

REQUEST FOR PROPOSALS – POSTED FEBRUARY 4, 2021

COLBERT COUNTY 911 EXPANSION AND REMODEL PROJECT 2021

PROPOSALS WILL BE ACCEPTED THROUGH:
Friday, February 19, 2021 at 12:00 pm



**Colbert County Emergency Management Communications District
Colbert County E-911
120 W 5th Street
Tuscumbia, AL 35674**

The Colbert County E-911, hereafter referred to as "911," is currently seeking proposals on a general remodel and construction project, located at 120 W 5th Street, Tuscumbia, Alabama. The deadline to submit proposals is 12:00 p.m. on Friday, February 19, 2021.

Instructions to Potential Vendors

1. Read the entire document, including all terms and conditions and specifications.
2. All proposals must be typed or written on your vendor quotation form or letterhead and be all-inclusive of all work, materials, and labor that will be needed to produce a finished project.
3. The Vendor Information Sheet (Page 2) shall be completed and manually signed in ink **Failure to do so will cause rejection of your proposal.**
4. Potential Vendors are encouraged to schedule a time prior to proposal ending to view the work area to assist in calculating your proposal.
5. Address all inquires and correspondence to: Michael Smith, Director, Colbert County E-911, 120 W 5th St, Tuscumbia, AL 35674 or email to mdsmith@colbert911.org, or call 256-386-8558.
6. To receive a copy of the general specifications of the project, or to schedule a time to visit the work area, please contact 256-386-8558.

VENDOR INFORMATION SHEET

Company Name: _____

Address: _____

Contact: _____

Phone # _____

FAX # _____

E-Mail: _____

Print name of person signing: _____

Signed: _____

By my (our) written signature on this proposal, I (we) guarantee and certify that all items included in the proposal meet or exceed any and all Specifications covering such items. I (We) further agree, if awarded a contract as a result of this proposal, to deliver such commodities, service or merchandise, which meets or exceed the specifications. I (We) also verify that our company participates in the E-Verify Program and that I verify each of our employee's eligibility status through E-Verify. I (We) understand that our proposal will be voided if we do not provide proof of verification through E-Verify.

INSTRUCTIONS FOR SUBMITTING YOUR PROPOSAL

Proposals must be mailed or hand delivered to:

Colbert County E-911

120 W 5th St

Tuscumbia, AL 35674

Or

Emailed to: mdsmith@colbert911.org

TERMS AND CONDITIONS

Colbert County E-911 is hereafter referred to as "911".

1. Proposal offer expiration

Enter the expiration date of your proposal offer on the official proposal provided. A minimum period of 30 days from the closing date is requested. 911 shall have 60 days to accept the proposal if a minimum period is not stated.

2. Insurance

The contractor shall procure and maintain for the duration of the contract, at his/her own cost and expense insurance against claims of injuries to persons or damages to property including contractual liability which, may arise in connection with the performance of the work performed by the contractor, his agents, representatives, employees or subcontractors under the contract. The insurance carrier(s) must be licensed to conduct business in the State of Alabama. The insurance will be evidenced by an original Certificate of Insurance included with the bid. The certificate shall include wording which states 911 will be notified thirty (30) days prior to cancellation of the coverage or a major change in the coverage provided 911 shall be held harmless for any injuries, claims or judgments against the contractor. Certificates for liability coverages shall name 911 as an additional insured. Coverages required are:

Workers' compensation: a certificate shall be provided which indicates the contractor provides workers' compensation coverage in compliance with the state laws of Alabama.

General liability and property damage coverage shall be for all operations under the proposal for at least \$100,000.00 for one person and \$300,000.00 for each occurrence for bodily injury or death; and for property damage at least \$100,000.00 for each occurrence, plus coverage for any equipment being moved.

If not already on file for the current policy year, the vendor shall include an original copy of the Certificate of Insurance with the bid response.

3. E-Verify Participation

In order for the proposal to be awarded, the business entity "shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien and shall attest to such, by sworn affidavit signed before a notary." Additionally, the business entity "shall provide documentation establishing that it is enrolled in the E-Verify program" and that during the contract period, it "shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations."

Scope of Project

- Demolition of approximately 40 linear feet of wood stud wall
- Construct and finish with sheetrock approximately 15 linear feet of wood stud wall
- Install approximately 8 linear feet of cabinetry and counter-top, to include a sink and minimal plumbing
- Lower existing drop-ceiling to match other area of existing drop-ceiling.
- Install carpet-tile flooring in approximately 1000 square feet of space
- Move and install electrical to appropriate specifications
- Paint

STATE OF _____

COUNTY OF _____

AFFIDAVIT

Before me, the undersigned authority, personally appeared _____ (affiant) who, being by me first duly sworn, doth depose and say as follows:

I _____ (name), on behalf of _____ (business entity), and with lawful authority to act in its behalf, attest to the following from personal knowledge:

1. _____ (business entity) does not knowingly employ, hire for employment, or continue to employ any unauthorized aliens in the State of Alabama; and
2. _____ (business entity) is enrolled in the E-Verify Program as shown by the attached documentation.
3. _____ (business entity) does and will utilize the E-Verify Program to verify the employment status of employees and potential employees according to federal rules and regulations.
4. _____ (business entity) shall acquire from its subcontractors notarized affidavits that they will not knowingly employ, hire for employment or continue to employ unauthorized aliens, that they will enroll in the E-Verify Program before performing any contract work or providing any product, and that they shall attach to the affidavits, documentation establishing their enrollment in E-Verify as required by Act No. 2011-535.

Signature of Affiant

I, the undersigned Notary Public, in and for said County and State, hereby certify that _____ whose name is signed to the foregoing Affidavit, and who is known to me, acknowledged before me on this date that, being informed of the contents of the above and foregoing affidavit, he/she as an officer of _____ (business entity) and with full authority, executed the same voluntarily for and as the act of said company on the day the same bears date.

Given under my hand and official seal of office this ____ day of _____, 2014.

Notary Public