



**HIGHLANDS COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**(HCBCC)**  
**GENERAL SERVICES & PURCHASING**

**INVITATION TO BID (ITB)**

The Board of County Commissioners (BCC), Highlands County, Sebring, Florida, will receive sealed bids in the County Purchasing Department for the following Annual Bids:

**ITB 10-034            IN PLACE PAVEMENT MARKING - NIGP CODE No. 968-61**

Specifications may be obtained by downloading from our website: [www.hbcc.net](http://www.hbcc.net) or by contacting: Danielle Gilbert, CPPB, Assistant Director / Highlands County General Services/Purchasing Department 4320 George Blvd., Sebring, Florida 33875-5803 Phone: 863-402-6524 Fax: 863-402-6735; or E-Mail: [dgilbert@hbcc.org](mailto:dgilbert@hbcc.org)

Bid envelopes must be sealed and marked with the bid number and name so as to identify the enclosed bids. Bids must be delivered to the Highlands County Purchasing Department, 4320 George Blvd., Sebring, FL. 33875-5803 so as to reach said office no later than 2:00 P.M., Thursday, **March 18, 2010** at which time they will be opened. Bids received later than the date and time as specified will be rejected. The Board will not be responsible for the late deliveries of bids that are incorrectly addressed, delivered in person, by mail or any other type of delivery service.

One or more County Commissioners may be in attendance at the above bid opening.

Highlands County Local Preference Policy will apply to the award of this ITB. See Section XII.

The Highlands County Board of County Commissioners (HCBCC) reserves the right to accept or reject any or all bids or any parts thereof, and the award, if an award is made, will be made to the most responsible bidder whose bid and qualifications indicate that the award will be in the best interest of Highlands County.

The Board reserves the right to waive irregularities in the bid.

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26 Florida Statutes should contact Mr. John A. Minor, ADA Coordinator at: 863-402-6509 (Voice), 863-402-6508 (TTY), or via Florida Relay Service 711, or by e-mail: [jminor@hbcc.org](mailto:jminor@hbcc.org). Requests for CART or interpreter services should be made at least 24 hours in advance to permit coordination of the service.

Board of County Commissioners  
Purchasing Department  
Highlands County, Florida

Website: [www.hbcc.net](http://www.hbcc.net)

**BID REGISTRATION FOR:  
HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS  
ITB 10-034  
IN PLACE PAVEMENT MARKING - NIGP CODE No. 968-61**

**You MUST register using this form in order to receive notice of any addenda to these documents. Please fax the completed form to the Purchasing Department as soon as possible. It is the vendor's responsibility to verify if addenda have been issued. All addenda can also be found on the web: [www.hbcc.net](http://www.hbcc.net)**

**Bid Number and Title: ITB 10-034 IN PLACE PAVEMENT MARKING  
NIGP CODE No. 968-61**

**Bid Opening:** Bids must be delivered to Highlands County Purchasing Department, 4320 George Blvd., Sebring, FL 33875-5803; no later than **2:00 P.M., THURSDAY; MARCH 18, 2010** at which time they will be opened. Bids received later than the date and time as specified will be rejected.

This form is for bid registration only.

**BIDDER REGISTRATION  
FAX OR EMAIL THIS FORM BACK IMMEDIATELY  
DANIELLE GILBERT: [dgilbert@hbcc.org](mailto:dgilbert@hbcc.org)  
FAX: (863) 402-6735**

Carefully complete this form and mail or fax it to the Purchasing Department. You must submit one form for each bid that you are registering for.

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

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**SECTION I: GENERAL TERMS AND CONDITIONS (Rev 09/2006)**

- A. All responses shall become the property of the County.
- B. **Florida Statutes** 287.087, on Drug Free Work Place, 287.133(3) (a) on Public Entity Crimes, and Section 287.134, on Discrimination, as a whole and/or as shown below, will be complied with:

**287.087, Preference to businesses with drug-free workplace programs:**

In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

NOTE: PLEASE INCLUDE YOUR "DRUG FREE" STATUS AS PART OF THE GENERAL COMMENTS IN YOUR PROPOSAL OR WHERE INDICATED ON THE BID FORM.

**287.133, Public entity crime; denial or revocation of the right to transact business with public entities:**

(2)(a) A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

**287.134, Discrimination; denial or revocation of the right to transact business with public entities:**

(2)(a) An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract or provide goods and services to a public entity, may not submit a bid on a contract with a public entity for construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with a public entity.

