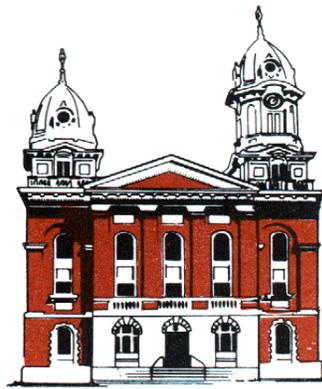


REQUEST FOR BID

CAPITAL BUDGET PROJECT

Hangar Aircraft Apron Construction VENANGO REGIONAL AIRPORT



COUNTY OF VENANGO
1174 Elk Street
Franklin, PA 16323

BOARD OF VENANGO COUNTY COMMISSIONERS
Timothy S. Brooks, Chair
Vincent L. Witherup
Albert Abramovic

Airport Manager: Otho C. Bell

Date Issued: March 30, 2016
Bid to be Received by: April 8, 2016

The County of Venango is requesting bids for the following work:

SCOPE OF WORK

- Contractor to provide Insurance, Supervision and clerical to Design and Construct the addition to an existing Hangar Aircraft parking apron at Venango Regional Airport, Hangar No. 6.
- Saw cut the asphalt on both sides of existing concrete apron to 15 ft. by 75 ft. and excavate to approximately 12 inches below existing grade. All construction debris may be hauled to a site specified by airport operations on airport property.
- Drill existing slab on both sides for placement of smooth dowels. The location of dowel holes to be approximately 4 inches from top of slab and 2 feet on center, the entire length on both sides of existing slab.
- Furnish and install 4 inches of compacted 2RC gravel.
- Furnish and install 16 inch smooth dowels and 6x6x6 wire mesh.
- Furnish and install 4,000 PSI concrete with +/- 6% air and mono fiber.
- Furnish and install once coat of Chem Master Sealer, backer rod and SLI caulking.
- Concrete shall receive a broom finish and be saw cut as required.
- Clean Area of all construction debris and sweep concrete apron.
- Contractor shall take precautions and insure against exposing the Hangar, it's tenant and its contents to dust and/or damages from construction.
- **All work shall be fully guaranteed for no less than three (3) years from date of completion. A written and notarized guarantee shall be submitted to Owner once the project has been satisfactorily completed and accepted by Owner.**
- Contractor shall commence construction within five (5) days of the Notice to Proceed and the project shall be complete within fifteen (15) days of the start date.
- Contractor shall submit invoice to County upon completion and acceptance by County and payment shall be remitted within 21 days of Invoice Date.

INSURANCE REQUIREMENTS:

Indemnification

The vendor shall assume the defense of and indemnify and hold harmless the County, their officers, agents and employees from and against all claims, demands, actions, suits and proceeding by others and against all liability, both negligent and non-negligent, arising directly or indirectly out of the actions of the vendor in their performance of this contract.

Insurance

The successful vendor shall procure, maintain, and provide proof of, insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the County by the vendor, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein shall be submitted five (5) days prior to the commencement of work, and such coverage shall be maintained by the vendor for the duration of the contract period; for occurrence policies.

Claims made policies shall be in force or that coverage purchased for three (3) years after contract completion date.

General Liability

Coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Commercial General Liability form including Products/Completed Operations.

1.1.1. General Liability

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Minimum Limits

General Liability:

\$5,000,000 General Aggregate Limit

\$5,000,000 Products & Completed Operations

\$5,000,000 Personal and Advertising Injury

\$5, 000,000 Each Occurrence Limit

\$ 100,000 Fire Damage Limit

\$ 10,000 Medical Expense Limit

1.1.2. Automobile Liability

Coverage sufficient to cover all vehicles owned, used, or hired by the vendor, his agents, representatives, employees or subcontractors.

Minimum Limits

Automobile Liability
\$ 1,000,000 Combined Single Limit
\$ 1,000,000 Each Occurrence Limit
\$ 5,000 Medical Expense Limit

1.1.3. Worker’s Compensation

Limits as required by the Workers’ Compensation Act of Pennsylvania
Statutory Limits \$1,000,000

1.1.4. Owners’ and Contractors’ Protective Policy

Policy will be in name of the County.
Minimum limits: \$3,000,000

1.1.5. Coverage Provisions

All deductibles or self-insured retention shall appear on the certificate(s). Vendor is responsible to pay any and all deductibles and/or self-insured retentions that may apply to the required insurance.

Venango County, its officers/officials, employees, agents and volunteers, individually and collectively, shall be added as "additional insured" as their interests may appear. This provision does not apply to Professional Liability or Workers' Compensation/Employers' Liability.

The vendor’s insurance shall be primary over any applicable insurance or self-insurance maintained by the County.

The vendor shall provide thirty (30) days written notice to the County before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.

All coverages for subcontractors of the vendor shall be subject to all of the requirements stated herein. The subcontractor’s insurance must name the County as additional insured. The Vendor shall maintain each subcontract’s certificate of insurance on file and provide such information to the County for review upon request.

All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by the County. At the option of the County, either the insurer shall reduce or eliminate such deductible or self-insured retention; or the vendor shall be required to procure a bond guaranteeing payment of losses and related claims expenses.

Failure to comply with any reporting provisions of the policy (ies) shall not affect coverage provided the County, its officers/officials, agents, employees and volunteers.

The insurer shall agree to waive all rights of subrogation against the County, its officers/officials, agents, employees or volunteers for any act, omission or condition of premises which the parties may be held liable by reason of negligence.

The vendor shall furnish the County certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company (ies) to bind coverage on its behalf, if executed by a broker, notarized copy of authorization to bind, or certify coverage shall be attached.

All insurance shall be placed with insurers maintaining an A.M. Best rating of no less than an A: VII. If A.M. Best rating is less than A: VII, approval shall be received from County's Risk Officer.

All coverage designated herein shall be as broad as the Insurance Services Office (ISO) forms filed for use with the Commonwealth of Pennsylvania.

Failure of Vendor to obtain and maintain the required insurance shall constitute a breach of contract and Vendor will be liable to the County for any and all cost, liabilities, damages, and penalties (including attorney's fees, court, and settlement expenses) resulting from such breach, unless County provides Vendor with a written waiver of the specific insurance requirement.

None of the requirements contained herein as to the types, limits, or County's approval of insurance coverage to be maintained by Vendor are intended to and shall not in any manner, limit, qualify, or quantify the liabilities and obligations assumed by Vendor under the Contract Documents, any other agreement with the County, or otherwise provided by law.

Failure of Vendor to provide insurance as herein required or failure of the County to require evidence of insurance or to notify Vendor of any breach by Vendor of the requirements of this Section shall not be deemed to be a waiver of any of the terms of the Contract Documents, nor shall they be deemed to be a waiver of the obligation of the Vendor to defend, indemnify, and hold harmless the indemnified parties as required herein. The obligation to procure and maintain any insurance required is a separate responsibility of Vendor and independent of the duty to furnish a copy or certificate of such insurance policies.

1.1.6. Hold Harmless Clause

The vendor shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the County, its officials, employees, agents, and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the contractor, his employees, or sub-contractor, or anyone directly or indirectly employed by or under supervision of any of them in the prosecution of the operations included in this contract, from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

At no time shall the vendor permit any mechanics or similar liens to attach to the County's premises on account of labor or material furnished to the Contractor or claimed to have been furnished to the vendor, in connection with its work hereunder.

Debarment Clause

Vendor must certify that neither it nor any of its employees or affiliates providing services hereunder currently under suspension or debarment by the Commonwealth of Pennsylvania or the Federal Government. Provide shall not enter into any subcontract for any work under this contract with any subcontractor who is currently suspended or debarred by the Commonwealth of Pennsylvania or the Federal Government. A list of suspended and debarred individual or contractors may be obtained by contacting the following: Department of General Services, Office of Chief Counsel, 603 North Office Building, Harrisburg, PA 17125; phone: 717-763-7472 and fax: 717-787-9138.

BID INSTRUCTIONS

- Bid specifications may be obtained at the Office of the Chief Clerk, Courthouse Annex Building, 1174 Elk Street, Franklin, PA, 16323, Monday through Friday, 8:30 a.m. to 4:30 p.m., except on legal holidays. Bid packets may be requested by phone at 814/432-9508; by fax at 814/432-4741 or via email at: djones@covenango.pa.us
- Bids must be signed by an official authorized to bind the bidder, and contain a statement ensuring that the proposal is firm for a period of at least 30 days from the date of receipt.
- Bid quotes must include the use of prevailing wage rates for project totals that are in excess of \$25,000.

- Bids must be submitted in sealed envelopes, clearly marked on the outside “Hangar 6 Aircraft Parking Apron Construction”. Bids will be accepted in the Chief Clerk’s Office until 10:00 a.m. on April 8, 2016, after which immediately thereafter bids will be publicly opened and read aloud in Room 101 in the Courthouse Annex.
- Bids must be submitted in duplicate (2 copies). All bids shall be accompanied by cash, a certified check, cashier’s check, bank good faith check, made payable to the County of Venango, or other irrevocable letter of credit drawn upon a bank authorized to do business in the Commonwealth or by a bond with corporate surety equal to 10% of the bid total.
- The County reserves the right to conduct personal interviews of any or all bidders after bids have been received and publicly opened, prior to selection. The County will not be liable for any costs incurred by the bidder in connection with such an interview.
- Any bid received after the date and time specified will not be considered.
- Bids may be withdrawn or modified in person by a bidder or their authorized representative, provided that their identity is made known and they sign a receipt for the bid before the April 8, 2016 10:00 a.m. deadline.
- The County will not be liable for any costs incurred in the preparation of the bids or attendance at the pre-bid conference.
- Each bidder shall be expected to furnish the County with additional information as may be reasonably required.
- The County will not be responsible for any costs not included in the bids and any subsequent contracted-for costs.
- The Venango County Board of Commissioners reserves the right to reject any or all proposals, and to waive any defects or irregularities in the best interest of the County.
- **A Pre-Bid Site Tour is scheduled to be available to interested bidders on April 5, 2016, at 10:00 a.m. at the Venango Regional Airport. Please report to the Administrative Offices in the Terminal Building.**

- The County contact person for this project is:

Otho C. Bell, Airport Manager
Venango Regional Airport
1560 Airport Road
Franklin, PA 16323
814/432-5333
obell@co.venango.pa.us

Questions regarding the requirements to submit bids should be addressed to:

Denise Jones, Chief Clerk/County Administrator
Venango County Courthouse Annex
1174 Elk Street
P.O. Box 831
Franklin, PA 16323
814/432-9508
djones@co.venango.pa.us

BID FORM

We submit the following in response to the Request for Bids from Venango County for the Hangar Apron Construction at the Venango Regional Airport:

TOTAL LUMP SUM

\$ _____

ATTACH DETAILED INFORMATION REGARDING:

- ✓ YOUR REFERENCES
- ✓ YOUR INSURANCE COVERAGES
- ✓ THE DATE YOU ANTICIPATE WORK TO BEGIN
- ✓ PROJECTED PROJECT SCHEDULE
- ✓ A 10% BID BOND, CASH OR CERTIFIED CHECK EQUAL TO THE TOTAL DOLLAR AMOUNT OF YOUR BID
- ✓ NAME AND LOCATION OF BUILDING MATERIAL VENDOR TO BE USED.

CONTACT INFORMATION

Vendor: _____

Address: _____

Telephone: _____ Fax: _____

Email Address: _____

Contact Person: _____

Title: _____

Authorized Signature: _____

Date: _____