

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

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REQUEST FOR BIDS – BUILDING CONSTRUCTION SERVICES

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The Board of County Commissioners of Bradford County, Florida is soliciting for competitive, sealed bids from qualified, licensed commercial contractors for the provision of building construction services for construction of Theresa Substation 2 - Volunteer Fire Station.

*Instructions and Bid Form* documents can be obtained at the Bradford County Building and Zoning Office, Bradford County Courthouse, 945 N. Temple Avenue, Starke, Florida 32091 or from the Bradford County website, [www.bradfordcountyfl.gov](http://www.bradfordcountyfl.gov). *Instructions and Bid Form* documents may be obtained Monday through Friday from 8:30 A.M. through 4:30 P.M., exclusive of 12:00 P.M. to 1:00 P.M.

All contractors will be required to attend a mandatory pre-bid meeting at a date and time specified in the *Instructions and Bid Form* documents.

All bids must be returned no later than 2:00 P.M. on October 14, 2016 in sealed envelopes to the Bradford County Clerk's Office, Bradford County Courthouse, 945 N. Temple Avenue, Starke, Florida and will be accepted from 8:30 A.M. to 4:30 P.M.

Bids will be read aloud in the Bradford County Commission Room, located in the North Wing of the Bradford County Courthouse, 945 N. Temple Avenue, Starke, Florida on October 14, 2016 at or after 2:00 P.M.

The Board of County Commissioners of Bradford County, Florida reserves the right to accept or reject any or all bids for any reason whatsoever. The Board of County Commissioners of Bradford County, Florida also reserves the right to award all or any part(s) of the bids; waive any technicality with regard to the bids; exercise its provision of a local preference (Section 2-156, *Bradford County Code of Ordinances*); and to interpret the bid specifications at its sole and exclusive discretion as it determines is in the best interest of Bradford County.

Any additional questions or concerns should be directed to Bradford County Building Official Rod Crawford at (904)966-6223.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

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INSTRUCTIONS AND BID FORM

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The Board of County Commissioners of Bradford County, Florida is excited to solicit proposals from licensed commercial contractors for the design/build construction of a new government services facility in the Speedville area of southeastern Bradford County. This facility is commonly referred to as the “Theresa Substation 2” and is described as such throughout this document. In addition to serving as a volunteer fire station, the facility will also house other emergency response services and office space for the Bradford County Clerk, the Bradford County Sheriff and the Bradford County Tax Collector.

These instructions and materials are also available electronically from the Bradford County website at [www.bradfordcountyfl.gov](http://www.bradfordcountyfl.gov).

Section 1. General Statement of the Work.

A general, conceptual sketch<sup>1</sup> of the proposed structure is attached hereto as “Appendix 1,” and incorporated herein by reference, the following general specifications are also provided:

- ◀ Work shall be completed in accordance with the latest edition of all applicable federal, state, and local regulatory requirements and codes including, but not limited to, the *Florida Building Code* (Chapter 553, *Florida Statutes*), the Florida Fire Prevention Code (Chapter 633, *Florida Statutes*), the *Bradford County Code* and the *Bradford County Land Development Regulations*.
- ◀ The structure shall be designed according to the *Florida Building Code* (2014) as a Category IV, essential services building.
- ◀ The structure consists of two separate occupancies: (1) a satellite office for various Bradford County constitutional officers; and (2) an emergency response services facility.

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<sup>1</sup> The sketch provided with this document is a rough representation ONLY and is not intended to be a finished design. As outlined elsewhere herein, the contractor and/or design professional(s) shall be required to meet with Bradford County before the design process begins to ensure that all Bradford County design specifics are included in the final construction drawings.

- ◀ All site clearing work will be completed by Bradford County. The contractor will remain responsible for any other site work that pertains to the building pad. The contractor will remain responsible for all equipment pads and egress door concrete pads including the front entry porch for the constitutional officer office space and fire department entry door, although all driveways, sidewalks and parking lots will be constructed by Bradford County at a later date.
- ◀ The structure will be constructed in the southwest corner – recognizing setback requirements – of the project site as depicted on the survey provided herewith.
- ◀ A single 400 amp electrical service with exterior meter/disconnect combination and two individual 200 amp subpanels are desired to facilitate the use of a single generator for backup power to both occupancies. The generator will be supplied by Bradford County.
- ◀ The contractor will be responsible to provide and install all automatic transfer equipment and wiring for backup generator/UPS battery backup system.
- ◀ All construction plan review and permitting will be performed by the Bradford County Building Department.
- ◀ All permits will be provided to the contractor at no cost by the Board of County Commissioners of Bradford County, Florida.
- ◀ Preconstruction soil borings of the building pad are required and will be the contractor's responsibility.
- ◀ The floor for all five bays of the fire station will need to be designed to support a vehicle weight not less than 60,000 pounds. All other areas can be designed in accordance with the *Florida Building Code (2014)* if feasible.
- ◀ A site plan delineating the locations of the septic system, water utility meter, stormwater management systems and the serving electric utility point of connection will be provided by Bradford County.
- ◀ The contractor will be expected to design, provide and construct the connections between the proposed structure and water utility meter, septic system and the point of connection with the electric utility.
- ◀ Stormwater management systems will be designed, constructed and connected by Bradford County.
- ◀ Bradford County requires a two inch water supply line from the water meter to the building.
- ◀ The structure shall be a structural steel building with a minimum of five 14' x 14' solid roll up doors with electric openers with manual chain pulls as back-up opening

devices (Bradford County requires a 14' high clear opening on all bay doors); four solid steel commercial walk through doors; and one, thirty-six inch commercial store front door.