- C. Responses are due and must be received in accordance with the instructions given in the announcement page.
- D. The County will not reimburse respondent(s) for any costs associated with the preparation and submittal of any responses.
- E. Respondents, their agents and associates shall refrain from contacting or soliciting any County Official and that contact may be made ONLY with the individual(s) listed in this document for additional information and clarification.
- F. Due care and diligence has been exercised in the preparation of this document and all information contained herein is believed to be substantially correct; however, the responsibility for determining the full extent of the service required rest solely with those making response. Neither the County nor its representative shall be responsible for any error or omission in the responses submitted, nor for the failure on the part of the respondents to determine the full extent of the exposures.
- G. All timely responses meeting the specifications set forth in this document will be considered. However, respondents are cautioned to clearly indicate any deviations from these specifications. The terms and conditions contained herein are those desired by the County and preference will be given to those responses in full or substantially full compliance with them.

**SECTION I: GENERAL TERMS AND CONDITIONS (Rev 09/2006) cont'd**

- H. Each respondent is responsible for full and complete compliance with all laws, rules and regulations including those of the Federal Government, the State of Florida and the County of Highlands. Failure or inability on the part of the respondent to have complete knowledge and intent to comply with such laws, rules and regulations shall not relieve any respondent from its obligation to honor its response and to perform completely in accordance with its response.
- I. The County, at its discretion, reserves the right to waive minor informalities or irregularities in any responses, to reject any and all responses in whole or in part, with or without cause, and to accept that response, if any, which in its judgment will be in its best interest.
- J. Award will be made to the respondent whose submittal is determined to be the most advantageous to the County, taking into consideration those responses in compliance with the requirements as set forth in this document. The Board of County Commissioners reserves the right to reject any and all responses for any reason or make no award whatsoever or request clarification of information from the respondents.
- K. Any interpretation, clarification, correction or change to this document will be made by written addendum issued by the Highlands County Purchasing Department. Any oral or other type of communication concerning this document shall not be binding.
- L. Responses must be signed by an individual of the respondent's organization legally authorized to commit the respondent's organization to the performance of the product(s) and/or service(s) contemplated by this document.

M. Unless otherwise stated in the specifications, the following Insurance Requirements must be met before delivery of goods and services:

1. Workers' Compensation: Coverage is to apply for all employees for statutory limits in compliance with the law of the State of Florida and federal laws. The policy must include Employer' Liability with a limit of \$500,000 each accident, \$500,000 each employee, \$500,000 policy limit for disease.

2. Commercial General Liability: Occurrence Form Required: (Contractor/vendor) shall maintain commercial general liability (CGL) insurance with a limit of not less than \$500,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this location/project in the amount of \$1,000,000. Products and completed operations aggregate shall be \$1,000,000. CGL insurance shall be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products and completed operations, contractual liability, broad form property damage and property damage resulting from explosion, collapse or underground (x, c, u) exposures, personal injury and advertising injury. Fire damage liability shall be included at \$100,000.

3. Commercial Automobile Liability Insurance: (Contractor/vendor) shall maintain automobile liability insurance with a limit of not less than \$1,000,000 each accident for bodily injury and property damage liability. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). The policy shall be endorsed to provide contractual liability coverage.

4. Special Requirements / Evidence of Insurance:

a. A copy of the Contractor's / Vendor's current certificate of insurance MUST be provided with the response to this ITB, RFP, etc., A formal certificate shall be provided upon announcement that a Contractor / Vendor has been awarded the work as called for in this document. The Certificate(s) shall be signed by a person authorized by that insurer to bind coverage on its behalf. All Certificates of Insurance must be on file with and approved by the County before commencement of any work activities. The formal insurance certificate shall also comply with the following:

- 1) "Highlands County, a Political Subdivision of the State of Florida and its Elected Officials, its Agents, Employees, and Volunteers" shall be named as an "Additional Insured" on all policies except Worker's Compensation.
- 2) The policy shall provide a 30-day notification clause in the event of cancellation or modification to the policy. Highlands County will be given notice prior to cancellation or modification of any stipulated insurance.
  - 2.1) In the event the insurance coverage expires prior to the completion of the project, a renewal certificate shall be issued 30-days prior to said expiration date.
  - 2.2) Such notification will be in writing by registered mail, return receipt requested, and addressed to the General Services / Purchasing Director, 4320 George Blvd., Sebring, FL 33875-5803.

