

# CITY OF PAINTSVILLE, KENTUCKY

## **4860 – 949775 - CITY OF PAINTSVILLE CITY HALL REPAIRS**

### **REQUEST FOR BIDS**

The City of Paintsville ("City") is seeking sealed bids for repairs to the Paintsville City Hall located at 340 Main Street Paintsville, KY 41240 ([37.81383, -82.80691](tel:37.81383,-82.80691)).

### **BID SUBMISSION**

Bids and all required documents must be submitted sealed in an envelope with the title "Paintsville City Hall Repair" to the Paintsville City Hall, 340 Main Street, Paintsville, KY 41240 no later than **Monday, September 28, 2026 at 8:30 A.M.**, local time (EST).

Bids received after the due date and time will be considered non-responsive and will not be considered. Multiple submittals from the same entity will not be accepted.

Bids will be opened publicly and awarded at a special call of the Paintsville City Council September 28, 2026 at 8:30 AM at the Paintsville City Hall, 340 Main Street, Paintsville, KY 41240.

All bids must be properly certified by the entity bidding for the work and signed by an officer, director or owner that has authority to bind and commit the Contractor to perform said work and services.

Submission of any bid signifies the Contractor's agreement that their bid and the content thereof, are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between the City of Paintsville and the successful bidder. All prices submitted with the bid shall remain in effect for the ninety (90) day period.

Bidders must provide insurance policies in their submission packet showing proof of general and professional liability coverage upon submission.

Bidders shall submit a bid guarantee in the amount of 5% percent of the total bid price, which shall be in the form of a firm commitment such as a bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit. Bid guaranteed other than bid bonds will be returned (a) to unsuccessful bidders after the opening of bids; and (b) to the successful bidder upon execution of such further contractual documents (i.e., insurance coverage) and bonds as may be required by the bid. Hard copies shall be delivered to the City of Paintsville 340 Main Street, Paintsville, KY 41240.

## GENERAL TERMS & INFORMATION

- All requested forms in the Request must be filled out to be considered a valid bid.
- **Work will not be considered complete until all invoice documents are provided and invoice validation is complete.** Final invoice with all required documents must be provided in a single transmission (email or link to a dropbox, google drive, or other file sharing service). Multi-part transmission of invoice documentation will cause a delay in validation which will affect payment processing timelines and designation of completion.
- Project locations and site photos are provided in Appendix A of this RFB.
- Contractor shall be responsible for all expenses incurred while performing services under this Agreement. This includes automobile, truck, and other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; road, fuel, and other taxes; fines; radio, pager, or cell phone expenses; meals; and all salary, expenses, and other compensation paid to employees or contract personnel the Contractor hires to complete the work under this Agreement.
- The contractor will restore any landscaping, asphalt, concrete, etc. disturbed during construction to its original state or approved alternative. Any damage to the City's property caused during construction will be repaired at the contractor's expense.
- Contractors will be responsible for determining all requirements and permits needed to complete the reconstruction work and any associated components needed to ensure the proper, efficient, and safe completion of this project. The awarded contractor will also be responsible for obtaining any and all engineering approvals mandated and required by federal, state, or local codes or regulations. All permits, inspections, engineering approvals and associated requirements are the responsibility of the selected Contractor. Copies of required permits and approvals must be provided to the City upon receipt.
- This work is for a specific site/repair with quantities listed on a FEMA grant; as such documentation supporting the quantities must be provided (e.g. quarry tickets, or load counts/truck capacities). Invoices must list the haul off location of any debris, spoils, or waste (example: permitted landfill, recycling location, or road dept for reuse).
- Payment will follow only after work is completed, all documentation is received from the Contractor and reconciled by the Grants Management Team, and after approval by the Mayor and City Council. (Documentation to include items such as before/after photos (always required), quarry documentation, quantity documentation, and documentation of disposal).
- Successful bidders, assigns, and subcontractors must be compliant with all applicable Federal, State and Local laws.
- The City of Paintsville reserves the right to accept or reject any or all bids. The right is also reserved to waive any minor irregularities in this bid, and to award the bid to the bidder whose offer is most advantageous to the City and in the best interests of the City.
- The City is an Equal Opportunity Employer. All companies, including women, minority, and veteran owned businesses are encouraged to submit a bid.

- Work can not start until the contract agreement is fully executed and the contractor has made contact with the City of Paintsville to schedule work and work supervision/inspection.
- Work will follow all best construction practices.
- Invoices must include at least 4 Photos of “Before” and 4 Photos “After” work completion of each room listed. Photos must be taken with an app that displays the date.

To be considered a valid bid, the following attachments must be filled out, signed, and submitted:

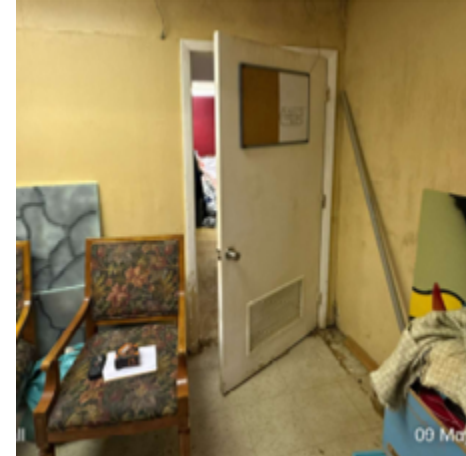
1. ATTACHMENT 1: Certification and Cost Proposal Form
2. ATTACHMENT 2: References
3. ATTACHMENT 3: Subcontractor List
4. ATTACHMENT 4: Non-Collusion Declaration
5. ATTACHMENT 5: Certification Regarding Lobbying
6. ATTACHMENT 6: Form 200.321 Affirmative Steps
7. ATTACHMENT 7: Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
8. ATTACHMENT 8: Conflict/Non-Conflict of Interest Statement
9. ATTACHMENT 9: Drug-Free Workplace Affidavit
10. ATTACHMENT 10: Insurance Coverage Declaration