- ▶ Integrated building gutter system shall be a requirement of Bradford County.
- ▶ The color of the structure and all components will be chosen by Bradford County from samples provided by the contractor/designer.
- ▶ Finishes in the conference room and constitutional officer office space shall be drywall with a smooth finish. All paint colors will be chosen by Bradford County from samples provided by the contractor/designer.
- ▶ Bradford County requires a shed-style, covered entry roof as delineated on Bradford County's conceptual building plans. The contractor will be required to design and construct the entry concrete porch to support the structure and to facilitate entry into the building.
- ▶ The contractor shall include allowances for flooring (in conference room and constitutional office space), lighting and plumbing fixtures for entire building. Also include allowances for seven exterior flood lights.
- ▶ The contractor shall provide and install code compliant roof and wall insulation or 6-inch roof and wall insulation, whichever is the more stringent requirement.
- ▶ The conference room and constitutional officer space shall be designed with 2'x2' acoustical tile drop ceiling.
- ▶ Bradford County will require two dedicated, 20 amp circuits mounted for two wall signs on front of structure.
- ▶ The contractor shall provide and install all CAT6 wiring to 25 locations as marked on Bradford County's conceptual plan.
- ▶ Modular office partitions within the constitutional office space will be provided and installed by Bradford County.
- ▶ The contractor shall provide and install two electrical chases within the slab in the constitutional office space from the west exterior wall to the modular office partitions as delineated on Bradford County's conceptual sketch, the exact dimensions for which will be provided by Bradford County during the design process.
- ▶ Bradford County requires that two, additional electrical chases be provided and installed for the conference room area as delineated on Bradford County's conceptual sketch, the exact dimensions for which will be provided by Bradford County during the design process.

- ◀ The contractor shall provide and install electrical and plumbing for the future installation of an ice machine as delineated in Bradford County's conceptual sketch.
- ◀ The contractor shall provide and install an APC brand UPS battery-backup system with 15 outlet locations as delineated in Bradford County's conceptual building sketch.
- ◀ The contractor shall provide and install separate HVAC systems for conference room and constitutional office space as well as to facilitate design and placement of HVAC equipment rooms.
- ◀ The contractor shall design/provide and install electric water heating equipment to supply all three bathrooms.
- ◀ Bradford County will obtain any and all permits and/or approvals from the Suwannee River Water Management District and/or the St. Johns River Water Management District and shall pay any associated fees or costs.
- ◀ Bradford County will contract to install the on-site septic system directly with a licensed septic installer or licensed plumbing contractor, however, the design and connection to the provided system will be the responsibility of the contractor/designer.
- ◀ The site plan<sup>2</sup> provided by Bradford County will show the current location of an essential services radio tower and its associated guy wires and footings. This tower must remain on site during construction and must remain fully and completely operational until such time as a replacement tower can be constructed and all service can be moved to the new tower with a minimum disruption of service.
- ◀ No tower work is to be performed under this contract.
- ◀ Bradford County requires that any and all interior build-out framing be of a non-combustible code compliant size and type.
- ◀ Bradford County requires that a 2-hour rated firewall be constructed to separate the conference room and constitutional officer space as delineated on Bradford County's conceptual sketch. The design of which will remain the responsibility of the contractor/designer in accordance with current codes and standards.

Section 2. Qualifications of Proposers.

Proposals will be considered from qualified firms whose experience includes successful work in the industry. The Proposer must be a design builder, which is defined as a partnership,

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<sup>2</sup> The site plan is currently being prepared by Bradford County's engineer. The final site plan will be available and will be provided to all proposers no later than at the MANDATORY pre-bid meeting on October 5, 2016.

corporation or other legal entity that is either certified to engage in contracting or certified to practice engineering or architecture and landscape architecture. The following is a list of the acceptable types of design-build firms:

- ◀ Engineer / Architect led team;
- ◀ General Contractor led team;
- ◀ Joint Venture: Engineer/ General Contractor; and/or
- ◀ Integrated Firms.

The firm must possess demonstrated experience in design build and implementation of a variety of public construction projects and the firm must also have sufficient qualified staff to complete applicable work in the time required and in accordance with Florida statutes and standards.

Section 3. Mandatory Pre-Bid Meeting.

There will be a MANDATORY pre-bid meeting on Wednesday, October 5, 2016 at 2:00 P.M. in the Bradford County Commission Meeting Room located at the Bradford County Courthouse, 945 North Temple Avenue in Starke, Florida.

FAILURE TO ATTEND THE MANDATORY PRE-BID MEETING MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

Section 4. Submission of Sealed Proposals.

Proposers must submit ONE (1) original and FOUR (4) copies in a SEALED envelope which identifies the proposer's name on its exterior in addition to following language: "BRADFORD COUNTY – THERESSA SUBSTATION 2 PROJECT – BID DOCUMENTS."

The aforementioned proposals should, as adequately, completely and specifically as possible, address and respond to the following items:

- ◀ The total proposed cost for your services as requested by Bradford County herein;
- ◀ An itemized list of the proposed costs for your services as requested by Bradford County herein;

- ◀ A brief but complete history of the firm submitting the proposal;
- ◀ The design/build team's current "Proof of Insurance;"
- ◀ Resumes from key personnel who will actually be assigned to the project and describing their role(s);
- ◀ A list of at least two, similar project performed during the last five years including, at a minimum, the following information:
  - Name of the entity for which the work was performed;
  - Name and telephone number of the contact person with the entity who can knowledgably discuss your firm's role and performance regarding the project; and
  - Brief description of the scope of the project;
- ◀ A list of your firm's current projects; and
- ◀ Any other information your firm feels is relevant to evaluating your credentials.

Section 5.                      Submission Requirements for Proposals.

Proposals must be received by Bradford County NO LATER THAN 2:00 P.M. on October 14, 2016 as provided for below.

ONE (1) original and FOUR (4) copies of the proposal shall be submitted by U.S. Mail, United Parcel Service (UPS), Federal Express (FedEx), other common carrier or by hand delivery to:

Bradford County Clerk of Court  
 Bradford County Courthouse  
 945 North Temple Avenue  
 Starke, Florida 32091

The proposals may be submitted by hand delivered Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M. exclusive of Bradford County holidays, but in no case shall any proposal be accepted later than 2:00 P.M. on October 14, 2016, except as may be provided for elsewhere herein.

The outside of the aforementioned sealed envelopes must contain the proposer's name and address as well as the language: "BRADFORD COUNTY – THERESSA SUBSTATION 2 PROJECT – BID DOCUMENTS."

Section 6.                    Statement on Public Entity Crimes.

A person or affiliate as defined in Section 287.133, *Florida Statutes*, who has been placed on the convicted vendor list maintained by the Florida Department of Management Services following a conviction for a public entity crime, may not submit a bid on a contract to provide any goods or services to Bradford County, may not submit a bid on a contract with Bradford County for the construction or repair of any public building or public work, may not submit bids on leases of real property with Bradford County, may not be awarded to perform work as a contractor, supplier, sub-contractor, or consultant under a contract with Bradford County, and may not transact business with Bradford County in an amount as set forth in Section 287.017, *Florida Statutes*, for Category Two for a period of thirty-six (36) months from the date of placement on the convicted vendor list.

Section 7.                    Provisions for Insurance Coverage.

The selected proposer shall obtain at their expense all necessary insurance in such form and amount as required by Bradford County before beginning any work on this project including, but not necessarily limited to, workers' compensation, commercial general liability, and all other insurance as required by the Bradford County, including professional liability when appropriate. The selected proposer shall maintain such insurance in full force and effect for the entire duration of the agreement entered into with Bradford County prior to the commencement of any work on the project. The selected proposer shall provide to Bradford County, all Certificates of all insurance required under this section prior to beginning any work on this project. The selected proposer will ensure that all sub consultants/subcontractors comply with the above guidelines and will retain all necessary insurance in force throughout the duration of this project.

The selected proposer shall indemnify and hold Bradford County harmless for any damages resulting from failure of the selected proposer to take out and maintain such insurance. The selected proposer's liability insurance policies shall be endorsed to add Bradford County as an additional

insured. The selected proposer shall be responsible for payment of all deductibles and self-insurance retentions on their liability insurance policies.

In addition to the aforementioned coverage(s), builder's risk insurance is required in an amount not less than the replacement cost for the construction of the work described herein. Coverage shall be "All Risk" coverage for one hundred percent (100%) of the completed value.

The following are required types and minimum limits of insurance coverage, which the selected proposer agrees to maintain during the term of this contract:

Errors and Omissions Liability - Minimum Limit/Aggregate - \$1,000,000/2,000,000

Neither the selected proposer nor any subcontractor shall commence work on this project until such time as they have obtained all insurance required and have supplied Bradford County with evidence of such coverage in the form of a Certificate of Insurance and endorsement. Bradford County shall approve all such certificates however, all such insurance companies provided to Bradford County shall be rated at least A VII per Best's Key Rating Guide; be licensed to do business in the State of Florida. All policies provided shall be "occurrence" not "claims made" forms. The selected proposer's insurance policies shall be endorsed to add Bradford County as an additional insured. The selected proposer shall be responsible for all deductibles.

All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be canceled, materially changed or renewal refused until at least thirty (30) calendar days written notice of the same has been given to Bradford County by Certified U.S. Mail.

Section 8.                    Contact for Questions and/or Concerns.

Any questions or concerns regarding these instructions, the accompanying materials, or this project in general should be directed to Bradford County Building Official Rod Crawford at (904)966-6223.

CONTACT WITH BRADFORD COUNTY PERSONNEL OTHER THAN THE DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

Section 9.                    Governing Law for Proposals and Project.

Any and all interested proposers specifically understand, acknowledge and agree that, by submission of a proposal in accordance with the terms and conditions outlined herein, said proposer consents to be governed by the laws of the State of Florida and Bradford County, Florida as well as Bradford County, Florida being proper venue for any conflict arising herefrom.

Section 10.                Reservation of Right to Reject Any or All Proposals.

As the best interest of the Bradford County may require, and for any reason whatsoever as determined by the Board of County Commissioners of Bradford County, Florida, the right is reserved to reject any and all proposals or waive any minor irregularity or technicality in proposals received. Proposers are cautioned to make no assumptions unless their proposal has been evaluated as being responsive. Additional information may be required of the proposer during the review and selection process to clarify the proposers presented information. Bradford County reserves the right without prejudice to reject any or all proposals.

Section 11.                Additional Reservations of Rights.

The Board of County Commissioners of Bradford County, Florida also reserves the right to award all or any part(s) of the bids; waive any technicality with regard to the bids; and to interpret the bid specifications at its sole and exclusive discretion as it determines is in the best interest of Bradford County.

Section 12.                    Application of Local Preference.

The Board of County Commissioners of Bradford County, Florida specifically reserves the right to exercise its provision of a local preference (Section 2-156, *Bradford County Code of Ordinances*).

Section 13.                    Changes or Clarifications to Bid Specifications or Requirements.

Any changes or clarifications to this document or the bid specifications or requirements for this project shall be made by Bradford County as equitably as possible. To the fullest extent possible, Bradford County shall make every effort to provide written notice to all prospective proposers (present at the mandatory pre-bid meeting) by electronic mail.

Section 14.                    Anticipated Schedule for Proposals.

- |                       |   |   |
|-----------------------|---|---|
| September 22, 2016    | - | First Advertisement – <i>Bradford County Telegraph</i>  |
| September 29, 2016    | - | Second Advertisement – <i>Bradford County Telegraph</i> |
| October 5, 2016       | - | MANDATORY Pre-Bid Meeting – 2:00 P.M.                   |
| October 14, 2016      | - | Proposals Due – 2:00 P.M.                               |
| October 14 – 20, 2016 | - | Review and Consideration of Proposals                   |
| October 20, 2016      | - | Award of Bid  |

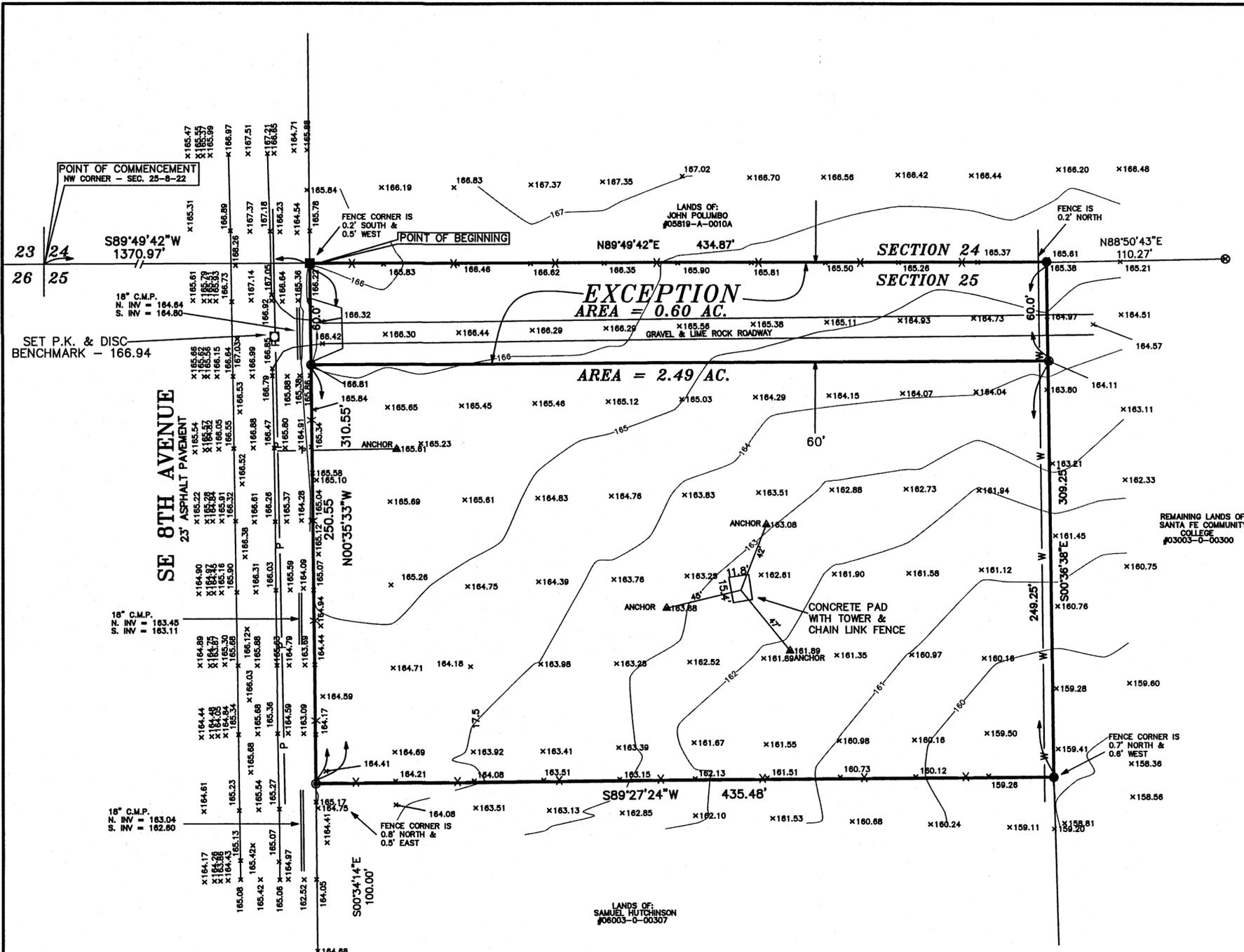
Section 15.                    Attachments to Instructions and Bid Form.

The following documents are attached hereto:

- ◀ Bradford County’s Conceptual Sketch (3 pages)
- ◀ A copy of the topographical survey for the project site.

# MAP SHOWING TOPOGRAPHIC SURVEY

OF LANDS LYING IN THE NW 1/4 OF SECTION 25, TOWNSHIP 8 SOUTH, RANGE 22 EAST, BRADFORD COUNTY, FLORIDA.



### DESCRIPTION - AS PREPARED BY THIS SURVEYOR

A parcel of land lying in the NW 1/4 of Section 25, Township 8 South, Range 22 East, Bradford County, Florida. Said parcel being more particularly described as follows:

Commence at a 4" x 4" concrete monument found at the NW corner of said Section 25 and run North 89 degrees 49 minutes and 42 seconds East, along the Northerly boundary thereof 1370.97 feet to a concrete monument found on the Easterly boundary of the Right-of-Way of Southeast 8th Ave. (Also known as Speedville Road) for the Point of Beginning. From Point of Beginning thus described continue North 89 degrees 49 minutes and 42 seconds East, along said Northerly boundary 434.87 feet to a found 1" iron pipe (NO ID); thence South 00 degrees 36 minutes and 38 seconds East, 309.25 feet to a found 1" iron pipe (NO ID); thence South 89 degrees 27 minutes and 24 seconds West, 435.48 feet to a 1" iron pipe (#2061) found on said Easterly boundary of the Right-of-Way of Southeast 8th Ave; thence North 00 degrees 35 minutes and 33 seconds West, along said Easterly boundary 310.55 feet to the Point of Beginning.

LESS AND EXCEPT the North 60.00 feet thereof.

AREA = 2.49 AC

### NOTES

This map not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

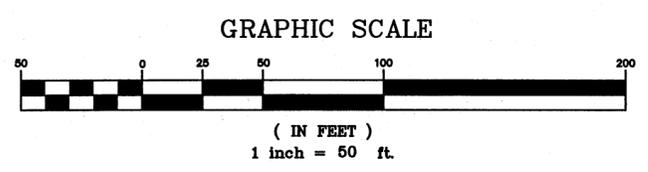
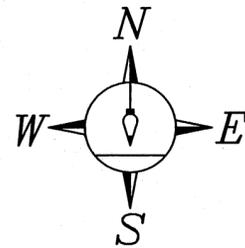
Date of last field work was September 13, 2016.

Elevations based on NAVD 1988 datum as projected using RTK Network GPS.

Additions or deletions to survey maps or reports by other than the signing party is prohibited without the written consent of Patrick B. Welch & Associates, Inc.

### LEGEND

- Set 1/2" iron rod (NO ID) ———— ⊙ ————
- Found 4" X 4" concrete monument (NO ID) ———— ■ ————
- Found 1" iron pipe (#2061) ———— ⊙ ————
- Found 1" iron pipe (NO ID) ———— ● ————
- Found 1/2" iron rod (NO ID) ———— ⊗ ————
- Overhead power line and pole ———— P ————
- Water line ———— W ————
- Fence ———— F ————
- R/W = Right of Way



### SURVEYOR'S CERTIFICATION

I hereby certify that this survey meets the minimum technical standards as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 61G17-6, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

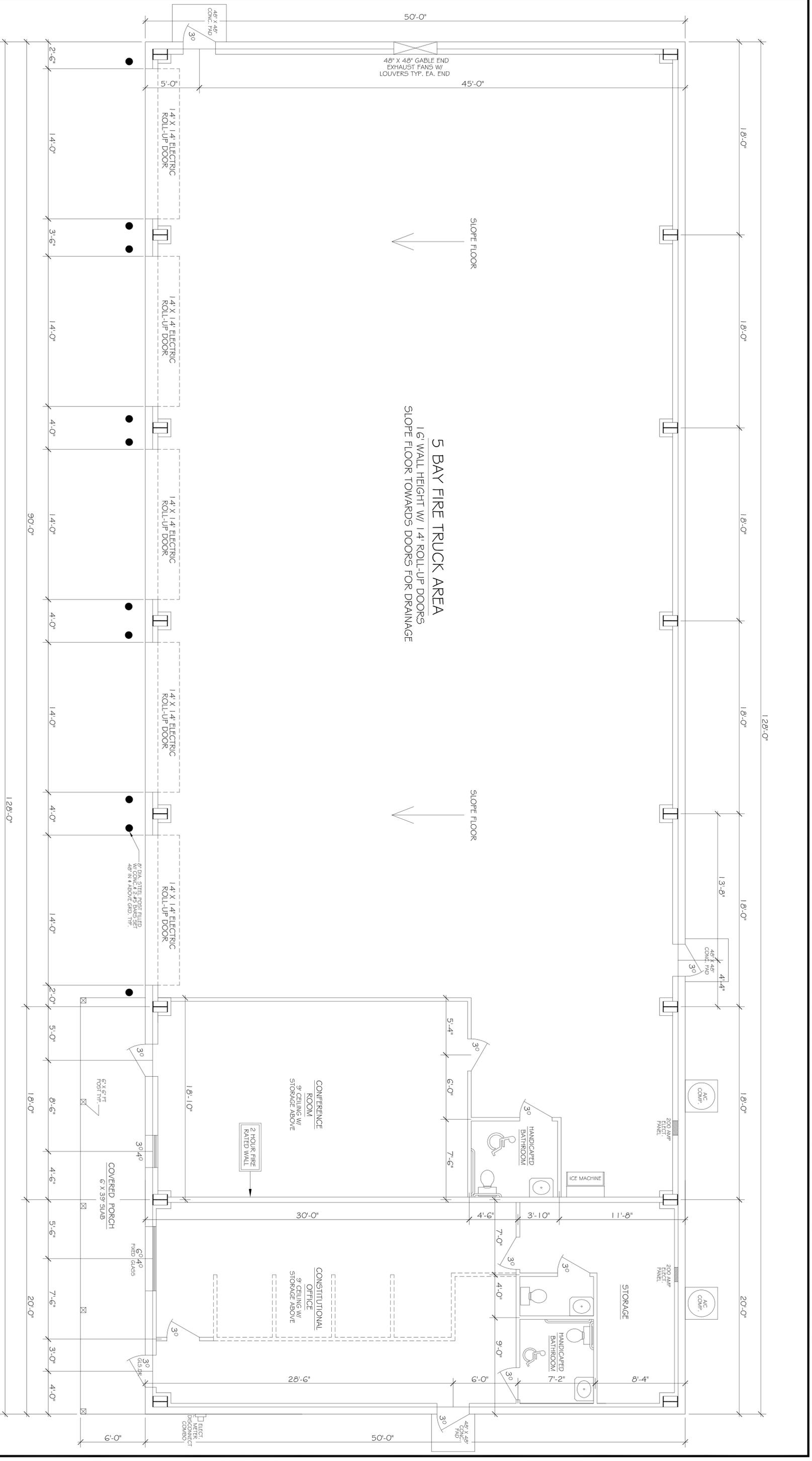
By Patrick B. Welch 09/19/16  
 PATRICK B. WELCH, PSM  
 FLORIDA CERTIFICATE NO. 2714  
 BUSINESS NO. LB 4012

### FOR : BRADFORD COUNTY

DRAWN BY : MTB    CHECKED BY : PBW    FIELD BOOK : CB  
 SCALE : 1" = 50'    JOB NO. : 08-16-16A    MAP NO. : 1B-4118

### PATRICK B. WELCH & ASSOCIATES, INC.

LAND SURVEYING, PLANNING & DRAFTING SERVICES  
 P.O. BOX 809    870 WEST MACMAHON STREET  
 STARKE, FLORIDA 32091    (904) 964-8292



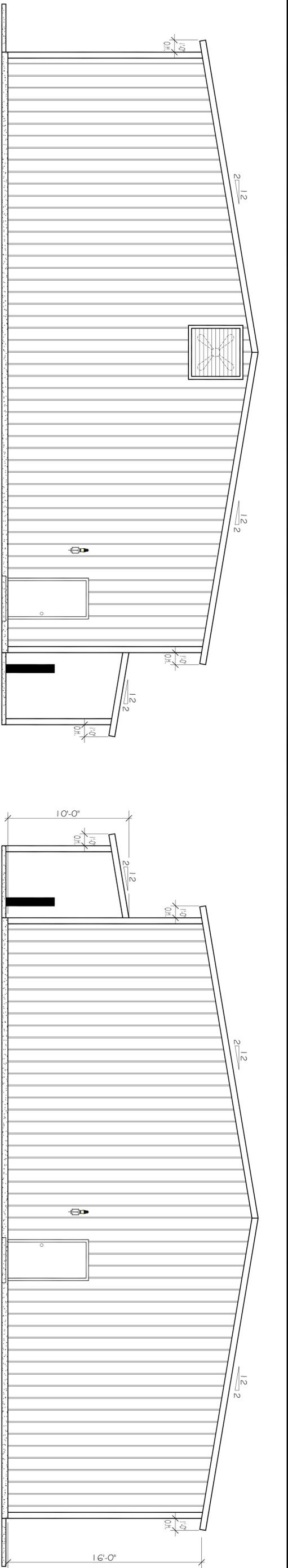
**CODE REFERENCES**

BUILDING CODE:	FLORIDA BUILDING CODE	-2014
MECHANICAL CODE:	FLORIDA MECH. & GAS CODE	-2014
ELECTRICAL CODE:	NATIONAL ELECTRICAL CODE	-2011
PLUMBING CODE:	FLORIDA PLUMBING CODE	-2014
HURRICANE RESISTANCE:	ASCE 7.14	

**SQUARE FOOTAGE**  
 HEATED = 1568 SF  
 NON HEATED = 4832 SF  
**TOTAL = 6400 SF**

**FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"

PROJECT TITLE	
<b>Fire Station No. 10</b>	
SCALE: 1/4" = 1'-0"	SHEET NO. 1 OF 3
DATE: 09-20-2016	DRAWN BY: D. HAAS
FLOOR PLAN & NOTES	
BRADFORD COUNTY, FLORIDA	DRAWING NUMBER: 1 OF 3

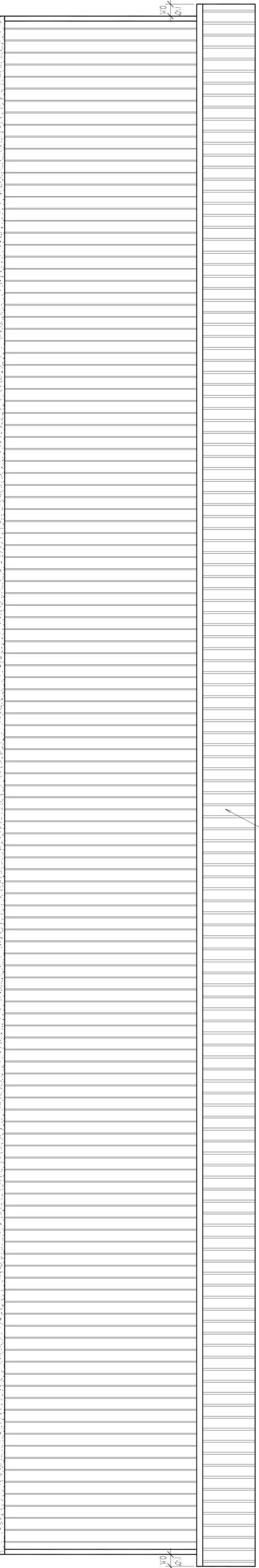


LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

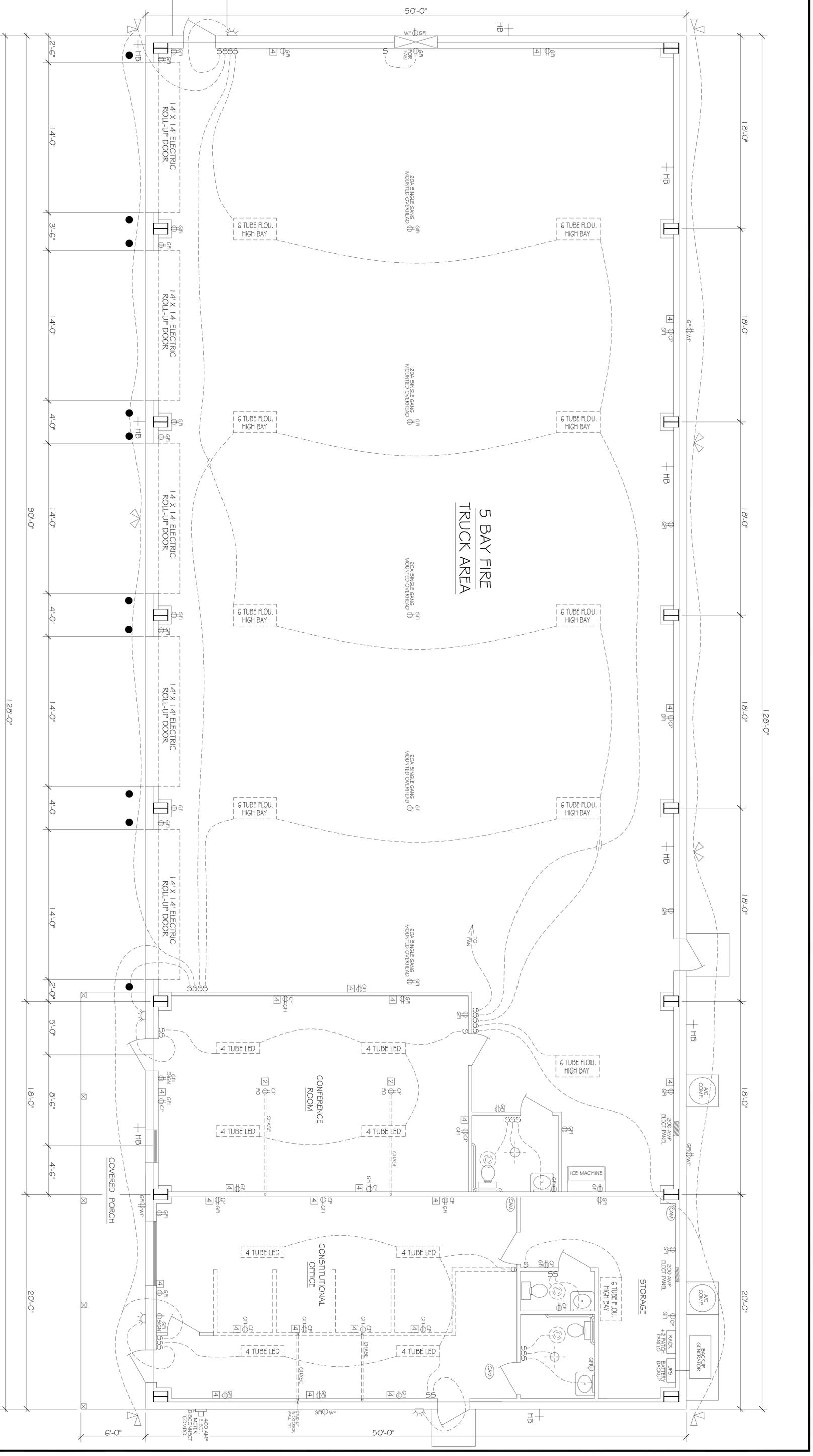
SCALE: 1/4" = 1'-0"



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

PROJECT TITLE		Fire Station No. 10	
SCALE	1/4" = 1'-0"	DRAWN BY	D. HAAS
DATE	09-20-2016	KEYSTONE HEIGHTS, FL	
FRONT, REAR, LEFT & RIGHT SIDE ELEVATIONS		TELEPHONE	08-34EUB
Bradford County, Florida		DRAWING NUMBER	2 OF 3



**ELECTRICAL LEGGEND**

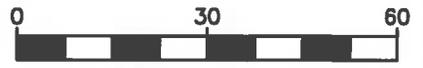
- EXTERIOR FLOOD LIGHTS
- RECESSED 4' FLOU. FIXTURE
- 4 TUBE FAN
- HOSE BIBB
- INCANDESCENT LIGHT FIXTURE
- INTERIOR GFI DUPLEX OUTLET
- INTERIOR DUPLEX FLOOR OUTLET
- EXTERIOR GFI OUTLET
- EXHAUST FAN
- 4 CAT 6 CABLE JACK IN WALL
- 2 CAT 6 CABLE JACK
- BATTERY BACKUP POWER CLEAN POWER
- IN SLAB CHASE
- ROOF DECK GFI RECEPTACLE OUTLET FOR SIGN
- SECURITY CAMERA POSITION

**ELECTRICAL PLAN**

SCALE: 1/4"=1'-0"

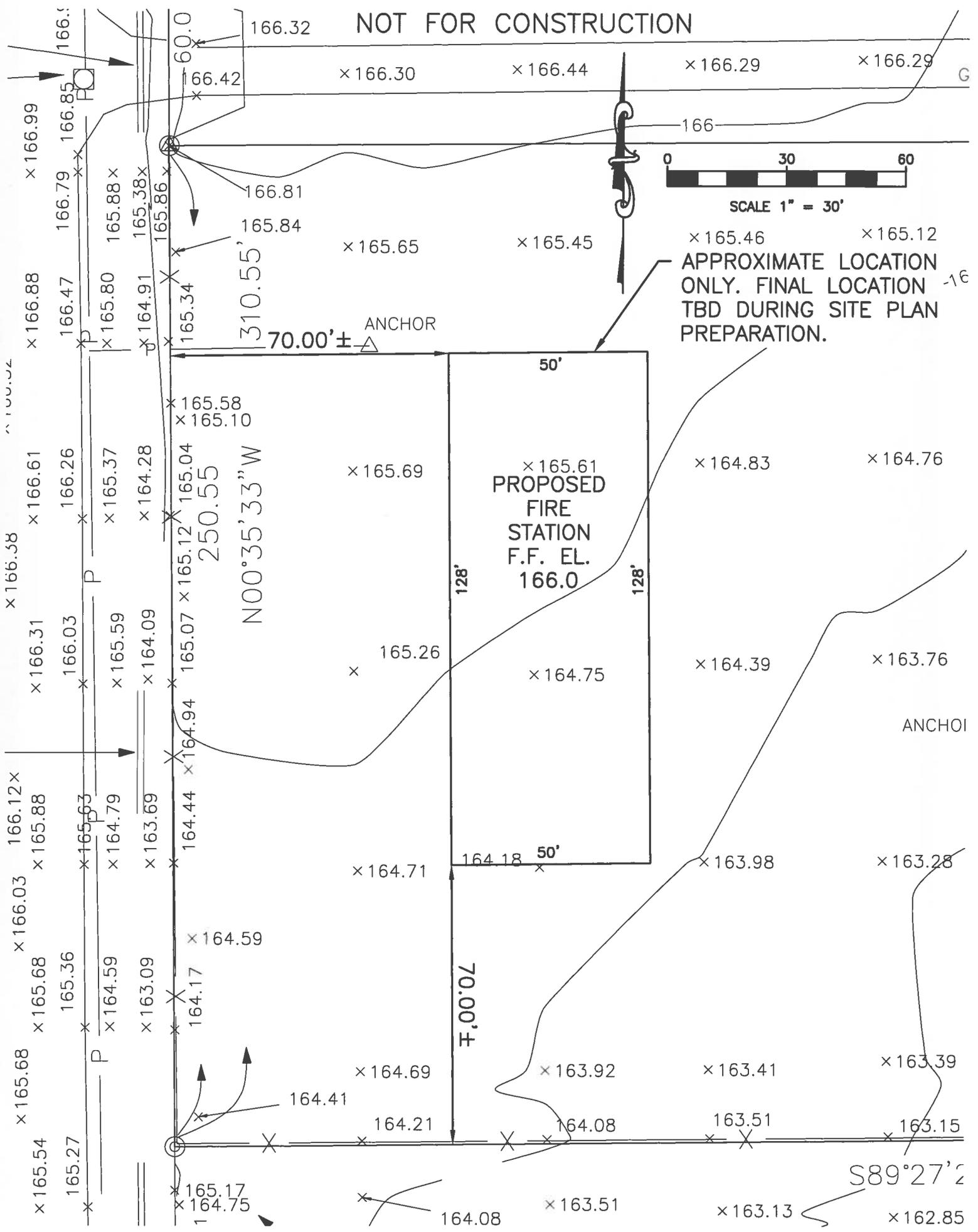
<b>Fire Station No. 10</b>	
SCALE: 1/4"=1'-0"	DRAWN BY: D. HAAS
DATE: 09-20-2016	KEYSTONE HEIGHTS, FL
<b>ELECTRICAL PLAN &amp; NOTES</b>	
BRADFORD COUNTY, FLORIDA	DRAWING NUMBER: 3 OF 3

NOT FOR CONSTRUCTION



SCALE 1" = 30'

APPROXIMATE LOCATION ONLY. FINAL LOCATION TBD DURING SITE PLAN PREPARATION.



ANCHOR

ANCHOR

S89°27'2

100.00

16