- b. It is the responsibility of the contractor to insure that all subcontractors comply with all insurance requirements.
- c. It should be remembered that these are minimum requirements, which are subject to modification in response to high hazard operations.

**SECTION I: GENERAL TERMS AND CONDITIONS (Rev 09/2006) cont'd**

5. Builder's Risk Insurance: This coverage will be provided by all contractors involved in the construction of a new building or the improvement, alternation, or renovation of an existing structure. This coverage should be considered automatic on projects involving new construction or major additions to existing structures.
- a. **INSURANCE REQUIREMENTS:**
1. Builder's Risk – coverage shall be "ALL RISK" with limits equal to 100% of the completed value of the structure(s), building(s) or addition(s).
  2. Waiver of Occupancy Endorsement – to enable the County to occupy the facility under construction / renovation during such activity.
  3. Machinery / Equipment Endorsement – when the contract calls for the installation of machinery or equipment, the policy must be endorsed to provide coverage during transit and installation.
  4. Deductible Clause – the maximum deductible allowable under this coverage is \$500 per claim.
  5. Contractor's Bid & Performance Bond – coverage required for all public construction projects, and for those projects as determine by the General Services Director, or the Risk Manager, that presents significant financial risk to the County.
- b. **SPECIAL REQUIREMENTS**
1. Ten (10) days prior to the commencement of any work a certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide the following: a) "Highlands County, a Political Subdivision of the State of Florida and its Elected Officials, its Agents, Employees, and Volunteers" will be named as an "Additional Insured."
  2. Highlands County will be given thirty (30) days notice prior to cancellation or modification of any stipulated insurance. Such notification will be in writing by registered mail, return receipt requested.
  3. Any appropriate "Indemnification" clause shall be made a provision of the contract.
  4. It is the responsibility of the contractor to insure that all subcontracts comply with all the insurance requirements.
- N. If the goods or services being bid are for an annual or a semi-annual contract period then Interlocal Agreements between Highlands County Board of County Commissioners, other State or County agencies, the Cities of Sebring and Avon Park, the Town of Lake Placid, and the Highlands County School Board, allow those entities to purchase goods and services through the County's bids so long as such purchases will not interfere with the timely delivery of goods and services to the County in strict conformity with all specifications of its bids. Each governmental entity will issue its own purchase orders for all purchases made and will be responsible for all payments thereof. Highlands County reserves the right to direct the successful bidder to prioritize its delivery of goods and services to the County ahead of delivery to other governmental entities purchasing under the County's bids.
- O. **Employment of Unauthorized Aliens:** The employment by Contractor of unauthorized aliens in violation of Section 274A of the Immigration and Nationality Act of 1986, as from time to time amended, shall constitute an event of default by Contractor, and upon the occurrence of any event of default, all obligations on the part of the COUNTY to make any further payment of funds pursuant to the Contract shall, if the COUNTY so elects, terminate, and the COUNTY may, at its option, terminate the Contract for cause, but the COUNTY may make any payments or parts of payments after the happening of any event of default without thereby waiving the right to exercise any remedies, and without becoming liable to make any further payment. Awarded Contractor will attest that it is in full compliance with all applicable immigration laws, including, but not limited to, the Immigration and Nationality Act of 1986, as amended.
- P. If submitting a response for more than one bid, each bid must be in a separate envelope and correctly marked.
- Q. If the successful bid is greater than \$200,000.00, a Public Construction Bond will be required and **Awarded Vendor must abide by Florida Statute 255.05 "Bond of Contractor..., record in the public records of the county..."**

**ADDITIONAL TERMS AND CONDITIONS**

All pages included in or attached by reference to this document shall be called and constitute the submittal as stated on the front page of this document. Vendors who will not be submitting a proposal are requested to notify us and indicate why they are not bidding. Vendors who fail to respond to two or more consecutive announcements may be removed from the County's Vendor bidding list.

**END OF PAGE**

**SECTION II: LOCAL PREFERENCE**

BOARD ADOPTED PURCHASING MANUAL 08/13/2002  
**APPROVED 09/23/2008**  
SECTION 2 – POLICIES  
ADDITION OF SUBSECTION 110 “LOCAL PREFERENCE”

110 Local Preference  
110.10 Allowance of a Local Preference.....2.7

110.10 Intent and Purpose

The intent and purpose of the Highlands County Local Preference in Purchasing is to establish a written policy that allows the authorized purchasing authority of the County to give a preference to local businesses.

110.20 Acknowledgements

Any type of procurement done by the County staff to which the provisions of this subsection are being applied will contain a statement that a local preference will be used in the evaluation and award of that purchase.

110.30 Preference in Bidding

In purchasing, or contracting for procurement of, tangible personal property, materials, contractual services, and construction of improvements to real property or existing structures, the authorized purchasing authority of the County will give a preference to local businesses in making such purchases or awarding such contracts, in an amount of five (5) percent of the total purchase price under \$250,000.00; four (4) percent from \$250,000.00 to less than \$1,000,000.00; three (3) percent from \$1,000,000.00 to less than \$2,000,000.00; and two (2) percent for purchases \$2,000,000.00 and over with a maximum cost differential that shall not exceed \$80,000.00. For purposes of this subsection “total purchase price” shall include the base bid and all alternatives or options to the base bid which are being awarded by the authorized purchasing authority of the County.

110.40 Preference in (RFP) Requests for Proposals

In purchasing, or contracting for procurement of, tangible personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request for proposals is developed with evaluation criteria, a local preference of not more than five (5) percent of the total score will be assigned for a local preference. Based upon analysis of the market place for each project, staff shall make a determination for inclusion of a local preference in the criteria for consideration for each request for proposal.

110.50 Notice

All procurement documents including but not limited to bid documents and request for proposal documents shall include a notice to vendors of the County’s Local Preference Policy.

110.60 Local Business Definition

For purposes of this subsection, "local business" shall mean a business which:

- (1) Has had a fixed office or distribution point located in and having a street address within Highlands County for at least twelve (12) months immediately prior to the issuance of the request for quotations, competitive bids or request for proposals by the County; and
- (2) Holds any business license required by the County, and/or, if applicable, the Municipalities; and
- (3) Employs at least one full-time employee, or two part-time employees whose primary residence is in Highlands County, or, if the business has no employees, the business shall be at least fifty (50) percent owned by one or more persons whose primary residence is in Highlands County.

110.65 Certification

Any vendor claiming to be a local business as defined by Section [2.110.60 of this Manual](#), shall deliver a written certification to the County Purchasing Department. The certification shall certify that the business is a “local business” as that term is defined in Section 2.110.60 of this Manual, shall provide all necessary information establishing that fact, and shall be signed under penalties of perjury. It is also the responsibility of any vendor claiming to be a local business, as defined by Section 2.110.60 [of this Manual](#), to include a copy of its certification in its bid or proposal. The Purchasing Department shall be required to verify the accuracy of any such certifications when determining whether a vendor meets the definition of a "local business."

**SECTION II: LOCAL PREFERENCE CONT'D**

**110.70 Exceptions to Local Preference Policy**

- (a) The procurement preference set forth in this policy shall not apply to any of the following purchases or contracts:
- (1) Goods or services provided under a cooperative purchasing agreement or interlocal agreement;
  - (2) Contracts for professional services procurement of which is subject to the (CCNA) Consultants' Competitive Negotiation Act or subject to any competitive consultant selection policy or procedure adopted by or utilized by the Board of County Commissioners;
  - (3) Purchases or contracts which are funded, in whole or part, by a governmental entity and the laws, regulations, or policies governing such funding prohibit application of that preference;
  - (4) Purchases made or contracts let under emergency or noncompetitive situations or for litigation related legal services.
- (b) Application of local preference to a particular purchase, contract, or category of contracts for which the Board of County Commissioners is the awarding authority may be waived upon written justification and recommendation by the County Administrator, Assistant County Administrator or General Services Purchasing Director.
- (c) The local preference established in this policy does not prohibit or lessen the right of the Board of County Commissioners and General Services Purchasing staff to compare quality or fitness for use of supplies, materials, equipment, and services proposed for purchase and to compare qualifications, character, responsibility, and fitness of all persons and entities submitting quotations, bids or proposals.
- (d) The local preference established in this policy does not prohibit the Board of County Commissioners from giving any other preference permitted by law, in addition to the local preference authorized in this policy.

**110.75 Application and Enforcement of Preference Policy**

- (a) The local preference established in this policy shall apply to new quotations, contracts and procurements solicited after the effective date of [this](#) policy.
- (b) This policy shall be implemented in a fashion consistent with otherwise applicable County purchasing policies and procedures.

**110.80 Promulgation of Rules**

- (a) The County Administrator, Assistant County Administrator, or General Services Purchasing Director are hereby authorized to adopt administrative rules supplemental to the provisions of this policy as deemed necessary and appropriate to implement the provisions of this policy.
- (b) The provisions of this policy and the rules adopted by the County Administrator, Assistant County Administrator, or General Services Purchasing Director shall be provided to potential bidders, vendors, and contractors to the widest extent practicable.

END OF SECTION

**SECTION III: GENERAL**

Bidder shall supply all materials, equipment, labor, and traffic control devices to install or remove all traffic stripes and markings. Traffic Stripes and Markings shall be installed in accordance with Sections 706, 709, 710, 711, 970 and 971 of the Florida Department of Transportation Standard Specifications for Road and Bridge Construction 2010. Although there is a Measurement and Payment section in the Road and Bridge Construction 2010, Highlands County shall pay as described in Section VI: Method of Measurement of Payment, which is by linear foot and by square foot. Traffic Control shall be in accordance with the Florida Department of Transportation Roadway and Traffic Design Standards, Standard Index Series 600, and the USDOT, FHWA Manual on Uniform Traffic Control Devices. Highlands County personnel will provide the locations of the starting and stopping points of each required marking as well as the necessary engineering to establish the location of all passing zones. Where edge stripes are required, Highlands County will provide any necessary clipping or brooming of the edge of the pavement. Vendor shall contact Traffic Operations Department two days prior to any scheduled work. An employee of Highlands County must be present during entire job. All "Raised Pavement Markers" are to be "PERMINENT TYPE" and on FDOT'S most current approved products List.

**SECTION IV: EQUIPMENT**

All equipment shall be of a type and design which will readily obtain the uniformity of application, both as to the thickness of coating and as to alignment.

For placing paint: Equipment shall conform to Section 710 of the Florida Department of Transportation Standard Specifications for Road and Bridges Construction 2010. Water based paint shall be used.

For Thermoplastic Traffic Stripes and Markings: Equipment shall conform to Section 711 of the Florida Department of transportation Standard Specifications for Road and Bridges Construction 2006. No thermoplastic with lead shall be used. HAND LINERS CAN ONLY BE USED FOR MESSAGES AND INTERSECTION WORK. ANY CENTER, LANE OR EDGE LINES MORE THAN 300 LINEAR FEET SHALL BE DONE WITH LONG LINE TRUCK, NOT HAND LINEAR.

**SECTION V: MATERIALS**

Materials for all Thermoplastic Traffic Stripes and Markings shall be supplied in accordance with the following Sections of the Florida Department of Transportation Specifications for Road and Bridges Construction 2010.

- A. Bituminous must be used for bonding the markers to the pavement - Section 706-2
- B. Glass Spheres - Section 971
- C. Painting Traffic Stripes – Section 709, 710
- D. Reflective Pavement Markers - Section 706
- D. Thermoplastic Material - Section 711

**SECTION VI: APPLICATION & INSTALLATION**

- A. For application of Thermoplastic Traffic Stripes and Markings, work shall be supplied in accordance with Section 711-4 of the Florida Department of Transportation Specifications for Road and Bridges Construction 2006.
- B. For installation of Reflective Pavement Markers, (RPM), work shall be supplied in accordance with Section 706 and 970 of the Florida Department of Transportation Specifications for Road and Bridges Construction 2010.
- C. For installation of Markings, work shall be supplied in accordance with the Section 710-4 of the Florida Department of Transportation Specifications for Road and Bridges Construction 2010.

**SECTION VII: METHOD OF MEASUREMENT AND PAYMENT**

Work for Reflective Pavement Markers shall be bid in two (2) separate manners.

- A. Furnish and Install: Unit Price for markers furnished and installed shall include all equipment, labor, and materials necessary to make a complete and accepted installation. Payment for reflective pavement markers shall be on a unit price per marker located on the "Official Bid Form".
- B. Remove: Unit Price for marker removal shall consist of all equipment, material, and labor necessary to remove, pick up and dispose of the marker. Payment for the removal of reflective pavement markers shall be on a unit price per marker located on the "Official Bid Form".

