

GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS

GILCHRIST COUNTY PROJECT NO. CH-24 COURTHOUSE STEP REPAIR

BID SOLICITATION

The Gilchrist County Board of County Commissioners, Gilchrist County, Florida will receive bids from Florida certified contractors by one of three methods: 1) mailed to the County Administration Building, 209 SE 1st Street, Trenton, Florida 32693; 2) hand-delivered to the County Administration Building; or 3) e-mailed to the County Administrator's office in care of Caitlin Bourassa at cbourassa@gilchrist.fl.us

Bids will be received until **May 3, 2024**, at **11:00 A.M.** All bids must have a cover sheet that is clearly labeled to:

**BOARD OF COUNTY COMMISSIONERS
GILCHRIST COUNTY, FLORIDA
BID ENCLOSED for COURTHOUSE STEP REPAIR
GILCHRIST COUNTY PROJECT NO. CH-24
"BIDDING COMPANY NAME"**

Bids will be publicly opened and read aloud at the County Administration Building, 209 SE 1st Street, Trenton, Florida 32693, **May 3, 2024** at **11:01 A.M.**, for the following:

Courthouse Step Repair: Work on this project consists of, but is not limited to, removal of existing concrete pavement and metal hand railing, concrete flatwork, concrete joint sealing and stucco, installation of a metal hand railing.

The bids will be reviewed for accuracy and completeness and results will be posted within 5 days.

The Board of County Commissioners may accept all or part of any bid. Any bid received after **May 3, 2024**, at **11:00 A.M.**, will be retained at the County Administration Building and will not be considered. The Board of County Commissioners reserves the right to reject all bids, waive formalities and re- advertise and award the bid in the best interest of Gilchrist County.

The Board of County Commissioners does not discriminate because of race, creed, color, national origin or handicap status. The Board of County Commissioners requires a Sworn Statement under section 287.133(3)(a), F.S., on Public Entity Crimes.

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

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Bid information can be found on the County's purchasing website: <https://gilchrist.fl.us/bids-rfps/>
All addenda issued in regard to this project will also be available via the Gilchrist County purchasing website and it is the sole responsibility of the Contractor to obtain. Plans for review only will be located at the County Administration office (352) 463-3198.

Any questions concerning plans and/or bid documents should be directed to Pitman Engineering via e-mail at jpitman@pitmanengineering.com . Do NOT submit questions by phone. Questions must be received no later than **4:00 P.M.** on **April 26, 2024.**

BOBBY CROSBY, COUNTY ADMINISTRATOR
GILCHRIST COUNTY BOARD OF COMMISSIONERS

GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS

**GILCHRIST COUNTY PROJECT NO. CH-24
COURTHOUSE STEP REPAIR**

BID SUMMARY
(MUST PRECEDE ALL BID DOCUMENTS)

COMPANY NAME OF BIDDER AND PHONE NUMBER

DESCRIPTION OF PROJECT: Courthouse Step Repair

DATE AND TIME OF BID OPENING: May 3, 2024 AT 11:01 AM

PLACE OF BID OPENING: Gilchrist County Administration Building
209 SE 1st Street, Trenton, Florida

TOTAL LUMP SUM BID IN FIGURES \$ _____

TOTAL LUMP SUM BID IN WRITTEN WORD _____

PRINTED NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE _____

DATE COMPLETED _____

BID PROPOSAL SHEET

The undersigned, as bidder, hereby declares that he has examined the contract documents and informed himself fully in regard to all conditions pertaining to the work to be done; that he has examined the specifications for the work and other contract documents relative thereto; and that he has satisfied himself relative to the work to be performed. The bidder agrees, if this bid is accepted, to contract with the Gilchrist County Board of County Commissioners to furnish everything necessary to complete the work covered by this bid and other contract documents for the Gilchrist County Board of County Commissioners. The Contractor assumes full responsibility for all quantities used in his/her bid. The contractor shall coordinate his construction with all proposed utilities on the site.

BIDDER SIGNATURE: _____

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COURTHOUSE STEP REPAIR

ACKNOWLEDGE RECEIPT OF ALL ADDENDA	
NUMBER	DATE SENT

ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE LATEST FLORIDA BUILDING CODE, FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AND THE LATEST FDOT DESIGN STANDARDS.

Note: contractors shall be in compliance with chapter 489, Florida statutes, licensure Requirements.

List Florida construction industries licensing board certification below.

_____ (name of holder)

_____ (certificate no.)

In witness whereof, the bidder has hereunto set his signature this ____ day of _____ 2024.

(signature)

Printed Name: _____

Title: _____

Type or print name of firm: _____

Address: _____

Contact person: _____

Telephone No.: _____

Fax no.: _____

COURTHOUSE STEP REPAIR

General Requirements

I. General

Work on this project consists of, but is not limited to, removal of concrete slab and handrail, formwork and subgrade preparation, concrete flatwork, concrete joint repair and stucco, installation of a metal pedestrian handrail.

II. Contract Time

The contract time shall be **30 days** from the date of contract execution. The contractor will be required to return executed contract to the County Manager, within 14 days of Board approval. Time can be extended by mutual agreement of both parties. Liquidated damages shall be \$250.00 per day. No work is allowed on Sundays and/or County designated holidays.

III. Construction and Materials

All construction methods and materials shall conform to the requirements of the latest editions of the Florida Building Code, the Florida Department of Transportation Design Standards and Florida Department of Transportation Standard Specifications for Road and Bridge Construction.

IV. Maintenance of Pedestrian walkway

Contractor shall provide advance notice and post warning signs of the walkway closure, for the duration of the construction project.

V. Compensation

A Lump Sum Payment shall be made when the work is substantially completed, with 10% retainage. Retainage will be released when the work has been final accepted by the County.

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COURTHOUSE STEP REPAIR

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 low responsible bidder:
 - 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 Gilchrist County.
 - E. The suitability of equipment or material for county use.
 - F. The ability of bidder to provide future maintenance.

2. All bids should be tabulated, totaled and checked for accuracy.

3. All requested information shall be included in the bid package. All requested information must be included for your bid to receive full consideration.

If anything regarding the bid solicitation is not clear, you should contact the County Administrator immediately, 352-463-3198.

4. A bidders list is available from the County Administrator.

5. No responsibility shall attach to any County representative or employee for the premature opening of bids not properly addressed or identified.

6. 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.

7. Bids received late will not be accepted, and the County will not be responsible for late mail delivery.

8. Telephone and facsimile bids are not acceptable. 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 received by the appropriate office of the County from the personnel thereof.

9. All bidders must be recognized dealers of the materials or equipment specified in the contract and are qualified to advise in their application or use. A bidder at any time requested must satisfy the County Administrator 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 interested.

10. 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

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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).

11. 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.
12. 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.
13. The unauthorized use of patented articles is done entirely at the risk of the successful bidder.
14. Prospective bidders are required to examine the location of the proposed work or determine, in their own way, the difficulties which are likely to be encountered in the prosecution of the project construction.
15. All materials, equipment and supplies shall be subject to rigid inspection, under the immediate supervision of the County Administrator, or 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 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.
16. 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.
17. 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.
18. 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.
19. Unless otherwise specified the County reserves the right to award each work item separately or on a lump sum basis, whichever is in the best interest of the County.
20. 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,

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supplies, or equipmentspecified.

21. 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.
22. 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.
23. 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.
24. 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.
25. 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.
26. Contracts may be cancelled by the County with or without cause on thirty- (30) days advance written notice.
27. Any bidder affected adversely by an intended decision with respect to the award of any bid, shall file with the County Administrator for Gilchrist 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 in the County Administrator.
28. 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 Gilchrist County, may not submit a bid on a contract with Gilchrist County for the construction or repair of a public building or public work, may not submit bids on leases of real property to Gilchrist County, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with Gilchrist County, and may not transact business with

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Gilchrist County for a period of 36 months from the date of being placed on the convicted vendor list.

29. 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 is pursuant to the contract with the County.

30. Any existing materials demolished within county right of way may be retained by Gilchrist County.

31. **INSURANCE REQUIREMENTS**

A. Contractor's Insurance: The contractor shall not commence any work in connection with this 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
\$2,000,000/occurrence

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

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COURTHOUSE STEP REPAIR

CHECKLIST

- Bid Summary Page
- Sworn Entity Statement
- References
- E-Verify Form
- Subcontractor Listing
- Conflict of Interest Form
- Drug Free Workplace Form.
- Non-Collusion Affidavit
- Bid Bond
- Copies of Applicable Business & Professional Licenses
- Proof of Insurance
- Any other documents in accordance with specifications
- Submission of one original and three (3) copies of bid

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

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

1. This sworn statement is submitted with Bid, Proposal or Contract for _____.

2. This sworn statement is submitted by _____ (entity submitting sworn statement), whose business address is _____ and its Federal Employee Identification Number (FEIN) is _____. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____).

3. My name is _____ (please print name of individual signing), and my relationship to the entity named above is _____.

4. 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 public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services, any leases for real property, or any contract for the construction or repair of a public building or public work, 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.

5. I understand that “convicted” or “conviction” as defined in paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or 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, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in paragraph 287.133(1)(a), Florida Statutes, means:
 - a) A predecessor or successor of a person convicted of a public entity crime; or
 - b) 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 to fair market

value under an arm's length agreement, shall be 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 thirty-six (36) months shall be considered an affiliate.

7. 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 binding contract and which bids or applies to bid on contracts 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.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

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

_____ The entity submitting this sworn statement, or one of more of the 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, and (Please indicate which additional statement applies.)

