

BID FORM

Wallingford-Swarthmore School District
200 S. Providence Rd.
Wallingford, PA 19086

DATE _____

BIDDER _____

Attn: Robert Maloney, Director, Buildings & Grounds

Re: Nether Providence Elementary School Roof Replacement Project (the "Project")

The following Bid is submitted in response to your Invitation to Bid.

The Bid Security, if required by the Instructions to Bidders and the General Conditions of the Contract, in the amount of ten percent (10%) of the Base Bid plus any additive Alternates is enclosed with the Bid. It is agreed by this Bidder that the Bid Security shall be forfeited to the Wallingford-Swarthmore School District ("District") if this Bidder fails deliver to the District the executed Contract, Performance Bond, Payment Bond, Verification Form required by the Pennsylvania Employment Verification Act, Detailed Cost Break-Down (if required), and certificate of insurance evidencing the insurance coverages required by the General Conditions within ten (10) calendar days after receipt of the Notice of Intent to Award.

This Bidder has carefully examined the Bid Documents and the Project site and certifies that it fully understands the requirements thereof. This Bidder agrees that, upon receipt of a fully executed Contract, it will furnish and deliver materials and perform the Work necessary to complete the Project in accordance with the Specification in an expeditious and workmanlike manner to the complete satisfaction and acceptance of the District for the price hereinafter stated.

This Bidder submits this Bid with the understanding that the Work encompassed in the Bid Documents shall be commenced immediately upon receipt of the Notice to Proceed and shall be fully and finally completed by the date stated in the Contract in accordance with the Project schedule and that time for the completion of the Work shall be considered of the essence.

This Bidder understands the following supplements to the Bid Form must be submitted concurrent with this Bid submission.

Bid Security
Agreement of Surety
Non-Collusion Affidavit
Bidder's Qualification Statement

Bidder understands the following supplements to the Bid Form must be executed and submitted to the District within ten (10) days after notification is received that it is the lowest responsive, responsible Bidder and that failure to do so within such time shall be a deficiency in the Bid and

Bidder's Initials _____

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cause for the District to reject this Bid, award the Contract to another entity, and retain this Bid security as liquidated damages:

- Contract Form**
- Performance Bond**
- Payment Bond**
- Certificate of Insurance**
- Detailed Cost Break-Down (if applicable)**
- PA Public Works Verification Form**

This Bid is submitted with the definite understanding that Bids are valid for acceptance by the District and may not be withdrawn for a period of at least sixty (60) days after the actual date of the opening thereof.

It is understood that the District reserves the right, in its sole discretion, to reject any or all Bids, or part(s) thereof or item(s) therein, and to waive technical deficiencies with the Bid if it is in the best interests of the District. Omission of any information may be sufficient cause for rejection of this Bid. It is further understood that competency and responsibility of Bidders will receive consideration before the Award of Contract.

The undersigned will not assign its Bid or any of its rights or interests thereunder without the written consent of the District.

The Base Bid and other required information are submitted in the spaces provided. Handwritten initials on each page of this Bid Form identify each as a part of this Bid.

BASE BID TPO cold adhered fleece back membrane

(words) _____ dollars (\$ _____) (figures)

The above sum for the Nether Providence Elementary Roof Replacement including, but not limited to:

- 1. Remove and legally dispose of existing roof including ballast on deck, coping, curbs and sleeves for penetrations, and all other debris.**
- 2. Close penetrations for skylights (approx. 16 each) and cut & cap unused vents (approx. 1 each).**
- 3. Replace 10 existing roof drains with large sump drains**
- 4. Clean existing steel decking and prepare for installation of new roof. Inspect and replace any decking repairs which utilized wood. Cost associated with repairing any roof deck shall be per the unit cost per Sq Foot shown in this Bid Form under Unit Prices.**

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- 5. Install new roof including edge terminations, curbs, sleeves, etc. (approx. 18,000 SF)
- 6. Restore work area to original conditions, including paving, concrete, grass, shrubbery, and building exterior

ALTERNATES

The following listed alternate prices shall be filled in and submitted with the Bid Form. It is agreed that all Work to be performed under accepted alternate prices shall conform to the applicable Contract and shall include all Work in connection with or consequent to the alternate price Work to produce a complete installation.