Work for Thermoplastic and Painted Traffic Stripes and Markings shall be measured and paid as follows:

- A. Payment for Thermoplastic and Painted Traffic Stripes and Markings shall be made on the basis of per linear foot, complete, as per the bid unit price.  
(See Official Bid Form for Unit of Measure)
- B. Payment for Thermoplastic and Painted Pavement Messages shall be made on the basis of per square foot, complete, as per the bid unit price.  
(See Official Bid Form for Unit of Measure)
- C. Payment for removal of Paint or Thermoplastic Traffic Stripes and Markings material shall be made on the basis of per square foot, complete, as per the bid unit price. Invoices shall be submitted no later than 30 days from date of work completed.
- D. If a Purchase Order has been issued and project is not complete at the end of each bid period, vendor must stand by the awarded prices until completion of work.

**SECTION VII: METHOD OF MEASUREMENT AND PAYMENT CONT'D**

- E. MOBILIZATION- MOBILIZATION MUST BE INCLUDED IN EACH ITEM PRICE. Once a contractor receives a purchase order and Traffic Operations schedules the work, it is the contractor's responsibility to keep mobilizations to a minimum. Highlands County will not pay mobilization fees for each time the contractor mobilizes to Highlands County to complete a purchase order. Highlands County will only pay the Per Item Price (with the exception of Hydroplasting) from the Official Bid Form for the amount of work that is requested and completed per each Purchase Order. Please see Official Bid Form Item 42 and 43. Item 42; please state price for Hydroblasting including Mobilization with a maximum of 1200 square feet. Item 43; please state price for Hydroblasting including Mobilization for work over for each square feet over the 1200.

**SECTION VIII: PERFORMANCE & AWARD**

Work must be commenced no later than thirty (30) days after receipt of Purchase Order or approved scheduling more time by Highlands County. Work will be continuous until completed, unless written directions to the contrary are obtained.

Overall Award will be based off of the bid submittals individual line items, minimum order amount, availability of vendor to perform required work in the time frame allotted, total dollar amount, all will be compared to determine that the best interest of the County is met.

**SECTION IX: PERIOD FOR BID**

The bid period shall be for a twelve (12) month period April 1, 2010 through March 31, 2011 with two (2) optional renewals of twelve (12) months each at the discretion of the General Services / Purchasing Director and County Engineer. Please review the attached usage spreadsheet to aid in determining prices.

**SECTION X: ADDITIONAL REQUIREMENTS / INFORMATION**

- A. Please note on the "Official Bid Form" if a minimum order of any of the work to be done as specified is required. This minimum will be taken into account regarding Award.
- B. Bidders must be fully licensed in the state and county where the work is to be done and shall comply with applicable laws, rules, regulations, and ordinances of local and state authorities having jurisdiction. Awarded Vendor(s) will be required to furnish a copy of state and local licenses to HCBCC for approval prior to the commencement of any work to be done.
- C. Bidders must also furnish a copy of proof of required insurance (listed in the General Terms and Conditions) along with their bid submittal forms.
- D. Bidder must supply County with M.S.D.S. sheets for all materials used. New sheet must

accompany formula changes.

E. No materials used can have lead incorporated in the formula.

**SECTION X: ADDITIONAL REQUIREMENTS / INFORMATION CONT'D**

F. Highlands County will not accept bids with a MINIMUM ORDER OF MORE THAN \$5,000.00

G. Highlands County will not accept bids with a "PER MOVE CHARGE" if all striping is not in one concentrated area.

H. **Please Note General Terms and Conditions, Item K**, "...any oral or other type of communication concerning this document shall not be binding". Requests for changes to specifications must be addressed to Danielle Gilbert, in writing, preferably by Email.

**SECTION XI: CONTACT INFORMATION**

For questions regarding bid information are as follows:

Highlands County BCC  
General Services / Purchasing Department  
Gerald (Jed) Secory, Director  
4320 George Blvd.  
Sebring, FL 33875-5803  
Tel: 863-402-6523; Fax: 863-402-6735  
E-Mail: [gsecory@hcbcc.org](mailto:gsecory@hcbcc.org)

Highlands County BCC  
General Services / Purchasing Department  
Danielle K. Gilbert, Assistant Director  
4320 George Blvd.  
Sebring, FL 33875-5803  
Phone (863) 402-6524, Fax (863) 402-6735  
Email: [dgilbert@hcbcc.org](mailto:dgilbert@hcbcc.org)

