

**SHELBY COUNTY EMA & IT BUILDING PROJECT  
PROPOSAL FORM AND SAMPLE BID BOND**

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**Bids shall be submitted in triplicate.**

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

TO: Mr. Chad Scroggins  
Shelby County Commission  
Contractor 200 West College Street  
Columbiana, AL 35051

\_\_\_\_\_ Bidding

1. Pursuant to and in compliance with the Invitation to Bid and the proposed Contract Documents relating to the construction of:

**Shelby County EMA & IT Building Project  
Shelby County**

Including Addenda \_\_\_\_\_

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work within the time stated and in strict accordance with the proposed Contract Documents, including furnishing any and all labor and materials, and to do all work required to construct and complete said Work in accordance with the Contract Documents, for the following sum of money:

**Total Base Bid Amount - \$** \_\_\_\_\_

**Add Alternate #1**

Item Description	Unit	Quantity	Unit Price	Amount Bid
Proposed Parking Lot (See Plan Sheet C200)	LS	1		

**Add Alternate #2**

Item Description	Unit	Quantity	Unit Price	Amount Bid
Existing Parking Lot Repair (See Plan Sheet C200)	SY	700		

**Add Alternate #3**

Item Description	Unit	Quantity	Unit Price	Amount Bid
Existing Parking Lot, Wearing Surface & Striping (See Plan Sheet C200)	LS	1		

**Total Base Bid Amount and All Alternates - \$** \_\_\_\_\_

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2. I understand that Shelby County reserves the right to reject this Bid, but that this Bid shall remain open and not be withdrawn for a period of sixty (60) days from the date prescribed for its receiving.
3. There will not be a pre-bid meeting for this project. Any questions or clarifications regarding the bid should be submitted in writing and answers will be provided.
4. The Bidder, if awarded the contract, hereby agrees to commence work under this contract on or before a date to be specified in a written Notice to Proceed from the Owner and to fully complete work as specified in the required timeframe.
5. If written notice of the acceptance of this Bid is mailed or delivered to the undersigned within sixty (60) days after the date set for the receiving of this Bid, or at any other time thereafter before it is withdrawn, the undersigned shall execute and deliver the Contract Documents to the Owner in accordance with this Bid as accepted, and will also furnish and deliver to the Owner the proof of insurance coverage, within ten (10) days after personal delivery or any deposit in the mails of the notification of acceptance of this Bid.
6. Notice of Acceptance or request for additional information may be addressed to the undersigned at the address set forth in Item 7 below.
7. The names of all persons interested in foregoing Bid as principals are:

**IMPORTANT NOTICE:** If Bidder or other interested person is a corporation, give legal name of corporation, state where incorporated, and names of president and secretary; if a partnership, give name of firm and names of all individual co-partners composing the firm; if Bidder or interested person is an individual, give first and last names in full.)

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**NOTE:** If Bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If Bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

The Bidder acknowledges by his signature that he agrees to requirements contained in the Invitation to Bid and the Instructions to Bidders, and that should he fail to execute a Contract with the Owner, should the Owner award said Contract to him, that the Owner may rightfully collect the sum of the Bid Bond. The required Bid Bond is attached to this Bid.

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ALABAMA GENERAL CONTRACTOR'S LICENSE #: \_\_\_\_\_

SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

Note: If a corporation, Bid must be signed by person authorized by corporation by-laws to bind it to a contract.

The entirety of this project shall be bid as a **“LUMP SUM BID”**. The Bidder agrees to perform all necessary work described in the **CONTRACT DOCUMENTS** for the project, constituted by the **LUMP SUM BID**.