact with City Departments other than the City of Morristown's Finance Office representatives on the subject of this bid is expressly forbidden except with the foreknowledge and permission of the City of Morristown Finance's Office.
15. **NON-DISCRIMINATION.** During the performance of this contract, the bidder agrees as follows: he/she will not discriminate against any employees or applicants for employment because of race, religion, color, sex, national origin, age, disability or any other basis prohibited by federal or state law relating to discrimination in employment, except where one or more of these are a bona fide occupational qualification reasonably necessary to the normal operations of the bidder. The bidder agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
16. **RIGHT TO WITHDRAWAL.** Bidders have the right to request withdrawal of their bid from consideration due to error by giving notice at any time before and not later than two (2) days after bids are publicly opened.
17. **ORIGINAL BID DOCUMENT.** The original bid document maintained by the City of Morristown's Finance Office shall be considered the official copy document.

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18. **CLOSED FOR BUSINESS.** If the City of Morristown is closed for business at the time scheduled for the bid opening, for whatever reason, sealed bids will be accepted and opened on the next business day of the City, at the originally scheduled hour.
19. **BID APPROVAL BY LEGISLATIVE BODY.** The bid awarding must be approved by the City of Morristown, City Council.
20. **REFERENCE TO BRAND NAMES.** Any reference to brand names, trade names, model numbers, catalog numbers or other descriptions peculiar to any item is made to establish a required level of quality and functional capabilities and is for reference only; it is not intended to exclude other products of that level. Please include with bid any specifications, brochures, catalogs, etc., or other data as will provide adequate basis of determining the quality and functional capabilities of the product offered if applicable.
21. **VENDOR POOR PERFORMANCE.** The City of Morristown may cancel the contract with the vendor at any time for vendor poor performance. Cancellation shall not release the vendor from legal remedies available to the City of Morristown.
22. **FORCE MAJEURE.** The City of Morristown or bidder shall not be liable for any failure of or delay in the performance of this contract for the period that such delay or failure is due to causes beyond reasonable control, including but not limited to acts of God, labor disputes, government orders or any other force majeure event.
23. **PURCHASE ORDERS.** The City of Morristown utilizes purchase orders for ordering goods and/or services. An order may not be fulfilled without a purchase order number from the City of Morristown.
24. **ADDENDA.** In the event that it becomes necessary to revise any part of this bid, written addenda will be issued. Any and all addenda will be numbered in sequence, dated as of the date of issue, and sent via fax or email to all prospective proposers. The proposer shall acknowledge receipt of each addendum by signing in the space provided on the issued addendum and by submitting all addenda with their bid.
25. **PAST PERFORMANCE.** If it is determined to be in the best interest of the City of Morristown, the City reserves the right to reject any bid based on unsatisfactory past performance.
26. **IRAN DIVESTMENT ACT.** By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each part thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to TCA 12-12-106.
27. **QUESTIONS.** All questions shall be directed to the bid contact listed on the first page of this document unless otherwise stated. All communication shall be received by email to purchasing@mymorristown.com.

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OVERVIEW

The City of Morristown is soliciting bids from qualified vendors for the furnishing and installation of asphalt materials; and for a sidewalk restoration and maintenance program. The qualified bidder will furnish and install the following materials per the Tennessee Department of Transportation Standard Specifications and will work to maintain sidewalks around the City of Morristown. This will include but is not limited to installation and/or replacement, removal and restoration in areas specified by the City. It is important that the bidder understand that they must be able to perform all tasks and complete them within the specified time frames. The scope of services references to specification sections of the Tennessee Department of Transportation Standard Specifications (TDOT) and the Americans with Disabilities Act regulations (ADA).

Upon the approval of the selected bidder, the City of Morristown is seeking an initial contract that will cover approximately a two (2) year term that begins after City Council approval. Please provide a sample contract with bid. The term will run to June 30, 2020. Thereafter, the City reserves the right, at its sole option, to extend the term of the services for an additional year, or seek new proposals as it deems appropriate.

A **mandatory** Pre-bid meeting will be held on **Tuesday, June 19, 2018 at 2:00 p.m.** located at the City of Morristown in the Community Room on the 2nd Floor. The purpose of this meeting is to allow bidders the opportunity to ask any specific questions regarding the specifications of the bid.

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ASPHALT RESURFACING SPECIFICATIONS

The following references to specification sections of the Tennessee Department of Transportation Standard Specifications cited above shall apply to all materials and workmanship provided under this contract. Failure to list any section does not relieve the Contractor from his responsibility to comply with all Sections and Subsections of the Standard Specifications as might apply to the work being performed.

SECTION 403 - Tack Coat

Change: Under subsection 403.07 Basis of Payment

Pay unit will be gallons

SECTION 407 - Bituminous Plant Mix Pavements (General)

Change: Under subsection 407.14

Spreading and Finishing -

The temperature of the mixture at the time of depositing in the paver hopper shall be within 20°F of the temperature at which it was discharged from the mixer.

Longitudinal joint control shall be as specified in this subsection and joint overlapping is to be avoided.

The City of Morristown will allow Processed and Fractionated Recycled Asphalt Pavement (RAP) material to be used as long as it meets Tennessee DOT specifications and as long as the reused material represents no more than the maximum allowable percentage of the total mixture. Bids per ton for both surface and binder material should take into consideration that recycled material can be used as stated above. For some applications, the City may choose to use binder grade asphalt concrete mixes with a higher percentage of RAP material. With prior approval, the contractor can increase the allowable percentage of Processed and Fractionated RAP up to 15% above that shown in the TDOT Specification Subsection 307.03b table on page 2 of the Supplemental Specifications – Section 300 (**307.03-3SS**). However, the percentage of RAP shall not exceed 50% in any mix type. The price for these higher RAP content mixes will be reduced in accordance with the deduct amount shown on the Bid Form.

The City is to be advised prior to placement of either binder or surface when recycled material has been incorporated into the mixture and the mix formula provided to the Public Works Department for review and acceptance. The undersigned also proposes to furnish all labor, equipment, and the materials of every kind required to do all the work necessary for the accomplishment of the required work; the work to be in accordance with the specifications referred to, and further propose to accept in full payment the amounts heretofore shown. The successful bidder shall begin work within a fifteen (15) day notice from the City.

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ASPHALT MAINTENANCE AND REPAIR

The City may desire help with maintenance and repairs to small areas or sections of streets where surface milling and/or machine applied hot mix asphalt is needed. Maintenance and repair work shall be differentiated from street paving as follows:

1. Where the area to be milled is 1,200 sq. yds. or less
2. Where the total amount of paving (binder and surface) is 100 tons or less

Work meeting these conditions may be billed at the unit prices bid under the Maintenance and Repair Section along with the mobilization unit price. The mobilization charge will apply per job and shall cover transporting of equipment, traffic control and incidental expenses associated with accomplishing the work.

The Director of Public Works shall designate the amount of material to be used on each street. The successful bidder shall begin work within a fifteen (15) day notice from the City.

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BID FORM
STREET PAVING AND ASSOCIATED WORK

SECTION I

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
307	Asphaltic Concrete Mix (PG64-22) Grading A	Ton	\$ _____
307	Asphaltic Concrete Mix ((PG64-22) Grading A-S	Ton	\$ _____
307	Asphaltic Concrete Mix (PG70-22) Grading A-S	Ton	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading B-M	Ton	\$ _____
307	Asphaltic Concrete Mix (PG70-22) Grading B-M	Ton	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading C	Ton	\$ _____
307	Asphaltic Concrete Mix (PG70-22) Grading C	Ton	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading CS	Ton	\$ _____
307	Asphaltic Concrete Mix (PG70-22) Grading CS	Ton	\$ _____
403	Bituminous Tack Coat	Gallon	\$ _____
407-02	Milling Asphalt Preparation for resurfacing	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG70-22) Grading D	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Grading D	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Grading E RDWY	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Thin Lift CS	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Thin Lift D	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG70-22) Grading E RDWY	Ton	\$ _____

DEDUCT – Unit price reduction per ton for **each**
additional 5% RAP used in various 307
 binder grade mix types \$ _____

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SECTION II

MAINTENANCE AND REPAIR
(UNIT PRICES FOR WORK WHEN REQUESTED)

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
	Maintenance Milling (corrective and repair work)	Square Yard	\$ _____
403	Bituminous Tack Coat	Gallon	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading B-M	Ton	\$ _____
307	Asphaltic Concrete Mix (PG70-22) Grading C	Ton	\$ _____
411-02.10	Asphaltic Concrete Surface Mix (PG70-22) Grading D	Ton	\$ _____
411-03.10	Asphaltic Concrete Surface Mix (PG76-22) Grading D	Ton	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Grading E RDWY	Ton	\$ _____
	Mobilation (per job)	Each	\$ _____

SECTION III

PARKING LOT PAVING

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
303.01	Mineral Aggregate Base Type "A" Grading "D"	Ton	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading B-M	Ton	\$ _____
307	Asphaltic Concrete Mix (PG64-22) Grading C	Ton	\$ _____
403	Bituminous Tack Coat	Gallon	\$ _____
411	Asphaltic Concrete Surface Mix (PG64-22) Grading E RDWY	Ton	\$ _____

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SECTION IV

MISCELLANEOUS ITEMS
(UNIT PRICES FOR WORK WHEN REQUESTED)

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
405	Mineral Aggregate for Bituminous Surface Coat	Ton	\$_____
303.01	Mineral Aggregate Base Type "A" Grading "D"	Ton	\$_____
411-33.34	Stamped Asphalt Pattern "Streetprint" Diagonal Herringbone (sienna) Stacked Brick Border (slate)		\$_____
503	Milling Concrete Pavement	Square Yard	\$_____
	Engineering Fabric	Square Yard	\$_____
	Raise Existing manhole/ Raise Existing catch basin	Each	\$_____
	Raise Existing water valve	Each	\$_____
716.06	<u>Painted Pavement Marking Line</u> 4" Double solid yellow centerline (unit cost for line pair)	Linear Foot	\$_____
	4" Single solid line-white	Linear Foot	\$_____
	4" Single solid line-yellow	Linear Foot	\$_____
	4" Single Lane Line(dashed)-white	Linear Foot	\$_____
	4" Single Lane Line(dashed)-Yellow	Linear Foot	\$_____
716.03	<u>Thermoplastic Pavement Markings</u> 4" Double solid yellow centerline (unit cost for line pair)	Linear Foot	\$_____
	4" Single solid line-white	Linear Foot	\$_____
	4" Single solid line-yellow	Linear Foot	\$_____
	4" Single Lane Line(dashed)-white	Linear Foot	\$_____
	4" Single Lane Line(dashed)-yellow	Linear Foot	\$_____

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MISCELLANEOUS ITEMS CONTINUED
(UNIT PRICES FOR WORK WHEN REQUESTED)

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
716.03	<u>Thermoplastic Pavement Markings</u>		
	6” barrier line- yellow	Linear Foot	\$_____
	6” barrier line- white	Linear Foot	\$_____
	8” barrier line- yellow	Linear Foot	\$_____
	8” barrier line- white	Linear Foot	\$_____
	8” short skip line-yellow	Linear Foot	\$_____
	8” short skip line-white	Linear Foot	\$_____
	12” barrier line-yellow	Linear Foot	\$_____
	12” barrier line-white	Linear Foot	\$_____
	24” stop bar/crosswalk line	Linear Foot	\$_____
	Longitudinal crosswalk	Linear Foot	\$_____
	word “ONLY”	Each	\$_____
	turn arrow	Each	\$_____
	combination turn/straight arrow	Each	\$_____
Railroad Pavement Marking	Each	\$_____	
716.04 & 918.20	<u>Snowplowable Reflective Pavement Markers</u>		
	one-way white	Each	\$_____
	one-way yellow	Each	\$_____
	two-way yellow	Each	\$_____
	white/red	Each	\$_____
	yellow/red	Each	\$_____

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**MISCELLANEOUS ITEMS CONTINUED
(UNIT PRICES FOR WORK WHEN REQUESTED)**

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
411-12.03	Scoring for Rumble Stripe (non-continuous) 8 inch width	Linear Foot	\$_____
411-12.04	Scoring for Rumble Stripe (non-continuous) 4 inch width	Linear Foot	\$_____
411-12.05	Scoring for Centerline Rumble 4 inch width-24 inch spacing	Linear Foot	\$_____

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SCOPE OF SERVICES
SIDEWALK MAINTENANCE

The services proposed shall consist of providing the following:

1. TDOT Standard Drawings and “Standard Specifications for Road and Bridge Construction,” latest edition, will be used unless otherwise noted. The City may waive or modify TDOT requirements at its discretion.
2. Sidewalk installation and/or replacement will be performed in areas as specified by the City. If the area does not currently have sidewalks, grading will be paid under Sidewalk Subgrade Preparation (920-10.02). If the area does currently have sidewalks, removal will be paid under Removal of Rigid Pavement, Sidewalk, Etc. (202-03).
3. Sidewalk Subgrade Preparation (920-10.02) includes removing topsoil, excavation, grading, compaction, and otherwise preparing the subgrade for sidewalk installation.
4. Any areas of proposed undercut must be approved in advance by the City or payment for stone backfill (303-01) will not be made.
5. Bid Items for removal of asphalt and/or concrete require that the items be disposed of off the project site in accordance with all local, state, and federal regulations. The contractor is responsible for locating a suitable disposal site.
6. The Truncated Dome Surface shall be included in the Concrete Curb Ramp bid items (701-02.01 and 701-02.03) and will not be paid separately for those items. The Truncated Dome Detectable Warning Mat (716-10.30) will be used when only a mat is required at a location and a Concrete Curb Ramp item is not installed.
7. All disturbed areas shall be restored to as good or better condition as existed prior to construction. This includes providing seeding with mulch and repairing all damage to existing utilities, driveways, curbs, and all other existing items. No additional payment will be made for this work.
8. Miscellaneous Concrete (701.01-10) bid item shall include all concrete not included in another bid item listed on the bid form.
9. All sidewalks shall be 4” thick unless otherwise instructed. Thicker sidewalks will be paid by increasing the installed units proportionally.
10. Stone (303-01) shall be installed under sidewalk to a depth of 4”, and to a depth of 6” where driveways cross sidewalk.
11. Concrete Combined Curb & Gutter (24”) (702-03) consists of 6” curb and 18” gutter. Other widths will be paid by increasing the installed units proportionally.
12. Mobilization and traffic control to TDOT and City standards is incidental to the work and will not be paid separately.

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STATEMENT OF QUALIFICATIONS

Insurance

Selected bidder will name the City of Morristown as an additional insured in the amount of \$1 million with proof of workers' compensation of at least \$500,000 and maintain such insurance for the duration of contract. Proof of insurance shall be verified before contract approval.

Warranties

Bidder shall include a detailed description of warranty for work and services provided. Manufacturer's warranties and authorized representative's warranties shall apply on all materials. A minimum of a one (1) year warranty shall be applied to all workmanship from the date of completion. The bidder shall repair or replace any defects in the work accomplished within the warranty period.

References

Bidder must provide at least four references for similar projects. References shall include project description, location, contact person, address, and phone number.

License

Bidder is responsible for all licenses and permits required to complete the requested services and shall be responsible for any and all associated costs. Please include all licenses and permits with bid.

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BID FORM
SIDEWALK MAINTENANCE AND ASSOCIATED WORK

TDOT ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE
202.03	Removal of Rigid Pavement, Sidewalk Etc.	Square Yard	\$ _____
202-08.10	Removal of Curb	Linear Foot	\$ _____
202-08.15	Removal of Curb and Gutter	Linear Foot	\$ _____
303.01	Mineral AGG., Type A Base, Grading D	Ton	\$ _____
701-01.01	Concrete Sidewalk (4")	Square Foot	\$ _____
701-01.10	Concrete (MISC)	Cubic Yard	\$ _____
701-02.01	Concrete Curb Ramp (Retrofit)	Square Foot	\$ _____
701-02.03	Concrete Curb Ramp	Square Foot	\$ _____
702-01.02	Concrete Curb (6')	Linear Foot	\$ _____
702-03	Concrete Combined Curb & Gutter (24')	Linear Foot	\$ _____
716-10.30	Truncated Dome Detectable Warning Mat	Square Foot	\$ _____
920-10.02	Sidewalk Subgrade Preparation	Square Yard	\$ _____

Additional Fees/Explanation of Additional Fees:

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VENDOR INFORMATION and ANTI-COLLUSION STATEMENT

Please print or type clearly. Complete each section entirely and verify for accuracy.

By signing this form the bidder agrees that he/she has not divulged to, discussed, or compared his/her bid with other bidders and has not colluded with any other bidder or parties regarding the bid whatsoever. Note: no premiums, rebates or gratuities to any employee or agent are permitted with, prior to, or after any delivery of service and or materials. Any such violation will result in the cancellation and/or return of material (as applicable) and the removal from the bid list and could constitute a felony and result in a fine, imprisonment, as well as civil damages.

In compliance with this sealed bid invitation, and subject to all the conditions thereof, the undersigned offers, if this bid is accepted, to furnish any or all of the items and/or services as described herein. The undersigned certifies that he/she has read, understands, and agrees to all terms, conditions, and requirements of this bid, and is authorized to contract on behalf of the firm named below. This form must be signed personally by the bidder or the bidder's authorized agent. All signatures must be original and not photocopies.

COMPANY NAME:	
CONTACT PERSON:	
CONTACT PERSON TITLE:	
SIGNATURE OF AUTHORIZED REPRESENTATIVE:	
FEDERAL TAX ID # (or Social Security #, if applicable)	
LICENSE #	
STREET ADDRESS:	
CITY, STATE, ZIP:	
TELEPHONE NUMBER:	
FAX NUMBER:	
EMAIL:	
DATE:	

**By signing this form, the bidder signifies understanding and agreement with the City of Morristown's Terms and Conditions.

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EXCEPTIONS

Bidder MUST sign the appropriate statement below, as applicable.

Bidder understands and agrees to all terms, conditions, requirements and specifications stated herein. **NO EXCEPTIONS ARE TAKEN.**

FIRM NAME:	
AUTHORIZED REPRESENTATIVE: (printed)	
AUTHORIZED REPRESENTATIVE: (signature)	
DATE:	

Bidder takes exception to the following terms, conditions, requirements and specifications stated herein.

FIRM NAME:	
AUTHORIZED REPRESENTATIVE: (printed)	
AUTHORIZED REPRESENTATIVE: (signature)	
DATE:	
EXCEPTIONS TO NOTE:	

Vendors should note that any exceptions taken from the stated terms and/or specifications may be cause for their submittal to be deemed “Non-Responsive”, risking the rejection of their submittal.

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**THE CITY OF MORRISTOWN, TENNESSEE
COMPANY/CONTRACTOR AFFIDAVIT FORM**
Conflict of Interest Statement

THE AFFIANT STATES TO CITY OF MORRISTOWN, TENNESSEE:

I (WE) HEREBY CERTIFY THAT IF THE CONTRACT IS AWARDED TO OUR FIRM THAT NO MEMBER OR MEMBERS OF THE GOVERNING BODY, ELECTED OFFICIAL OR OFFICIALS, EMPLOYEE OR EMPLOYEES OF SAID CITY OF MORRISTOWN, TENNESSEE, OR ANY PERSON REPRESENTING OR PURPORTING TO REPRESENT CITY OF MORRISTOWN, TENNESSEE, OR ANY FAMILY MEMBER INCLUDING SPOUSE, PARENTS, CHILDREN OF SAID GROUP, HAS RECEIVED OR HAS BEEN PROMISED, DIRECTLY, OR INDIRECTLY, ANY FINANCIAL BENEFIT, BY WAY OF FEE, COMMISSION, FINDER'S FEES OR ANY OTHER FINANCIAL BENEFIT ON ACCOUNT OF THE ACT OF AWARDED AND/OR EXECUTING THE CONTRACT.

THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE HAS FULL AUTHORITY TO BIND THE COMPANY AND THAT HE/SHE HAS PERSONALLY REVIEWED THE INFORMATION CONTAINED IN THIS SEALED BID, INCLUDING ALL ATTACHMENTS, ENCLOSURES, APPENDICES, ETC. AND DO HEREBY ATTEST TO THE ACCURACY OF ALL INFORMATION CONTAINED IN THIS BID, INCLUDING ALL ATTACHMENTS, ENCLOSURES, EXHIBITS, ETC.

THE UNDERSIGNED ACKNOWLEDGES THAT ANY MISREPRESENTATION WILL RESULT IN IMMEDIATE DISQUALIFICATION FROM ANY CONTRACT CONSIDERATION.

THE UNDERSIGNED FURTHER RECOGNIZES THAT THE CITY OF MORRISTOWN CITY COUNCIL HAS THE RIGHT TO MAKE THE CONTRACT AWARD FOR ANY REASON CONSIDERED IN THE BEST INTEREST OF CITY OF MORRISTOWN.

This certification shall be included with the bid. Failure of this properly executed document to be included with the bid shall render the bid as incomplete and void.

COMPANY NAME _____

NAME (PRINT) _____ PHONE _____

TITLE _____ FAX _____

SIGNATURE _____ DATE _____

.....

(TO BE COMPLETED BY NOTARY)

STATE OF: _____

COUNTY OF: _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing for the purposes therein contained.