For questions regarding technical questions:

Highlands County BCC  
Traffic Operations  
Eddie Cardona, Supervisor  
4330 George Boulevard, Sebring, Florida 33875-5803  
Tel: 863-402-6536; Fax: 863-402-6748  
Email: [ecardona@hcbcc.org](mailto:ecardona@hcbcc.org)

**END OF PAGE**

ITB 10-034

IN PLACE PAVEMENT MARKING - NIGP CODE No. 968-61

**SECTION XII: OFFICIAL BID FORM**

HIGHLANDS COUNTY WILL NOT ACCEPT BIDS WITH A MINIMUM ORDER OF MORE THAN \$5000.00. IF YOUR COMPANY REQUIRES A MINIMUM DOLLAR AMOUNT PER JOB IN ORDER TO COMMUTE TO HIGHLANDS COUNTY, PLEASE SPECIFY MINIMUM AMOUNT.

\$ \_\_\_\_\_

HIGHLANDS COUNTY WILL NOT ACCEPT BIDS WITH A PER MOVE CHARGE IF ALL STRIPING IS NOT IN ONE CONCENTRATED AREA

Exceptions to Bid: \_\_\_\_\_

Vendor will accept payment by Visa Credit Card: YES NO CIRCLE ONE

In compliance with Florida Statue 287.087 as a "Drug Free Workplace" YES NO  
CIRCLE ONE

Check if this is a "NO BID" and return by mail or fax to 863-402-6735 on or before March 18, 2010.

Please indicate reason: \_\_\_\_\_

BID SUBMITTED BY:

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
DATE OF SUBMITTAL

\_\_\_\_\_  
REPRESENTATIVE'S NAME (print)

\_\_\_\_\_  
REPRESENTATIVE'S SIGNATURE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY / STATE / ZIP CODE

\_\_\_\_\_  
TELEPHONE FAX

\_\_\_\_\_  
EMAIL ADDRESS

**THIS "OFFICIAL BID FORM" MUST BE USED TO SUBMIT THE BID.**

## SECTION XII: OFFICIAL BID FORM

YEAR NUMBER ONE (1) APRIL 1, 2010 THROUGH MARCH 31, 2011

ALL ITEMS BELOW ARE FOR RE-TRACE EXISTING PAVEMENT MARKINGS

ITEM	PRODUCT	TYPE	U/M	YEAR-1 2010	YEAR-2 2011	YEAR-3 2012
1	6" YELLOW	PAINT	LF			
2	6" WHITE	PAINT	LF			
3	6" BLACK	PAINT	LF			
4	8" YELLOW	PAINT	LF			
5	8" WHITE	PAINT	LF			
6	12" WHITE	PAINT	LF			
7	18 " YELLOW	PAINT	LF			
8	18" WHITE	PAINT	LF			
9	24" WHITE	PAINT	LF			
10	SCHOOL MESSAGE	PAINT	EA			
11	RAILROAD MESSAGE	PAINT	EA			
12	ONLY MESSAGE	PAINT	EA			
13	YIELD MESSAGE	PAINT	EA			
14	STOP MESSAGE	PAINT	EA			
15	STRAIGHT ARROW	PAINT	EA			
16	MERGE MESSAGE	PAINT	EA			
17	TURN ARROW	PAINT	EA			
18	COMBO ARROW	PAINT	EA			
19	CUSTOM MESSAGE	PAINT	SF			
20	REMOVE STRIPING	PAINT	SF			
21	6" YELLOW	THERMO	LF			
22	6" WHITE	THERMO	LF			
23	8" YELLOW	THERMO	EA			
24	8" WHITE	THERMO	EA			
25	12" WHITE	THERMO	LF			