## Appendix A - SCOPE OF WORK

| Scope of Work                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Current Site Standard                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Basement Room 1 (Foyer/Hallway)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                      |
| <ol style="list-style-type: none"> <li>1. Remove existing and install Steel Door (83 IN High x 36 IN wide x 2 IN thick) and Frame, including painting the door and frame.</li> <li>2. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 208 SF of CMU wall. (26LF x 8 FT High).</li> <li>3. Apply Stucco over the red brick wall, approximately 58 SF (43 LF x 16 IN high).</li> <li>4. Remove existing and install 91 SF of ¼ in Drywall (68 LF x 16 IN high - Flood Level)</li> <li>5. Apply primer and 2 coats of paint to 544 SF of walls (68 LF x 8 FT high)</li> <li>6. Install 189 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.</li> <li>7. Remove existing and install 189 SF of Vinyl Floor Tile, 21 FT long x 9 FT wide.</li> <li>8. Remove existing and install 2 each of Wooden surface door jambs, 16 IN long x 3 FT wide x 9 FT high.</li> </ol> <p>Install a Sump Pump System into basement to collect excess groundwater and pump away from foundation</p> |  <p style="text-align: right; font-size: small;">Room 1 - Foyer/Hallway<br/>09 May 2025, 11:56:13</p>  <p style="text-align: right; font-size: small;">Room 1 - Foy<br/>tsville City Hall<br/>09 May 2025</p> |

## Room 2A

1. Remove existing and install Wooden Hollow Core door (36 IN Wide x 77IN High x 1 ½ Thick) and Frame , including painting the door and frame.
2. Install 362 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 362 SF of Vinyl Floor tiles, 24 FT long x 29 FT wide.
4. Apply Stucco over the red brick wall, approximately 60 SF (45 LF x 16 IN high).
5. Remove existing and install 15 SF of ½ in Drywall (15 LF x 16 IN high - Flood Level)
6. Apply primer and 2 coats of paint to 120 SF of walls (11 LF x 8 FT high)
7. Remove existing and install 7 Electrical outlets NEMA 5-15 duplex receptacle 15 amps at 125 volts. Raise outlet up 36 inches from existing location.
8. Remove existing and install 1 Electrical outlet NEMA 5-15 Quad receptacle 15 amps at 125 volts. Raise outlet up 36 inches from existing location.
9. Remove existing and install 1 each of Electrical light switch, single pole switch and wiring 14/2 NM-B, 15 Amp.
10. Remove existing and install 1 each of Conduit, surface mount- PVC 1/2 IN x 3/4 IN, 37 LF.
11. Remove existing and install 12/2 NM-B Conduit electric wiring 15/20 amp circuit, 27 LF long.



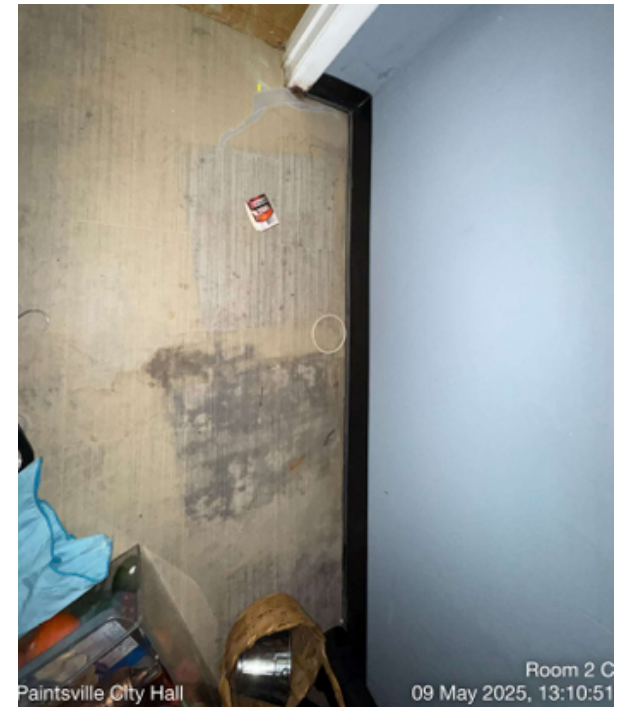
## Room 2B

1. Remove existing and install Wooden Hollow Core door (30 IN Wide x 77IN High x 1 ½ Thick) and Frame , including painting the door and frame.
2. Install 24 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 24 SF of Vinyl floor tiles, 8 FT long x 3 FT wide.
4. Remove existing and install 19 LF of 4 IN Vinyl baseboards.
5. Remove existing and install 25.33 SF of ¼ IN Drywall (19 LF x 16 IN high - Flood Level)
6. Apply primer and 2 coats of paint to 152 SF of walls (19 LF x 8 FT high)



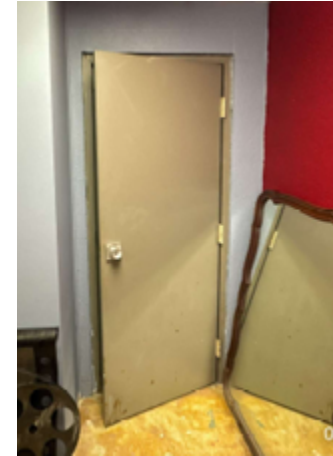
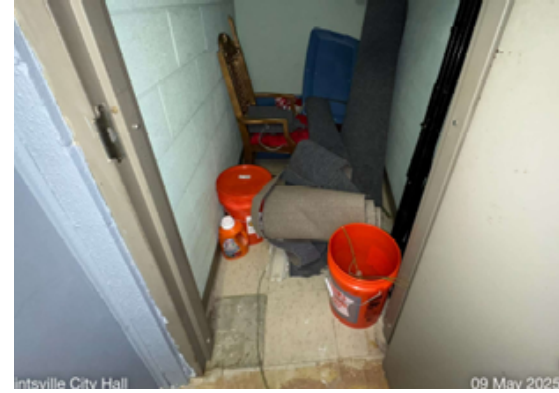
## Room 2C

1. Remove existing and install Wooden Hollow Core door (36 IN Wide x 81 IN High x 1 ½ Thick) and Frame , including painting the door and frame.
2. Install 80 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 80 SF of Vinyl floor tiles (asbestos), 8 FT long x 10 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 33 LF of 4 IN Vinyl baseboards.
5. Remove existing and install 44 SF of ½ IN Drywall (33 LF x 16 IN high - Flood Level)
6. Apply primer and 2 coats of paint to 264 SF of walls (33 LF x 8 FT high)
7. Remove existing and install 1 Electrical outlet (NEMA 5-15 duplex receptable) 15 amps at 125 volts. Raise outlet up 36 inches from existing location.



## Room 2D

1. Remove existing and install Steel door (30 IN Wide x 77 IN High x 2 IN Thick) and Frame , including painting the door and frame.
2. Install 24 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 24 SF of Vinyl floor tiles (asbestos), 4 FT long x 6 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 26 LF of 4 IN Vinyl baseboards.
5. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 48 SF of CMU wall. (6LF x 8 FT High).
6. Apply Stucco over the red brick wall, approximately 13.33 SF (6 LF x 16 IN high).
7. Remove existing and install 1 Electrical outlet NEMA 5-15 duplex receptacle 15 amps, 125 Volt. Raise outlet up 36 inches from existing location.



### Room 3

1. Remove existing and install Wooden Hollow Core door (60 IN Wide x 80 IN High x 1 ½ Thick) and Frame , including painting the door and frame.
2. Install 60 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 60 SF of Vinyl floor tiles (asbestos), 15 FT long x 4 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 32 SF of CMU wall. (4LF x 8 FT High)
5. Remove existing and install 18.67 SF of ¼ IN Drywall (14 LF x 16 IN high - Flood Level)
6. Apply primer and 2 coats of paint to 112 SF of walls (14 LF x 8 FT high)
7. Apply Stucco over the red brick wall, approximately 20 SF (15 LF x 16 IN high).



## Room 4

1. Remove existing and install Wooden Hollow Core door (60 IN Wide x 80 IN High x 1 ½ Thick) and Frame, including painting the door and frame
2. Install 48 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 48 SF of Vinyl floor tiles (Asbestos), 4 FT long x 12 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 16 SF of ½ IN Drywall (2 sides x 6 LF x 16 IN high - Flood Level)
5. Remove existing and install 16 SF of ¼ IN Plywood on wall (12 LF x 16 IN high - Flood Level)
6. Apply primer and 2 coats of paint to 192 SF of Drywall and Plywood. (24 LF x 8 FT high)
7. Remove existing and Install 2 each of the wall and floor mounted wooden shelf posts (vertical shelving system), 4 IN long x 1.5 IN wide x 16 IN high.



## Room 5

1. Remove existing and install Wooden Hollow Core door (30 IN Wide x 84 IN High x 2 IN Thick) and Frame, including painting the door and frame
2. Install 30 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 30 SF of Ceramic floor tile (mosaic) 1 IN x 1 IN, 5 FT long x 6 FT wide.
4. Remove existing and install 19 LF of 1 IN Ceramic Tile Cove
5. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 88 SF of CMU wall. (11LF x 8 FT High).
6. Remove existing and install a Wooden bathroom vanity, 31 IN long x 22 IN wide x 34 IN high.
7. Remove existing and install 2 Porcelain toilet pipes and valves (drainage system) 2-LF, 24 IN long x 5 IN diameter.



## Room 6A

1. Remove existing and install Wooden door (30 IN Wide x 84 IN High x 2 IN Thick) and Frame, including painting the door and frame,
2. Remove existing and install 126 SF of Concrete slab floor, 14 FT long x 9 FT wide.
3. Apply Stucco over red brick wall, approximately 58 SF (43 LF x 16 IN high).
4. Remove existing and install 8 each of Wall and floor mounted wooden shelf posts, 11 IN long x 1 IN wide x 16 IN high.



## Room 6B

1. Remove existing and install Steel door (48 IN Wide x 84 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Remove existing and install 810 SF of Concrete slab floor. (48FT x 20FT) minus (15FT x 10FT) = 810 FT
3. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 280 SF of CMU wall. (35LF x 8 FT High)
4. Apply Stucco over the red brick wall, approximately 176 SF (132 LF x 16 IN high).
5. Remove existing and install Electrical distribution and breaker system, Square D company, catalog # 53403- 17 breaker box capacity, 600 Amp.
6. Remove existing and install Automatic transfer switch, Caterpillar # EN55022 Class B, 600 Amp.
7. Remove existing and install Air condition-Carrier system, International Comfort products # N5A8T two-stage, 29 IN long x 50 IN wide x 86 IN high.
8. Remove existing and install Air Conditioner unit, model # N4A360AKC400, 60,000 BTU/H (5ton), 31 IN long x 31 IN wide x 26 IN high.
9. Remove existing and install Central Air Conditioner system, Model # R4A5S60AKAWAABA, 60,000 BTU/h, 31 IN long x 31 IN wide x 37 IN high.
10. Remove existing and install Galvanized sheet metal air conditioner duct system 45 FT x (24 IN x 18 IN x 20 gauge)



## Room 7A

1. Remove existing and install Steel door (30 IN Wide x 78 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Install 140 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 140 SF of Vinyl floor (Asbestos), 10 FT long x 14 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 36 LF of 4 IN Vinyl baseboards
5. Apply Stucco over the red brick wall, approximately 40 SF (30 LF x 16 IN high).
6. Remove existing and install 2 Wooden corner beads, 2 IN long x 2 IN wide x 0.5 IN deep.
7. Remove existing and install Baseboard (stairwell), 35 IN long x 4 IN wide x 1 IN deep.
8. Remove existing and install 2 of the oak stairwell risers, 56 IN long x 4 IN wide x 1 IN deep.
9. Remove existing and install 2 of the oak stairwell tread, 54 IN long x 4 IN wide x 1 IN deep.



## Room 7B

1. Remove existing and install Solid Wooden door (32 IN Wide x 79 IN High x 1 ½ IN Thick) and Frame, including painting the door and frame.
2. Remove existing and install 60 SF of Concrete slab floor, 10 FT long x 6 FT wide.
3. Apply Stucco over the red brick wall, approximately 29.33 SF (22 LF x 16 IN high).
4. Remove existing and install 4 SF of ¼ IN Plywood on wall (3 LF x 16 IN high - Flood Level)
5. Remove existing and install 1 stairwell support post, 4 IN long x 4 IN wide.
6. Remove existing and install 1 stairwell support post, 5 IN long x 6 IN wide.
7. Remove existing and install 1 stairwell support post, 3 IN long x 4 IN wide.
8. Remove existing and install 6 stairwell support posts, 1 IN long x 6 IN wide.
9. Remove existing and install 1 stairwell support post, 6 IN long x 2 IN wide.
10. Remove existing and install 1 stairwell support stringer, 4 IN long x 12 IN high.
11. Remove existing and install 3 stairwell support stringer, 2 IN long x 12 IN wide.
12. Remove existing and install 1 stairwell riser foot, 54 IN long x 4 IN wide x 2 IN high.



## Room 8

1. Remove existing and install Steel door (32 IN Wide x 79 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Install 240 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 240 SF of Vinyl floor tile (Asbestos), 12 FT long x 20 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 36 LF of 4 IN Vinyl baseboards
5. Apply Stucco over the red brick wall, approximately 8 SF (6 LF x 16 IN high).



## Room 9

1. Remove existing and install Wooden Hollow Core door (36 IN Wide x 80 IN High x 2 IN Thick) and Frame, including painting the door and frame
2. Remove existing and install Steel door (42 IN Wide x 79 IN High x 2 IN Thick) and Frame, including painting the door and frame.
3. Install 426 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
4. Remove existing and install 426 SF of Vinyl floor tile (Asbestos), 19 LF x 24'W section and 10'L x 3'W section. Asbestos must be contained and removed using according to asbestos removal guidelines.
5. Remove existing and install 632 SF of ¼ IN V-groove plywood siding, 79 FT long x 8 FT high.
6. Remove existing and install 79 LF of 4 IN Vinyl baseboards
7. Remove existing and install 1 Electrical outlet NEMA 5-15 duplex receptacle 15 amps, 125 Volt. Raise outlet up 36 inches from existing location.



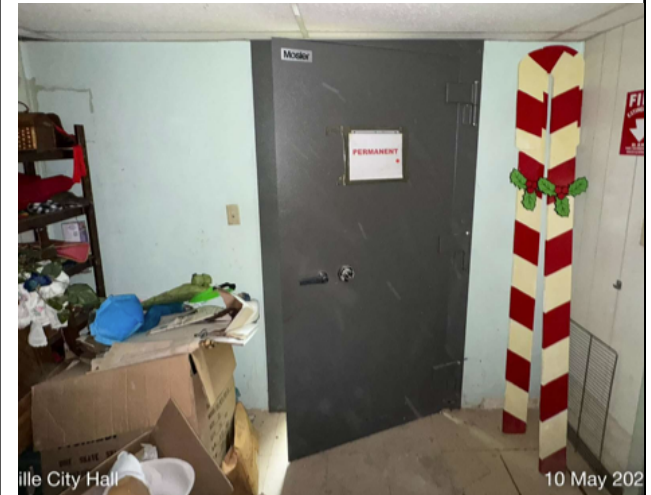
## Room 10

1. Remove existing and install Wooden Hollow Core door (36 IN Wide x 80 IN High x 1 ½ IN Thick) and Frame, including painting the door and frame
2. Install 130 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 130 SF of Vinyl floor tile (Asbestos), 10 FT long x 13 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 29 LF of 4 IN Vinyl baseboards
5. Remove existing and install 40 SF of ¼ IN V-grooved plywood siding, 29 FT long x 16 IN high.
6. Apply Stucco over the red brick wall, approximately 8 SF (6 LF x 16 IN high).
7. Remove existing and install 1 NEMA 5-15 duplex receptacle Electrical outlet, 15 amps at 125 volts. Raise outlet up 36 inches from existing location.



## Room 11

1. Remove existing and install 5 IN Thick Vault door and frame systems, 36 IN wide x 80 IN high.
2. Install 216 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 216 SF of Vinyl floor tile, 9 FT long x 24 FT wide.
4. Apply Stucco over the red brick wall, approximately 84 SF (63 LF x 16 IN high).
5. Remove existing and install 14 Wooden shelf posts, 4 IN long x 1 IN wide.
6. Remove existing and install 8 Wooden shelf posts, 2 IN long x 4 IN wide.
7. Remove existing and install 1 NEMA 5-15 duplex receptacle Electrical outlet, 15 amps at 125 volts. Raise outlet up 36 inches from existing location.



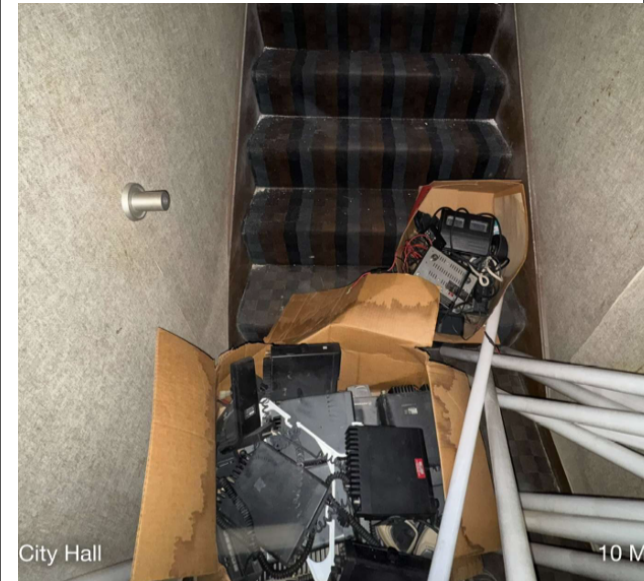
## Room 12

1. Remove existing and install Solid Wooden door (36 IN Wide x 80 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Remove existing and install 276 SF of Interior wool carpet - 3/4 IN thick, 12 FT long x 23 FT wide.
3. Remove existing and install 81 LF of 4 IN Vinyl baseboards
4. Remove existing and install 108 SF of ¼ IN Plywood siding panel on red brick , 81 FT long x 16 IN high.
5. Remove existing and install 108 SF of Wallpaper on interior panels, 81 FT long x 16 IN high.
6. Remove existing and install 12 wall and floor mounted wooden shelf posts, 1 IN long x 4 IN wide.
7. Remove existing and install 1 NEMA 5-15 duplex receptacle Electrical outlet, 15 amps at 125 volts. Raise outlet up 36 inches from existing location.



## Room 13

1. Remove existing and install Solid Wooden door (36 IN Wide x 80 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Remove existing and install 18 SF of Wool carpet -  $\frac{3}{4}$  IN thick for 2 stair risers and treads, 3 FT Long x 4 FT Wide + 42 IN Long x 8 IN Wide (riser and treads).
3. Remove existing and install 6 LF of 3 IN Wooden cove base .
4. Remove existing and install 8 SF of  $\frac{1}{4}$  IN Plywood siding, panel on red brick wall, 6 FT long x 16 IN high.
5. Remove existing and install 8 SF of Wallpaper, 6 FT long x 16 IN high.
6. Remove existing and install 2 Stairwell risers, 42 IN long x 8 IN wide x 1 IN high.
7. Remove existing and install 2 Stairwell treads, 42 IN long x 8 IN wide x 1 IN high.
8. Remove existing and install 1 NEMA 5-15 Electrical outlet duplex receptacle. Raise outlet up 36 inches from existing location.



## Room 14

1. Remove existing and install Solid Wooden door (30 IN Wide x 84 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Install 38 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 38 SF of Ceramic floor tile (mosaic) 1 IN x 1 IN, (6 FT Long x 8 FT Wide) minus (5 FT Long x 2 FT Wide)
4. Remove existing and install 24 LF of 4 IN Ceramic tile cove.
5. Apply Stucco over the red brick wall, approximately 32 SF (24 LF x 16 IN high).
6. Remove existing and install wooden bathroom vanity, 30 IN long x 20 IN wide x 32 IN high.
7. Remove existing and install Porcelain toilet, pipes and valves, 7 IN, 2 FT long.
8. Remove existing and install Porcelain urinal, pipes and valves, 2 IN, 2 FT long.
9. Remove existing and install GFCI Electrical outlet, 15 amps at 125 volts, NEMA 5-15. Raise outlet up 36 inches from existing location.



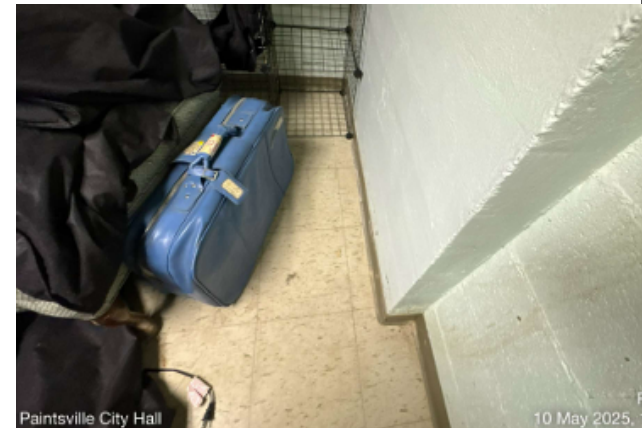
## Room 15

1. Remove existing and install Steel door (36 IN Wide x 83 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Remove existing and install 135 SF of Concrete floor slab, 9 FT long x 15 FT wide.
3. Apply Stucco over the red brick wall, approximately 12 SF (9 LF x 16 IN high).
4. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 288 SF of CMU wall. (36 LF x 8FT high)
5. Remove existing and install 1 Model: E6-30H45DV100 Electric water heater, 30 Gal. capacity.
6. Remove existing and install Model: END4X60L2 Central air conditioner.
7. Remove existing and install 1 Electrical outlet NEMA 5 -15 duplex receptacle 15 amps at 125 volts. Raise outlet up 36 inches from existing location.



## Room 16

1. Remove existing and install Steel door (36 IN Wide x 83 IN High x 2 IN Thick) and Frame, including painting the door and frame.
2. Install 126 SF of Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile.
3. Remove existing and install 126 SF of Vinyl floor tile (Asbestos), 9 FT long x 14 FT wide. Asbestos must be contained and removed using according to asbestos removal guidelines.
4. Remove existing and install 43 LF of 4 IN Vinyl baseboards
5. Apply 2 coats of waterproof sealer and 2 coats of latex paint to 344 SF of CMU wall. (43 LF x 8 FT High)
6. Remove existing and install 4 IN PVC pipe drain system, 2 FT long.
7. Remove existing and install 4 IN Steel pipe drain system, 2 FT long.
8. Remove existing and install 1 Electrical outlet system NEMA 5-15 duplex receptacle. Raise outlet up 36 inches from existing location.



### ATTACHMENT 1: Certification and Cost Proposal Form

Proposing Certification: I have carefully examined the Request for Bids and any other documents accompanying or made a part of this Request for Bids.

I hereby propose to furnish the goods or services specified in the Request for Bids at the rates quoted in my response to the Cost Proposal Form. I agree that my response will remain in effect for a period of up to one hundred eighty (180) days.

I agree to abide by all conditions of this Bid and understand that a background investigation may be conducted prior to award.

I certify that all information contained in this Bid is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Bid on behalf of the bidder as its act and deed and that the bidder is ready, willing and able to perform if awarded the Contract.

I certify this Bid is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a Bid for the same product or service. I further certify that no officer, employee or agent of the City of Paintsville or of any other Bidder has a financial interest in this Bid. I further certify that the undersigned executed this Bidder's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

|                                                                  |  |
|------------------------------------------------------------------|--|
| Business Name                                                    |  |
| Business Address                                                 |  |
| Point of Contact Name                                            |  |
| Office Phone                                                     |  |
| Cell Phone                                                       |  |
| Email                                                            |  |
| Cost Proposal Person's Name<br>(person certifying rates)         |  |
| Cost Proposal Person's<br>Position (person certifying<br>rates)  |  |
| Cost Proposal<br>Person's Signature<br>(person certifying rates) |  |

## City of Paintsville City Hall Cost Proposal Form

Unit pricing shall be all-inclusive and include all labor, equipment, provision of materials, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the City.

| Rooms                                            | Description                                                                                        | UOM | Qty    | Unit \$ Rate | Line Item Total |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------|-----|--------|--------------|-----------------|
| <b>PROVIDE AND INSTALL</b>                       |                                                                                                    |     |        |              |                 |
| 1, 2A, 2C, 2D, 3, 4, 5, 7A, 8, 9, 10, 11, 14, 16 | Waterproofing membrane ceramic tiling, fleece laminated polyethylene grid, 5/16" thick under tile. | SF  | 2,133  |              |                 |
| 1, 2A, 2D, 3, 6A, 6B, 7A, 7B, 8, 10, 11, 14, 15  | Apply Stucco over the red brick wall                                                               | SF  | 558.66 |              |                 |
| 1, 2D, 3, 5, 6B, 15, 16                          | 2 coats of waterproof sealer and 2 coats of latex paint to CMU wall.                               | SF  | 1,288  |              |                 |
| 1, 2A, 2B, 2C, 3, 4                              | Primer and 2 coats of paint to walls.                                                              | SF  | 1,384  |              |                 |
| <b>REMOVE EXISTING AND REPLACE</b>               |                                                                                                    |     |        |              |                 |
| 1, 2A, 2B, 2C, 2D, 3, 4, 7a, 8, 9, 10, 11, 16    | Vinyl floor tile (Asbestos)                                                                        | SF  | 1,849  |              |                 |
| 5, 14                                            | Ceramic floor tile (mosaic) 1 IN x 1 IN                                                            | SF  | 98     |              |                 |
| 5                                                | 1 IN Ceramic Tile Cove                                                                             | LF  | 19     |              |                 |
| 14                                               | 4 IN Ceramic Tile Cove                                                                             | LF  | 24     |              |                 |
| 2B, 2C, 2D, 7A, 8, 9, 10, 12, 16                 | 4 IN Vinyl Baseboards                                                                              | LF  | 301    |              |                 |
| 13                                               | 3 IN Wooden cove base                                                                              | LF  | 6      |              |                 |
| 6A, 6B, 7B                                       | Concrete Slab Floor                                                                                | SF  | 1,131  |              |                 |
| 1, 2A, 2B, 2C, 3, 4                              | ¼ IN Drywall                                                                                       | SF  | 210    |              |                 |
| 4, 7B, 12, 13,                                   | ¼ IN Plywood wall/siding                                                                           | SF  | 808    |              |                 |
| 9, 10                                            | ¼ IN V-groove Plywood siding                                                                       | SF  | 672    |              |                 |
| 12, 13                                           | Wallpaper                                                                                          | SF  | 116    |              |                 |
| 12, 13                                           | Interior ¾ IN Wool Carpet                                                                          | SF  | 294    |              |                 |

## City of Paintsville City Hall Cost Proposal Form

Unit pricing shall be all-inclusive and include all labor, equipment, provision of materials, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the City.

| Rooms     | Description                                                                                                        | UOM | Qty | Unit \$ Rate | Line Item Total |
|-----------|--------------------------------------------------------------------------------------------------------------------|-----|-----|--------------|-----------------|
| 1, 15, 16 | Steel Door (83 IN High x 36 IN wide x 2 IN thick) and Frame, including painting the door and frame.                | EA  | 3   |              |                 |
| 2A        | Wooden Hollow Core Door (77 IN High x 36 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame. | EA  | 1   |              |                 |
| 2B        | Wooden Hollow Core Door (77 IN High x 30 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame. | EA  | 1   |              |                 |
| 2C        | Wooden Hollow Core Door (81 IN High x 36 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame. | EA  | 1   |              |                 |
| 2D        | Steel Door (77 IN High x 30 IN wide x 2 IN thick) and Frame, including painting the door and frame.                | EA  | 1   |              |                 |
| 3,4       | Wooden Hollow Core Door (80 IN High x 60 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame. | EA  | 2   |              |                 |
| 5, 6A     | Wooden Hollow Core Door (84 IN High x 30 IN wide x 2 IN thick) and Frame, including painting the door and frame.   | EA  | 2   |              |                 |
| 6B        | Steel Door (84 IN High x 48 IN wide x 2 IN thick) and Frame, including painting the door and frame.                | EA  | 1   |              |                 |
| 7A        | Steel Door (78 IN High x 30 IN wide x 2 IN thick) and Frame, including painting the door and frame.                | EA  | 1   |              |                 |
| 7B        | Solid Wooden Door (79 IN High x 32 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame.       | EA  | 1   |              |                 |
| 8         | Steel Door (79 IN High x 32 IN wide x 2 IN thick) and Frame, including painting the door and frame.                | EA  | 1   |              |                 |

## City of Paintsville City Hall Cost Proposal Form

Unit pricing shall be all-inclusive and include all labor, equipment, provision of materials, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the City.

| Rooms                         | Description                                                                                                            | UOM | Qty | Unit \$ Rate | Line Item Total |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------|-----|-----|--------------|-----------------|
| 9                             | Wooden Hollow Core Door (80 IN High x 36 IN wide x 2 IN thick) and Frame, including painting the door and frame.       | EA  | 1   |              |                 |
| 9                             | Steel Door (79 IN High x 42 IN wide x 2 IN thick) and Frame, including painting the door and frame.                    | EA  | 1   |              |                 |
| 10                            | Wooden Hollow Core Door (80 IN High x 36 IN wide x 1 ½ IN thick) and Frame, including painting the door and frame.     | EA  | 1   |              |                 |
| 11                            | 5 IN Thick Vault door and frame systems, 36 IN wide x 80 IN high.                                                      | EA  | 1   |              |                 |
| 6A, 12                        | Solid Wooden Door (80 IN High x 36 IN wide x 2 IN thick) and Frame, including painting the door and frame.             | EA  | 2   |              |                 |
| 14                            | Solid Wooden Door (84 IN High x 30 IN wide x 2 IN thick) and Frame, including painting the door and frame.             | EA  | 1   |              |                 |
| 1                             | Wooden surface door jambs, 16 IN long x 3 FT wide x 9 FT high                                                          | EA  | 2   |              |                 |
| 2A, 2C, 2D, 9, 10, 11, 12, 16 | Electrical outlets NEMA 5-15 duplex receptacle 15 amps at 125 volts. Raise outlet up 36 inches from existing location. | EA  | 14  |              |                 |
| 2A                            | Electrical outlet NEMA 5-15 Quad receptacle 15 amps at 125 volts. Raise outlet up 36 inches from existing location.    | EA  | 1   |              |                 |
| 2A                            | Electrical light switch, single pole switch and wiring 14/2 NM-B, 15 Amp.                                              | EA  | 1   |              |                 |
| 2A                            | Conduit, surface mount- PVC 1/2 IN x 3/4 IN                                                                            | LF  | 37  |              |                 |
| 2A                            | 12/2 NM-B Conduit electric wiring 15/20 amp circuit                                                                    | LF  | 27  |              |                 |
| 4                             | The wall and floor mounted wooden shelf posts (vertical shelving system), 4 IN long x 1.5 IN wide x 16 IN high.        | EA  | 2   |              |                 |

## City of Paintsville City Hall Cost Proposal Form

Unit pricing shall be all-inclusive and include all labor, equipment, provision of materials, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the City.

| Rooms | Description                                                                                                                                 | UOM      | Qty | Unit \$ Rate | Line Item Total |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------|----------|-----|--------------|-----------------|
| 5     | A Wooden bath vanity, 31 IN long x 22 IN wide x 34 IN high.                                                                                 | Lump Sum | 1   |              |                 |
| 5     | Porcelain toilet pipes and valves (drainage system) 2-LF, 24 IN long x 5 IN diameter.                                                       | EA       | 2   |              |                 |
| 6A    | Wall and floor mounted wooden shelf posts, 11 IN long x 1 IN wide x 16 IN high.                                                             | EA       | 8   |              |                 |
| 6B    | Electrical distribution and breaker system, Square D company, catalog # 53403- 17 breaker box capacity, 600 Amp.                            | EA       | 1   |              |                 |
| 6B    | Automatic transfer switch, Caterpillar # EN55022 Class B, 600 Amp                                                                           | EA       | 1   |              |                 |
| 6B    | Air condition-Carrier system, International Comfort products # N5A8T two-stage, 29 IN long x 50 IN wide x 86 IN high. (Or Equivalent Model) | EA       | 1   |              |                 |
| 6B    | Air Conditioner unit, model # N4A360AKC400, 60,000 BTU/H (5ton), 31 IN long x 31 IN wide x 26 IN high. (Or Equivalent Model)                | EA       | 1   |              |                 |
| 6B    | Central Air Conditioner system, Model # R4A5S60AKAWAABA, 60,000 BTU/h, 31 IN long x 31 IN wide x 37 IN high. (Or Equivalent Model)          | EA       | 1   |              |                 |
| 6B    | Galvanized sheet metal air conditioner duct system (24 IN x 18 IN x 20 gauge)                                                               | LF       | 45  |              |                 |
| 7A    | Wooden corner beads, 2 IN long x 2 IN wide x 0.5 IN deep.                                                                                   | EA       | 2   |              |                 |
| 7A    | Baseboard (stairwell), 35 IN long x 4 IN wide x 1 IN deep.                                                                                  | EA       | 1   |              |                 |
| 7A    | Oak stairwell risers, 56 IN long x 4 IN wide x 1 IN deep.                                                                                   | EA       | 2   |              |                 |
| 7A    | Oak stairwell tread, 54 IN long x 4 IN wide x 1 IN deep.                                                                                    | EA       | 2   |              |                 |
| 7B    | Stairwell support post, 4 IN long x 4 IN wide.                                                                                              | EA       | 1   |              |                 |
| 7B    | Stairwell support post, 5 IN long x 6 IN wide.                                                                                              | EA       | 1   |              |                 |
| 7B    | Stairwell support post, 3 IN long x 4 IN wide.                                                                                              | EA       | 1   |              |                 |

## City of Paintsville City Hall Cost Proposal Form

Unit pricing shall be all-inclusive and include all labor, equipment, provision of materials, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the City.

| Rooms                                              | Description                                                                                                | UOM      | Qty | Unit \$ Rate | Line Item Total |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------|-----|--------------|-----------------|
| 7B                                                 | Stairwell support posts, 1 IN long x 6 IN wide.                                                            | EA       | 6   |              |                 |
| 7B                                                 | Stairwell support post, 6 IN long x 2 IN wide.                                                             | EA       | 1   |              |                 |
| 7B                                                 | Stairwell support stringer, 4 IN long x 12 IN high.                                                        | EA       | 1   |              |                 |
| 7B                                                 | Stairwell support stringer, 2 IN long x 12 IN wide.                                                        | EA       | 3   |              |                 |
| 7B                                                 | Stairwell riser foot, 54 IN long x 4 IN wide x 2 IN high.                                                  | EA       | 1   |              |                 |
| 11                                                 | Wooden shelf posts, 2 IN long x 4 IN wide.                                                                 | EA       | 8   |              |                 |
| 11                                                 | Wooden shelf posts, 4 IN long x 1 IN wide.                                                                 | EA       | 14  |              |                 |
| 12                                                 | Wall and floor mounted wooden shelf posts, 1 IN long x 4 IN wide.                                          | EA       | 12  |              |                 |
| 13                                                 | Stairwell risers, 42 IN long x 8 IN wide x 1 IN high.                                                      | EA       | 2   |              |                 |
| 13                                                 | Stairwell treads, 42 IN long x 8 IN wide x 1 IN high.                                                      | EA       | 2   |              |                 |
| 14                                                 | Wooden bath vanity, 30 IN long x 20 IN wide x 32 IN high.                                                  | EA       | 1   |              |                 |
| 14                                                 | Porcelain toilet including pipes and valves, 7 IN, 2 FT long.                                              | EA       | 1   |              |                 |
| 14                                                 | Porcelain urinal, pipes and valves, 2 IN, 2 FT long.                                                       | EA       | 1   |              |                 |
| 14                                                 | GFCI Electrical outlet, 15 amps at 125 volts, NEMA 5-15. Raise outlet up 36 inches from existing location. | EA       | 1   |              |                 |
| 15                                                 | Model: E6-30H45DV100 Electric water heater, 30 Gal. capacity. Or equivalent model                          | EA       | 1   |              |                 |
| 15                                                 | Model: END4X60L2 Central air conditioner. Or equivalent model                                              | EA       | 1   |              |                 |
|                                                    | Mobilization and Demobilization                                                                            | Lump Sum | 1   |              |                 |
| <b>Grand Total (Lump Sum for Entire City Hall)</b> |                                                                                                            |          |     |              |                 |

**The Contractor is solely responsible for verifying the accuracy of the grand total submitted with its bid. The grand total shall be considered firm and final upon submission and shall not be adjusted due to errors, omissions, or miscalculations made**

by the Contractor in determining the bid amount. The Not To Exceed amount in any awarded Contract will not exceed the Grand Total amount provided by the awarded contractor in winning bid.

## ATTACHMENT 2: References

Provide three references for which the firm has performed services within the past five (5) years that are similar to the requirements in the Scope of Services. Client references for prime and subcontractors other than those appearing below may be checked as well. An additional sheet or alternate form may be used.

| Client Name | Contact Name/Phone/Email | Description of Project |
|-------------|--------------------------|------------------------|
|             |                          |                        |
|             |                          |                        |
|             |                          |                        |

**ATTACHMENT 3: Subcontractor List**

List any subcontractors here. Use an additional page or alternate form if necessary.

|                                                |
|------------------------------------------------|
| <b>ATTACHMENT 4: NON-COLLUSION DECLARATION</b> |
|------------------------------------------------|

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder.

All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the applicable laws that the foregoing is true and correct.

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

|                                                       |
|-------------------------------------------------------|
| <b>ATTACHMENT 5: CERTIFICATION REGARDING LOBBYING</b> |
|-------------------------------------------------------|

The undersigned certifies that, to the best of his or her knowledge and belief, that:

1. No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.
3. The undersigned shall require that the language of this certification be included in the award document for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees the provisions of 31 U.S.C. Chap 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

|                                                     |
|-----------------------------------------------------|
| <b>ATTACHMENT 6: FORM 200.321 AFFIRMATIVE STEPS</b> |
|-----------------------------------------------------|

**CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS 2 CFR §200.321**

The City of Paintsville is required to take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. If contractors (including engineers) use subcontractors, they are required to take the following affirmative steps:

- Place qualified enterprises on solicitation lists
- Assure that enterprises are solicited whenever they are potential sources
- Divide total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by enterprises
- Establish delivery schedules, where the requirement permits, which encourage participation by enterprises
- Use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

|                                                                                                               |
|---------------------------------------------------------------------------------------------------------------|
| <b>ATTACHMENT 7: CERTIFICATION REGARDING DEBARMENT, SUSPENSION,<br/>INELIGIBILITY and VOLUNTARY EXCLUSION</b> |
|---------------------------------------------------------------------------------------------------------------|

Neither the entity or its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

|                                                                  |
|------------------------------------------------------------------|
| <b>ATTACHMENT 8: CONFLICT/NON-CONFLICT OF INTEREST STATEMENT</b> |
|------------------------------------------------------------------|

**CHECK ONE**

☐ To the best of our knowledge, the undersigned bidder has no potential conflict of interest due to any other clients, contracts, or property interest for this project.

OR

☐ The bidder, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

Failure to check the appropriate blocks above may result in disqualification of your bid. Selecting potential conflict does not disqualify a bidder; however, additional information will need to be provided.

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

|                                                    |
|----------------------------------------------------|
| <b>ATTACHMENT 9: Drug-Free Workplace Affidavit</b> |
|----------------------------------------------------|

**Each Bidder shall attach a copy of their Drug-Free Work Policy with the bid.**

The undersigned certifies that the responding firm has taken steps to :

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 proposed, a copy of the drug- free workplace statement.
4. In the statement specified in drug-free workplace statement, 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 any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (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.

|                                     |  |
|-------------------------------------|--|
| <b>Authorized<br/>Signature</b>     |  |
| <b>Company Name</b>                 |  |
| <b>Name and Title of<br/>Signer</b> |  |
| <b>Date</b>                         |  |

## ATTACHMENT 10: INSURANCE COVERAGE DECLARATION

Contractor **shall** complete the form below **and attach** the following insurance policies (including all endorsements) to this Bid. Failure to do so, may result in a rejected Bid.

1. Commercial General Liability – in the amount of two million dollars (\$2,000,000.00) aggregate/one million dollars (\$1,000,000.00) per occurrence. The General Aggregate limit shall either apply separately to the resulting Contractor or shall be at least twice the required occurrence limit.
2. Comprehensive Automobile and Water Vehicle Liability – covering any automotive equipment to be used in performance of the service, with a minimum limit in the amount of One Million Dollars (\$1,000,000.00) per occurrence combined single limit / any auto. Physical Damage Insurance covering owned or rented machinery, tools, equipment, office trailers, and vehicles.
3. Worker's Compensation – Proposer shall provide a policy with employer's liability coverage with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence for each accident or illness. The Worker's Compensation policy shall state that it cannot be canceled or materially changed without first giving thirty (30) days prior notice thereof in writing to the City. Firms that have owner/operators that have filed a "Notice of Election to be Exempt" shall supply a signed copy of said notice. Any such exemption shall meet the requirements that qualify for an exemption under the applicable Worker's Compensation law.

| Insurance Carrier | Type of Coverage      | Limit (\$) | Expiration Date |
|-------------------|-----------------------|------------|-----------------|
|                   | General Liability     |            |                 |
|                   | Commercial Auto       |            |                 |
|                   | Worker's Compensation |            |                 |

|                                 |  |
|---------------------------------|--|
| <b>Authorized Signature</b>     |  |
| <b>Company Name</b>             |  |
| <b>Name and Title of Signer</b> |  |
| <b>Date</b>                     |  |