Alternate prices shall be all inclusive of the cost of materials, Work, profit, supervision, administration, and any and all other costs in connection therewith for Work in place and accepted or omitted as the case may be and shall hold for the same period as the Bid.

The undersigned hereby proposes the following prices for Alternates, the selection of which shall be at the District’s sole option. Circle “ADD” or “DEDUCT” and include the lump sum price:

- 1. TPA hot adhered membrane ADD/DEDUCT... \$ _____
over one layer glass matte
- 2. KEE cold adhered membrane ADD/DEDUCT... \$ _____

IMPORTANT: Contractor is not required to bid more than one of the options above.

UNIT PRICES

The Contractor is required to bid unit prices on the following items as identified below. If any extra Work is required in these categories beyond the Contract requirements, the unit prices shall be used as a basis for determining the amount of additional payment to Contractor. If any deletions are to be made in these categories, the unit prices shall be used as the basis for determining the credit the District is entitled to receive. Each unit price represents the full compensation per unit of measurement for the materials or services, including, without limitation, all labor, material, equipment, insurance, taxes, overhead, profit, mark-ups, and other general condition costs. The District reserves the right to reject any unit price that is unreasonable or unbalanced, as compared with prevailing costs, or as compared with the unit prices submitted by the other bidders for this Project. The District reserves the right to ask for a revised unit price before or after the Contracts are signed.

Item	Units	Price per Sq. Ft
Unit Price to Replace damaged roof deck	0 to 1000 sq ft	\$

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ADDENDA

The Bidder acknowledges receipt of Addenda listed below which have been issued during the bidding period and agrees that said Addenda shall become part of the Contract (Bidder shall list numbers and dates of Addenda received). Bidder understands that it had the responsibility to confirm its receipt of all Addenda prior to the submission of its Bid. Addenda properly issued by District and not listed herein shall be cause for rejection of the Bid, in the District’s sole discretion.

No. _____ Date _____

No. _____ Date _____

No. _____ Date _____

IDENTIFICATION OF BIDDER

Bidder _____ Phone _____

Address _____

Please check the appropriate category:

_____ Sole Proprietorship _____ Partnership _____ Limited Liability Company

_____ Pennsylvania Corporation _____ Foreign Corporation Registered in PA

Other: _____ (please identify)

State of Organization: _____

Federal Identification Number: _____

All correspondence and notices to the Bidder related to this Bid and Contract, if awarded, shall be directed to:

Name: _____

Title: _____

Phone: _____

Address: _____

Email Address: _____⁺

⁺Correspondence directed to the following email address shall be deemed received by the Bidder on the date the email was transmitted.

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Bidder's Initials _____

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The undersigned hereby certifies that this Bid is genuine and not sham, collusive, fraudulent, or made in the interest of or on behalf of any person, firm, or corporation not herein named; and that the undersigned has not, directly or indirectly, induced or solicited any Bidder to submit a sham Bid, or any other person, firm, or corporation from bidding, and that the undersigned has not, in any manner, sought by collusion to secure for himself or herself any advantage over any other bidder.

SIGNATURES

Witness or Attest:

An Officer, if Bidder is corporation; if not a corporation, any competent adult	Owner, Partner, President/Vice President* (for corporation), Manager/Member* (for LLC)
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* Bidder to circle appropriate term.

END OF DOCUMENT

BIDDER’S QUALIFICATION STATEMENT

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized and submitted with the Bid. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information that Bidder desires.

- 1. Name of Bidder: _____ (the “Company”)

- 2. Permanent main office address: _____

- 3. When organized: _____

- 4. If a corporation, limited liability company or similar entity, where organized: _____

- 5. Design Professional References (3):
 - A. _____
Phone: _____

 - B. _____
Phone: _____

 - C. _____
Phone: _____

- 6. Owner References (3)
 - A. _____
Phone: _____

 - B. _____
Phone: _____

 - C. _____
Phone: _____

7. How many years has the Company been engaged in the contracting business under its present firm or trade name: _____

8. List the contracts on hand for the Company on a separate sheet, showing the amount of each contract and the approximated date of completion.

9. Amount (in Dollars) of work completed last year by the Company \$ _____

10. Has the Company or any of its subsidiaries, affiliates, or parent companies within the last ten (10) years ever failed to qualify as a responsible bidder or not enter into a contract after an award has been made? _____ If so, where, and why:

11. Has the Company ever failed to complete any work awarded to it? _____ If so, where and why:

12. Has the Company ever defaulted on a contract ? _____ . If so, where and why:

13. Has the Company, or any of its Officers, ever been debarred from Public Work? _____ If so, where and why:

14. List the Company's major equipment available for this Project on a separate sheet.

15. Describe the Company's experience in construction work similar in importance to this Project on an attached sheet. **Specifically, describe the Company's experience with the replacement of defective roofs with TPO Membranes and the Alternate Option Roof systems specified. Please provide references with direct dial phone numbers and email addresses for these specific projects. See items 5 & 6 above.**

16. Attached résumés of the officers and principal members of the Company.
17. Credit available: \$_____
18. Give Bank reference: _____
19. Name, address, phone number, contact person and bonding limit of surety company who will provide bonding for this Contract, if required:

20. Name, address, phone number, and contact person at insurance company who will provide insurance coverage for this Contract:

The undersigned hereby authorizes any person, firm, or corporation to furnish any information requested by the Owner in verification of the recitals comprising this Statement of Bidder's Qualifications.

DATED this _____ day of _____, 20__.

(NAME OF BIDDER)

BY: _____

NAME: _____

TITLE: _____

END OF DOCUMENT

NON-COLLUSION AFFIDAVIT

Commonwealth of Pennsylvania :
: s.s.
County of _____ :

I state that I am the _____ of _____ the Bidder

(Title) (Name of My Company),

that submitted the attached Bid and that I am authorized to make this affidavit on behalf of my company, its owners, directors, and officers. I am the person responsible in my company for the price(s) and the amount of this Bid.

I state that:

(1) The price(s) and amount of this Bid have been arrived at independently and without consultation, communication, or agreement by the Bidder, any of its sureties, agents, representatives, owners, employees, or parties in interest with any other contractors, bidders, potential bidders or any other sureties, agents, representatives, owners, employees, or parties in interest of any other contractors, bidders, or potential bidders. The price(s) quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its sureties, agents, representatives, owners, employees, or parties in interest, including this affidavit.

(2) Neither the price(s) nor the amount of this Bid, and neither the approximate price(s) nor approximate amount of this Bid, have been disclosed to any other company or person who is a bidder, potential bidder or a surety, agent, representative, owner, employee, or party in interest of any other contractor, bidder, or potential bidder, and they will not be disclosed before opening bid.

(3) No attempt has been made or will be made to induce any company or person to refrain from bidding on this contract, or to submit a Bid higher than this Bid, or to submit any collusive or intentionally high or non-competitive Bid or other form of complementary Bid.

(4) The Bid of my company is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any bidder, potential bidder or a surety, agent, representative, owner, employee or party in interest of any other contractor, bidder, or potential bidder to submit a complementary or other non-competitive Bid.

(5) _____, its affiliates, subsidiaries, officers, directors, and employees (Name of My Company) are not currently under investigation by any governmental agency and have not in the last four (4) years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, _____.

I state that _____ understands and acknowledges that the

(Name of My Company)

above representations are material and important, and will be relied on by Wallingford-Swarthmore School District in awarding the contract(s) for Project for which this Bid is submitted.

I understand and my company understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment of true facts relating to the submission of Bids for this contract.

BY: _____

NAME: _____

TITLE: _____

**SWORN TO AND SUBSCRIBED
BEFORE ME THIS ____ DAY
OF _____, 20__**

Notary Public
My Commission Expires: