

Document 00 41 00 - Bid Form
State of Ohio Standard Requirements
for Public Facility Construction



Bids shall be received by and on behalf of the Board of Trustees of The Ohio State University, Facilities Operations & Development, 4th Floor Central Classroom Building, 2009 Millikin Road, Columbus, OH 43210 for:

Project OSU-080874
Celeste Lab and Office Renovation

at

120 West 18th Avenue
 Columbus, Franklin County

for the

The Ohio State University

The time for Contract Completion is 150 consecutive days from the Notice to Proceed.

Having read and examined the proposed Contract Documents prepared by the Architect/Engineer for the above-referenced Project and the following Addenda:

Addendum Number	Date Received
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The undersigned Bidder proposes to perform all Work for the applicable Contract in accordance with the proposed Contract Documents, for the following sum(s):

ITEM 1. Bid Package 101 – GENERAL TRADES (LEAD) CONTRACT

ALLOWANCES (Include Allowance amounts in the General Trades Base Bid below)

<u>Description</u>	<u>Section</u>	<u>Amount</u>
Scheduling	01 21 00	\$ 10,000.00
Door Hardware	01 21 00	\$ 5,000.00
Signage	01 21 00	\$ 5,000.00

GENERAL TRADES BASE BID (Including Allowances and Subtotal of Unit Price Extensions above):

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____
_____ and _____ /100 dollars.

ALTERNATE G-1, Corridor Renovations (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE G-2, Wood Trim (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE G-3, Exterior Sealants (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ITEM 2. Bid Package 102 – PLUMBING AND FIRE PROTECTION CONTRACT

PLUMBING AND FIRE PROTECTION BASE BID (Including Allowances and Subtotal of Unit Price Extensions above):

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____
_____ and _____ /100 dollars.

ITEM 3. Bid Package 103 – HVAC CONTRACT

ALLOWANCES (Include Allowance amounts in the General Trades Base Bid below)

Description	Section	Amount
Hood Testing	01 21 00	\$ 1,000.00

HVAC BASE BID (Including Allowances and Subtotal of Unit Price Extensions above):

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____
_____ and _____ /100 dollars.

ALTERNATE H-1, Corridor Renovations (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE H-2, Replace outside air ductwork plenum and transition to outside air louver and riser, use K-27 Ductwork with 2" insulation. (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ITEM 4. Bid Package 104 – ELECTRICAL CONTRACT

ELECTRICAL BASE BID (Including Allowances and Subtotal of Unit Price Extensions above):

ALL LABOR AND MATERIALS, for the sum of: \$ _____

Sum in words: _____
_____ and _____ /100 dollars.

ALTERNATE E-1, Corridor Renovations (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ITEM 5. COMBINED BID

Any Bidder submitting a Combined Bid is encouraged, but not required, to also bid the Items separately. If the Bidder is submitting multiple Combined Bids, it must submit each combination of Items on a separate Bid Form as a separate Bid.

Bidder has CIRCLED THE ITEMS BELOW for which it is submitting a Combined Bid:

ITEM 1. Bid Package 101 – GENERAL TRADES CONTRACT

ITEM 2. Bid Package 102 – PLUMBING AND FIRE PROTECTION CONTRACT

ITEM 3. Bid Package 103 – HVAC CONTRACT

ITEM 4. Bid Package 104 – ELECTRICAL CONTRACT

ALLOWANCES (If this item is included in the Combined Bid, include the following Allowance amounts in the Combined Base Bid below)

<u>Description</u>	<u>Section</u>	<u>Amount</u>
Scheduling	01 21 00	\$ 10,000.00
Door Hardware	01 21 00	\$ 5,000.00
Signage	01 21 00	\$ 5,000.00
Hood Testing	01 21 00	\$ 1,000.00

COMBINED BASE BID (Including the applicable Allowances and Subtotal(s) of Unit Price Extensions above for each item included in the Combined Bid below):

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____
_____ and _____ /100 dollars.

ALTERNATE C-1, Corridor Renovations (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE C-2, Wood Trim (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE C-3, Exterior sealants (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

ALTERNATE C-4, Replace outside air ductwork plenum and transition to outside air louver and riser, use K-27 Ductwork with 2" insulation. (Circle appropriate choice below and insert amount)

If Alternate is accepted, ADD TO / DEDUCT FROM Base Bid: \$ _____

Sum in words: _____ and _____ /100 dollars.

-- remainder of page left blank intentionally --

BIDDER AFFIRMATION AND DISCLOSURE

Bidder acknowledges that by signing the Bid Form on the Bidder Signature and Information page, that it affirms, understands, and will abide by the requirements of Executive Order 2011-12K. If awarded a Contract, the Bidder will become the Contractor and affirms that both the Contractor and its Subcontractors shall perform no services requested under this Contract outside of the United States.

The Bidder shall provide the locations where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of its Bid may cause the Bidder to be deemed non-responsive and no further consideration will be given to its Bid. If the Bidder will not be using Subcontractors, indicate "Not Applicable" in the appropriate spaces.

- 1. Principal business location of Contractor:

Address City, State, Zip

- 2. Location where services will be performed by Contractor:

Address City, State, Zip

Locations where services will be performed by Subcontractors, if known at time of Bid Opening:

Address City, State, Zip

Address City, State, Zip

Address City, State, Zip

- 3. Location where state data will be stored, accessed, tested, maintained, or backed-up, by Contractor:

Address City, State, Zip

Locations where state data will be stored, accessed, tested, maintained, or backed-up by Subcontractors, if known at time of Bid Opening:

Address City, State, Zip

Address City, State, Zip

Address City, State, Zip

COMMITMENT TO PARTICIPATE
IN THE
EDGE BUSINESS ASSISTANCE PROGRAM

Bidder: Mark only one option.

Use “✓” or “X” to mark option included in Bid

If marking Option B, also show percentage of proposed participation.

___ **Option A**

Bidder commits to *meet or exceed* the advertised EDGE Participation Goal of **the Contract award amount**, calculated as a portion of the Base Bid plus all accepted Alternates, by using certified EDGE Business Enterprise(s).

Bidder agrees that if selected for consideration of the Contract, it shall provide (if not provided with the Bidder’s Bid) to the Contracting Authority, at the location required and within 3 business days after receiving notice from the Contracting Authority, its fully-completed *Bidder’s Qualification Form*, including a *Certified Statement of Intent To Contract and To Perform* form for each certified EDGE Business Enterprise proposed for use by the Bidder if awarded the Contract for this Project.

___ **Option B (also indicate percentage -- see text)**

Bidder *does not meet* the advertised EDGE Participation Goal percentage, but, if awarded the Contract for this Project, *commits to provide* _____ % of the **Contract award amount**, calculated as a portion of the Base Bid plus all accepted Alternates, by using certified EDGE Business Enterprise(s).

Bidder acknowledges it understands the requirement for it to provide and agrees to provide to the Contracting Authority, if selected for consideration of the Contract, within 3 days after notice from the Contracting Authority, a detailed **Demonstration of Good Faith** describing its efforts undertaken prior to submitting its Bid to meet the advertised EDGE Participation Goal percentage for the Contract for this Project.

Bidder commits to provide to the Contracting Authority at the location required, and within 3 days after receiving notice from the Contracting Authority, its fully-completed *Bidder’s Qualification Form*, including a *Certified Statement of Intent To Contract and To Perform* form for each certified EDGE Business Enterprise proposed for use by the Bidder if awarded the Contract for this Project.

___ **Option C**

Bidder declares that the Bidder is a certified EDGE Business Enterprise and that if awarded this Contract, the EDGE Participation percentage will be 100% of the Contract award amount.

BIDDER'S CERTIFICATIONS

The Bidder hereby acknowledges that the following representations in this Bid are material and not mere recitals:

1. The Bidder has read and understands the proposed Contract Documents and agrees to comply with all requirements of the proposed Contract Documents, regardless of whether the Bidder has actual knowledge of the requirements and regardless of any statement or omission made by the Bidder which might indicate a contrary intention.
2. The Bidder represents that the Bid is based upon the Basis of Design and Acceptable Components specified by the proposed Contract Documents.
3. The Bidder has visited the Site, become familiar with local conditions, and has correlated personal observations about the requirements of the proposed Contract Documents. The Bidder has no outstanding questions regarding the interpretation or clarification of the proposed Contract Documents.
4. The Bidder understands that the award of separate Contracts for the Project will require sequential, coordinated, and interrelated operations which may involve interference, disruption, hindrance, or delay in the progress of the Bidder's Work. The Bidder agrees that the Contract Sum, as amended from time to time, shall cover all amounts due from the State resulting from interference, disruption, hindrance, or delay caused by or between Contractors or their agents and employees. The Bidder agrees that any such interference, disruption, hindrance, or delay is within the contemplation of the Bidder and the State and that the Contractor's sole remedy from the State for any such interference, disruption, hindrance, or delay shall be an extension of time in accordance with the proposed Contract Documents.
5. During the performance of the Contract, the Bidder agrees to comply with Ohio Administrative Code Chapters 123:2-3 through 123:2-9 and agrees to incorporate the monthly reporting provisions of Ohio Administrative Code Section 123:2-9-01 into all subcontracts on the Project, regardless of tier. The Bidder understands the State Equal Opportunity Division may conduct pre-award and post-award compliance reviews to determine if the Bidder maintains nondiscriminatory employment practices, maintains an affirmative action program, and is exerting good faith efforts to accomplish the goals of the affirmative action program. For a full statement of the rules regarding Equal Employment Opportunity in the Construction Industry, see Ohio Administrative Code Chapters 123:2-1 through 123:2-9.
6. The Bidder and each Person signing on behalf of the Bidder certifies, and in the case of a Bid by a joint venture each member thereof certifies as to such member's entity, under penalty of perjury, that to the best of the undersigned's knowledge and belief: (a) the Base Bid, any Unit Prices, and any Alternate bid in the Bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Prices or Alternate bid with any other Bidder; (b) unless otherwise required by law, the Base Bid, any Unit Prices and any Alternate bid in the Bid have not been knowingly disclosed by the Bidder and shall not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder who would have any interest in the Base Bid, Unit Prices or Alternate bid; (c) no attempt has been made or shall be made by the Bidder to induce any other Person to submit or not to submit a Bid for the purpose of restricting competition.
7. The Bidder understands that the Contract is subject to all the provisions, duties, obligations, remedies and penalties of Ohio Revised Code Chapter 4115 and that the Bidder shall pay any wage increase in the locality during the term of the Contract.

8. The Bidder shall execute the Contract Form with the Contracting Authority, if a Contract is awarded on the basis of this Bid, and if the Bidder does not execute the Contract Form for any reason, other than as authorized by law, the Bidder and the Bidder's Surety are liable to the State as provided in Article 5 of the Instructions to Bidders.
9. The Bidder certifies that the upon the award of a Contract, as the Contractor it shall make a good faith effort to ensure that all of the Contractor's employees, while working on the Site, shall not purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way.
10. The Bidder acknowledges that it read all of the Instructions to Bidders, and in particular, Paragraph 2.10 – Submittals With Bid Form, and by submitting its Bid certifies that it has read the Instructions to Bidders and it understands and agrees to the terms and conditions stated in them.
11. The Bidder agrees to furnish any information requested by the Contracting Authority or the Architect/Engineer to evaluate the responsibility of the Bidder.
12. The Bidder agrees to furnish the submittals required by Instructions to Bidders Paragraph 6.1 for execution of the Contract Form within 10 days of the date of the Notice of Intent to Award.
13. When the Bidder is a corporation, partnership or sole proprietorship, an officer, partner or principal of the Bidder, as applicable, shall print or type the legal name of the Bidder on the line provided, and **sign the Bid Form.**
14. When the Bidder is a joint venture, an officer, partner or principal, as applicable, of each member of the joint venture shall print or type the legal name of the applicable member on the line provided, and **sign the Bid Form.**
15. Bidder acknowledges that by signing the Bid Form on the following Bidder Signature and Information page that it is signing the actual Bid and when submitted as a part of its bid package, shall serve as the Bidder's authorization for the further consideration and activity in the bidding and contract process.
16. All signatures must be original.

-- remainder of page left blank intentionally --

BIDDER SIGNATURE AND INFORMATION

Bidder's Authorized Signature: _____

Please print or type the following:

Name of Bidder's Authorized Signatory _____

Title: _____

Company Name: _____

Mailing Address: _____

Telephone Number: _____

Facsimile Number: _____

E-Mail Address: _____

Where Incorporated: _____

Federal Tax Identification Number: _____

Date enrolled in an OBWC-approved DFSP (month/date/year): _____ / _____ / _____

Contact person for Contract processing: _____

President's or Chief Executive Officer's Name / Title: _____

JOINT VENTURE ADDITIONAL BIDDER SIGNATURE & INFORMATION

Joint Venture Bidder's Authorized Signature: _____

Please print or type the following:

Name of Joint Venture Bidder's Authorized Signatory _____

Title: _____

Company Name: _____

Mailing Address: _____

Telephone Number: _____

Facsimile Number: _____

E-Mail Address: _____

Where Incorporated: _____

Federal Tax Identification Number: _____

Date enrolled in an OBWC-approved DFSP (month/date/year): _____ / _____ / _____

Contact person for Contract processing: _____

President's or Chief Executive Officer's Name / Title: _____

END OF DOCUMENT

Document 00 43 13 - Bid Security Form
State of Ohio Standard Requirements
for Public Facility Construction



(Form of combined Bid Guaranty and Bond prescribed by Ohio Revised Code Section 153.571)

KNOW ALL PERSONS BY THESE PRESENTS, that we, the undersigned

_____, as Principal,
at _____ (Address)
and _____ as Surety, are hereby held
and firmly bound unto the State of Ohio, as Obligee, in the penal sum of the dollar amount of the Bid submitted
by the Principal to the Obligee on _____ (date) to undertake the Project known as:

Project Number: _____

Project Name: _____

Contract Description: _____
(e.g., General Trades, Plumbing, HVAC, Electrical)

The penal sum, referred to herein, shall be the dollar amount of the Principal's Bid to the Obligee, incorporating any additive alternate Bids made by the Principal on the date referred to above to the Obligee, which are accepted by the Obligee. In no case shall the penal sum exceed the amount of dollars (\$ _____). (If the preceding line is left blank, the penal sum will be the full amount of the Principal's Bid, including add alternates. Alternatively, if completed, the amount stated shall not be less than the full amount of the Bid, including Alternates, in dollars and cents. A percentage is not acceptable.) For the payment of the penal sum well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas the above-named Principal has submitted a Bid for the above referenced Project;

NOW, THEREFORE, if the Obligee accepts the Bid of the Principal, and the Principal fails to enter into a proper contract in accordance with the Contract bid, Plans, Specifications, details and bills of material; and in the event the Principal pays to the Obligee the difference, not to exceed ten percent of the penal sum hereof between the amount specified in the Bid and such larger amount for which the Obligee may in good faith contract with the Bidder determined by the Obligee to be the next lowest responsive and responsible to perform the Work covered by the Bid; or in the event the Obligee does not award the Contract to such next lowest responsive and responsible Bidder and resubmits the Project for bidding, the Principal pays to the Obligee the difference not to exceed ten percent of the penal sum hereof between the amount specified in the Bid, or the costs, in connection with the resubmission, of printing new Contract Documents, required advertising and printing and mailing notices to prospective Bidders, whichever is less, then this obligation shall be null and void, otherwise to remain in full force and effect. If the Obligee accepts the Bid of the Principal, and the Principal, within 10 days after the awarding of the Contract, enters into a proper Contract and executes the Contract Form in accordance with the Contract Documents, including without limitation the Bid, Plans, Specifications, details, and bills of material, which said Contract is made a part of this Bond the same as though set forth herein; and

NOW ALSO, IF THE SAID Principal shall well and faithfully perform each and every condition of such Contract; and indemnify the Obligee against all damage suffered by failure to perform such Contract according to the provisions thereof and in accordance with the Contract Documents, including without limitation Plans, Specifications, details, and bills of material therefore; and shall pay all lawful claims of Subcontractors, Material

Standard Requirements

Suppliers and laborers for labor performed and materials furnished in the carrying forward, performing or completing of said Contract; we, agreeing and assenting that this undertaking shall be for the benefit of any Subcontractor, Material Suppliers or laborer having a just claim, as well as for the Obligee herein; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID Surety hereby stipulates and agrees that no modifications, omissions or additions, in or to the terms of said Contract, the Work thereunder or the Contract Documents, including without limitation the Plans and Specifications, therefore, shall in any way affect the obligations of said Surety on its bond, and it does hereby waive notice of any such modifications, omissions or additions in or to the terms of the Contract, the Work, or the Contract Documents, including without limitation the Plans and Specifications.

SIGNED AND SEALED this _____ day of _____, _____.

PRINCIPAL:

x _____

By: _____

Title: _____

SURETY:

x _____

By: _____
Attorney-in-Fact

SURETY INFORMATION:

Street

City State Zip

Telephone Number

SURETY AGENT'S INFORMATION:

Agency Name

Street

City State Zip

Telephone Number

END OF DOCUMENT

Document 00 45 13 - Bidder's Qualifications

State of Ohio Standard Requirements for Public Facility Construction



Project: _____

Project Name: _____

1. Company Name: _____

Physical Address: _____
Street, Building, Unit

City, State, Zip

Mailing Address (if different): _____

P.O. Box

City, State, Zip

Telephone Number (w/ Area Code): (_____) _____

Fax Number (w/ Area Code): (_____) _____

Email address: _____

2. Overall Experience. Indicate Bidder's overall experience performing the trades bid, including the years in business performing the trade under present and former business names.

3. Financial. The apparent low Bidder shall submit, upon request of the Contracting Authority, either:

- a) An annual financial statement prepared within the 12 months prior to the bid opening by an independent licensed accounting firm; and the name, address, contact person and phone number of the bank normally used by the Bidder for its primary banking; or,
- b) A financial report generated within 30 days prior to the bid opening from Standard and Poor, Dun and Bradstreet or a similar company acceptable to the Contracting Authority documenting the financial condition of the Bidder; and the name, address, contact person and phone number of the bank normally used by the Bidder for its primary banking;

This information is not a public record under Ohio Revised Code Section 149.43; and shall remain confidential, except under proper order of a court.

4. Facilities & Equipment. Indicate Bidder's relevant facilities and major equipment (leased or owned).

5. Ongoing & Relevant Projects. List all ongoing projects and projects completed in the last 5 years, which are similar in cost and type to the Project being bid. Include scope of Work, Contract value, a description of EDGE participation and performance, and project name/contact person/address/phone number for each owner and the architect or engineer for each project.

6. Regulatory / Contractual. Indicate all occurrences of the following in the last 5 years (indicate if none). For verification, attach documentation, and/or provide sufficient and appropriate detail information such as: project name, owner, contact person and phone number, amount of contract, etc.

a) State or federal Prevailing Wage violations or judgments

b) Affirmative Action and EDGE program violations (Attach Certificate of Compliance with Affirmative Action Programs, issued pursuant to O.R.C. Section 9.47)

c) Contract abandonment, contract termination, as either a prime- or sub-contractor, or Surety takeover

d) Debarment by state, federal, or local jurisdictions

e) EPA/OSHA violations

f) Liquidated damages and Statutory Delay Forfeiture assessed

g) Drug-Free Safety Program and Drug Free Workplace Program violations

7. Management. Identify individuals assigned to this Project.

Principal _____ Years with firm _____ Total Exp. _____

Project Manager _____ Years with firm _____ Total Exp. _____

Field Superintendent _____ Years with firm _____ Total Exp. _____

8. EDGE Participation. Identify EDGE-certified Business Enterprises proposed as Subcontractors and Material Suppliers for this Project. Attach a fully completed Document 00 45 39 - "EDGE Affidavit" for each EDGE-certified Business Enterprise.

9. Certification. I hereby certify that the information in this entire Bidder's Qualifications form, including all attachments and referenced information, is factual and complete.

Company Name _____

Authorized Official (please print or type) _____

Signature of Authorized Official _____ Date _____

END OF DOCUMENT

This Page is Blank

Document 00 45 39 - EDGE Affidavit
State of Ohio Standard Requirements
for Public Facility Construction



EDGE PARTICIPATION

Certified Statement of Intent to Contract and Perform

Bidder: Submit one fully completed form for each EDGE-certified Business Enterprise

Project: _____

Project Name: _____

A. Bidder's Company Name: _____

B. EDGE-certified Business Enterprise information (for project contract at ANY tier)

Mark all that apply:

Bidder Subcontractor Material Supplier Professional Services Goods/Services

EDGE Business Name: _____

EDGE Business Address: _____

EDGE Business Federal Tax I.D. _____ E-mail: _____

Contact Person: _____ Phone: (____) _____

Insert a brief description of materials, supplies, labor, etc. to be provided (may use industry codes)

C. Certification of Intent

By signing below, Bidder certifies that it intends to contract with the certified EDGE-certified Business Enterprise for the portion of the Contract described above related to the Contract for this Project and for the estimated cost shown below. By signing below, the certified EDGE-certified Business Enterprise certifies that it intends to contract with the Bidder and intends to provide the portion of the Contract described above related to the Contract for this Project for the *estimated cost* of:

_____ and _____ /100 dollars (\$ _____).

In the event the named Bidder is NOT the successful Bidder, this Statement shall be null and void.

EDGE-certified Business Enterprise

Authorized representative name, title (print or type)

Signature of authorized representative

Bidder

Authorized representative name, title (print or type)

Signature of authorized representative

END OF DOCUMENT