Witness my hand and seal at office this day of _____, 20__

Notary Public

My commission expires: _____

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – ASPHALT RESURFACING & SIDEWALK MAINTENANCE BID

INSURANCE CHECKLIST

REQUIRED COVERAGE (marked by “✘”)

MINIMUM LIMITS

- 1. Worker’s Compensation (proprietor/partners/executive officers exclusion not allowed).....Statutory limits of Tennessee and Employer’s Liability.....\$100,000/accident, \$100,000/disease, \$500,000/disease policy limit
- 2. Commercial General Liability (including Premises/ Operations).....\$1,000,000 CSL BI/PD each occurrence, \$1 Million annual aggregate
- 3. Automobile Liability & Owned/Hired/Non-Owned Vehicles.....\$500,000 BI/PD each accident, Uninsured Motorist
- 4. Independent Contractors.....\$1,000,000 CSL CI/PD each occurrence, \$1 Million annual aggregate
- 5. Products/Completed Operations.....\$1,000,000 CSL CI/PD each occurrence, \$1 Million annual aggregate
- 6. Contractual Liability.....\$1,000,000 CSL CI/PD each occurrence, \$1 Million annual aggregate
- 7. Personal and Advertising Injury Liability.....\$1,000,000 each offense, \$1 Million annual aggregate
- 8. Umbrella Liability.....\$1 Million Bodily Injury, Property Damage and Personal Injury
- 9. Per Project Aggregate
- 10. Professional Liability
 - a. Architects and Engineers.....\$1 Million per occurrence/claim
 - b. Asbestos Removal Liability.....\$2 Million per occurrence/claim
 - c. Medical Malpractice.....\$1 Million per occurrence/claim
 - d. Medical Professional Liability.....\$1 Million per occurrence/claim
- 11. Miscellaneous E & O.....\$1 Million per occurrence/claim
- 12. Motor Carrier Act End. (MCS-90)..... \$1 Million BI/PD each accident, Uninsured Motorist
- 13. Motor Cargo Insurance
- 14. Garage Liability.....\$1 Million Bodily Injury, Property Damage per occurrence
- 15. Garagekeepers Liability.....\$500,000 Comprehensive, \$500,000 Collision
- 16. Inland Marine-Bailee’s Insurance.....\$_____
- 17. Moving and Rigging Floater.....Endorsement to CGL
- 18. Dishonesty Bond.....\$_____
- 19. Builder’s Risk/Installation Floater.....Provide coverage in the full amount of contract
- 20. XCU Coverage.....Endorsement to CGL
- 21. Carrier Rating shall be Best’s Rating of B++V or better or its equivalent
- 22. Notice of cancellation, non-renewal or material change in coverage shall be provided to City at least **30 days** prior to action. Worker’s Compensation and/or non-payment of premium – notification may be **10 days** prior to action.
- 23. The City of Morristown shall be named as Additional Insured on all policies except Worker’s Compensation, Auto and Professional Liability. **Per Acord 25 (2009/01), policies must be endorsed; please submit copy**

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – ASPHALT RESURFACING & SIDEWALK MAINTENANCE BID
of endorsement. (Cert. Holder: City of Morristown, Attn: Purchasing, P.O. Box 1499, Morristown, TN
37814.)

- ___ 24. Certificate of Insurance shall show project number or other contract identifier used by the City.
- ___ 25. Other Insurance Required: _____

Insurance Agent's Statement:

I have reviewed the above requirements with the bidder name below. The bidder has coverage with this agency for all of the areas marked with the exception of the following numbers:

_____ **Comments:** _____

Is Professional Liability excluded under General Liability? Yes _____ No _____
Is Contractual Liability excluded under Comm. General Liability? Yes _____ No _____
Is Independent Contractors excluded under Comm. General Liability? Yes _____ No _____

Carrier ratings: Insurer A _____; Insurer B _____; Insurer C _____; Insurer D _____
Agency Name: _____ Authorized Signature: _____
Date: _____

Contractor's Statement:

I have reviewed the above requirements with my insurance agent(s) and, if awarded a contract, will provide all coverage's marked.

Contractor's Name: _____ Authorized Signature: _____
Date: _____

Bid Name: Asphalt Resurfacing & Sidewalk Maintenance

The Certificate of Insurance must be provided to the Purchasing Department prior to contract award.