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer did not place the person or affiliate on the convicted bidder list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted bidder list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted bidder list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted bidder list. (Please describe any action taken by or pending with the Department of General Services.)

(Signature)

Date

STATE OF FLORIDA
COUNTY OF _____

PERSONALLY APPREARED BEFORE ME, the undersigned authority, _____, who,
after first being sworn by me, affixed his/her signature in the space provided above on this _____ day
of
_____, 20__.

(Notary Public)

My Commission Expires: _____ (seal)

THIS FORM MUST BE INCLUDED WITH BID

REFERENCES

List 3 similar commercial projects the Bidder has completed within the last 5 years.

1. Company name _____

Address _____

Contact Name _____

Contact Phone or e-mail _____

Short description of project _____

2. Company name _____

Address _____

Contact Name _____

Contact Phone or e-mail _____

Short description of project _____

3. Company name _____

Address _____

Contact Name _____

Contact Phone or e-mail _____

Short description of project _____

E-VERIFY

Company/Entity: _____

Bid Number: _____

Project Description: COURTHOUSE STEP REPAIR

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 Gilchrist County.

Company Representative Name and Title

Date

THIS FORM MUST BE INCLUDED WITH BID

SUBCONTRACTOR LISTING

General Contractor Name

1. Pursuant to bidding requirements for the Work titled:

CONSTRUCTION BID- **COURTHOUSE STEP REPAIR** FOR
GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS

for portions of the Work listed below and portions equaling or exceeding 3% of the total proposed Contract Sum the undersigned proposes to use the following subcontractors. Except as otherwise approved by the Owner, the undersigned proposes to perform all other portions of the Work with his own forces.

2. Portion of the Work: Subcontractor name and address:

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THIS FORM MUST BE INCLUDED WITH BID

CONFLICT OF INTEREST STATEMENT

STATE OF FLORIDA, COUNTY OF _____

Before me, the undersigned authority, personally appeared _____, who was duly sworn deposes and states:

- 1. I am the _____ of _____ with a local office in _____ and principal office in _____ and principal office in _____.
County & State County & State
- 2. The above-named entity is submitting a Proposal for the Gilchrist County Board of County Commissioners **BID # CH-24** described as Courthouse Step Repair.
- 3. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
- 4. The Affiant states that only one submittal for the above proposal is being submitted and that the above-named entity has no financial interest in other entities submitting proposals for the same project.
- 5. Neither the Affiant nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
- 6. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
- 7. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
- 8. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the Gilchrist County Board of County Commissioners.
- 9. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the Gilchrist County Board of County Commissioners.
- 10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above-named entity, will immediately notify the Gilchrist County Board of County Commissioners.

DATED: this _____ day of _____ 20____.

(Affiant)

Typed Name and Title

Sworn to and subscribed before me this _____ day of _____ 20____.

Personally Known _____ Or produced identification _____.

Identification type: _____

Notary Public-State of _____

Printed, typed, or stamped commissioned name of notary public.

My commission expires _____.

THIS FORM MUST BE INCLUDED WITH BID

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, _____ (print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the workplace, the firm’s policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee’s community, by any employee who is so convicted.
- Make a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.

“As a person authorized to sign this statement, I certify that the above-named business, firm or corporation complies fully with the requirements set forth herein.”

Authorized Signature

Date Signed

State of Florida
County of _____

Sworn to and subscribed before me this ____ day of _____ 20____.
Personally known _____ or Produced Identification _____

THIS FORM MUST BE INCLUDED WITH BID

NON-COLLUSION AFFIDAVIT

STATE OF _____

COUNTY OF _____

_____, being duly sworn, deposes and says that:

1. He/She is _____ of _____, the Bidder,
Title Company Name
that has submitted the attached proposal;

2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

3. Such Proposal is genuine and is not a collusive or sham proposal;

4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the Gilchrist County Board of County Commissioners, Florida or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

SIGNED _____

TITLE _____

Sworn to and subscribed before me this ____ day of _____ 20__.

Personally known _____ or Produced Identification _____

(Specify type of identification)

THIS FORM MUST BE INCLUDED WITH BID

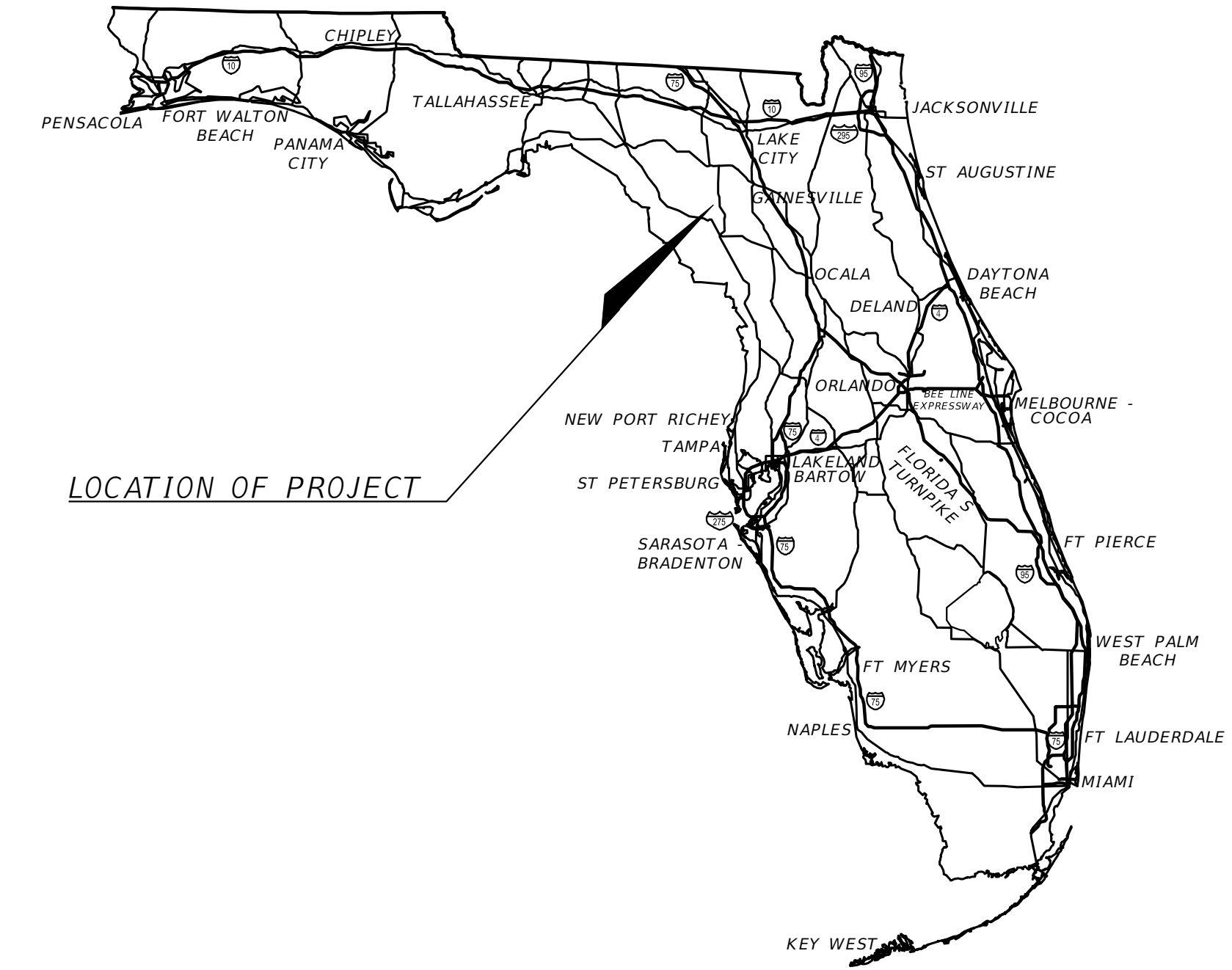
GILCHRIST COUNTY BOCC CONTRACT PLANS

COURTHOUSE STEP REPAIR

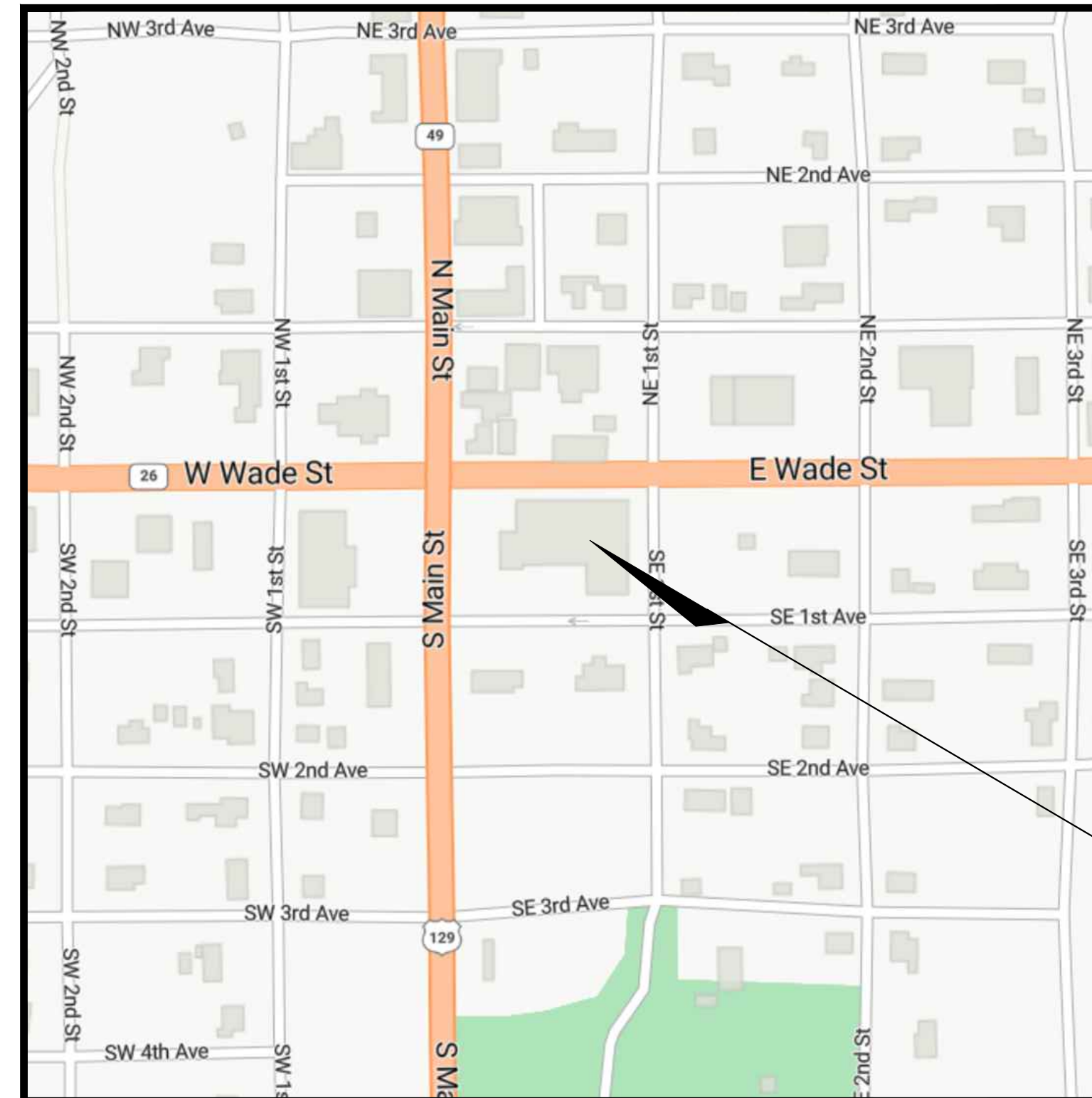
GILCHRIST COUNTY, FLORIDA
COUNTY PROJECT ID CH-24 COURT STEPS

INDEX OF PLANS

SHEET NO.	SHEET DESCRIPTION
1	KEY SHEET
2	SIGNATURE SHEET
3	NOTES
4	PLAN VIEW
5 - 8	PHOTOS OF EXISTING CONDITIONS



LOCATION OF PROJECT



PROJECT LOCATION

THESE PLANS WERE PREPARED
FOR THE GILCHRIST COUNTY BOARD
OF COUNTY COMMISSIONERS

ENGINEER OF RECORD:

BRIAN JAMES PITMAN
P.E. NO.: 87495
PITMAN ENGINEERING, LLC
P.O. BOX 1238
LAKE CITY, FLORIDA 32056

GOVERNING CRITERIA:
2023 FLORIDA BUILDING CODE, CHAPTERS 10 AND 19.

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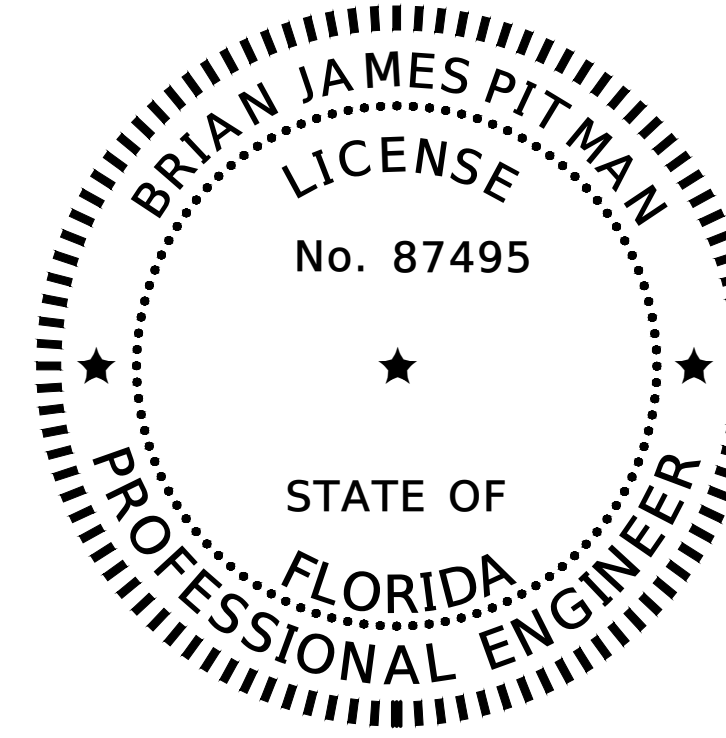
PROJECT NAME AND SITE ADDRESS:
COURTHOUSE STEP REPAIR
3021 SE 1ST ST
TRENTON, FLORIDA

SHEET NAME:
KEY SHEET

DATE:
3/24

PROJECT NUMBER:
24-10GIL

SHEET #:
1



THIS DOCUMENT HAS BEEN DIGITALLY
SIGNED AND SEALED BY:

ON THE DATE ADJACENT TO THE SEAL

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THE SIGNATURE MUST BE VERIFIED
IN THE ELECTRONIC DOCUMENTS.

PITMAN ENGINEERING, LLC
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BRIAN JAMES PITMAN, P.E. NO. 87495

THE ABOVE NAMED PROFESSIONAL ENGINEER SHALL BE RESPONSIBLE FOR THE FOLLOWING SHEETS IN
ACCORDANCE WITH RULE 61G15-23.004, F.A.C.

INDEX OF PLANS

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THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

GENERAL

1. THIS PROJECT IS TO BE CONSTRUCTED IN ACCORDANCE WITH THE F.D.O.T. STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (CURRENT EDITION) AND THE F.D.O.T. STANDARD PLANS FOR ROAD AND BRIDGE CONSTRUCTION (CURRENT EDITION), AND COLUMBIA COUNTY LAND DEVELOPMENT STANDARDS/CODES UNLESS OTHERWISE NOTED.
2. CONTRACTOR MUST GET PRIOR APPROVAL, FROM ENGINEER AND/OR OWNER, BEFORE STARTING WORK THAT WILL BE PAID FOR VIA CHANGE ORDER OR PRIOR TO USE OF ALTERNATIVE MATERIALS.
3. THE CONTRACTOR SHALL MAINTAIN THE CONSTRUCTION SITE IN A SECURE MANNER. ALL DROP-OFFS AND EXCAVATED AREAS SHALL BE PROTECTED FROM ACCESS BY THE GENERAL PUBLIC. POSTED NOTICES, WARNINGS AND DIRECTIONS FOR ALTERNATE ROUTES SHALL BE IN PLACE PRIOR TO STARTING CONSTRUCTION.
4. CONTRACTOR SHALL COORDINATE ALL WORK WITH OTHER CONTRACTORS WITHIN PROJECT AREA.
5. THE CONTRACTOR SHALL NOTIFY THE COUNTY AT LEAST 48 HOURS PRIOR TO BEGINNING OF CONSTRUCTION.
6. THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS ON THE PROJECT SITE TO ENSURE THAT ALL PROPOSED WORK WILL FIT AS PLANS INTENT. IF DISCREPANCIES ARE FOUND, THE CONTRACTOR SHALL STOP WORK AND NOTIFY THE ENGINEER OF SUCH DIFFERENCES IMMEDIATELY. THE CONTRACTOR, ENGINEER, AND OWNER SHALL WORK TO RESOLVE THE ISSUE AS QUICKLY AND ECONOMICALLY AS POSSIBLE.
7. THE CONTRACTOR SHALL IMPLEMENT ALL COMPONENTS OF THE EROSION AND SEDIMENTATION CONTROL PLAN PRIOR TO ANY EARTH DISTURBING ACTIVITIES. ALL COMPONENTS SHALL BE MAINTAINED BY THE CONTRACTOR UNTIL ALL VEGETATION IS ESTABLISHED, THE ENTIRE PROJECT AREA IS STABILIZED AND THE OWNER HAS ACCEPTED OPERATION AND MAINTENANCE.

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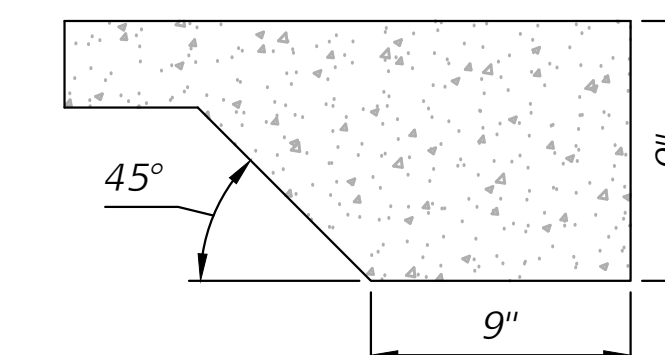
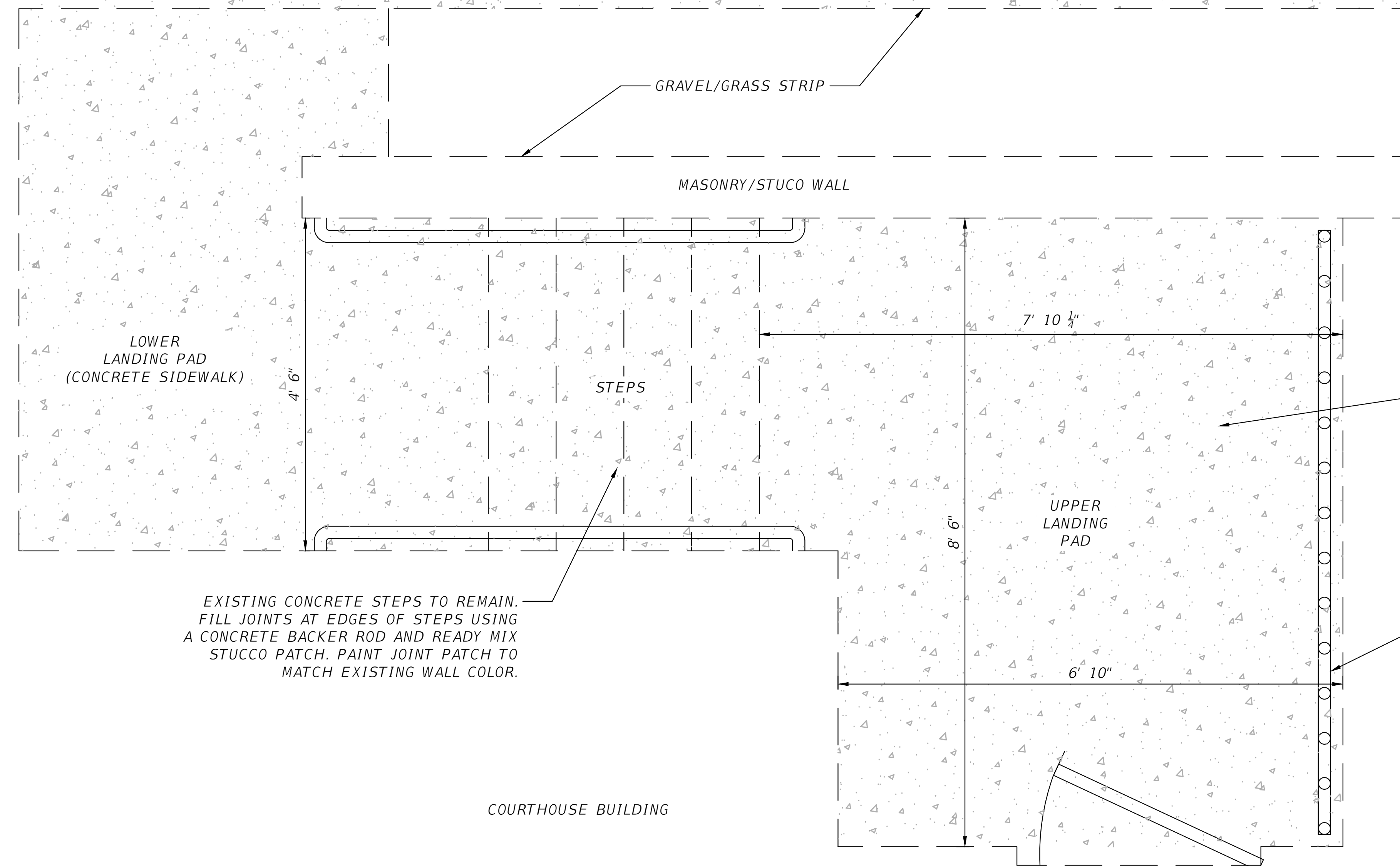
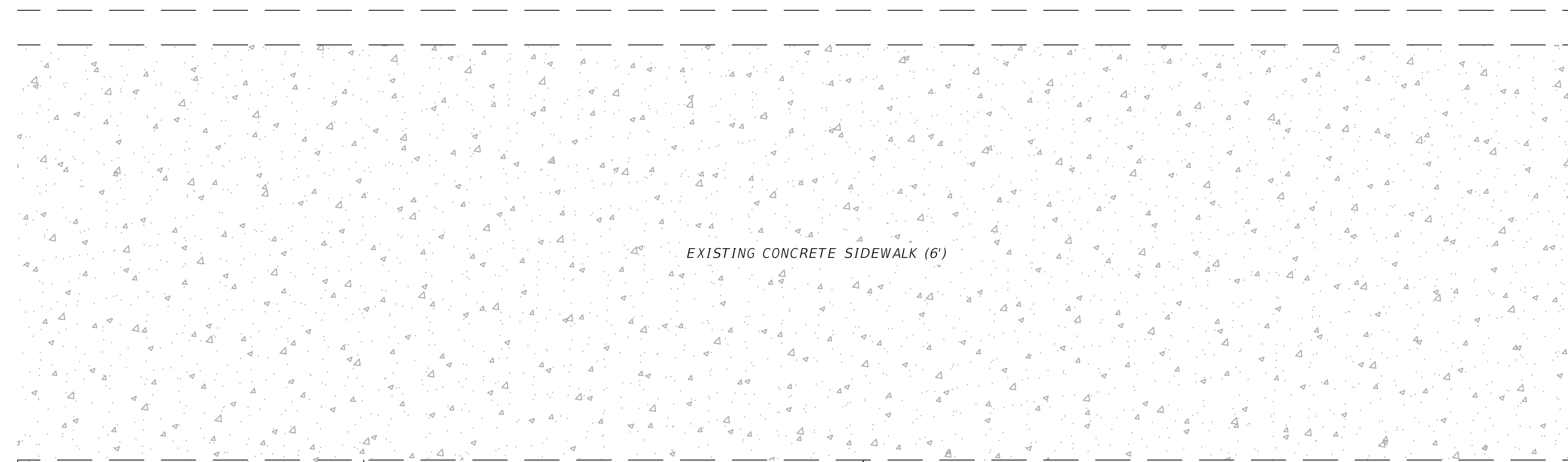
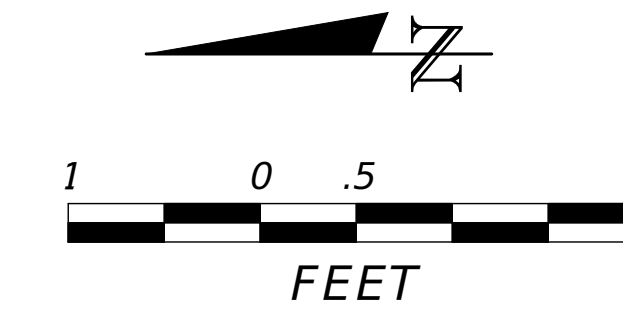
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SE 1ST STREET



SLAB DETAIL
NOT TO SCALE

REMOVE EXISTING UPPER LANDING SLAB.
SAWCUT AT STEP INTERFACE AS NECESSARY.
REBUILD AND REGRADE UNDERLYING SUBSOIL.
COMPACT SUBGRADE THOROUGHLY.
CONSTRUCT NEW 4" THICK CONCRETE LANDING
PAD WITH WELDED WIRE FABRIC AND 3500
PSI CONCRETE.
CONSTRUCT THICKENED SLAB AS SHOWN ABOVE.
PROVIDE A BROOM FINISH ON CONCRETE.

REMOVE METAL RAILING.
INSTALL NEW ALUMINUM
PEDESTRIAN PICKET RAIL
ON NEW CONCRETE
LANDING PAD.
SEE FDOT STANDARD PLAN
515-062 FOR DETAILS.

EXISTING CONCRETE STEPS TO REMAIN.
FILL JOINTS AT EDGES OF STEPS USING
A CONCRETE BACKER ROD AND READY MIX
STUCCO PATCH. PAINT JOINT PATCH TO
MATCH EXISTING WALL COLOR.

COURTHOUSE BUILDING

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THESE IMAGES SHOW THE CRACKED SLAB AT THE TOP OF THE STAIRS. THE DIFFERENTIAL SETTLEMENT IS VISIBLE IN THE TOP RIGHT PHOTO WHERE YOU CAN SEE A NARROW CRACK AT THE BASE OF THE WALL, VERSUS A MUCH LARGER CRACK AT THE EDGE OF THE STEPS. THE MAIN CRACK PROPOGATES FROM THE CORNER OF THE BUILDING TOWARD THE EAST WALL. A SMALLER CRACK RUNS NORTH AND SOUTH. THIS SETTLEMENT AND CRACKING INDICATES A VOID UNDERNEATH THE SLAB THAT IS THE RESULT OF LONG-TERM SETTLEMENT OF THE UNDERLYING SUBGRADE. THE SURROUNDING MASONRY WALLS (CONCRETE FOOTER, CONCRETE BLOCK WITH STUCCO FINISH) DO NOT APPEAR TO HAVE SETTLED.

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EAST SIDE OF STEPS, SHOWING SETTLEMENT AND VERTICAL DISPLACMENT FROM WALL



WEST SIDE OF STEPS, SHOWING SETTLEMENT AND VERTICAL DISPLACMENT FROM WALL



DEPTH OF VERTICAL DISPLACMENT AT STEP / WALL INTERFACE VARIES AND IS AS LARGE AS 2.2 INCHES

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WEST SIDE OF TOP SLAB, NEAR DOOR TO COURTHOUSE. NO LARGE SETTLEMENT VISIBLE, ONLY A SMALL SPALL AREA



NORTH SIDE OF TOP SLAB. LARGE CRACK IN SLAB AND VERTICAL DISPLACEMENT FROM WALL.

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VERTICAL DISPLACEMENT AT BOTTOM SLAB AND COURTHOUSE WALL, WEST SIDE.



BOTTOM SLAB, LOOKING WEST. NO VISIBLE DISPLACEMENTS AT ADJOINING SIDEWALKS.

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