## SECTION XII: OFFICIAL BID FORM

26	18 " YELLOW	THERMO	LF			
27	18" WHITE	THERMO	LF			
28	24" WHITE	THERMO	LF			
29	SCHOOL MESSAGE	THERMO	LF			
30	RAILROAD MESSAGE	THERMO	LF			
31	ONLY MESSAGE	THERMO	EA			
32	YIELD MESSAGE	THERMO	EA			
33	STOP MESSAGE	THERMO	EA			
34	STRAIGHT ARROW	THERMO	EA			
35	MERGE MESSAGE	THERMO	EA			
36	TURN ARROW	THERMO	EA			
37	COMBO ARROW	THERMO	EA			
38	CUSTOM MESSAGE	THERMO	SF			
39	REMOVE STRIPING	THERMO	SF			
40	PROFILE ALIGNMENT 6" YELLOW	THERMO	LF			
41	PROFILE ALIGNMENT 6" WHITE	THERMO	LF			
42	HYDROBLASTING TO INCLUDE MOBILIZATION & MAX S.F.	PAINT THERMO	1200 S.F. MAX			
43	HYDROBLASTING ADDITIONAL S.F. AFTER MAXIMUM HAS BEEN USED	PAINT THERMO	SF			
44	RPM AMBER MONO- DIRECTIONAL		EA			
45	RPM AMBER BI-DIRECTIONAL		EA			
46	RPM CLEAR/RED BI-DIRECTIONAL		EA			
47	REMOVE R.P.M.		EA			

VENDOR:

## ITB 10-000 - IN PLACE PAVEMENT MARKING - NIGP CODE: 968-61

## SECTION XII: OFFICIAL BID FORM

YEAR NUMBER ONE (1) APRIL 1, 2010 THROUGH MARCH 31, 2011

ALL ITEMS BELOW ARE FOR LAYOUT ON FRESH ASPHALT OR EXISTING ROAD

ITEM	PRODUCT	TYPE	U/M	YEAR-1 2010	YEAR-2 2011	YEAR-3 2012
48	6" YELLOW	PAINT	LF			
49	6" WHITE	PAINT	LF			
50	6" BLACK	PAINT	LF			
51	8" YELLOW	PAINT	LF			
52	8" BLACK	PAINT	LF			
53	12" WHITE	PAINT	LF			
54	18 " YELLOW	PAINT	LF			
55	18" WHITE	PAINT	LF			
56	24" WHITE	PAINT	LF			
57	SCHOOL MESSAGE	PAINT	EA			
58	RAILROAD MESSAGE	PAINT	EA			
59	ONLY MESSAGE	PAINT	EA			
60	YIELD MESSAGE	PAINT	EA			
61	STOP MESSAGE	PAINT	EA			
62	STRAIGHT ARROW	PAINT	EA			
63	MERGE MESSAGE	PAINT	EA			
64	TURN ARROW	PAINT	EA			
65	COMBO ARROW	PAINT	EA			
66	CUSTOM MESSAGE	PAINT	SF			
67	REMOVE STRIPING	PAINT	SF			
68	6" YELLOW	THERMO	LF			
69	6" WHITE	THERMO	LF			
70	8" YELLOW	THERMO	EA			
71	8" WHITE	THERMO	EA			

## SECTION XII: OFFICIAL BID FORM

YEAR NUMBER ONE (1) APRIL 1, 2010 THROUGH MARCH 31, 2011

ALL ITEMS BELOW ARE FOR **LAYOUT** ON FRESH ASPHALT OR EXISTING ROAD

ITEM	PRODUCT	TYPE	U/M	YEAR-1 2010	YEAR-2 2011	YEAR-3 2012
72	12" WHITE	THERMO	LF			
73	18 " YELLOW	THERMO	LF			
74	18" WHITE	THERMO	LF			
75	24" WHITE	THERMO	LF			
76	SCHOOL MESSAGE	THERMO	LF			
77	RAILROAD MESSAGE	THERMO	LF			
78	ONLY MESSAGE	THERMO	EA			
79	YIELD MESSAGE	THERMO	EA			
80	STOP MESSAGE	THERMO	EA			
81	STRAIGHT ARROW	THERMO	EA			
82	MERGE MESSAGE	THERMO	EA			
83	TURN ARROW	THERMO	EA			
84	COMBO ARROW	THERMO	EA			
85	CUSTOM MESSAGE	THERMO	SF			
86	REMOVE STRIPING	THERMO	SF			
87	PROFILE ALIGNMENT 6" YELLOW	THERMO	LF			
88	PROFILE ALIGNMENT 6" WHITE	THERMO	LF			
ITEM	<b>FURNISH &amp; INSTALL PERMANENT FDOT MARKER</b>					
89	RPM AMBER MONO- DIRECTIONAL		EA			
90	RPM AMBER BI-DIRECTIONAL		EA			
91	RPM CLEAR/RED BI-DIRECTIONAL		EA			
92	REMOVE R.P.M.		EA			

VENDOR: