

**RESUME –APPROPRIATION, BUDGET TRANSFER AND AWARD OF CONTRACT FOR COMMUNITY CENTER PARKING LOT**

Parking lot improvements for the Prince George Community Center (Old North) were approved as part of the 2016 Budget and CIP Process. The original estimate obtained totaled just under \$80,000, and \$80,000 was appropriated for this project as part of a General Fund Transfer to CIP in FY2016 (as part of the adopted FY2016 budget). The original estimate is included as **Attachment A**. [Engineering/Plan Development - \$10,000; Lot Construction \$69,516].

Plan design and engineering work was performed by Bowman Consulting. The cost of work performed by Bowman to date totals \$26,132.10, with another \$1,003+ anticipated (Total \$27,135.10+).

The scope of this project was broadened from the original plan. A bio-retention area had to be added to comply with stormwater management requirements. The original estimate also did not address any soil conditions associated with building on the closed lagoon site. To address safety concerns, lighting and electrical work was added to the scope of the project as well.

**The expanded scope, stormwater management and soil challenges had a significant bearing on the pricing of this project.**

Once plans were completed, IFB 17-0327-1 was issued on March 27, 2017 with a closing date of April 17, 2017.

Four responses were received, with one bidder withdrawing (lowest bid), as that responder did not include pricing on full specifications (required elements not included). Three valid responses remained after this withdrawal. The bid tabulation and vendor responses can be seen as **Attachment D**.

Vendor	Price	Status
A-1 Asphalt Paving & Sealing	\$98,000	WITHDREW/ NOT RANKED
Ellis Construction	\$205,000	#1
Perkinson Construction	\$222,750	#2
J R Caskey	\$273,500	#3

Original Budget	\$80,000
Expected Total Expenditure on Plans & Engineering	<u>(27,136)</u>
Budget Remaining	\$52,864

Cost of Lot Construction	\$205,000
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<b>Budget Shortfall</b>	<b>\$(152,136)</b>
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**ATTACHMENTS:**

ATTACHMENT A – ORIGINAL ESTIMATE

ATTACHMENT B – IFB 17-0327-1

ATTACHMENT C – PLAN SPECIFICATIONS (PART OF IFB)

ATTACHMENT D – BID TABULATION

**RECOMMENDATIONS:**

Award contract for Community Center parking lot project to Ellis Construction in the amount of \$205,000, authorizing the County Administrator to sign the contract.

Authorize a budget transfer and appropriation from General Fund Contingency to CIP to cover projected project deficit of \$152,136.

**Budget Transfer:**

Increase:

0100-09-401-0917-49172	General Fund Transfer to CIP	\$152,136
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Decrease:

0100-09-401-0917-49199	General Fund Contingency	\$152,136
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**Appropriation:**

Revenue:

0311-90-901-8207-399100	Transfer from General Fund	\$152,136
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Expenditure:

0311-07-211-3136-48240	Community Center Parking Lot	\$152,136
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Resolution for these recommended actions is attached for consideration.

**County of Prince George  
Capital Improvement Project Request Form  
FY 2016- FY2025 Capital Improvement Plan**

**Project Name:** Community Center Parking Lot

**Department:** Parks & Recreation

**Submitted by (name and title):** Keith B. Rotzoll – Parks & Recreation Director

**Project Statement/Description:**

The Community Center currently has only seventeen parking slots, with two additional handicapped slots. The Center is utilized throughout the year for numerous activities, special events, and classes. Our Exercise Facility has enrolled over 1,400 members since its opening in January, 2013. The department is requesting the construction of an approximately 1,900 square foot parking area to be built in the open area between the existing lot and Old Stage Road. The new parking slab would accommodate over 50 new spaces.

**Project Justification:**

The Community Center houses many classes, social events, meetings, exercise groups, and Exercise Facility. The use of the building will continue to expand, along with the need for parking spaces. Often the available parking spaces are full and participants park up and down the entrance roads.

**Impact if Project not Completed:**

The Community Center would have problems housing large events or several activities/classes at one time. Not completing the project would limit future program expansion and/or force participants to park in unmarked areas. The requested additional parking would provide a safe, centrally located alternative to unmarked parking.

**Current Status (prior approvals, completion percentage):**

None

**Related Facility Plans (Comprehensive plan, etc. if applicable):** None

**Location/Site Status:**

Prince George Community Center

**Other Departments Impacted/ Involved (if applicable):**

N/A

**Outside Funding Sources for Project, if any (Grants, Federal/State Reimbursements):**

N/A

## County of Prince George Capital Improvement Evaluation Criteria Form FY 2016- FY2025 Capital Improvement Plan

**Project Name:** Community Center Parking Lot

**Department:** Parks & Recreation

	Yes	No
Is this project necessary due to a federal, state, or local law?	_____	_____ <input checked="" type="checkbox"/> _____
Is the project necessary to fulfill a contractual obligation?	_____	_____ <input checked="" type="checkbox"/> _____
Is this project necessary to correct a violation of a health, fire, safety, or building code?	_____	_____ <input checked="" type="checkbox"/> _____
Is this project necessary to complete a previously appropriated project?	_____	_____ <input checked="" type="checkbox"/> _____
Does the project conform to the Comprehensive Plan?	_____	_____ <input checked="" type="checkbox"/> _____
Is the project urgently required? Will delay result in the curtailment of essential services?	_____	_____ <input checked="" type="checkbox"/> _____
Does the project require implementation in the year for which it is requested?	_____	_____ <input checked="" type="checkbox"/> _____
Has the project been requested previously as a Capital Improvements Project?	_____	_____ <input checked="" type="checkbox"/> _____

On a scale of 1 to 10, what is your overall assessment of the priority of the project? Please circle a numerical score based on the following guidelines:

- 10 Extremely urgent and cannot be reasonably postponed
- 9
- 8 If postponed, will incur additional cost, decrease efficiency, reduce the level of County services or some other extremely adverse impact
- 7
- 6** Necessary within the next few years to meet anticipated needs for current or new programs or replacement of unsatisfactory facilities
- 5
- 4 A desirable project, but will not adversely affect current programs if temporarily postponed.
- 3
- 2 Needed to meet future demands or expand programs, but can be deferred to future years
- 1

**County of Prince George  
Capital Improvement Project Estimate  
FY2016-2025 Capital Improvement Plan**

**Project Name:** Community Center Parking Lot    **Department:** Parks and Recreation  
**Year Needed:** 2016

A list of common CIP cost components is listed below. If applicable, please provide the estimated cost of each component for your project.

For Buildings/ Renovations/ Remodeling/ Large Infrastructure:

Testing Services	_____
Architectural/ Engineering Services	<u>\$10,000</u>
Other Contractual Services	_____
Right-of-Way (Easements)	_____
Property Acquisition Costs	_____
Site Improvements	_____
Building Construction	<u>\$69,516</u>
Machinery & Equipment	_____
Furniture & Fixtures	_____
Water/ Sewer Extensions/ Connections	_____
Other Utilities	_____
Transportation Improvements	_____
Other _____	_____
<b>TOTAL</b>	<b><u>\$79,516</u></b>

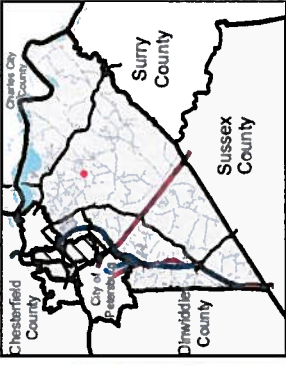
Other CIP Projects:

Vehicles (Specialized)	_____
Other (Capital) Equipment	_____
Hardware or Software	_____
Machinery & Equipment	_____
Furniture & Fixtures	_____
Communications Equipment	_____
Other _____	_____
<b>TOTAL</b>	_____

**Annual Recurring Operating Costs**

New Personnel/Benefits (attach detail)	_____
Equipment / Software Maintenance Charges	_____
Utilities (Electric, Water, etc.)	_____
Materials and Supplies	_____
Custodial/Maintenance	_____
Other _____	_____
<b>TOTAL</b>	<b><u>\$0</u></b>

Source of Project Estimate (Architect, Consultant Study, Other Localities, etc):  
Attached.



**Legend**

- Schools
- Firestations
- Political Boundaries
- Tax Parcels
- Access Easements
- Swamps

**Notes**

County of Prince George

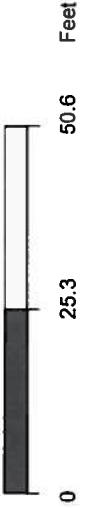


The information contained in this data should not be used as a "legal description". Map information is believed to be accurate, but accuracy is not guaranteed.  
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Map Scale 1: 607

10/6/2014



## Perkinson Construction, LLC

5500 Prince George Drive  
PO Box 609  
Prince George, VA 23875  
804-452-3400 Fax 804-452-0404

<i>Proposal Submitted To:</i> Prince George County C/O Mr. Keith Rotzoll, Director of Parks and Recreation	<i>Phone:</i> 804-458-6164	<i>Date:</i> 10-10-14
<i>Street:</i> 6400 Courthouse Road	<i>Job Name:</i> Old Moore & Old North Proposed Parking Lots	
<i>City, State, and Zip Code</i> Prince George, VA 23875	<i>Job Location:</i> Old Moore & Old North Elementary Schools	
<i>Architect or Engineer</i> NA	<i>Date of Plans:</i> NA	

### Budgetary Proposal for the installation of parking lots:

#### Old Moore:

- Installation and removal of up to 392 LF of silt fence
- Strip topsoil to a depth of 8 " haul and disposal of 390 CY of topsoil
- Prepare subgrade for the installation of 6" 21B stone (678 tons)
- Prepare stone grade for 2" surface mix asphalt
- Install 2" surface mix asphalt (215 tons, 1960 SY)
- Install 54 ea parking bumper blocks
- Pavement striping for 54 ea parking spaces
- Seed and straw disturbed areas
- 

**Budgetary Cost: \$ 62,386.00**

#### Old North:

- Installation and removal of up to 575 LF of silt fence
- Strip topsoil to a depth of 8 " haul and disposal of 421 CY of topsoil
- Prepare subgrade for the installation of 6" 21B stone (751tons)
- Prepare stone grade for 2" surface mix asphalt
- Install 2" surface mix asphalt (242 tons, 2200 SY)
- Install 59 ea parking bumper blocks
- Pavement striping for 59 ea parking spaces
- Seed and straw disturbed areas
- 

**Budgetary Cost: \$ 69,516.00**

**ENCLS:** County provided sketches depicting actual area 2ea

**Note:** proposal assumes the areas will not need any additional cut or fill to facilitate drainage

**Exclusions:**

- Night or weekend work**
- Relocation of any existing utilities**
- Bonds fees and or permits**

**Payment to be made as follows:**

Work will be billed upon completion, payment due net 30 days from invoice. All work to be completed in workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature:   
 Dale Pack  
 Vice President

*Note: This proposal may be withdrawn by us if not accepted within 30 days*

**Acceptance of Proposal-***The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.*

**Accepted By:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_





County of Prince George  
FINANCE DEPARTMENT  
P.O. BOX 68  
6602 Courts Drive  
PRINCE GEORGE, Virginia 23875  
(804) 722-8710 Fax (804) 732-1966

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Invitation For Bid

**IFB # 17-0327-1**

**Parking Lot Construction**

This procurement is governed by the Virginia Public Procurement Act and all terms and conditions of the Act are hereby adopted and are made a part of this notice.

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Contact Information:

Questions concerning sealed bids should be in writing addressed to:

Leigh Primmer  
Procurement Officer  
Prince George County  
Finance Department

6602 Courts Drive  
P.O. Box 68  
Prince George, VA 23875

(804) 722-8710 Fax (804) 732-1966

or

E-Mail: [lprimmer@princegeorgeva.org](mailto:lprimmer@princegeorgeva.org)

<b>1.0</b>	<b>PURPOSE.....</b>	<b>2</b>
<b>2.0</b>	<b>SCOPE OF WORK.....</b>	<b>2</b>
<b>3.0</b>	<b>STANDARD TERMS AND CONDITIONS.....</b>	<b>3</b>
3.1	APPLICABLE LAWS AND COURTS:.....	3
3.2	ANTI-DISCRIMINATION:.....	3
3.3	ETHICS IN PUBLIC CONTRACTING:.....	3
3.4	IMMIGRATION REFORM AND CONTROL ACT OF 1986:.....	4
3.5	ANTITRUST:.....	4
3.6	CLARIFICATION OF TERMS: .....	4
3.7	PAYMENT: .....	4
3.7.1	To Prime Contractor: .....	4
3.7.2	To Subcontractors: .....	5
3.8	QUALIFICATIONS OF BIDDERS:.....	5
3.9	CHANGES TO THE CONTRACT: .....	6
3.10	DEFAULT:.....	6
3.11	TAXES: .....	6
3.12	INSURANCE: .....	6
3.13	DRUG-FREE WORKPLACE: .....	7
3.14	NONDISCRIMINATION OF CONTRACTORS:.....	7
3.15	AUDIT:.....	8
3.16	AVAILABILITY OF FUNDS: .....	8
<b>4.0</b>	<b>ADDITIONAL TERMS AND CONDITIONS (CONSTRUCTION).....</b>	<b>8</b>
4.1	DEFINITIONS:.....	8
4.2	CONTRACT DOCUMENTS:.....	10
4.3	LAWS AND REGULATIONS: .....	10
4.4	WITHDRAWAL OR MODIFICATION OF BIDS:.....	10
4.5	RECEIPT AND OPENING OF BIDS: .....	11
4.6	BID ACCEPTANCE PERIOD:.....	11
4.7	SUBCONTRACTS: .....	11
4.8	INSPECTION: .....	12
4.9	SUPERINTENDENCE BY CONTRACTOR: .....	13
4.10	ACCESS TO WORK: .....	13
4.11	WARRANTY OF MATERIALS AND WORKMANSHIP:.....	14
4.12	USE OF PREMISES AND REMOVAL OF DEBRIS: .....	14
4.13	PROTECTION OF PERSONS AND PROPERTY:.....	15
4.14	TERMINATION BY OWNER FOR CONVENIENCE: .....	15
4.15	GUARANTEE OF WORK: .....	16
<b>5.0</b>	<b>SPECIAL TERMS AND CONDITIONS .....</b>	<b>17</b>
5.1	AWARD OF CONTRACT:.....	17
5.2	BID PRICES: .....	18
5.3	CONTRACTOR/SUBCONTRACTOR LICENSE REQUIREMENT:.....	18
5.4	CONTRACTOR REGISTRATION:.....	18
5.5	FINAL INSPECTION:.....	19
5.6	RENEWAL OF CONTRACT: .....	19
5.7	SUBCONTRACTS: .....	19
5.8	WARRANTY (COMMERCIAL): .....	19
5.9	WORK SITE DAMAGES:.....	19

## **1.0 PURPOSE**

Sealed bids, subject to the specifications and conditions contained herein and attached hereto, will be received in the Finance Department, Prince George County Administration Building, Third Floor, until, but no later than **10:00 a.m.** local time prevailing April 17, 2017 and then publicly opened and read aloud for:

### **PURPOSE**

The purpose of this Invitation to Bid (IFB) is to solicit bids to establish a contract through competitive sealed bidding for the purchase of **parking lot construction at Prince George Parks and Recreation Office** for the County of Prince George.

To be considered, your bid must be submitted on a copy of this Invitation for Bid. Bidder shall sign this form in the space provided on the Terms and Signature Sheet and return bid documents to: Prince George County Finance Department, Administration Building - Third Floor, 6602 Courts Drive, P.O. Box 68, Prince George, VA 23875 in a sealed envelope. **Mark outside of your envelope with Invitation for Bid No. IFB #17-0327-1.**

**Bids, to include addenda or changes to a response, shall not be accepted via Fax machine or by Internet E-mail, orally, or by telephone.**

Time is of the essence and any bid received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. The time of receipt shall be determined by the Prince George County Finance Department.

Nothing herein is intended to exclude any responsible vendor, his/her product or service, or in any way restrain, or restrict competition. On the contrary, all responsible vendors are encouraged to bid and their bids are solicited.

Quoted prices shall be F.O.B. to Prince George, Virginia, unless otherwise noted.

Unless otherwise agreed to at the time of award, payment terms are Net 30.

## **2.0 SCOPE OF WORK**

The intent of this Invitation for Bid (IFB) is to solicit bids from qualified contractors for construction of a new parking lot area at the Prince George Parks and Recreation Department located at 11100 Old Stage Road, Prince George VA 23875 as per engineer designed plans. Plans are available upon request by interested contractors by contacting Leigh Primmer, Procurement Officer at [lprimmer@princegeorgecountyva.gov](mailto:lprimmer@princegeorgecountyva.gov).

The contractor awarded the contract shall be able to provide proof of insurance, W-9 form, and all other licenses as may be applicable.

Should permits be necessary for the completion of any projects, these permits will be the responsible of the contractor.

### **3.0 STANDARD TERMS AND CONDITIONS**

#### **3.1 APPLICABLE LAWS AND COURTS:**

This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the County. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.

#### **3.2 ANTI-DISCRIMINATION:**

By submitting their bids, bidders certify to the County that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia, § 2.2-4343.1E*).

In every contract over \$10,000 the provisions in 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:
  - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
  - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
  - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of 1. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

#### **3.3 ETHICS IN PUBLIC CONTRACTING:**

By submitting their bids, bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance,

deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The Bidder shall identify any actual or potential conflicts of interest that exist, or which may arise if the Bidder is recommended for award, and propose how such conflicts might be resolved.

By his/her signature on the proposal documents submitted, each Bidder attests that her/his agents and/or employees, to the best of his/her knowledge and belief, have not in any way colluded with anyone for and on behalf of the Bidder, or themselves, to obtain information that would give the Bidder an unfair advantage over others, nor has he/she colluded with anyone for and on behalf of the Bidder, or itself, to gain any favoritism in the award of this IFB.

### **3.4 IMMIGRATION REFORM AND CONTROL ACT OF 1986:**

By submitting their bids, bidders certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

### **3.5 ANTITRUST:**

By entering into a contract, the contractor conveys, sells, assigns, and transfers to the County of Prince George all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the County of Prince George, relating to the particular goods or services purchased or acquired by the County of Prince George under said contract.

### **3.6 CLARIFICATION OF TERMS:**

If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder should contact the buyer whose name appears on the face of the solicitation no later than five working days before the due date. Any revisions to the solicitation will be made only by addendum issued by the buyer.

Any necessary additions or corrections to this IFB will be made by addenda, and issued to all Bidders of record. Addenda become part of the IFB, and must be acknowledged by each Bidder; failure to acknowledge any addenda shall not relieve Bidders of compliance with the terms thereof. The County assumes no responsibility for oral instructions.

### **3.7 PAYMENT:**

#### **3.7.1 To Prime Contractor:**

- a. Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).
- b. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 30 days, however.

- c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
- d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
- e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the County shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia, § 2.2-4363*).

### **3.7.2 To Subcontractors:**

- a. A contractor awarded a contract under this solicitation is hereby obligated:
  - (1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the County for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
  - (2) To notify the agency and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.
- b. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the County, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the County.

### **3.8 QUALIFICATIONS OF BIDDERS:**

The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the services/furnish the goods and the bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect bidder's physical facilities prior to award to satisfy questions regarding the bidder's capabilities. The County further reserves the right to reject any bid if the evidence submitted by, or investigations of,

such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.

### **3.9 CHANGES TO THE CONTRACT:**

Changes can be made to the contract in any of the following ways:

1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
2. The County may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the County a credit for any savings. Said compensation shall be determined by one of the following methods:
  - a. By mutual agreement between the parties in writing; or
  - b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the County's right to audit the contractor's records and/or to determine the correct number of units independently; or

### **3.10 DEFAULT:**

In case of failure to deliver goods or services in accordance with the contract terms and conditions, the County, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the County may have.

### **3.11 TAXES:**

Sales to the County are generally exempt from federal excise and local and state sales and use taxes. State sales and use tax certificates of exemption will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. Sales tax, however, is paid by the County of Prince George on materials and supplies that are installed by a contractor and become a part of real property. Contractors are not exempt from paying taxes on these categories, as they are considered to be a cost of doing business and should be considered in pricing when preparing a bid. The County's excise tax exemption registration number is 54-6001528.

### **3.12 INSURANCE:**

By signing and submitting a bid or proposal under this solicitation, the bidder certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The bidder further certifies that the contractor and any subcontractors will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by

insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

**MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:**

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of increases in the number of employees that change their workers' compensation requirements under the *Code of Virginia* during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.
3. Commercial General Liability - \$1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The County of Prince George must be named as an additional insured and so endorsed on the policy.
4. Automobile Liability - \$1,000,000 per occurrence. (Only used if motor vehicle is to be used in the contract.)

**3.13 DRUG-FREE WORKPLACE:**

During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

**3.14 NONDISCRIMINATION OF CONTRACTORS:**

A bidder, offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the bidder or offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.



**3.15 AUDIT:**

The contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the County of Prince George, whichever is sooner. The agency, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.

**3.16 AVAILABILITY OF FUNDS:**

The continuation of the terms, conditions, and provisions of any resulting contract beyond June 30 of any year, the end of the County's fiscal year, are subject to approval and ratification by The County of Prince George Board of Supervisors and appropriation by them of the necessary money to fund said contract for each succeeding year. It is understood and agreed between the parties herein that the County shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

**4.0 ADDITIONAL TERMS AND CONDITIONS (CONSTRUCTION)****4.1 DEFINITIONS:**

Whenever used in this solicitation or in the contract documents, the following terms have the meanings indicated, which are applicable to both the singular and plural and the male and female gender thereof:

- (a) **County:** The term "County" shall mean the owner which is the County of Prince George through the governing Body, the Board, the Building Committee or other agent with authority to execute the contract for the institution or agency involved. The County's agent is the official with the authority to sign the contract on behalf of the County.
- (b) **Construction:** As used in these documents shall include new construction, reconstruction, renovation, restoration, major repair, demolition and all similar work upon buildings and ancillary facilities owned or to be acquired by the County and any draining, dredging, excavation, grading, or similar work upon real property.
- (c) **Contractor:** The person, firm or corporation with whom the owner has entered into a contractual agreement and includes the plural number and the feminine gender when such are named in the contract as the contractor.
- (d) **Defective:** An adjective which when modifying the word work, refers to work that is unsatisfactory, faulty, or deficient, or does not conform to the contract documents, or does not meet the requirements of any inspections, standard, test, or approval referred to in the contract documents, or has been damaged prior to final payment.
- (e) **Emergency:** Any unforeseen combination of circumstances or a resulting state that poses imminent danger to health, life, or property.
- (f) **Final Acceptance:** The agency's acceptance of the project from the contractor upon confirmation from the project inspector and the contractor that the project is totally complete in accordance with the contract requirements and that all defects have been eliminated. Final acceptance is

confirmed by the making of final payment of the contract amount including any change orders or adjustment thereto.

- (g) **Notice:** All written notices, demands, instructions, claims, approvals, and disapprovals required to obtain compliance with the contract requirements. Any written notice by either party to the contract shall be sufficiently given if delivered to or at the last known business address of the person, firm or corporation constituting the party to the contract, or to his, their or its authorized agent, representative or officer, or when enclosed in a postage prepaid envelope addressed to such last known business address and deposited in a United States mailbox.
- (h) **Notice to Proceed:** A written notice given by the owner to the contractor fixing the date on which the contract time will commence for the contractor to begin the prosecution of the work in accordance with the requirements of the contract documents.
- (i) **Owner:** The County of Prince George, i.e., an agency, institution, or department, with whom the contractor has entered into a contract and for whom the work or services is to be provided.
- (j) **Project Inspector:** One or more individuals employed by the owner to inspect the work and/or to act as clerk of the works to the extent required by the owner. The owner shall notify the contractor in writing of the appointment of such project inspector(s).
- (k) **Provide:** Shall mean furnish and install ready for its intended use.
- (l) **Submittal:** All drawings, diagrams, illustrations, schedules, and other data required by the contract documents which are specifically prepared by or for the contractor to illustrate some portion of the work and all illustrations, brochures, standard schedules, performance charts, instructions, diagrams, and other information prepared by a supplier and submitted by the contractor to illustrate material or equipment for some portion of the work.
- (m) **Subcontractor:** An individual, partnership or corporation having a direct contract with contractor or with any other subcontractor for the performance of the work. It includes one who provides on-site labor but does not include one who only furnishes or supplies materials for the project.
- (n) **Substantial Completion:** The work which is sufficiently complete, in accordance with the contract documents, so that the project can be utilized by the owner for the purposes for which it is intended.
- (o) **Supplier:** A manufacturer, fabricator, distributor, materialman, or vendor who provides material for the project but does not provide on-site labor.
- (p) **Underground Facilities:** All pipelines, conduits, ducts, cables, wires, manholes, vaults, tanks, tunnels, or other such facilities or attachments, and any encasements containing such facilities which are or have been installed underground to furnish any of the following services or materials: electricity, gases, steam, liquid petroleum products, telephone, or other communications, cable television, sewage and drainage removal, traffic, or other control systems or water.
- (q) **Work:** The entire completed construction or the various separately identifiable parts thereof required to be furnished under the contract documents. Work is the result of performing services, furnishing labor, and furnishing and incorporating materials and equipment into the construction, all as required by the contract documents.

**4.2 CONTRACT DOCUMENTS:**

- (a) The contract entered into by the parties shall consist of the Invitation for Bids, the bid submitted by the contractor; General Terms and Conditions, these Additional Terms and Conditions; the Special Terms and Conditions; the drawings, if any; the specifications; and all modifications and addenda to the foregoing documents, all of which shall be referred to collectively as the contract documents.
- (b) All time limits stated in the contract documents, including but not limited to the time for completion of the work, are of the essence of the contract.
- (c) Anything called for by one of the contract documents and not called for by the others shall be of like effect as if required or called for by all, except that a provision clearly designed to negate or alter a provision contained in one or more of the other contract documents shall have the intended effect.

**4.3 LAWS AND REGULATIONS:**

- (a) The contractor shall comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the performance of the work and shall give all notices required thereby.
- (b) This contract and all other contracts and subcontracts are subject to the provisions of Articles 3 and 5, Chapter 4, Title 40.1, *Code of Virginia*, relating to labor unions and the "right to work." The contractor and its subcontractors, whether residents or nonresidents of the Commonwealth of Virginia, who perform any work related to the project shall comply with all of the said provisions.
- (c) The provisions of all rules and regulations governing safety as adopted by the Safety Codes Commission of the Commonwealth of Virginia and as issued by the Department of Labor and Industry under Title 40.1 of the *Code of Virginia* shall apply to all work under this contract. Inspectors from the Department of Labor and Industry shall be granted access to the work for inspection without first obtaining a search warrant from the court.
- (d) All bids submitted shall have included in their price the cost of any business and professional licenses, permits, or fees required by The County of Prince George or the Commonwealth of Virginia.

**4.4 WITHDRAWAL OR MODIFICATION OF BIDS:**

Prior to bid opening, bids may be withdrawn or modified by written notice received from bidders prior to the deadline fixed for bid receipt. The withdrawal or modification may be made by the person signing the bid or by an individual(s) who is authorized by him/her on the face of the bid. Written modifications may be made on a separate document. Written modifications must be signed by the person making the modification or withdrawal.

No bid shall be altered or amended after the specified time for opening.

After the deadline fixed for bid receipt, A bidder for a public contract may request withdrawal of his bid from consideration if the price bid was substantially lower than the other bids due solely to a mistake therein, provided the bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or unintentional omission

of a quantity of work, labor, or material made directly in the compilation of the bid and which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the bid sought to be withdrawn. If a bid contains both clerical and judgment mistakes, a bidder may request withdrawal of his bid from consideration if the price bid would have been substantially lower than the other bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a bid and which shall be clearly shown by objective evidence drawn from inspection of original work papers documents and materials used in the preparation of the bid sought to be withdrawn. In order for work papers, documents and materials submitted with the notice of withdrawal to be deemed trade secret or proprietary information pursuant to Code of Virginia, subdivision F of 2.2-4342, a bidder must expressly invoke the aforementioned statute in the notice of withdrawal and specifically state the reasons why protection under 2.2-4342-F is necessary.

If the County denies the withdrawal of a bid, it shall notify the bidder in writing stating the reasons for its decision and award the contract to such bidder at the bid price, provided such bidder is a responsible and responsive bidder.

#### **4.5 RECEIPT AND OPENING OF BIDS:**

- (a) It is the responsibility of the bidder to assure that his/her bid is delivered to the place designated for receipt of bids and prior to the time set for receipt of bids. Bids received after the time designated for receipt of bids will not be considered.
- (b) Bids will be opened at the time and place stated in the advertisement, and their contents made public for the information of bidders and others interested who may be present either in person or by representative. The officer or agent of the owner, whose duty it is to open them, will decide when the specified time has arrived. No responsibility will be attached to any officer or agent for the premature opening of a proposal not properly addressed and identified.
- (c) The provisions of § 2.2-4342 of the Code of Virginia, as amended, shall be applicable to the inspection of bids received.
- (d) In the event that The County of Prince George is closed due to inclement weather and/or emergency situations prior to or at the time set aside for the published bid opening, the bid opening date will default to the next open business day at the same time.

#### **4.6 BID ACCEPTANCE PERIOD:**

Any bid in response to this solicitation shall be valid for 60 days. At the end of the 60 days the bid may be withdrawn at the written request of the bidder. If the bid is not withdrawn at that time it remains in effect until an award is made or the solicitation is canceled.

#### **4.7 SUBCONTRACTS:**

- (a) The contractor shall as soon as practicable after the signing of the contract, notify the owner in writing of the names of subcontractors proposed for the principal parts of the work. The contractor shall not employ any subcontractor that the owner may, within a reasonable time, object to as unsuitable. The owner will not direct the contractor to contract with any particular subcontractor unless provided in the specifications or bid form.

- (b) The owner shall, on request, furnish to any subcontractor, if practicable, the amounts of payments made to the contractor, the Schedule of Values and Requests for Payment submitted by the contractor, and any other documentation submitted by the contractor which would tend to show what amounts are due and payable by the contractor to the subcontractor.
- (c) The contractor agrees that he is as fully responsible to the owner for the acts and omissions of his subcontractors, suppliers, and invitee upon the site of the project and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.

#### **4.8 INSPECTION:**

- a. All material and workmanship shall be subject to inspection, examination, and test by the owner and its project inspector at any and all times during construction. The project inspector shall have authority to reject defective material and workmanship and require its correction. Rejected workmanship shall be satisfactorily corrected and rejected material shall be satisfactorily replaced with proper material without charge therefore, and the contractor shall promptly segregate and remove the rejected material from the premises. If the contractor fails to proceed at once with replacement of rejected material and/or the correction of defective workmanship, the owner may, by contract or otherwise, replace such material and/or correct such workmanship and charge the cost to the contractor, or may terminate the right of the contractor to proceed, the contractor and surety being liable for any damages.
- b. Job-site inspections, tests conducted on site or tests of materials gathered on site, which the contract requires to be performed by independent testing entities, shall be contracted and paid for by the owner. Examples of such tests are the testing of cast in-place concrete, foundation materials, soil compaction, pile installations, caisson bearings, and steel framing connections. Although conducted by independent testing entities, the owner will not contract and pay for tests or certifications of materials, manufactured products, or assemblies which the contract, codes, standards, etc. require to be tested and/or certified for compliance with industry standards such as Underwriters Laboratories, Factory Mutual, or ASTM. If there are any fees to be paid for such tests and certifications, they will be paid by the contractor. The contractor shall also pay for all inspections, tests, and certifications which the contract specifically requires him to perform or pay, together with any inspections and tests which he chooses to perform for his own quality control purposes. The contractor shall promptly furnish, without additional charge, all reasonable facilities, labor, and materials necessary and convenient for making such tests. Except as provided in (c) below, whenever such examination and testing finds defective materials, equipment, or workmanship, the contractor shall reimburse the owner for the cost of re-examination and retesting.
- c. Should it be considered necessary or advisable by the owner at any time before final acceptance of the entire work to make an examination of any part of the work already completed, by removing or tearing out portions of the work, the contractor shall on request promptly furnish all necessary facilities, labor and material to expose the work to be tested to the extent required. If such work is found to be defective in any respect, due to the fault of the contractor or his subcontractors, he shall defray all the expenses of uncovering the work, of examination and testing, and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the contract, the actual cost of the contractor's labor and material necessarily involved in uncovering the work, the cost of examination and testing, and contractor's cost of material and labor necessary for replacement shall be paid to the contractor and he shall, in addition, if completion of the work has been delayed thereby, be granted a suitable extension of time.

- d. The project inspector will recommend to the owner that the work be suspended when in his judgment the drawings and specifications are not being followed. Any such suspension shall be continued only until the matter in question is resolved to the satisfaction of the owner. The cost of any such work stoppage shall be borne by the contractor unless it is later determined that no fault existed in the contractor's work.
- e. The project inspector has no authority to and shall not:
  - (1) Authorize deviations from the contract documents;
  - (2) Enter into the area of responsibility of the contractor's superintendent;
  - (3) Issue directions relative to any aspect of construction means, methods, techniques, sequences or procedures, or in regard to safety precautions and programs in connection with the work;
  - (4) Authorize or suggest that the owner occupy the project, in whole or in part;
  - (5) Issue a certificate for payment.

#### **4.9 SUPERINTENDENCE BY CONTRACTOR:**

- a. The contractor shall have a competent foreman or superintendent, satisfactory to the owner, on the job site at all times during the progress of the work. The contractor shall be responsible for all construction means, methods, techniques, sequences, and procedures for coordinating all portions of the work under the contract except where otherwise specified in the contract documents, and for all safety and worker health programs and practices. The contractor shall notify the owner, in writing, of any proposed change in superintendent including the reason therefore prior to making such change.
- b. The contractor shall, at all times, enforce strict discipline and good order among the workers on the project, and shall not employ on the work any unfit person, anyone not skilled in the work assigned to him, or anyone who will not work in harmony with those employed by the contractor, the subcontractors, the owner or the owner's separate contractors and their subcontractors.
- c. The owner may, in writing, require the contractor to remove from the work any employee the owner deems to be incompetent, careless, not working in harmony with others on the site, or otherwise objectionable.

#### **4.10 ACCESS TO WORK:**

The owner, the owner's inspectors and other testing personnel, and inspectors from the Department of Labor and Industry shall have access to the work at all times. The contractor shall provide proper facilities for access and inspection.

**4.11 WARRANTY OF MATERIALS AND WORKMANSHIP:**

- a. The contractor warrants that, unless otherwise specified, all materials and equipment incorporated in the work under the contract shall be new, in first class condition, and in accordance with the contract documents. The contractor further warrants that all workmanship shall be of the highest quality and in accordance with contract documents and shall be performed by persons qualified at their respective trades.
- b. Work not conforming to these warranties shall be considered defective.
- c. This warranty of materials and workmanship is separate and independent from and in addition to any of the contractor's other guarantees or obligations in this contract.

**4.12 USE OF PREMISES AND REMOVAL OF DEBRIS:**

- a. The contractor shall:
  - (1) Perform his contract in such a manner as not to interrupt or interfere with the operation of any existing activity on the premises or with the work of any contractor;
  - (2) Store his apparatus, materials, supplies, and equipment in such orderly fashion at the site of the work as will not unduly interfere with the progress of his work or the work of any other contractor; and
  - (3) Place upon the work or any part thereof only such loads as are consistent with the safety of that portion of the work.
- b. The contractor expressly undertakes, either directly or through his subcontractor(s), to effect all cutting, filling, or patching of his work required to make the same conform to the drawings and specifications, and, except with the consent of the owner, not to cut or otherwise alter the work of any other contractor. The contractor shall not damage or endanger any portion of the work or premises, including existing improvements, unless called for by the contract.
- c. The contractor expressly undertakes, either directly or through his subcontractor(s), to clean up frequently all refuse, rubbish, scrap materials, and debris caused by his operations, to the end that at all times the site of the work shall present a neat, orderly, and workmanlike appearance. No such refuse, rubbish, scrap material, and debris shall be left within the completed work nor buried on the building site, but shall be removed from the site and properly disposed of in a licensed landfill or otherwise as required by law.
- d. The contractor expressly undertakes, either directly or through his subcontractor(s), before final payment, to remove all surplus material, false work, temporary structures, including foundations thereof, plants of any description and debris of every nature resulting from his operations and to put the site in a neat, orderly condition; to thoroughly clean and leave reasonably dust free all finished surfaces including all equipment, piping, etc., on the interior of all buildings included in the contract; and to thoroughly clean all glass installed under the contract including the removal of all paint and mortar splatters and other defacements. If a contractor fails to clean up at the completion of the work, the owner may do so and charge for costs thereof to the contractor.
- e. During and at completion of the work, the contractor shall prevent site soil erosion, the runoff of silt and/or debris carrying water from the site, and the blowing of debris off the site in accordance with

the applicable requirements and standards of the *Virginia Erosion and Sediment Control Handbook*, latest edition, and of the contract documents.

- f. The contractor shall not operate or disturb the setting of any valves, switches or electrical equipment on the service lines to the building except by proper previous arrangement with the owner. The contractor shall give ample advance notice of the need for cut-offs which will be scheduled at the convenience of the owner.

#### **4.13 PROTECTION OF PERSONS AND PROPERTY:**

- a. The contractor expressly undertakes, both directly and through its subcontractor(s), to take every precaution at all times for the protection of persons and property which may come on the building site or be affected by the contractor's operation in connection with the work.
- b. The contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work.
- c. The provisions of all rules and regulations governing safety as adopted by the Safety Codes Commission of the Commonwealth of Virginia, issued by the Department of Labor and Industry under Title 40.1 of the *Code of Virginia* shall apply to all work under this contract.
- d. The contractor shall continuously maintain adequate protection of all his work from damage and shall protect the owner's property from injury or loss arising in connection with this contract. He shall make good any such damage, injury, or loss, except such as may be directly due to errors in the contract documents or caused by agents or employees of the owner. He shall adequately protect adjacent property to prevent any damage to it or loss of use and enjoyment by its owners. He shall provide and maintain all passageways, guard fences, lights, and other facilities for protection required by public authority, local conditions, any of the contract documents or erected for the fulfillment of his obligations for the protection of persons and property.
- e. In an emergency affecting the safety or life of persons or of the work, or of the adjoining property, the contractor, without special instruction or authorization from the owner, shall act, at his discretion, to prevent such threatened loss or injury. Also, should he, to prevent threatened loss or injury, be instructed or authorized to act by the owner, he shall so act immediately, without appeal. Any additional compensation or extension of time claimed by the contractor on account of any emergency work shall be determined as provided by paragraph O, of the General Terms and Conditions.

#### **4.14 TERMINATION BY OWNER FOR CONVENIENCE:**

- a. Owner may terminate this contract at any time without cause, in whole or in part, upon giving the contractor notice of such termination. Upon such termination, the contractor shall immediately cease work and remove from the project site all of its labor forces and such of its materials as owner elects not to purchase or to assume in the manner hereinafter provided. Upon such termination, the contractor shall take such steps as owner may require to assign to the owner the contractor's interest in all subcontracts and purchase orders designated by owner. After all such steps have been taken to owner's satisfaction, the contractor shall receive as full compensation for termination and assignment the following:



- (1) All amounts then otherwise due under the terms of this contract,
  - (2) Amounts due for work performed subsequent to the latest Request for Payment through the date of termination,
  - (3) Reasonable compensation for the actual cost of demobilization incurred by the contractor as a direct result of such termination. The contractor shall not be entitled to any compensation for lost profits or for any other type of contractual compensation or damage other than those provided by the preceding sentence. Upon payment of the forgoing, owner shall have no further obligations to the contractor of any nature.
- b. In no event shall termination for the convenience of the owner terminate the obligations of the contractor's surety on its payment and performance bonds.

#### **4.15 GUARANTEE OF WORK:**

- a. Except as otherwise specified, all work shall be guaranteed by the contractor against defects resulting from the use of inferior materials, equipment, or workmanship for one (1) year from the date of final acceptance of the entire project by the owner in writing. Equipment and facilities, which have seasonal limitations on their operation, shall be guaranteed for one (1) full year from the date of seasonally appropriate tests and acceptance, in writing, by the owner.
- b. If, within the guarantee period, defects are noticed by the owner which require repairs or changes in connection with the guaranteed work, those repairs or changes being in the opinion of the owner rendered necessary as the result of the use of materials, equipment or workmanship, which are defective, or inferior or not in accordance with the terms of the contract, then the contractor shall, promptly upon receipt of notice from the owner, such notice being given not more than two weeks after the guarantee period expires, and without expense to the owner:
- (1) Place in satisfactory condition in every particular all of such guaranteed work and correct all defects therein;
  - (2) Make good all damage to the structure, site, equipment, or contents thereof, which is the result of the use of materials, equipment, or workmanship which are inferior, defective, or not in accordance with the terms of the contracts; and
  - (3) Make good any work, materials, equipment, contents of structures, and/or disturbance of the site in fulfilling any such guarantee.
- c. In any case, where in fulfilling the requirements of the contract or any guarantee embraced in or required thereby, the contractor disturbs any work guaranteed under contract, he shall restore such work to a condition satisfactory to the owner and guarantee such restored work to the same extent as it was guaranteed under such other contract.
- d. If the contractor, after notice, fails to proceed promptly to comply with the terms of the guarantee, the owner may have the defects corrected and the contractor and his surety shall be liable for all expense incurred.

- e. All special guarantees applicable to definite parts of the work that may be stipulated in the specifications or other papers forming a part of the contract shall be subject to the term of this section during the first year of the life of such special guarantee.
- f. Nothing contained in this section shall be construed to establish a period of limitation with respect to any other obligation which the contractor might have under the contract documents, including liability for defective work under Warranty of Materials and Workmanship section of these additional terms and conditions. This paragraph relates only to the specific obligation of the contractor contained in this section to correct the work and does not limit the time within which his obligation to comply with the contract documents may be sought to be enforced, nor of the time within which proceedings may be commenced to establish the contractor's liability with respect to his other obligations under this contract.
- g. In the event the work of the contractor is to be modified by another contractor, either before or after the final inspection, the first contractor shall remain responsible in all respects under the guarantee of work and under any other warranties provided in the contract or by law. However, the contractor shall not be responsible for any defects in material or workmanship introduced by the contractor modifying its work. Both the first contractor and the contractor making the modifications shall each be responsible solely for the work done by each. The contractor modifying the earlier work shall be responsible for any damage to or defect introduced into the work which he is modifying. If any contractor shall claim that another contractor has introduced defects of materials and/or workmanship into the work of the first, it shall be the burden of the contractor making the claim to clearly demonstrate the nature and extent of such introduced defects and the responsibility of the other contractor. Any contractor modifying the work of another shall have the same burden if he asserts defects to have been caused by the contractor whose work he is modifying.

## **5.0 SPECIAL TERMS AND CONDITIONS**

### **5.1 AWARD OF CONTRACT:**

An award will be made to the lowest responsive and responsible bidder. Evaluation will be based on net prices. Unit prices, extensions and grand total must be shown. In case of arithmetic errors, the unit price will govern. If cash discount for prompt payment is offered, it must be clearly shown in the space provided. Discounts for prompt payment will not be considered in making awards. The County reserves the right to reject any and all bids in whole or in part, to waive any informality, and to delete items prior to making an award.

In the case of a tie bid, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

In the case of a tie bid, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

## 5.2 **BID PRICES:**

Bid shall be in the form of a firm unit price for each item during the contract period.

## 5.3 **CONTRACTOR/SUBCONTRACTOR LICENSE REQUIREMENT:**

By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Contractor Name: \_\_\_\_\_ Subcontractor Name: \_\_\_\_\_

License # \_\_\_\_\_ Type \_\_\_\_\_

## 5.4 **CONTRACTOR REGISTRATION:**

If a contract for construction, removal, repair or improvement of a building or other real property is for one hundred twenty thousand dollars (\$120,000) or more, or if the total value of all such contracts undertaken by bidder within any 12-month period is seven hundred fifty thousand dollars (\$750,000) or more, the bidder is required under Title 54.1-1100, *Code of Virginia* (1950), as amended, to be licensed by the State Board of Contractors a "CLASS A CONTRACTOR." If such a contract is for seventy-five hundred dollars (\$7,500) or more but less than seventy thousand dollars (\$70,000), (one thousand dollars [\$1,000] for electrical, plumbing and HVAC work) the bidder is required to be licensed as a "CLASS B CONTRACTOR." If such a contract is for one-thousand dollars (\$1,000) or more but less than seventy-five hundred dollars (\$7,500) and is not for electrical, plumbing and HVAC work, the bidder is required to be licensed as a "CLASS C CONTRACTOR." The bidder/offeror shall place on the outside of the envelope containing the bid/proposal and shall place in the bid/proposal over his signature whichever of the following notations is appropriate, inserting his contractor license number:

Licensed Class A Virginia Contractor No. \_\_\_\_\_

Specialty \_\_\_\_\_

Licensed Class B Virginia Contractor No. \_\_\_\_\_

Specialty \_\_\_\_\_

Licensed Class C Virginia Contractor No. \_\_\_\_\_

Specialty \_\_\_\_\_

If the bidder shall fail to provide this information on his bid or on the envelope containing the bid and shall fail to promptly provide said contractor license number to the Commonwealth in writing when requested to do so before or after the opening of bids, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid will not be considered.

If a bidder shall fail to obtain the required license prior to submission of his bid, the bid shall not be considered.

**5.5 FINAL INSPECTION:**

At the conclusion of the work, the contractor shall demonstrate to the authorized owners representative that the work is fully operational and in compliance with contract specifications and codes. Any deficiencies shall be promptly and permanently corrected by the contractor at the contractor's sole expense prior to final acceptance of the work.

**5.6 RENEWAL OF CONTRACT:**

This contract may be renewed by the County upon written agreement of both parties for (3) three successive one year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration.

**5.7 SUBCONTRACTS:**

No portion of the work shall be subcontracted without prior written consent of the purchasing agency. In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish the purchasing agency the names, qualifications and experience of their proposed subcontractors. The contractor shall, however, remain fully liable and responsible for the work to be done by its subcontractor(s) and shall assure compliance with all requirements of the contract.

**5.8 WARRANTY (COMMERCIAL):**

The contractor agrees that the goods or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the contractor gives any customer for such goods or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Commonwealth by any other clause of this solicitation. A copy of this warranty should be furnished with the bid/proposal.

**5.9 WORK SITE DAMAGES:**

Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Commonwealth's satisfaction at the contractor's expense.

**Terms and Signature Sheet:**

**IFB # 17-0327-1**

**Parking Lot Construction**

Our total lump sum price shall be: \$ \_\_\_\_\_

Please indicate length of time required, in calendar days, for completion after notification of award:

\_\_\_\_\_.

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the bid certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorizing to sign this bid for the bidder.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

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

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

\_\_\_\_\_

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


Name (type or print) \_\_\_\_\_

Official Title: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_





**Bowman**  
CONSULTING

**CONSTRUCTION & EROSION CONTROL DETAILS**

PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA

BLACKWATER MASTERPLAN DISTRICT

COUNTY PROJECT NUMBER: \_\_\_\_\_

DATE: Aug. 11, 2008

FILE NO.: \_\_\_\_\_

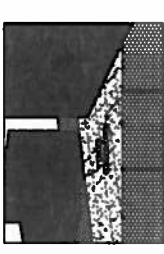
PROJECT: \_\_\_\_\_

SCALE: \_\_\_\_\_


DATE: \_\_\_\_\_

FILE NO.: \_\_\_\_\_

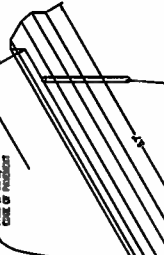
**SAFETY FENCE** 300-1



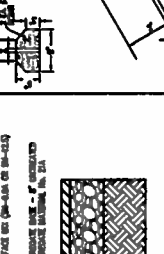
**STORM DRAIN INLET PROTECTION** 300-2



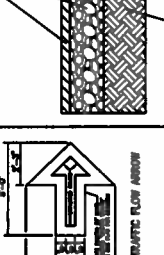
**STORM DRAIN INLET PROTECTION** 300-3



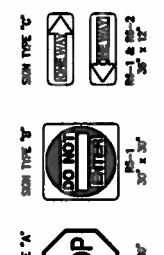
**TEMPORARY SEDIMENT TRAP** 300-4



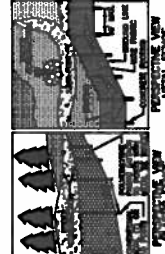
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**TEMPORARY SEDIMENT TRAP** 300-6




**STORM DRAIN INLET PROTECTION** 300-1



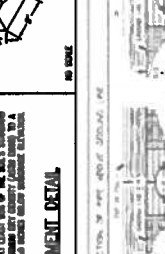
**STORM DRAIN INLET PROTECTION** 300-2



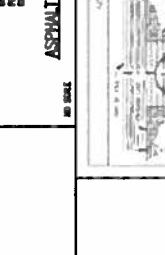
**TEMPORARY SEDIMENT TRAP** 300-1



**TEMPORARY STONE CONSTRUCTION ENTRANCE** 300-1



**TEMPORARY SEDIMENT TRAP** 300-1




**CONSTRUCTION & EROSION CONTROL DETAILS**

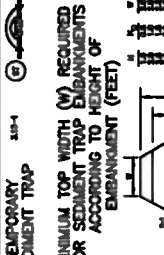
PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA

BLACKWATER MASTERPLAN DISTRICT


**SAFETY FENCE** 300-1




**STORM DRAIN INLET PROTECTION** 300-2




**STORM DRAIN INLET PROTECTION** 300-3



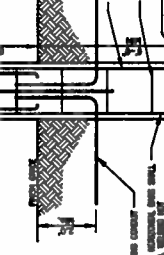
**TEMPORARY SEDIMENT TRAP** 300-4



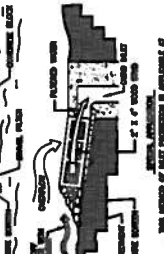
**TEMPORARY STONE CONSTRUCTION ENTRANCE** 300-5




**TEMPORARY SEDIMENT TRAP** 300-6



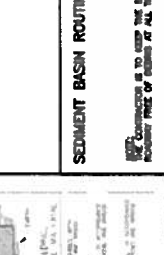
**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**




**CONSTRUCTION & EROSION CONTROL DETAILS**

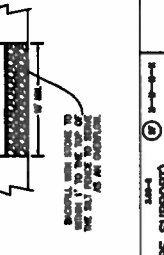
PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA

BLACKWATER MASTERPLAN DISTRICT

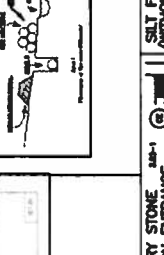
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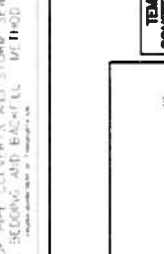
**STORM DRAIN INLET PROTECTION** 300-2



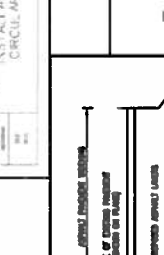
**STORM DRAIN INLET PROTECTION** 300-3



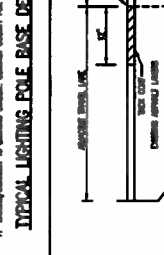
**TEMPORARY SEDIMENT TRAP** 300-4



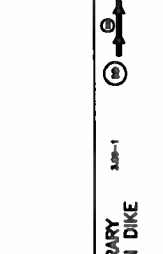
**TEMPORARY STONE CONSTRUCTION ENTRANCE** 300-5




**TEMPORARY SEDIMENT TRAP** 300-6



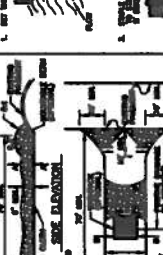
**SEDIMENT BASIN ROUTING SUMMARY**



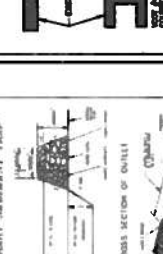
**SEDIMENT BASIN ROUTING SUMMARY**



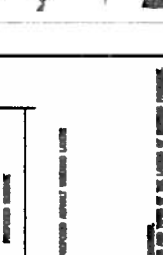
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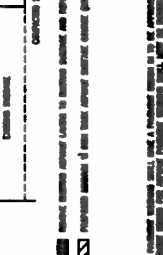
**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**

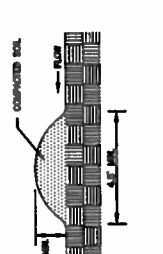


**CONSTRUCTION & EROSION CONTROL DETAILS**


PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA

BLACKWATER MASTERPLAN DISTRICT

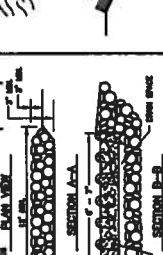
**SAFETY FENCE** 300-1




**STORM DRAIN INLET PROTECTION** 300-2




**STORM DRAIN INLET PROTECTION** 300-3




**TEMPORARY SEDIMENT TRAP** 300-4




**TEMPORARY STONE CONSTRUCTION ENTRANCE** 300-5




**TEMPORARY SEDIMENT TRAP** 300-6




**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**




**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**



**SEDIMENT BASIN ROUTING SUMMARY**



**CONSTRUCTION & EROSION CONTROL DETAILS**

PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA

BLACKWATER MASTERPLAN DISTRICT





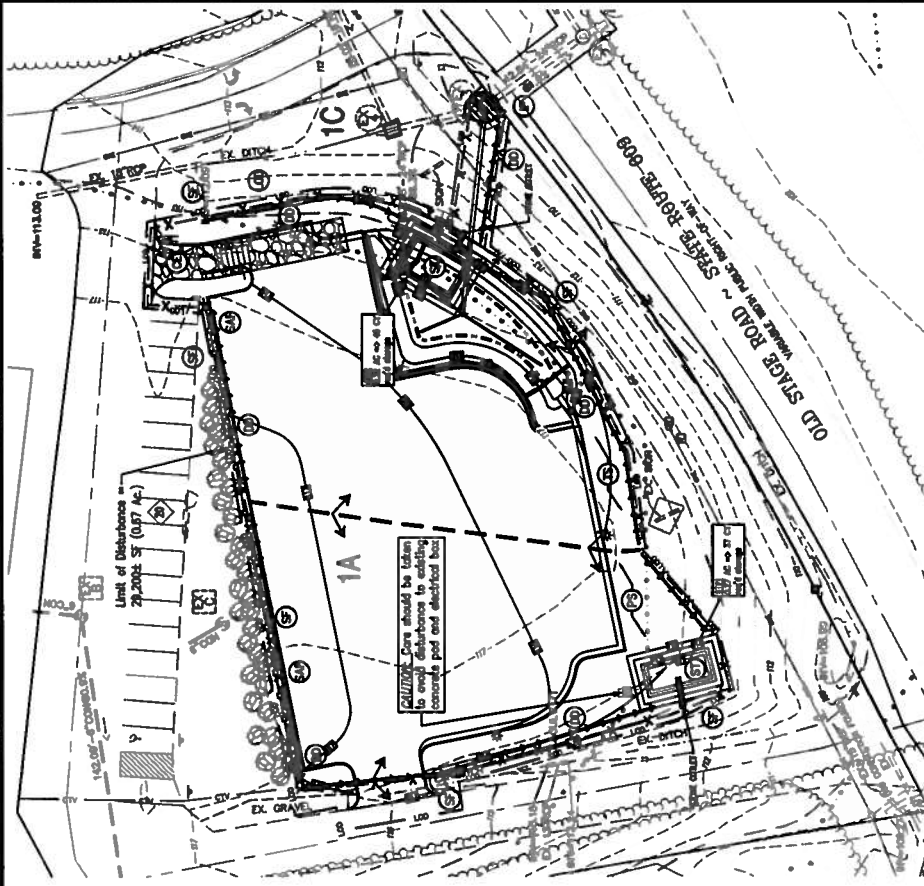
**Bowman CONSULTING**

Prince George County  
 1400 Westwood Parkway  
 Prince Georges County, Virginia 22154  
 Phone: 703-600-0000  
 Fax: 703-600-0000  
 www.bowmanconsulting.com

EROSION CONTROL PLAN - PHASES 1 & 2  
 PARKING LOT EXPANSION FOR  
 PRINCE GEORGE COUNTY COMMUNITY CENTER  
 PRINCE GEORGE COUNTY, VIRGINIA  
 BLACKWATER MARSHFIELD DISTRICT



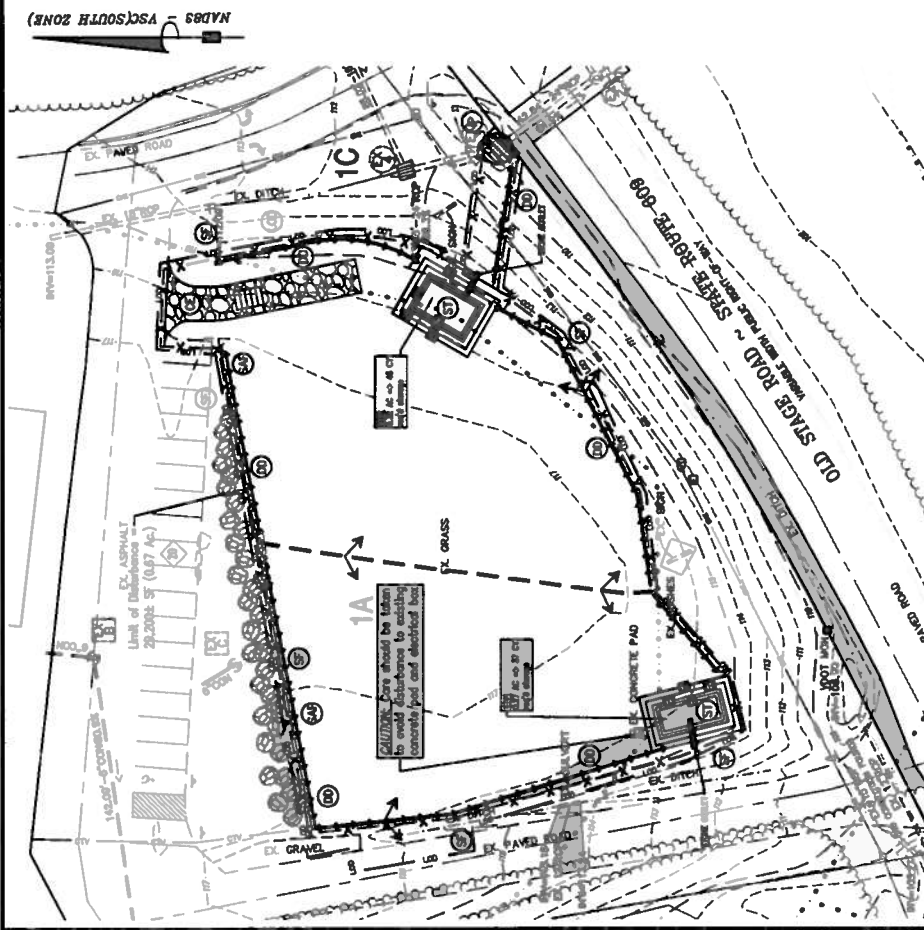
DATE: 08/17/2010	SCALE: AS SHOWN
PROJECT: PARKING LOT EXPANSION	CLIENT: PRINCE GEORGE COUNTY
DESIGNER: [Name]	CHECKER: [Name]
DATE: 08/17/2010	SCALE: AS SHOWN



**PHASE II**

NOTE: CONTACT COUNTY FOR LOCATING WIRING/CONDUIT CONNECTED TO PEDESTAL IN LOCATION OF WESTERN SEDIMENT TRAP. ADJUST LOCATION OR RE-SHAPE AS NEEDED.

Trap #	Trap #1		Trap #2		Trap #3		Trap #4		Trap #5		Trap #6	
	Area	Trap #	Area	Trap #	Area	Trap #	Area	Trap #	Area	Trap #	Trap #	
1	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	
2	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	
3	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	
4	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	
5	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	
6	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	0.8	0.27	



**PHASE I**

**EROSION AND SEDIMENT CONTROL LEGEND**

1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL
1.0' TALL	2.0' TALL	3.0' TALL	4.0' TALL	5.0' TALL	6.0' TALL	7.0' TALL	8.0' TALL	9.0' TALL	10.0' TALL

**SOILS DATA**  
 Map Unit Symbols: Map Unit Name  
 VA: Admire silt loam, 0 to 2 percent slopes, NSC, C/D  
 VC: Admire silt loam, 8 to 10 percent slopes, NSC, C/D  
 Approximate Soil Unit Boundary (from PG County GIS)  
 Soil Survey Area: Prince George County's, Virginia  
 Survey Area Index: Version 10, Dec. 15, 2004

Project No. 2020-003  
 Date: 08/17/2020  
 Scale: 1/8" = 1'-0"

**SITE & MATERIALS PLAN**  
**PRINC GEORGE COUNTY COMMUNITY CENTER**  
 PRINC GEORGE COUNTY, VIRGINIA

COUNTY PROJECT NUMBER: 2020-003



DATE:	08/17/2020
SCALE:	1/8" = 1'-0"
PROJECT NO.:	2020-003
PROJECT NAME:	PRINC GEORGE COUNTY COMMUNITY CENTER
PROJECT LOCATION:	PRINC GEORGE COUNTY, VIRGINIA
PROJECT STATUS:	PRELIMINARY
PROJECT PHASE:	SITE & MATERIALS PLAN
PROJECT SHEET NO.:	7

**NOTES**

1. THE PROPERTY DELINEATED HEREON IS LOCATED ON PRINC GEORGE COUNTY MAP 2019-01-0 AND IS ZONED A-1 (GENERAL AGRICULTURE).
2. THE PROPERTY IS NOW IN THE CARE OF THE COUNTY OF PRINC GEORGE, VIRGINIA AND IS SECURED BY INSTRUMENT # 2019-01-01, RECORDED IN THE LAND RECORDS OF PRINC GEORGE COUNTY, VIRGINIA.
3. SURVEY INFORMATION AS SHOWN HEREON IS COMPILED FROM EXISTING LAND RECORDS OF PRINC GEORGE COUNTY AND BEST FIT TO A FIELD SURVEY CONDUCTED BY BOWMAN CONSULTING, L.P. PERFORMED ON OCTOBER 20, 2019. THIS IS NOT A BOUNDARY SURVEY.
4. THE BOUNDARY AND CORNER MARKERS ARE BASED ON A SURVEY BY BOWMAN CONSULTING, L.P. FOR THE PROPOSED, DATED IN 2019 AND THE METRIC DATUM NAD83.
5. THE TOPOGRAPHICAL FEATURES AS SHOWN HEREON WERE COMPILED FROM COMMERICAL AND OFFICE SURVEY METHODS ON OCTOBER 20, 2019. THE CORNER INTERVAL IS 1 FOOT.
6. THE PROPERTY AS SHOWN HEREON IS SUBJECT TO ALL EASEMENTS AND ENCUMBRANCES OF RECORD AND NOT SHOWN HEREON. THE BOUNDARY AND TOPOGRAPHY HAS BEEN VERIFIED BY VISUAL INSPECTION AND THE EXISTENCE OF ANY EASEMENTS AND ENCUMBRANCES IS THE RESPONSIBILITY OF THE PROPERTY OWNER.
7. THE PROPERTY SHOWN HEREON IS NOT IN A 100-YEAR FLOODPLAIN. IT LIES IN ZONE X (100-YEAR FLOODPLAIN) AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP FOR PRINC GEORGE COUNTY, VIRGINIA, COMMUNITY-NUMBER NUMBER 210000000, DATED OCTOBER 14, 2015.
8. UTILITIES WERE MARKED BY WEST UTILITY OF VIRGINIA ON OCTOBER 14, 2015 AND LOCATED BY BOWMAN CONSULTING GROUP AT THE TIME OF THIS SURVEY. THE ACCURACY OF THESE UTILITIES IS NOT GUARANTEED. THE ACCURACY OF MARKED UTILITIES OR THAT ALL WERE MARKED AT THE TIME OF THE SURVEY.

**PAVEMENT MARKING LEGEND:**

- 1 - TYPE B, CLASS 1, WHITE SOLID PAVEMENT STOP BAR - 24" WIDTH
- 2 - TYPE B, CLASS 1, WHITE SOLID PAVEMENT LINE MARKING - 6" WIDTH
- 3 - TRAFFIC FLOW ARROW (SEE DETAIL SHIT 3)

**PROPOSED MATERIALS LEGEND:**

- 1 - CONCRETE WHEEL STOP, CODE SET 25' OFF FC OR WHEEL STOPPING
- 2 - GRAVEL IMPROVEMENT, SEE SHIT 12
- 3 - BOWTIE/STRIKE BUSH
- 4 - VOT CH-6
- 5 - VOT CH-3
- 6 - CODE OF PAVEMENT INTO GRAVEL, IMPROVEMENT, SEE SHIT 12

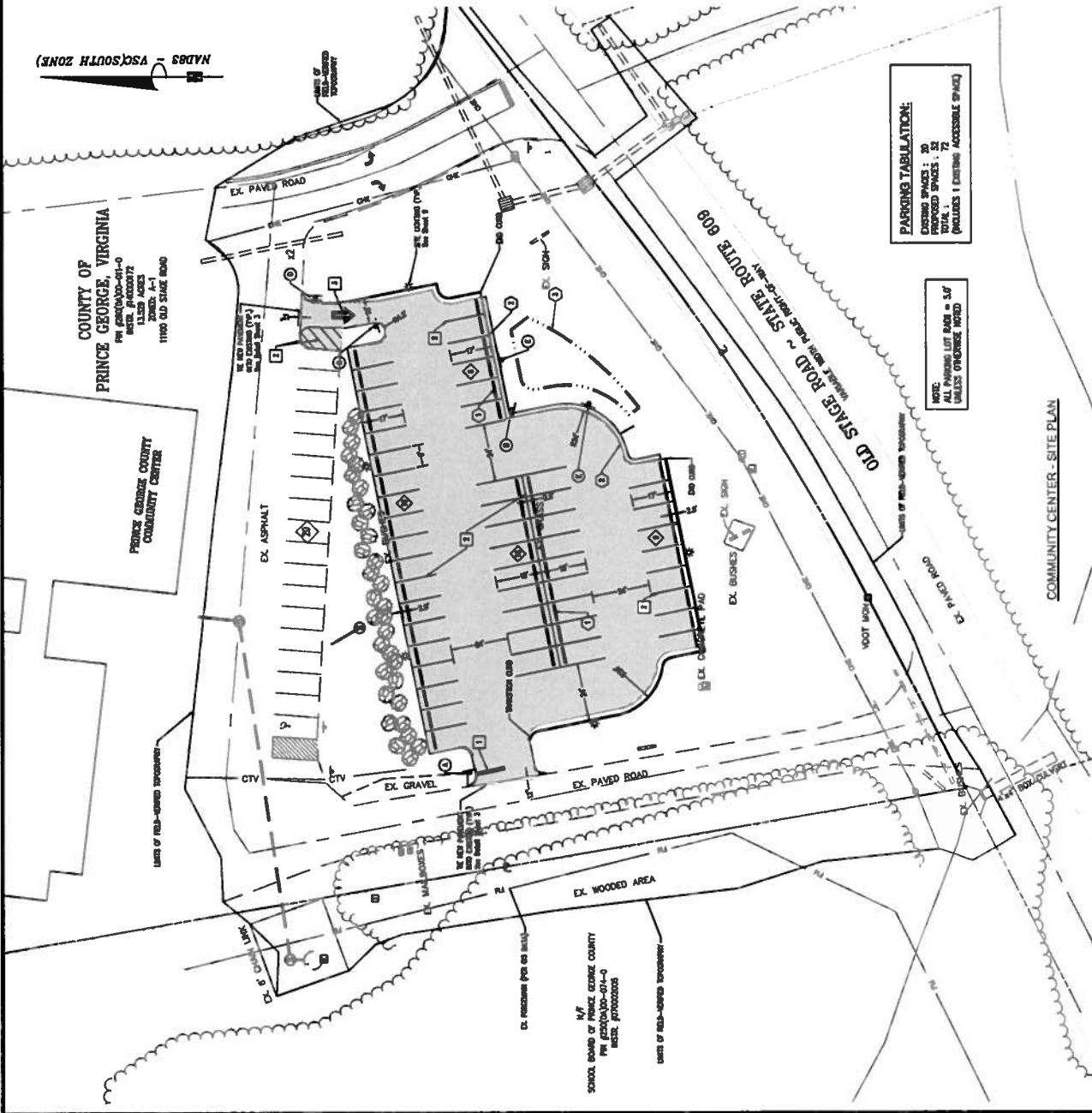
**PROPOSED PAVEMENT LEGEND:**

- 1 - ASPHALT PAVEMENT (SEE SHIT 3)

**PROPOSED SIGNING LEGEND:**

- A - STOP SIGN (81-1, 30"X30")
- B - NO RIGHT TURN (82-1, 30"X30")
- C - DO NOT ENTER SIGN (82-1, 30"X30")
- D - ONE WAY SIGN (86-1, 30"X30")
- E - NO PARKING SIGN (SEE DETAIL ON SHIT 12)

NOTE THAT ALL SIGNS ARE TO BE PERMANENTLY MOUNTED ON GALVANNEZED U-CORNER POSTS (2 1/2"X1/2"). BOTTOM OF SIGN PANELS TO BE 7' ABOVE FINISHED GRADE.  
 SEE DETAIL SHEET FOR SIGN DETAILS



**PARKING TABULATION:**  
 EXISTING SPACES: 30  
 PROPOSED SPACES: 72  
 TOTAL: 102  
 (INCLUDES 1 EXISTING ACCESSIBLE SPACE)

NOTE:  
 ALL PARKING LOT MARKS = 5'0" UNLESS OTHERWISE NOTED



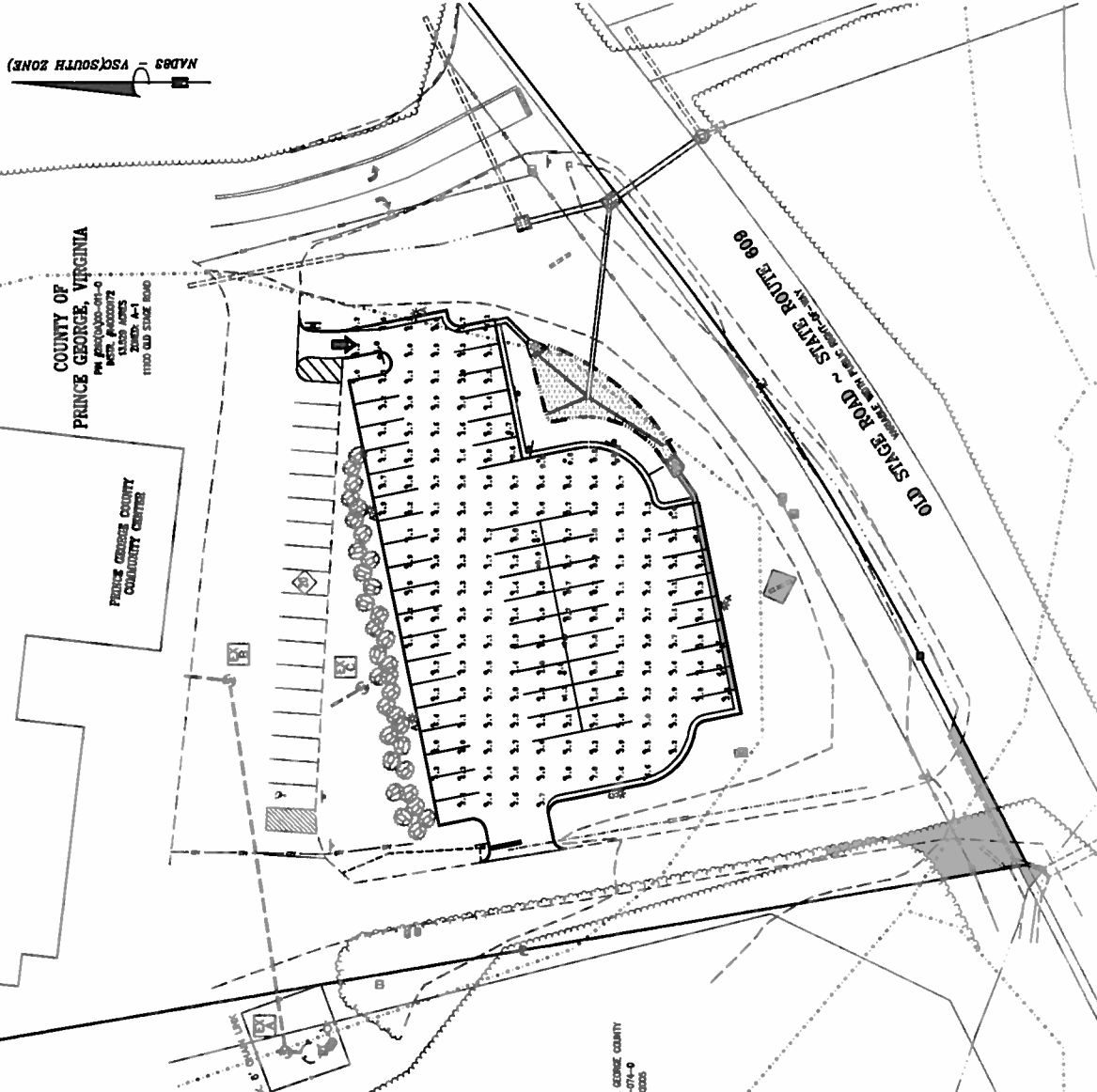
**Bowman**  
CONSULTING

1001 Westmoreland Plaza, Suite 100  
Arling, Virginia 22204  
Phone: 703-462-0000  
Fax: 703-462-0001  
www.bowmanconsulting.com

COMMUNITY CENTER LIGHTING PLAN  
PARKING LOT EXPANSION FOR  
PRINCE GEORGE COUNTY COMMUNITY CENTER  
PRINCE GEORGE COUNTY, VIRGINIA  
BLACKWATER INDUSTRIAL DISTRICT



DATE: Aug 17, 2009	FILE NO.
PROJECT NO.	
CLIENT	
LOCATION	
SCALE	
DATE	
BY	
CHKD	
APP'D	
DATE	



Revision	Number	Description	Date
1	A	Initial	8/17/09
2	B	Revised	8/17/09
3	C	Final	8/17/09

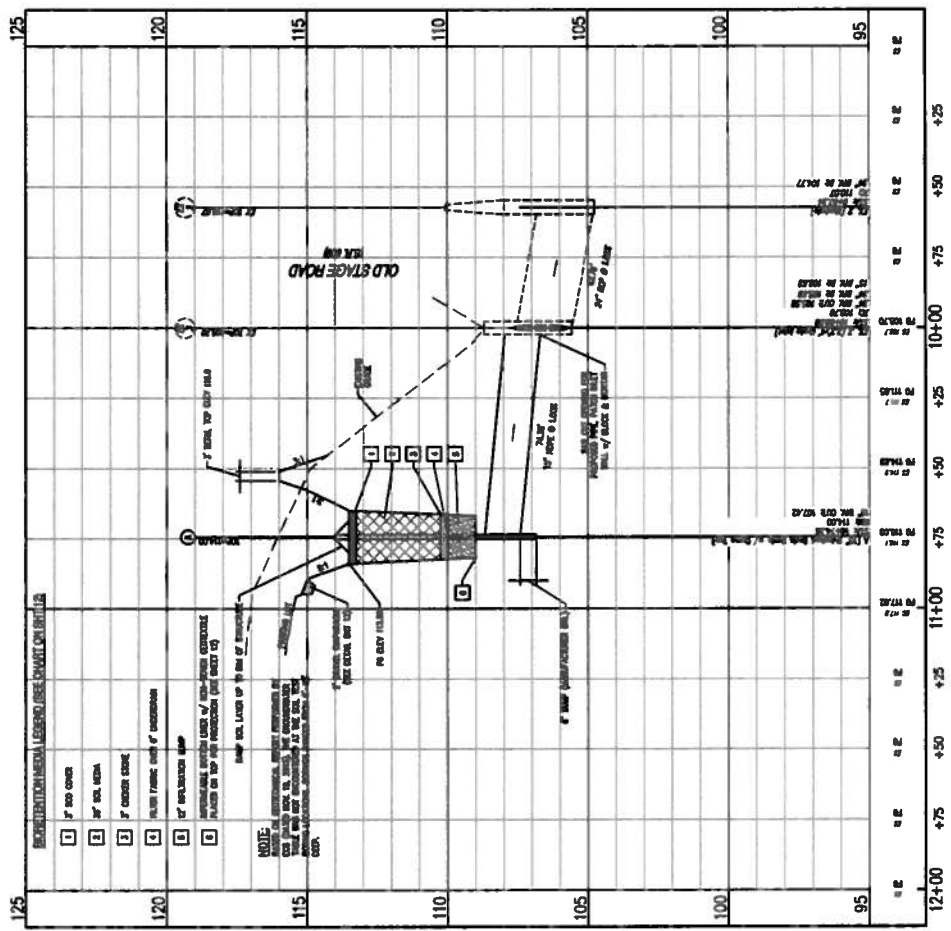
Author	James H. Smith
Checker	James H. Smith
Engineer	James H. Smith

Prince Georges County  
1200 Veterans Parkway  
Farmingdale, Virginia 22031  
Phone: 703-696-6600  
Fax: 703-696-6601  
www.bowmanconsulting.com

**STORM SEWER PROFILE**  
**PARKING LOT EXPANSION FOR**  
**PRINCE GEORGE COUNTY COMMUNITY CENTER**  
PRINCE GEORGE COUNTY, VIRGINIA  
BLACKWATER MASTERPLAN DISTRICT



COUNTY PROJECT NUMBER:	
DATE:	Aug. 17, 2009
FILE No.:	
JOB No.:	200904-002
SCALE:	AS SHOWN
DRAWN BY:	CHS
CHECKED BY:	CHS
DATE:	

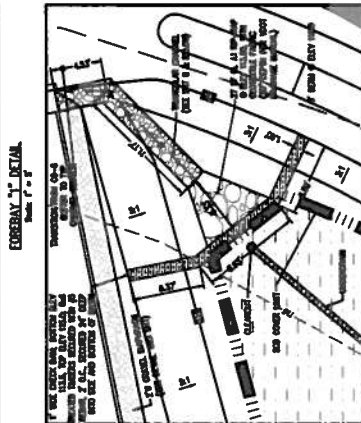
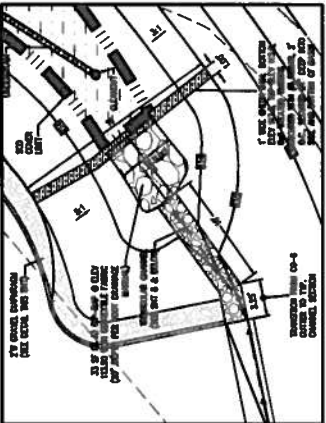


**PROP. STM. SEWER PROFILE**  
Vertical Exaggeration = 10:1





DATE	DESCRIPTION
10/2012	PRELIMINARY DESIGN
10/2013	FINAL DESIGN
10/2014	CONSTRUCTION
10/2015	AS-BUILT
10/2016	AS-BUILT
10/2017	AS-BUILT
10/2018	AS-BUILT
10/2019	AS-BUILT
10/2020	AS-BUILT
10/2021	AS-BUILT
10/2022	AS-BUILT
10/2023	AS-BUILT
10/2024	AS-BUILT
10/2025	AS-BUILT
10/2026	AS-BUILT
10/2027	AS-BUILT
10/2028	AS-BUILT
10/2029	AS-BUILT
10/2030	AS-BUILT



**OVERLAY CHANNEL CALCULATION**

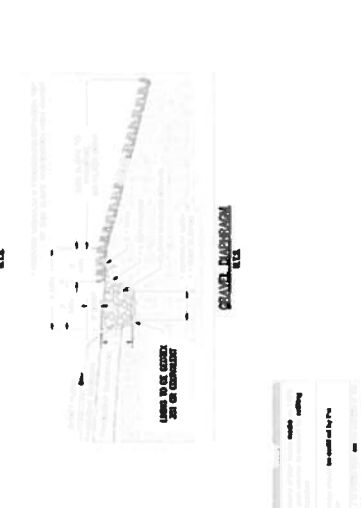
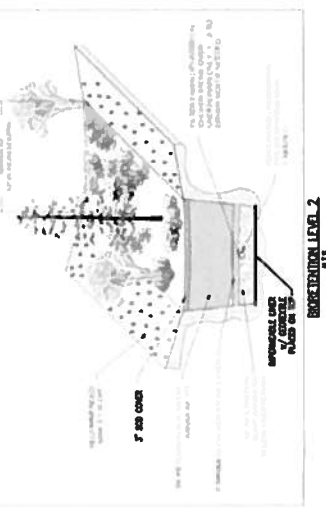
Flow Velocity = 2.0 ft/s (per design)

Channel	Channel Area (sq ft)	Velocity (ft/s)	Volume (cu ft)	Retention (min)
1	100	2.0	200	10
2	200	2.0	400	20
3	300	2.0	600	30
4	400	2.0	800	40
5	500	2.0	1000	50
6	600	2.0	1200	60
7	700	2.0	1400	70
8	800	2.0	1600	80
9	900	2.0	1800	90
10	1000	2.0	2000	100

**OVERLAY DESIGN**  
 The overlay shall be 2.0 inches thick. The overlay shall be placed on a subgrade of 4.0 inches or more. The overlay shall be placed on a subgrade of 4.0 inches or more. The overlay shall be placed on a subgrade of 4.0 inches or more.

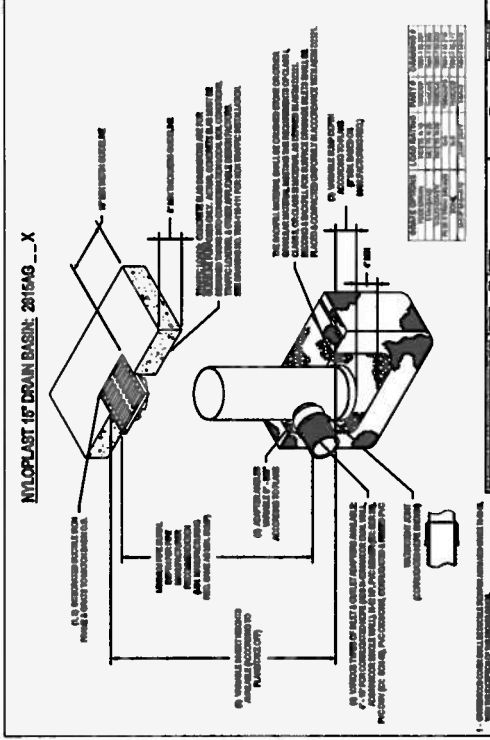
**OVERLAY CHANNEL CALCULATION**  
 Flow Velocity = 2.0 ft/s (per design)

**OVERLAY CHANNEL CALCULATION**  
 Flow Velocity = 2.0 ft/s (per design)

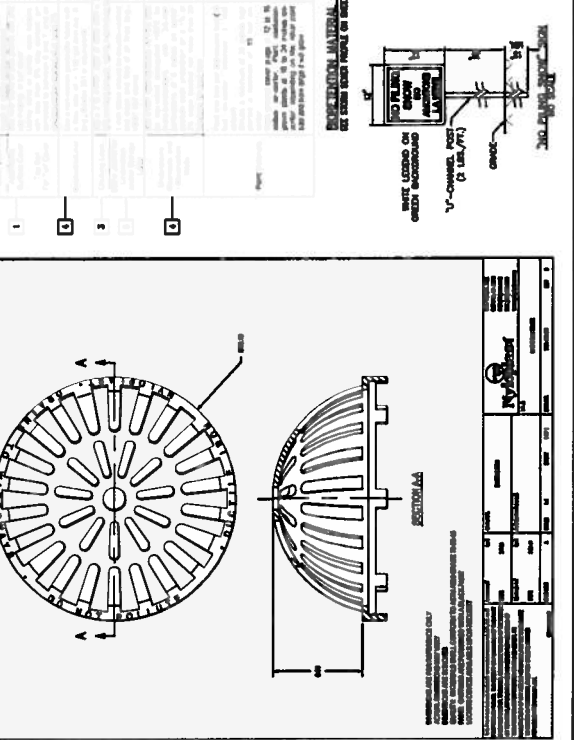


**OVERLAY CHANNEL CALCULATION**  
 Flow Velocity = 2.0 ft/s (per design)

**OVERLAY CHANNEL CALCULATION**  
 Flow Velocity = 2.0 ft/s (per design)



NO.	DESCRIPTION	DATE
1	18\"/>	10/2012
2	18\"/>	10/2013
3	18\"/>	10/2014
4	18\"/>	10/2015
5	18\"/>	10/2016
6	18\"/>	10/2017
7	18\"/>	10/2018
8	18\"/>	10/2019
9	18\"/>	10/2020
10	18\"/>	10/2021
11	18\"/>	10/2022
12	18\"/>	10/2023
13	18\"/>	10/2024
14	18\"/>	10/2025
15	18\"/>	10/2026
16	18\"/>	10/2027
17	18\"/>	10/2028
18	18\"/>	10/2029
19	18\"/>	10/2030









**County of Prince George  
Bid Tabulation Sheet**

IFB #: 17-0327-1

Bid Description: Parks & Rec Parking Lot

Vendor Name	Contact/ Rep Name	Price	
A1 Asphalt Paving & Sealing	John Murphey	\$ 98,000.00	Withdrew – missed part of specs
Ellis Construction	Michael Ellis	\$ 205,000.00	\$
Perkinson Construction	Dale Pack	\$ 222,750.00	\$
J R Caskey Inc.	Ginger Caskey	\$ 273,500.00	
			\$
			\$
			\$

Notes:

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Procurement Officer

**Terms and Signature Sheet:****IFB # 17-0327-1****Parking Lot Construction**Our total lump sum price shall be: \$ 98,000.00

Please indicate length of time required, in calendar days, for completion after notification of award:

45 DAYS

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the bid certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorizing to sign this bid for the bidder.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

Company Name: AI ASPHALT PAVING  
& SEALINGAddress: PO BOX 1465GLEN ALLEN VA 23060Signature: [Handwritten Signature]Name (type or print) JOHN J. MURPHYOfficial Title: ESTIMATORDate: 4/17/2017Telephone Number: 804-262-9443

In the case of a tie bid, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

**5.2 BID PRICES:**

Bid shall be in the form of a firm unit price for each item during the contract period.

**5.3 CONTRACTOR/SUBCONTRACTOR LICENSE REQUIREMENT:**

By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Contractor Name: A1 ASPHALT Subcontractor Name: \_\_\_\_\_

License # 2705163509 Type CLASS A

**5.4 CONTRACTOR REGISTRATION:**

If a contract for construction, removal, repair or improvement of a building or other real property is for one hundred twenty thousand dollars (\$120,000) or more, or if the total value of all such contracts undertaken by bidder within any 12-month period is seven hundred fifty thousand dollars (\$750,000) or more, the bidder is required under Title 54.1-1100, *Code of Virginia* (1950), as amended, to be licensed by the State Board of Contractors a "CLASS A CONTRACTOR." If such a contract is for seventy-five hundred dollars (\$7,500) or more but less than seventy thousand dollars (\$70,000), (one thousand dollars [\$1,000] for electrical, plumbing and HVAC work) the bidder is required to be licensed as a "CLASS B CONTRACTOR." If such a contract is for one-thousand dollars (\$1,000) or more but less than seventy-five hundred dollars (\$7,500) and is not for electrical, plumbing and HVAC work, the bidder is required to be licensed as a "CLASS C CONTRACTOR." The bidder/offeror shall place on the outside of the envelope containing the bid/proposal and shall place in the bid/proposal over his signature whichever of the following notations is appropriate, inserting his contractor license number:

Licensed Class A Virginia Contractor No. 2705163509  
Specialty HEAVY PAVE  
Licensed Class B Virginia Contractor No. \_\_\_\_\_  
Specialty \_\_\_\_\_  
Licensed Class C Virginia Contractor No. \_\_\_\_\_  
Specialty \_\_\_\_\_

If the bidder shall fail to provide this information on his bid or on the envelope containing the bid and shall fail to promptly provide said contractor license number to the Commonwealth in writing when requested to do so before or after the opening of bids, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid will not be considered.

If a bidder shall fail to obtain the required license prior to submission of his bid, the bid shall not be considered.

**Terms and Signature Sheet:**

IFB # 17-0327-1

**Parking Lot Construction**Our total lump sum price shall be: \$ 205,000.00

Please indicate length of time required, in calendar days, for completion after notification of award:

120 Calendar Days

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the bid certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorizing to sign this bid for the bidder.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

Company Name: Ellis Construction, LLC \*\*Address: 11975 Chatham Rd  
Prince George, VA 23860Signature: [Handwritten Signature]Name (type or print) Michael EllisOfficial Title: OwnerDate: 4-17-17Telephone Number: 804-691-4982 (cell)



# CERTIFICATE OF LIABILITY INSURANCE

ELLIS-3 OP ID: DP  
 ATTACHMENT D DATE (MM/DD/YYYY)  
 04/26/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ford Agency, Inc. 111 W. Poythress St P. O. Box 829 Hopewell, VA 23860 Michael L Mahaney, RPLU	<b>CONTACT NAME:</b> Donna Pollard <b>PHONE (A/C, No, Ext):</b> 804-458-6333 <b>FAX (A/C, No):</b> 804-541-7258 <b>E-MAIL ADDRESS:</b> dpollard@fordag.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Ellis Construction Inc 913 W City Point Road Hopewell, VA 23860	<b>INSURER A:</b> Cincinnati Specialty Underwrit	
	<b>INSURER B:</b> Alfa Allance Ins Co.	
	<b>INSURER C:</b> Accident Fund National Ins Co	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CSU0096406	03/17/2017	03/17/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CAV0185001	04/26/2017	04/26/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCV6141423	03/25/2017	03/25/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  PRIGE01  Prince George County 6602 Courts Drive Prince George, VA 23875	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON  
02-28-2018

NUMBER  
2705153014

BOARD FOR CONTRACTORS  
CLASS A CONTRACTOR  
\*CLASSIFICATIONS\* H/H



ELLIS CONSTRUCTION LLC  
11975 CHATHAM RD  
HOPEWELL, VA 23860



*Jan W. DeBor*  
Jan W. DeBor Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (05/201

In the case of a tie bid, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

**5.2 BID PRICES:**

Bid shall be in the form of a firm unit price for each item during the contract period.

**5.3 CONTRACTOR/SUBCONTRACTOR LICENSE REQUIREMENT:**

By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Contractor Name: PERKINSON CONSTRUCTION LLC Subcontractor Name: PERKINSON CONSTRUCTION LLC

License # 270505 9460 Type HH

**5.4 CONTRACTOR REGISTRATION:**

If a contract for construction, removal, repair or improvement of a building or other real property is for one hundred twenty thousand dollars (\$120,000) or more, or if the total value of all such contracts undertaken by bidder within any 12-month period is seven hundred fifty thousand dollars (\$750,000) or more, the bidder is required under Title 54.1-1100, *Code of Virginia* (1950), as amended, to be licensed by the State Board of Contractors a "CLASS A CONTRACTOR." If such a contract is for seventy-five hundred dollars (\$7,500) or more but less than seventy thousand dollars (\$70,000), (one thousand dollars [\$1,000] for electrical, plumbing and HVAC work) the bidder is required to be licensed as a "CLASS B CONTRACTOR." If such a contract is for one-thousand dollars (\$1,000) or more but less than seventy-five hundred dollars (\$7,500) and is not for electrical, plumbing and HVAC work, the bidder is required to be licensed as a "CLASS C CONTRACTOR." The bidder/offeror shall place on the outside of the envelope containing the bid/proposal and shall place in the bid/proposal over his signature whichever of the following notations is appropriate, inserting his contractor license number:

Licensed Class A Virginia Contractor No. 270505 9460  
Specialty HH  
Licensed Class B Virginia Contractor No. \_\_\_\_\_  
Specialty \_\_\_\_\_  
Licensed Class C Virginia Contractor No. \_\_\_\_\_  
Specialty \_\_\_\_\_

If the bidder shall fail to provide this information on his bid or on the envelope containing the bid and shall fail to promptly provide said contractor license number to the Commonwealth in writing when requested to do so before or after the opening of bids, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid will not be considered.

If a bidder shall fail to obtain the required license prior to submission of his bid, the bid shall not be considered.



**5.5 FINAL INSPECTION:**

At the conclusion of the work, the contractor shall demonstrate to the authorized owners representative that the work is fully operational and in compliance with contract specifications and codes. Any deficiencies shall be promptly and permanently corrected by the contractor at the contractor's sole expense prior to final acceptance of the work.

**5.6 RENEWAL OF CONTRACT:**

This contract may be renewed by the County upon written agreement of both parties for (3) three successive one year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration.

**5.7 SUBCONTRACTS:**

No portion of the work shall be subcontracted without prior written consent of the purchasing agency. In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish the purchasing agency the names, qualifications and experience of their proposed subcontractors. The contractor shall, however, remain fully liable and responsible for the work to be done by its subcontractor(s) and shall assure compliance with all requirements of the contract.

**5.8 WARRANTY (COMMERCIAL):**

The contractor agrees that the goods or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the contractor gives any customer for such goods or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Commonwealth by any other clause of this solicitation. A copy of this warranty should be furnished with the bid/proposal.

**5.9 WORK SITE DAMAGES:**

Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Commonwealth's satisfaction at the contractor's expense.

**Terms and Signature Sheet:**

**IFB # 17-0327-1**

**Parking Lot Construction**

Our total lump sum price shall be: \$ 222,750

Please indicate length of time required, in calendar days, for completion after notification of award:

45 DAYS

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the bid certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorizing to sign this bid for the bidder.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

Company Name: PERKINSON CONSTRUCTION LLC

Address: 5500 PLINCK GEORGE DR

PLINCK GEORGE VA 23875

Signature: 

Name (type or print) DAVE PACIC

Official Title: Vice President

Date: 4/17/17

Telephone Number: 804 452 3400

In the case of a tie bid, the County may give preference to goods, services, and construction produced in the County or provided by persons, firms or corporations having principal places of business in the County. If such choice is not available, preference shall then be given to goods and services produced in the Commonwealth pursuant to Section 2.2-4324 of the Code of Virginia. If no County or Commonwealth choice is available, the tie shall be decided by lot.

## 5.2 **BID PRICES:**

Bid shall be in the form of a firm unit price for each item during the contract period.

## 5.3 **CONTRACTOR/SUBCONTRACTOR LICENSE REQUIREMENT:**

By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Contractor Name: J. R. Caskey, Inc. Subcontractor Name: \_\_\_\_\_

License # 2705034364 Type A

## 5.4 **CONTRACTOR REGISTRATION:**

If a contract for construction, removal, repair or improvement of a building or other real property is for one hundred twenty thousand dollars (\$120,000) or more, or if the total value of all such contracts undertaken by bidder within any 12-month period is seven hundred fifty thousand dollars (\$750,000) or more, the bidder is required under Title 54.1-1100, *Code of Virginia* (1950), as amended, to be licensed by the State Board of Contractors a "CLASS A CONTRACTOR." If such a contract is for seventy-five hundred dollars (\$7,500) or more but less than seventy thousand dollars (\$70,000), (one thousand dollars [\$1,000] for electrical, plumbing and HVAC work) the bidder is required to be licensed as a "CLASS B CONTRACTOR." If such a contract is for one-thousand dollars (\$1,000) or more but less than seventy-five hundred dollars (\$7,500) and is not for electrical, plumbing and HVAC work, the bidder is required to be licensed as a "CLASS C CONTRACTOR." The bidder/offeror shall place on the outside of the envelope containing the bid/proposal and shall place in the bid/proposal over his signature whichever of the following notations is appropriate, inserting his contractor license number:

Licensed Class A Virginia Contractor No. 2705034364

Specialty CBC / H/H / RBC

Licensed Class B Virginia Contractor No. \_\_\_\_\_

Specialty \_\_\_\_\_

Licensed Class C Virginia Contractor No. \_\_\_\_\_

Specialty \_\_\_\_\_

If the bidder shall fail to provide this information on his bid or on the envelope containing the bid and shall fail to promptly provide said contractor license number to the Commonwealth in writing when requested to do so before or after the opening of bids, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid will not be considered.

If a bidder shall fail to obtain the required license prior to submission of his bid, the bid shall not be considered.

**5.5 FINAL INSPECTION:**

At the conclusion of the work, the contractor shall demonstrate to the authorized owners representative that the work is fully operational and in compliance with contract specifications and codes. Any deficiencies shall be promptly and permanently corrected by the contractor at the contractor's sole expense prior to final acceptance of the work.

**5.6 RENEWAL OF CONTRACT:**

This contract may be renewed by the County upon written agreement of both parties for (3) three successive one year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration.

**5.7 SUBCONTRACTS:**

No portion of the work shall be subcontracted without prior written consent of the purchasing agency. In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish the purchasing agency the names, qualifications and experience of their proposed subcontractors. The contractor shall, however, remain fully liable and responsible for the work to be done by its subcontractor(s) and shall assure compliance with all requirements of the contract.

**5.8 WARRANTY (COMMERCIAL):**

The contractor agrees that the goods or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the contractor gives any customer for such goods or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Commonwealth by any other clause of this solicitation. A copy of this warranty should be furnished with the bid/proposal.

**5.9 WORK SITE DAMAGES:**

Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Commonwealth's satisfaction at the contractor's expense.

**Terms and Signature Sheet:**

**IFB # 17-0327-1**

**Parking Lot Construction**

Our total lump sum price shall be: \$ 273,500.00

Please indicate length of time required, in calendar days, for completion after notification of award:

120 Days

In compliance with this invitation and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or service upon which prices are quoted, at the price quoted, as specified.

My signature on the bid certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same material, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of Virginia Governmental Fraud Act and Federal Law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorizing to sign this bid for the bidder.

If there are any parts of the terms and conditions that your company cannot meet please indicate which ones on an attached page.

Company Name: J. R. Caskey, Inc.

Address: P.O. Box 305

Oilville VA 23129

Signature: 

Name (type or print) Ginger E. Caskey

Official Title: President

Date: April 17, 2017

Telephone Number: 804-784-8001

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 23<sup>rd</sup> day of May, 2017:

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Present:

Vote:

William A. Robertson, Jr., Chairman  
Donald R. Hunter, Vice-Chairman  
Alan R. Carmichael  
Jerry J. Skalsky  
T. J. Webb

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A-4

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

RESOLUTION; AWARD OF CONTRACT \$205,000 AND BUDGET TRANSFER AND APPROPRIATION (\$152,136 COMMUNITY CENTER PARKING LOT PROJECT)

WHEREAS, On March 27, 2017 an Invitation for Bid (IFB #17-0327-1) was advertised by the Finance Department to obtain pricing for the Community Center Parking Lot Project. The bid closed on April 17, 2017 with four responses. The lowest *valid* bid was in the amount of \$205,000 and was received from Ellis Construction; and

WHEREAS, Only \$52,864 is available in the appropriated CIP budget for this project leaving a budget shortfall of \$152,136; and

WHEREAS, Staff is requesting the Board of Supervisors consider and approve a budget transfer and appropriation from General Fund Contingency to cover the projected budget deficit of \$152,136; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Ellis Construction in the amount of \$205,000 to move forward with the Community Center Parking Lot Project.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2017, hereby awards the bid for the Community Center Parking Lot Project to Ellis Construction in the amount of \$205,000; AND BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2017, does hereby authorize a budget transfer and appropriation of \$152,136 from General Fund

Contingency within the 2016-2017 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b><u>Budget Transfer:</u></b>		
Increase:		
0100-09-401-0917-49172	General Fund Transfer to CIP	\$152,136
Decrease:		
0100-09-401-0917-49199	General Fund Contingency	\$152,136
<b><u>Capital Improvement Fund Appropriation (0311)</u></b>		
Revenue:		
0311-90-901-8207-399100	Transfer from General Fund	\$152,136
Expenditure:		
0311-07-211-3136-48240	Community Center Parking Lot	\$152,136

A Copy Teste:

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Percy C. Ashcraft  
County Administrator