

PROJECT MANUAL

MOREHEAD RESTROOM FACILITY AT SPLASH PAD MOREHEAD, KENTUCKY

PROCUREMENT & CONTRACTING REQUIREMENTS GENERAL REQUIREMENTS TECHNICAL SPECIFICATIONS

JULY 2018

Owner

**City of Morehead
314 Bridge Street
Morehead, Kentucky 40351
Phone: 606-784-4376**

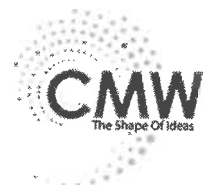


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NOTE: ARCHITECTURAL, MECHANICAL / ELECTRICAL / PLUMBING SPECIFICATIONS ARE ON THE DRAWINGS.

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DOCUMENT 001000 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.
- B. Project Identification: Morehead Restroom Facility at Splash Pad.
 - 1. Project Location: Don Greenhill Park, at 331 Triplett Street; Morehead, Kentucky
- C. Owner: City of Morehead.
 - 1. Owner's Representative: Rodney Fouch, Morehead City Hall, 314 Bridge Street, Morehead Kentucky 40351, telephone 606-784-4376.
- D. Architect: CMW, Inc., 400 East Vine Street, Lexington, Kentucky 40507, telephone 859-254-6623.
- E. Project Description: Project consists of the Construction of a 672 s.f. Restroom Facility and Related Appurtenances.
- F. Construction Contract: Bids will be received for the following Work:
 - 1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Date: Wednesday, July 25, 2018.
 - 2. Bid Time: 11:00 a.m., EST.
 - 3. Location: Morehead City Hall, 314 Bridge Street, Morehead, Kentucky 40351.
- B. Bids will be thereafter publicly opened and read aloud.

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of five percent (5%) percent of the bid amount. No bids may be withdrawn for a period of sixty (60) calendar days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 DOCUMENTS

- A. Viewing Procurement and Contracting Documents: Documents may be examined at the following locations:
 - 1. Morehead City Hall, 314 Bridge Street, Morehead, Kentucky, 40351.

- B. Questions regarding Procurement and Contracting Documents: Questions shall be in writing directed to Brad Boaz, RLA, CMW, Inc. 400 East Vine Street, Lexington, Kentucky 40507, and by email at bboaz@cmwaec.com.

1.5 TIME OF COMPLETION AND LIQUIDATED DAMAGES

- A. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time. Work is subject to liquidated damages.

1.6 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.
- B. A Performance Bond, separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

1.7 NOTIFICATION

- A. This Advertisement for Bids document is issued by the City of Morehead.

END OF DOCUMENT

DOCUMENT 002000 - INSTRUCTIONS TO BIDDERS

1.1 INSTRUCTIONS TO BIDDERS

- A. AIA Document A701, "Instructions to Bidders," is hereby incorporated into the Procurement and Contracting Requirements by reference.
- B. Refer to Document 002000A, A.I.A. Document AIA Document A701, "Instructions to Bidders," following this Document.

END OF DOCUMENT

DOCUMENT 002600 - PROCUREMENT SUBSTITUTION PROCEDURES

1.1 DEFINITIONS

- A. Procurement Substitution Requests: Requests for changes in products, materials, equipment, and methods of construction from those indicated in the Procurement and Contracting Documents, submitted prior to receipt of bids.
- B. Substitution Requests: Requests for changes in products, materials, equipment, and methods of construction from those indicated in the Contract Documents, submitted following Contract award. See Section 012500 "Substitution Procedures" for conditions under which Substitution requests will be considered following Contract award.

1.2 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.3 PROCUREMENT SUBSTITUTIONS

- A. Procurement Substitutions, General: By submitting a bid, the Bidder represents that its bid is based on materials and equipment described in the Procurement and Contracting Documents, including Addenda. Bidders are encouraged to request approval of qualifying substitute materials and equipment when the Specifications Sections list materials and equipment by product or manufacturer name.
- B. Procurement Substitution Requests will be received and considered by Owner when the following conditions are satisfied, as determined by Architect; otherwise requests will be returned without action:
 - 1. Extensive revisions to the Contract Documents are not required.
 - 2. Proposed changes are in keeping with the general intent of the Contract Documents, including the level of quality of the Work represented by the requirements therein.
 - 3. The request is fully documented and properly submitted.

1.4 SUBMITTALS

- A. Procurement Substitution Request: Submit to Architect. Procurement Substitution Request must be made in writing in compliance with the following requirements:
 - 1. Requests for substitution of materials and equipment will be considered if received no later than 5 calendar days prior to date of bid opening.
 - 2. Submittal Format: Submit one copy of each written Procurement Substitution Request.

- a. Identify the product or the fabrication or installation method to be replaced in each request. Include related Specifications Sections and drawing numbers.
- b. Provide complete documentation on both the product specified and the proposed substitute, including the following information as appropriate:
 - 1) Point-by-point comparison of specified and proposed substitute product data, fabrication drawings, and installation procedures.
 - 2) Copies of current, independent third-party test data of salient product or system characteristics.
 - 3) Samples where applicable or when requested by Architect.
 - 4) Detailed comparison of significant qualities of the proposed substitute with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
 - 5) Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - 6) Research reports, where applicable, evidencing compliance with building code in effect for Project, from ICC-ES.
 - 7) Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, which will become necessary to accommodate the proposed substitute.
- c. Provide certification by manufacturer that the substitute proposed is equal to or superior to that required by the Procurement and Contracting Documents, and that its in-place performance will be equal to or superior to the product or equipment specified in the application indicated.
- d. Bidder, in submitting the Procurement Substitution Request, waives the right to additional payment or an extension of Contract Time because of the failure of the substitute to perform as represented in the Procurement Substitution Request.

B. Architect's Action:

- 1. Architect may request additional information or documentation necessary for evaluation of the Procurement Substitution Request. Architect will notify all bidders of acceptance of the proposed substitute by means of an Addendum to the Procurement and Contracting Documents.

C. Architect's approval of a substitute during bidding does not relieve Contractor of the responsibility to submit required shop drawings and to comply with all other requirements of the Contract Documents.

END OF DOCUMENT

**MOREHEAD RESTROOM FACILITY AT SPLASH PAD
MOREHEAD, KENTUCKY**

18011.01

1.8 SUBMISSION OF BID

- A. Respectfully submitted this ____ day of _____, 2018.
- A. Submitted By: Owens Building & Contracting (Name of bidding firm or corporation).
- B. Authorized Signature: Brian Owens (Handwritten signature).
- C. Signed By: Brian Owens (Type or print name).
- D. Title: Owner (Owner/Partner/President/Vice President).
- E. Witness By: Sherry Watson (Handwritten signature).
- F. By: Sherry Watson (Type or print name).
- G. Title: _____ (Corporate Secretary or Assistant Secretary).
- H. Street Address: 4913 Flemingsburg Rd.
- I. City, State, Zip: ~~40351~~ Morehead KY 40351
- J. Phone: 606 356-8955

Note: Bid envelopes shall be clearly marked "Restroom Facility and Combined Mechanical Room".

END OF DOCUMENT

DOCUMENT 004205 – LIST OF SUBCONTRACTORS AND SUPPLIERS FORM

1.1 BID INFORMATION

- A. Bidder: Brian Owens
- B. Project Name: Morehead Restroom Facility at Splash Pad.
- C. Project Location: Don Greenhill Park, 331 Triplett Street; Morehead, Kentucky.
- D. Owner: City of Morehead, Morehead City Hall, 314 Bridge Street, Morehead, Kentucky.
- E. Architect: CMW, Inc., 400 East Vine Street, Lexington, Kentucky.

1.2 BID FORM SUPPLEMENT

- A. The List of Subcontractors and Suppliers must be submitted with the Bid Form.

1.3 SUBCONTRACTORS AND SUPPLIERS

- A. The following companies shall execute subcontracts for the portions of the Work indicated:

- 1. Plumbing: Carl Jones
- 2. Electrical: Kevin Perkins
- 3. Masonry: Tim Woodrow
- 4. Roofing: Brian Owens
- 5. Concrete: Brian Owens

B. SUBMISSION OF BID SUPPLEMENT

Respectfully submitted this 25th day of July, 2018.

Submitted By: Owens Building & Contracting
(Insert name of bidding firm or corporation)

Authorized
Signature: Brian Owens
(Handwritten signature)

Signed By: Brian Owens
(Type or print name)

Title: Owner
(Owner/Partner/President/Vice President)

END OF DOCUMENT

DOCUMENT 004505 - BID SECURITY FORM

1.1 BID FORM SUPPLEMENT

- A. A completed bid bond form is required to be attached to the Bid Form.

Cash bond of 5% of bid instead

1.2 BID BOND FORM

- A. AIA Document A310, "Bid Bond," is the recommended form for a bid bond. A bid bond acceptable to Owner, or other bid security as described in the Instructions to Bidders, is required to be attached to the Bid Form as a supplement.

- B. Copies of AIA standard forms may be obtained from The American Institute of Architects;

1. www.aia.org/contractdocs/purchase/index.htm;
2. email: docspurchases@aia.org; (800) 942-7732.

END OF DOCUMENT

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Access to site.
4. Coordination with occupants.
5. Work restrictions.
6. Miscellaneous provisions.

B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

A. Project Identification: Morehead Restroom Facility at Splash Pad.

1. Project Location: Don Greenhill Park, 331 Triplett Street; Morehead, Kentucky

B. Owner: City of Morehead.

1. Owner's Representative: Rodney Fouch, Morehead City Hall, 314 Bridge Street, Morehead Kentucky 40351, telephone 606-784-4376.

C. Architect, Landscape Architect, and Civil Engineer: CMW, Inc., 400 East Vine Street, Lexington, Kentucky 40507, telephone 859-254-6623.

D. Architect's Consultants: Architect has retained the following design professionals who have prepared designated portions of the Contract Documents:

1. Mechanical, Plumbing and Electrical Engineer: E-Tech Consultants, 378 Park Ave, Lexington, KY 40502.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following:
- B. Project Description: Construction of a 672 s.f. Restroom Facility and Related Appurtenances.
- C. Type of Contract:
 - 1. Project will be constructed under a single prime contract.

1.5 ACCESS TO SITE

- A. General: Contractor shall have full use of Project site for construction operations during construction period. Contractor's use of Project site is limited only by Owner's right to perform work or to retain other contractors on portions of Project.
- B. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

1.6 COORDINATION WITH CITY / UTILITIES COMPANIES

- 1. The city and local utilities companies are providing specific tasks as defined in the contract documents. Notify city/utilities not less than 48 hours in advance of activities that will affect their respective operations.

1.7 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.

END OF SECTION

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions after award of Contract.
 - 1. Substitutions after award of Contract are limits to "Substitutions for Cause".
- B. Related Requirements:
 - 1. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.3 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
 - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.

1.4 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation method cannot be provided, if applicable.
 - b. Coordination of information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.

- c. Detailed comparison of significant qualities of proposed substitutions with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes, such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.
 - g. List of similar installations for completed projects, with project names and addresses as well as names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency, indicating and interpreting test results for compliance with requirements indicated.
 - i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
 - j. Detailed comparison of Contractor's construction schedule using proposed substitutions with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
 - k. Cost information, including a proposal of change, if any, in the Contract Sum.
 - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents, except as indicated in substitution request, is compatible with related materials and is appropriate for applications indicated.
 - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
2. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.5 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.6 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

1.7 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.

- 1. Conditions: Owner and Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Substitution request is fully documented and properly submitted.
 - c. Requested substitution will not adversely affect Contractor's construction schedule.
 - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - e. Requested substitution is compatible with other portions of the Work.
 - f. Requested substitution has been coordinated with other portions of the Work.
 - g. Requested substitution provides specified warranty.
 - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

- B. Substitutions for Convenience: Not allowed.

END OF SECTION

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
 - 1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
 - 2. Within 10 calendar days after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include costs of labor and supervision directly attributable to the change.
 - d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 - e. Quotation Form: Use forms acceptable to Owner and Architect.

- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
 - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 - 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - 4. Include costs of labor and supervision directly attributable to the change.
 - 5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 - 6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
 - 7. Proposal Request Form: Use form acceptable to Owner and Architect.

1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor.

1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Architect may issue a Construction Change Directive. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
 - 1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
 - 1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

END OF SECTION

1.4 TIME OF COMPLETION

- A. The undersigned Bidder agrees hereby to perform the Work of the Contract Documents as follows:

For the purpose of this schedule, it is hereby understood the project will be awarded to the successful Contractor and Notice to Proceed issued on or before Monday, July 30 22, 2018. If these actions do not occur as defined, the construction schedule will be extended proportionately.

Substantial Completion ("occupied" Restrooms) to be achieved on or before Monday September 10, 2018. If Substantial Completion is not achieved on or before Monday September 10, 2018, Owner will impose liquidated damages in the amount of \$500/day.

Final Completion to be achieved no later than 14 calendar days after Substantial Completion acceptance date. Owner will impose liquidated damages in the amount of \$500/day until the project has been completed and accepted.

- B. Once the contractor receives the Notice to Proceed the contract time starts.
- C. There are no provisions for contract time extensions due to rain days or additional unforeseen causes. The defined schedule took this into consideration.

1.5 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 25% down 25% block completion 25% mechanical
2. Addendum No. 2, dated 15% setout fixtures 10% completion
3. Addendum No. 3, dated No 911 cell. box No pumps or tanks included

1.6 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.
1. Bid Form Supplement – Document 004205 List of Subcontractors And Suppliers.
 2. Bid Form Supplement – Document 004505 Bid Bond Form.
(AIA Document A310).

1.7 CONTRACTOR'S LICENSE

The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Morehead, Kentucky, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

DOCUMENT 004000 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Owens Building & Contracting
- B. Project Name: Morehead Restroom Facility at Splash Pad.
- C. Project Location: Don Greenhill Park, 331 Triplett Street; Morehead, Kentucky.
- D. Owner: City of Morehead, Morehead City Hall, 314 Bridge Street, Morehead, Kentucky.
- E. Architect: CMW, Inc., 400 East Vine Street, Lexington, Kentucky.

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by CMW, Inc. and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. one-hundred eighty-five-thousand Dollars (\$ 185,000).

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within ten (10) calendar days after a written Notice of Award, if offered within sixty (60) calendar days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. nine-thousand-two-hundred-fifty Dollars (\$ 9,250).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.