



# Board of County Commissioners

13150 80<sup>th</sup> Terrace Live Oak, FL 32060  
Travis Land, Chairman

## BID SOLICITATION

Suwannee County, Florida will receive sealed bids from Florida certified contractors, at the Clerk of Court Cashier Window at the Courthouse to the attention of **Clerk to the Board, 200 South Ohio Avenue, Live Oak, FL 32064** until **Friday, August 2<sup>nd</sup>, 2024, at 4:00 P.M.** Bids will be publicly opened and read aloud at the **Suwannee County Judicial Annex 218 Parshley St SW, Live Oak, FL 32064**, on **Tuesday, August 6<sup>th</sup>, 2024 at 10:00 AM.**, for the following:

### **CR 49 WIDEN AND RESURFACE**

Work on this project consists of, but is not limited to, traffic control, erosion control, clearing and grubbing, earthwork, limerock base, milling, asphalt paving, minor drainage, guardrail, signs and pavement markings.

The Board of County Commissioners may accept all or part of any bid. Any bid received after **August, 2<sup>nd</sup>, 2024 at 4:00 P.M.**, will be retained at the Clerk of Court Office, unopened, and will not be considered. The Board of County Commissioners reserves the right to reject any and all bids, waive formalities and re-advertise and award the bid in the best interest of the County.

The Board of County Commissioners does not discriminate because of race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, handicap status, income status, or family status.

The Board of County Commissioners requires a Sworn Statement under section 287.133(3)(a), F.S., on Public Entity Crimes.

A Bid Guarantee in the form of a Bid Bond properly executed by the Bidder and by a qualified surety or a certified cashier's check on any national or state bank, in a sum not less than five percent (5%) of the amount bid, made payable to Suwannee County Board of Commissioners, c/o Clerk of the Circuit Court, must accompany each bid as a guarantee that the bidder will not withdraw from the competition after opening of the bids, and in the event the contract is awarded to the bidder by the Board, he will enter into a contract with the Owner within fourteen (14) calendar days after the notice of Award. If the bidder fails to enter into a contract with the Owner, he shall forfeit the Bid Guarantee or Bid Bond as liquidated damages. The Bid Bond must be secured from an agency of the Surety on Insurance Company, which agency shall have an established place of business in the State of Florida and be duly licensed to conduct business therein.

The following condition will be a part of the contract as required by Suwannee County:

Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. all persons employed by the Vendor/Contractor during the term of the Contract to perform employment duties within Florida; and



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2. all persons, including subcontractors, assigned by the Vendor/Contractor to perform work pursuant to the contract with Suwannee County.

Successful Bidders will be required to furnish a Public Construction Bond in the amount of 100% of the Contract Price, on the form included in the Bid Documents.

Electronic copies (in pdf format) of the bid documents, plans, specifications and addenda are available on DemandStar or on the County's website, [www.suwanneecountyfl.gov](http://www.suwanneecountyfl.gov). All addenda issued in regard to this bid will also be available via DemandStar and the County's website. Bidders using partial sets of Documents are fully responsible for any errors or omissions made due to not reviewing the entire set of Construction Documents.

**Due to the possibility of technical glitches, it will be the sole responsibility of the Contractor to check all websites for all bid documents and addenda prior to submitting their subsequent bid response package.**

Plans for review only will be located at the County Administrators office (386) 364-3400. Any questions concerning specifications and/or bid documents should be directed to Pitman Engineering via email only at [pm@pitmanengineering.com](mailto:pm@pitmanengineering.com). Deadline for questions **Wednesday, July 24<sup>th</sup>, 2024**, no later than **5:00 P.M.** Any, and all, such interpretations and any supplemental instructions will be in the form of a written addendum which, if issued, will be posted on DemandStar.com, the County's website [www.suwanneecountyfl.gov](http://www.suwanneecountyfl.gov). All addenda so issued shall become part of the bid documents.

All bids must be submitted with one original and three copies (4 total) and labeled on the outside of the envelope as:

**CLERK TO THE BOARD  
200 SOUTH OHIO AVENUE  
LIVE OAK, FL 32064  
SEALED BID NO. 2024-16  
CR 49 WIDEN AND RESURFACE**

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Travis Land, Chairman

SUWANNEE COUNTY BOARD OF COMMISSIONERS



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Travis Land, Chairman

## **BID SUMMARY** (MUST PRECEDE ALL BID DOCUMENTS)

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RESPONDER NAME

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ADDRESS

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EMAIL ADDRESS AND PHONE NUMBER

**BID NUMBER:** 2024-16

**DESCRIPTION OF PROJECT:** CR 49 WIDEN AND RESURFACE

**DATE & TIME OF BID OPENING:** August 6<sup>th</sup>, 2024, at 10:00 a.m. or soon thereafter

**LOCATION FOR BID OPENING:** Suwannee County Judicial Annex  
218 SW Parshley St, Live Oak, FL 32064

**TOTAL BID AMOUNT:**

**IN FIGURES: \$** \_\_\_\_\_

**IN WORDS:** \_\_\_\_\_

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RESPONDER COMPANY NAME (PRINT OR TYPE)

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SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE

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AUTHORIZED COMPANY REPRESENTATIVE (PRINT OR TYPE)

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DATE

**IMPORTANT:**  
THIS BID SUMMARY MUST BE COMPLETED AND MUST PRECEDE ALL  
RESPONDER DOCUMENTS



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## CR 49 WIDENING AND RESURFACING

from CR 252 to US 90 9.6 miles

Pay Item No.	Pay Item Description	Quantity	Units	Unit Price	Total Cost
101-1	Mobilization	1	LS		
101-2	Maintenance of Traffic	1	LS		
104-10-3	Sediment Barrier	25000	LF		
110-1-1	Clearing & Grubbing	23.5	AC		
110-4-10	Removal of Existing Concrete	147	SY		
110-7-1	Mailboxes, F&I	73	EA		
120-2-2	Borrow Excavation	31948	CY		
120-71	Regular Excavation, 3R Projects	8758	CY		
285-701	Optional Base Group 1	4042	SY		
285-706	Optional Base Group 6	26130	SY		
286-1	Turnout Construction	5061	SY		
327-70-5	Milling Existing Asphalt Pavement, 2" AVG DEPTH	112997.0	SY		
334-1-53	Superpave Asphaltic Conc. Traffic C, PG 76-22	11927.0	TN		
337-7-83	Asphaltic Concrete Friction Course, FC 12.5, Traffic C, PG 76-22	12428.0	TN		
339-1	Miscellaneous Asphalt Pavement	20	TN		
430-174-118	Pipe Culvert, Optional Material, Round, 18" SD	2995	LF		
430-175-124	Pipe Culvert, RCP, 24" S/CD	118	LF		
430-175-130	Pipe Culvert, RCP, 30" S/CD	42	LF		
430-175-136	Pipe Culvert, RCP, 36" S/CD	52	LF		
430-175-142	Pipe Culvert, RCP, 42" S/CD	32	LF		
430-542-100	Straight Concrete Endwall, 42" CD	2	EA		
430-982-129	Mitered End Section, Opt Round, 24" S/CD	22	EA		
430-982-133	Mitered End Section, Opt Round, 30" S/CD	14	EA		
430-982-138	Mitered End Section, Opt, Round, 36" S/CD	12	EA		
430-984-123	Mitered End Section, Opt Round, 15" SD	3	EA		
430-984-125	Mitered End Section, Opt Round, 18" SD	139	SD		
431-1	Pipe Joint Repair - Internal Joint Seal	7	EA		
530-3-4	Rubble Rip Rap Ditch Lining	0.8	TN		
536-1-1	Roadway Guardrail	550	LF		
536-85-24	End Anchorage Assembly, Parallel	4	EA		
546-71-1	Raised Rumble Strip Set - Permanent	8	PS		
570-1-1	Performance Turf	117751	SY		
570-1-2	Performance Turf, Sod	42492	SY		
700-1-11	Single Post Sign F&I Ground Mount, Up To 12 SF	40	AS		
700-13-15	Retroreflective Sign Strip, 5'	11	EA		
705-10-1	Object Marker, Type 1 OM1-3	39	EA		
705-10-2	Object Marker, Type 2 OM2-2V	50	EA		
706-1-3	Retroreflective Pavement Markers	1969	EA		
710-90	Painted Pavement Markings, Final Surface	1	LS		
* in 710-90	Painted Pavement Markings, Std, Solid, White, 6"	19.12	GM		
* in 710-90	Painted Pavement Markings, Std, Solid, White, 24"	544	LF		
* in 710-90	Painted Pavement Markings, Std, Solid, Yellow, 6"	8.03	GM		
* in 710-90	Painted Pavement Markings, Std, Skip, Yellow, 6"	6.48	GM		
711-11-125	Thermoplastic, Standard, White, Solid, 24" For Stop Bar	544	LF		
711-16-101	Thermoplastic, Standard, Other Surfaces, White, Solid, 6"	19.12	GM		
711-16-201	Thermoplastic, Standard, Other Surfaces, Yellow, Solid, 6"	8.03	GM		
711-16-231	Thermoplastic, Standard, Other Surfaces, Yellow, Skip, 6"	6.48	GM		
<b>GRAND TOTAL</b>					



## GENERAL REQUIREMENTS

### I. General

Work on this project consists of but is not limited to traffic control, erosion control, clearing and grubbing, earthwork, base work, milling, asphalt paving, minor drainage, guardrail, signs and pavement marking.

### II. Contract Time

The contract time is **220 days**, starting with the Notice to Proceed date.

The following events are relevant to the schedule for this project:

- Award of Contract by the Board of County Commissioners
- Contractor shall return an executed copy of the contract to the County Administrator within 14 calendar days following award of the contract by the Board of Commissioners.
- No more than 21 days following the award of the contract, the Contractor shall provide the County Administrator with evidence of a Construction Bond (if applicable). Notice to Proceed will then be issued.
- No more than 30 days following award of the contract by the Board of Commissioners, the Contractor shall have **substantial construction started**. **Substantial construction** means all necessary equipment and personnel are on site and engaged in construction activities associated with the normal progression of work as defined by the contract plans. The Contractor shall thereafter be continuous with full staffing and equipment until the project is complete. Posting of MOT signs DOES NOT satisfy the requirements of substantial construction.
- Failure to comply with the aforementioned timeline may result in the County voiding the contract and the County beginning negotiations with the next lowest qualified bidder.
- Time extension requests shall be forwarded to the County Administrator for consideration. The County Administrator will convene a meeting with the CEI and the County Attorney to consider the request. The decision of this committee will be final. **All Contractor claims for time extensions due to weather conditions shall be reviewed by the County Administrator and approval, if granted, will come from the County Administrator. If the Contractor intends to make a request for an extension for a weather-related event, the Contractor shall notify the CEI within three (3) days of the weather event. The CEI shall make a recommendation to the County Administrator on the request after evaluating the contract requirements and related specifications.**
- Liquidated damages shall be assessed at \$2500 a day.
- No work is allowed on Sundays or County recognized holidays.



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### III. Construction and Materials

All construction methods and materials shall conform to the requirements of the latest edition of the Florida Department of Transportation Standard Plans and the Florida Department of Transportation Standard Specifications for Road and Bridge Construction.

### IV. Maintenance of Traffic

The Contractor shall provide Maintenance of Traffic and it shall conform to the requirements of the latest edition of the Florida Department of Transportation Design Standard Plans.

Flagging will be required and only one traffic lane may be closed at a time.  
All construction signage shall be provided by the contractor.

### V. Compensation

Payment shall be made on a monthly basis for work completed with 5% retainage. Retainage will not be paid until the project is final accepted.



## **COUNTY ADMINISTRATOR – GENERAL INSTRUCTIONS TO BIDDERS**

These instructions will bind bidders and conditions herein set forth, except as specifically qualified in special bid and contract terms issued with any individual bid.

1. The following criteria are used in determining if low bidder is responsive:
  - A. The ability, capacity and skill of bidder to perform required service.
  - B. Whether the bidder can perform service promptly or within specified time.
  - C. The character, integrity, reputation, judgment, experience and efficiency of bidder.
  - D. The performance of previous contracts with Suwannee County.
  - E. The suitability of equipment or material for county use.
  - F. The ability of bidder to provide future maintenance.
2. Payment Terms are net (30) unless otherwise specified. Favorable terms, discounts, may be offered and will be considered in determining low bids if they are deemed by the County Administrator to be advantageous to the County.
3. All bids should be tabulated, totaled and checked for accuracy. All blanks on Bid Form sheet shall be filled in and unit price will prevail in case of errors.
4. All requested information shall be included in the envelope. All desired information must be included for your bid to receive full consideration.
5. If anything regarding the bid request is not clear, you should contact the County Administrator immediately.
6. A bidders list is available from the County Administrator.
7. Each proposal shall be clearly marked on the outside of the envelope including Fed Ex, UPS or other delivery service envelopes, as a sealed bid. The name of the item being bid shall be shown on the outside in full, as described in the bid solicitation.
8. No responsibility shall attach to any County representative or employee for the premature opening of bids not properly addressed or identified.
9. If only one (1) bid is received, the bid may be rejected and re-advertised or accepted if determined to be in the County's best interest.
10. Bids received late will not be accepted, and the County will not be responsible for late mail delivery.



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11. Telephone and facsimile bids will not be acceptable in formal bid openings (sealed bids). Should a bid be misplaced by the County and found later, it will be considered. Any bidder may request and shall receive a receipt showing the day and time any bid is delivered to the appropriate office of the County from the personnel thereof.
12. Bids requiring bid bonds will not be accepted if bond is not enclosed. Cash or certified check will be accepted in lieu of bond except on construction projects where construction cost does not exceed \$40,000.
13. When requested by the County Administrator, the Bidder shall prove that he has the requisite organization, capital, plant, stock ability and experience to satisfactorily execute the contract in accordance with the provisions of the contract in which he is bidding on.
14. Any alterations, erasures, additions, or admissions of required information or any changes to specifications or bidding schedule are done at the risk of the bidder. Any bid will be rejected that has a substantial variation, which is a variation that affects price, quantity, and quality or delivery date (when delivery is required by a specific time).
15. When requested, samples will be furnished to the County free of expense, properly marked for identification and accompanied by a list where there is more than one (1) sample. The County reserves the right to mutilate or destroy any sample submitted whenever it may be in the best interest of the County to do so for the purpose of testing.
16. The County will reject any material, supplies or equipment that did not meet the specifications, even though the bidder lists the trade names or names of such material on the bid or price quotation form.
17. The unauthorized use of patented articles is done entirely at the risk of the successful bidder.
18. The ESTIMATED QUANTITY given in the specifications or advertisements is for the purpose of bidding only. The County may purchase more or less than the estimated quantity and the vendor must not assume that such estimated quantity is part of the contract.
19. Prospective bidders are required to examine the location of the proposed work or delivery and determine, in their own way, the difficulties which are likely to be encountered in the prosecution of the same.
20. All materials, equipment and supplies shall be subject to rigid inspection, under the immediate supervision of the County Administrator, its designee and /or the department to which they are delivered. If defective material, equipment, or supplies are discovered, the contractor, upon being instructed by the County Administrator or designee, shall remove, or make good such material, equipment, or supplies without extra compensation. It is expressly understood and agreed that the inspection of materials by



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the County will in no way lessen the responsibility of the Contractor or release him from his obligation to perform and deliver to the County sound and satisfactory materials, equipment, or supplies. The Contractor agrees to pay the costs of all tests upon defective material, equipment, or supplies or allow the costs to be deducted from any monies due him from the County.

21. A contract will not be awarded to any corporation, firm, or individual who is, from any cause, in arrears to the County or who has failed in former contracts with the County to perform work satisfactorily, either to the character of the work, the fulfillment or guarantee, or the time consumed in completing the work.
22. Reasonable grounds for supposing that any bidder is interested in more than one proposal for the same item will be considered sufficient cause for rejection of all proposals in which he is interested.
23. Submitting a proposal when the bidder intends to sublet the contract may be a cause for rejection of bids or cancellation of the contract by the County Administrator.
24. Unless otherwise specified the County reserves the right to award each item separately or on a lump sum basis, whichever is in the best interest of the County.
25. The County reserves the right to reject any and/or all quotations, to waive any minor discrepancies in the bids for all bidders equally, quotations, or specifications, when deemed to be in the best interest of the County and also to purchase any part, all or none of the materials, supplies, or equipment specified.
26. Failure of the bidder to sign the bid or have the signature of an authorized representative or agent on the bid proposal in the space provided will be cause for rejection of the bid. Signature must be written in ink. Typewritten or printed signatures will not be acceptable.
27. Any bidder may withdraw his bid at any time before the time set for the opening of the bids.  
No bid may be withdrawn in the thirty (30) day period after bid is opened.
28. It is mutually understood and agreed that if at any time the County Administrator or designee shall be of the opinion that the contract or any part thereof is unnecessarily delayed or that the rate of progress or delivery is unsatisfactory, or that the contractor is willfully violating any of the conditions or covenants of the agreement, or executing the same in bad faith, the County Administrator or his designee shall have the power to notify the aforesaid contractor of the nature of the complaint. Notification shall constitute delivery of notice, or letter to address given in the proposal. If after three (3) working days of notification the conditions are not corrected to the satisfaction of the County Administrator, he shall thereupon have the power to take whatever action he may deem necessary to complete the work or delivery herein described, or any part thereof, and the expense thereof, so charged, shall be deducted from any paid by the County out of such monies as may become due to the said contractor, under and by virtue of this agreement. In case such expense shall exceed the last said sum, then and in that event, the bondsman or the contractor, his executors, administrators, successors, or assigns, shall pay the amounts of such excess to the County on notice made by the County Administrator or his designee of the excess due.



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29. If the bidder proposes to furnish any item of foreign make or product, he shall write "foreign" together with the name of the originating country opposite such item on a proposal.
30. Any complaint from bidders relative to the invitation to bid or attached specifications shall be made prior to the time of opening bids; otherwise, the bidder waives any such complaint.
31. Contracts may be cancelled by the County with or without cause on thirty (30) days advance written notice.
32. All contractors submitting bids for road construction projects in excess of \$150,000 must be pre-qualified with the Florida Department of Transportation and shall provide proof of such qualification upon request.
33. Any bidder affected adversely by an intended decision with respect to the award of any bid, shall file with the County Administrator for Suwannee County, a written notice of intent to file a protest not later than seventy-two (72) hours (excluding Saturdays, Sundays and legal holidays), after the posting of the bid tabulation. Protest procedures may be obtained from the County Administrator.
34. A person or affiliate who has been placed on the convicted vendor's list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to Suwannee County, may not submit a bid on a contract with Suwannee County for the construction or repair of a public building or public work, may not submit bids on leases of real property to Suwannee County, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with Suwannee County, and may not transact business with Suwannee County for a period of 36 months from the date of being placed on the convicted vendor list.
35. Vendor/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:
  - A. all persons employed by the Vendor/Contractor during the term of the Contract to perform employment duties within Florida; and
  - B. all persons, including subcontractors, assigned by the Vendor/Contractor to perform work, pursuant to the contract with the County.
36. Any existing materials demolished within county right of way may be retained by Suwannee County.
37. INSURANCE REQUIREMENTS
  - A. Contractor's Insurance: The contractor shall not commence any work in connection with this



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Agreement until he has obtained all of the following types of insurance and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been so obtained and approved. All insurance policies shall be with Insurers qualified and doing business in Florida.

B. Worker's Compensation Insurance: The Contractor shall take out and maintain, during the life of this Agreement, Worker's Compensation Insurance for all of the Contractor's employees connected with the work of this project and, in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by the Contractor. Such insurance shall comply fully with the Florida Worker's Compensation Law, Chapter 440, Florida Statutes. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under the Workmen's Compensation statute, the Contractor shall provide, and cause each subcontractor to Provide, adequate insurance, satisfactory to the County, for the protection of his employees not otherwise protected.

C. Contractor's Public Liability and Property Damage Insurance: The Contractor shall take out and maintain during the life of this Agreement COMPREHENSIVE GENERAL LIABILITY, COMPREHENSIVE AUTOMOBILE LIABILITY, CONTRACTUAL LIABILITY AND PRODUCTS AND COMPLETED OPERATIONS LIABILITY INSURANCE. These Policies shall protect him from claims for damage for personal injury, including accidental death, as well as claims for property damages, which may arise from operations under this Agreement whether such operations are by himself or by anyone directly, or indirectly employed by him. The amounts of such insurance shall be the minimum limits as follows:

- |   |  |
|---|--|
| 1.) Bodily Injury Liability:                                | \$1,000,000/claimant<br>\$2,000,000/occurrence |
| 2.) Personal Injury Liability:                              | \$1,000,000/claimant<br>\$2,000,000/occurrence |
| 3.) Automobile Bodily Injury<br>& Property Damage Liability | \$1,000,000                                    |
| 4.) Property Damage Liability<br>(other than automobile)    | \$1,000,000/claimant<br>\$2,000,000/occurrence |

Indemnification Rider: The Contractor's Liability Policy shall provide a "Hold Harmless" rider to cover the provision of Article 3.18 of the referenced AIA General Conditions.

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to \_\_\_\_\_  
[print name of public entity]

by \_\_\_\_\_  
[print individual's name and title]

for \_\_\_\_\_  
[print name of entity submitting sworn statement]

whose business address is \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is \_\_\_\_\_ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), **Florida Statutes**, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **[indicate which statement applies.]**

\_\_\_ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **[attach a copy of the final order]**

**I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.**

\_\_\_\_\_  
[signature]

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Personally known \_\_\_\_\_

OR Produced identification \_\_\_\_\_ Notary Public - State of \_\_\_\_\_

\_\_\_\_\_ My commission expires \_\_\_\_\_  
(Type of Identification)

(Printed typed or stamped Commissioned name of Notary Public)



# Board of County Commissioners

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Travis Land, Chairman

**BID No. 2024-16**  
**CR 49 WIDEN AND RESURFACE**  
**SUWANNEE COUNTY, FL**

## Failure to Perform Questionnaire

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

1. Has the company been involved in any litigation within the last (5) five years for failure to perform?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, explain:

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2. Has a bond company or other insurance been utilized to complete a project for the company within the last (5) five years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, explain:

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**REFERENCES**

Company Name: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Contact Phone or email: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Contact Phone or email: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Contact Phone or email: \_\_\_\_\_



# Board of County Commissioners

13150 80<sup>th</sup> Terrace Live Oak, FL 32060  
Travis Land, Chairman

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## CONTRACT/CONSTRUCTION TIME ALLOCATION ACKNOWLEDGEMENT

\_\_\_\_\_ **(Company Name)** is familiar with the Contract/Construction time that has been allotted for this project and by evidence of submitting a bid is hereby committed to complying with same.

Accepted By/Authorized Representative:

\_\_\_\_\_  
**(Printed Name)**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**(Date)**



# Board of County Commissioners

13150 80<sup>th</sup> Terrace Live Oak, FL 32060  
Travis Land, Chairman

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**E-Verify for  
Bid No. 2024-16  
CR 49 WIDEN AND RESURFACE  
Suwannee County, Florida**

Company/Entity: \_\_\_\_\_

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

The Company acknowledges and agrees to utilize the U. S. Department of Homeland Security's E-verify system in accordance with the terms governing use of the system, for the purpose of confirming the employment eligibility of all employees, subcontractors or persons utilized by the Company while undertaking work within Suwannee County.



## Suwannee County Nondiscrimination Policy

### I. Policy Statement

Suwannee County Board of County Commissioners (hereinafter the Agency) does not tolerate discrimination in any of its programs, services or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and other federal and state authorities, the Agency will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, handicap status, income status, or family status.

### II. Complaint Procedures

The Agency has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, handicap status, income status, or family status in any Agency program, service or activity may file a complaint with the Agency Title VI/Nondiscrimination Coordinator:

Name: Paula Pennington  
Address: 13150 80<sup>th</sup> Ter  
Live Oak, FL 32060  
Email: [paulap@suwcountyfl.gov](mailto:paulap@suwcountyfl.gov)  
Phone: (386) 364-3400

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., of race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, handicap status, income status, or family status); and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact the Title VI/Nondiscrimination Coordinator for assistance. The Title VI/Nondiscrimination Coordinator will respond to the complaint within thirty (30) calendar days and will take reasonable steps to resolve the matter.

Greg Scott, County Administrator  
Policy approval/revision date: 3/1/2022



# Board of County Commissioners

13150 80<sup>th</sup> Terrace Live Oak, FL 32060  
Travis Land, Chairman

**Bid No. 2024-16**  
**CR 49 WIDEN AND RESURFACE**  
**SUWANNEE COUNTY, FL**

## NONDISCRIMINATION POLICY ACKNOWLEDGEMENT

\_\_\_\_\_ **(Company Name)** is familiar with the Suwannee County Board of County Commissioners Nondiscrimination Policy and is hereby committed to complying with same.

**Accepted By/Authorized Representative:**

\_\_\_\_\_  
**(Print Name)**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**(Date)**

**Please complete and submit this form with all of you BID documents**



# Board of County Commissioners

13150 80<sup>th</sup> Terrace Live Oak, FL 32060  
Travis Land, Chairman

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**Checklist**  
**BID No. 2024-16**  
**WIDEN AND RESURFACE**  
**Suwannee County, Florida**

- Bid Summary Page
- Sworn Entity Statement
- Copies of Applicable Business & Professional Licenses
- Proof of Insurance
- E-Verify Form
- References
- Failure to Perform Questionnaire
- Nondiscrimination Policy Acknowledgement
- Any other documents in accordance with specifications
- Submission of one (1) original and three (3) copies of BID