

<u>Cost of Construction</u>	<u>CM as Advisor Base Fee (No Monthly)</u>
\$2,000,000 and under \$3,000,000	5.20%
\$3,000,000 and under \$4,000,000	4.50%
\$4,000,000 and under \$5,000,000	3.90%
\$5,000,000 and under \$6,000,000	3.60%
\$6,000,000 and under \$7,000,000	3.30%
\$7,000,000 and under \$8,000,000	2.75%
\$8,000,000 and under \$9,000,000	2.40%
\$9,000,000 and under \$10,000,000	2.10%
\$10,000,000 and under \$15,000,000	2.00%
\$15,000,000 and under \$20,000,000	1.95%
\$20,000,000 and under \$25,000,000	1.90%
\$25,000,000 and under \$30,000,000	1.88%
\$30,000,000 and under \$35,000,000	1.85%
\$35,000,000 and under \$40,000,000	1.80%
\$40,000,000 and under \$45,000,000	1.78%
\$45,000,000 and under \$50,000,000	1.76%
\$50,000,000 and under \$55,000,000	1.74%
\$55,000,000 and under \$60,000,000	1.72%
Over \$60,000,000	1.70%

Where Construction Management as Constructor is utilized, the Base Fee, noted above, may be increased by up to 1.50% to accommodate the additional costs of providing Performance/Payment Bonds and Insurance for the entire project instead of only for the amount of the CM fee as is the requirement for CM as Advisor. This adjusted cost must be substantiated by the CM at when the terms of the contract are negotiated.

#### On-Site Expenses:

Supervision, Payroll Taxes, Fringe Benefits, Out-of-Town Expense (Superintendent)  
Mobilization-Demobilization, Automobile or Truck (Superintendent), Automobile or Truck Expense (Depreciation, Gas, Oil Tires, Maintenance), Office Trailer, Office Furniture, Office Suppliers, Telephone, Fax Machine, Computer

#### Monthly On-Site Service Fee:

\$2,000,000 to \$5,000,000	\$10,000 per month
\$5,000,000 to \$10,000,000	\$11,000 per month
\$10,000,000 to \$15,000,000	\$12,000 per month
\$15,000,000 to \$20,000,000	\$12,750 per month
\$20,000,000 to \$25,000,000	\$13,000 per month
\$25,000,000 to \$30,000,000	\$13,250 per month
\$30,000,000 to \$35,000,000	\$13,500 per month
\$35,000,000 to \$40,000,000	\$13,650 per month
\$40,000,000 to \$50,000,000	\$13,750 per month
\$50,000,000 to \$60,000,000	\$13,850 per month
Over \$60,000,000	\$14,000 per month

BG No. \_\_\_\_\_

Date: \_\_\_\_\_ To: (Owner) \_\_\_\_\_

Project Name: \_\_\_\_\_ Bid Package No. \_\_\_\_\_

City, County: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Having carefully examined the Instructions to Bidders, Contract Agreement, General Conditions, Supplemental Conditions, Specifications, and Drawings, for the above referenced project, the undersigned bidder proposes to furnish all labor, materials, equipment, tools, supplies, and temporary devices required to complete the work in accordance with the contract documents and any addenda listed below for the price stated herein.

Addendum \_\_\_\_\_ (Insert the addendum numbers received or the word "none" if no addendum received.)

**BASE BID:** For the construction required to complete the work, in accordance with the contract documents, I/We submit the following lump sum price of:

\_\_\_\_\_ Use Figures

\_\_\_\_\_ Dollars & \_\_\_\_\_

Use Words

\_\_\_\_\_ Cents Use Words

**ALTERNATE BIDS:** (If applicable and denoted in the Bidding Documents)

For omission from or addition to those items, services, or construction specified in Bidding Documents by alternate number, the following lump sum price will be added or deducted from the base bid.

Alternate Bid No.	Alternate Description	+ (Add to the Base Bid)	- (Deduct from the Base Bid)	No Cost Change from the Base Bid
Alt. Bid No. 1				<input type="checkbox"/>
Alt. Bid No. 2				<input type="checkbox"/>
Alt. Bid No. 3				<input type="checkbox"/>
Alt. Bid No. 4				<input type="checkbox"/>
Alt. Bid No. 5				<input type="checkbox"/>
Alt. Bid No. 6				<input type="checkbox"/>
Alt. Bid No. 7				<input type="checkbox"/>
Alt. Bid No. 8				<input type="checkbox"/>
Alt. Bid No. 9				<input type="checkbox"/>
Alt. Bid No. 10				<input type="checkbox"/>

**A maximum of 10 Alternate Bids will be acceptable with each Base Bid. Do not add supplemental sheets for Alternate Bids to this document.**

**LIST OF PROPOSED SUBCONTRACTORS:**

List on the lines below each major branch of work and the subcontractor involved with that portion of work. If the branch of work is to be done by the Contractor, so indicate.

The listing of more than one subcontractor in a work category shall invalidate the bid.

The listing of the bidder as the subcontractor for a work category certifies that the bidder has in current employment, skilled staff and necessary equipment to complete that category. The architect/engineer will evaluate the ability of all listed subcontractors to complete the work and notify the owner. Listing of the bidder as the subcontractor may invalidate the bid should the architect's review indicate bidder does not have skilled staff and equipment to complete the work category at the time the bid was submitted.

**A maximum of 40 subcontractors will be acceptable with each bid. Do not add supplemental sheets for subcontractors to this document.**

**The bidder shall submit the list of subcontractors with the bid**

	<b>BRANCH OF WORK</b> (to be filled out by the Architect)	<b>SUBCONTRACTOR</b> (to be filled out by the contractor)
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	<b>BRANCH OF WORK</b> (to be filled out by the Architect)	<b>SUBCONTRACTOR</b> (to be filled out by the contractor)
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**LIST OF PROPOSED SUPPLIERS AND MANUFACTURERS:**

List on the lines below each major material category for this project and the suppliers and manufacturers involved with that portion of work. Listing the supplier below means the contractor is acknowledging authorization from the supplier to include the supplier in this bid.

The listing of more than one supplier or manufacturer in a material category shall invalidate the bid.

**A maximum of 40 suppliers and manufacturers will be acceptable with each bid. Do not add supplemental sheets for suppliers to this document.**

**The bidder shall submit the list of suppliers and manufacturers within one (1) hour of the bid.**

	<b><u>MATERIAL DESCRIPTION BY SPECIFICATION DIVISION AND CATEGORY</u></b> (to be filled out by the Architect or contractor)	<b><u>SUPPLIER</u></b> (to be filled out by the contractor)	<b><u>MANUFACTURER</u></b> (to be filled out by the contractor)
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	<b><u>MATERIAL DESCRIPTION BY SPECIFICATION DIVISION AND CATEGORY</u></b> (to be filled out by the Architect or contractor)	<b><u>SUPPLIER</u></b> (to be filled out by the contractor)	<b><u>MANUFACTURER</u></b> (to be filled out by the contractor)
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**UNIT PRICES:**

Indicate on the lines below those unit prices to determine any adjustment to the contract price due to changes in work or extra work performed under this contract. The unit prices shall include the furnishing of all labor and materials, cost of all items, and overhead and profit for the Contractor, as well as any subcontractor involved. These unit prices shall be listed in units of work.

**A maximum of 40 unit prices will be acceptable with each bid. Do not add supplemental sheets for unit pricing to this document.**

**The bidder shall submit the above list of unit prices within one (1) hour of the bid.**

	<b><u>WORK</u></b> (to be filled out by the Architect)	<b><u>PRICE / UNIT</u></b> (to be filled out by the contractor)	<b><u>UNIT</u></b> (to be filled out by the contractor)
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	<b><u>WORK</u></b> (to be filled out by the Architect)	<b><u>PRICE / UNIT</u></b> (to be filled out by the contractor)	<b><u>UNIT</u></b> (to be filled out by the contractor)
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**DIRECT MATERIAL PURCHASES:**

Indicate on the lines below those materials to be purchased directly by the Owner with a Purchase Order to be issued by the Owner to the individual suppliers. The value of the direct Purchase Order cannot be less than \$5,000. Following the approval of bids, the Contractor shall formalize this list by completing and submitting the electronic Purchase Order Summary Form provided by KDE. Listing the supplier below means the contractor is acknowledging authorization from the supplier to include the supplier in this bid.

**A maximum of 50 POs will be acceptable with each bid. Do not add supplemental sheets for additional POs to this document.**

**The bidder shall submit the above list of Purchase Orders within four (4) days of the bid.**

	<b><u>SUPPLIER</u></b> (to be filled out by the contractor)	<b><u>PURCHASE ORDER DESCRIPTION</u></b> (to be filled out by the contractor)	<b><u>PURCHASE ORDER AMT.</u></b> (to be filled out by the contractor)
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	<b><u>SUPPLIER</u></b> (to be filled out by the contractor)	<b><u>PURCHASE ORDER DESCRIPTION</u></b> (to be filled out by the contractor)	<b><u>PURCHASE ORDER AMT.</u></b> (to be filled out by the contractor)
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**TIME LIMIT FOR EXECUTION OF CONTRACT DOCUMENTS:**

In the event that a bidder's proposal is accepted by the Owner and such bidder should fail to execute the contract within ten (10) consecutive days from the date of notification of the awarding of the contract, the Owner, at his option, may determine that the awardee has abandoned the contract. The bidder's proposal shall then become null and void, and the bid bond or certified check which accompanied it shall be forfeited to and become the property of the Owner as liquidated damages for failure to execute the contract.

The bidder hereby agrees that failure to submit herein above all required information and/or prices can cause disqualification of this proposal.

Submitted by:

NAME OF CONTRACTOR / BIDDER: \_\_\_\_\_

AUTHORIZED REPRESENTATIVE'S NAME: \_\_\_\_\_  
Signature

AUTHORIZED REPRESENTATIVE'S NAME (printed): \_\_\_\_\_

AUTHORIZED REPRESENTATIVE'S TITLE: \_\_\_\_\_

***NOTICE: Bid security must accompany this proposal if the Base Bid price is greater than of \$25,000.***

**This form shall not be modified.**

The undersigned agent, being duly sworn, states that neither he/she nor his/her firm has any relationship (financial or through kinship) to:

- ☐ Any school board member or the superintendent;
- ☐ Any or all prime contractors or material suppliers when using the construction management method of construction.

The undersigned further states that he/she has not entered into any agreement or collusion with any person relative to the price bid by anyone nor has he/she attempted to induce anyone to refrain from bidding.

Explain below any kinship or financial relationship you may have to any parties as mentioned above on this project.

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This affidavit is subject to KRS 45A.455 prohibition against conflict of interest, and gratuities and kickbacks.

\_\_\_\_\_  
Name Title

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

Subscribed and Sworn to Me this

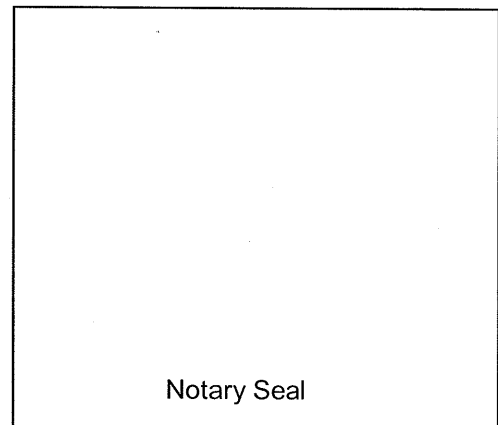
\_\_\_\_\_ day of \_\_\_\_\_,

20\_\_\_\_\_.

\_\_\_\_\_  
Notary Signature

My Commission expires:

\_\_\_\_\_, 20\_\_\_\_\_.



Board of Education: \_\_\_\_\_

BG# \_\_\_\_\_

District PO Number: \_\_\_\_\_

(THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES,  
INVOICES AND SHIPPING PAPERS)

Project Name: \_\_\_\_\_

Kentucky Sales Tax  
Exemption Number: \_\_\_\_\_

Bid Package No.: \_\_\_\_\_

Specification Section:  
(IF APPLICABLE) \_\_\_\_\_

Date of Order: \_\_\_\_\_

Material Description  
/ Category: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

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

Vendor Phone: \_\_\_\_\_

**AUTHORIZATION**

THE ATTACHED TERMS & CONDITIONS ARE HEREBY  
ACKNOWLEDGED AND MADE PART OF THIS ORDER.

Vendor Email: \_\_\_\_\_

Bill To: \_\_\_\_\_

Owner Authorized Name: \_\_\_\_\_

Bill to Address: \_\_\_\_\_

Owner Authorized Signature: \_\_\_\_\_

Owner Authorization Date: \_\_\_\_\_

Ship To: \_\_\_\_\_

Vendor Authorized Name: \_\_\_\_\_

Ship to Address: \_\_\_\_\_

Vendor Authorized Signature: \_\_\_\_\_

Attention of: \_\_\_\_\_

Vendor Authorization Date: \_\_\_\_\_

The following project contacts must be notified 48 hours in advance of delivery to jobsite.

Contact Name	Phone Number	Contact Name	Phone Number

Furnish the necessary materials to complete the following bid package(s) / specification section(s) in its entirety. All materials shall be in accordance with the requirements of the Contract.

ITEM NO.	QUANTITY	ITEM DESCRIPTION	UNIT PRICE	TOTAL
		Bid Package(s):	L. S.	
		Specification Section(s):	L. S.	
		SPECIMEN COPY ONLY		

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**TERMS & CONDITIONS OF PURCHASE ORDER**

1. Drawings, catalogs, cut sheets, or samples shall be submitted for approval.
2. All invoices shall be sent to the contractor/subcontractor designated on the purchase order for approval. No invoices shall be sent directly to the Board of Education (Owner) for payment.
3. All invoices shall reference the purchase order number.
4. No change in, modification of, or revision of this order shall be valid unless in writing and signed by the Owner.
5. Vendor agrees to observe and comply with all applicable federal, state and locals laws, rules, ordinances and regulations in performance of this order.
6. Vendor shall not assign this order or any right hereunder without first having obtained the written consent of the Owner.
7. Deliveries are to be made in accordance with the Owner's schedule, as directed by the General Contractor (GC), Construction Manager (CM) or Qualified Provider (QP).
8. The Owner may cancel this purchase order in whole or in part in the event that the vendor fails or refuses to deliver any of the items purchased, within the time provided, or otherwise violates any of the conditions of this purchase order, or if it becomes evident that the vendor is not conducting the work in accordance with the specifications or with such diligence as to permit delivery on or before the delivery date.
9. The vendor agrees to deliver the items to the supplied hereunder free and clear of all liens, encumbrances and claims.
10. If any of the goods covered under this purchase order are found to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, the Owner, in addition to the other rights which it may have under warranty or otherwise, shall have the right to reject the same or require that such articles or materials be corrected or replaced promptly with satisfactory materials or workmanship.
11. By acknowledging receipt of this order, by performing the designated work or any portion thereof, or by shipping the designated goods, the vendor agrees to the terms and conditions outlined.
12. This purchase order shall be governed in all respects by the laws of the Commonwealth of Kentucky.
13. In the event the quantities of materials supplied via this purchase order are insufficient to complete the work, the GC, CM or QP shall, at no expense to the Owner, provide such materials as necessary to complete the work.
14. In the event that at the completion of the work the vendor has not submitted invoices totaling the value of this purchase order, this purchase order shall be considered complete and closed.

## PO Certification Statement Phase

Final Statement

Change Order Sheet