

ADVERTISEMENT FOR BIDS

City of Kearney 92 Hwy & Sam Barr Drive Roundabout Flagpole Improvements

Sealed bids will be received at Kearney City Hall, Kearney, Missouri, 100 East Washington, Kearney, MO 64060, on or before 2:00 PM, Thursday, October 25, 2018, for the following projects. At said place and time, all properly received bids will be publicly opened and read.

Project Description: Install a 50' tall flagpole, including concrete foundation, lighting, and 10' x 15' nylon flag, in the roundabout located at the intersection of 92 Highway and Sam Barr Drive.

Bid Packet: A copy of the bid packet is available on the city website at <http://www.ci.kearney.mo.us/Bid-notice.asp>

Timeframe: Completion within 120 days of notice to proceed.

The following provisions are required of the successful contractor and are further described in the bid packet:

- City Occupation License
- Insurance Coverage Naming City of Kearney as additional insured
- OSHA Training
- Federal Work Authorization Program (E-Verify)
- Proof of Lawful Presence
- American Products
- Transient Employers

The City reserves the right to award the contract by sections, to reject any or all bids, and to waive any informalities or irregularities therein. The City will affirmatively ensure that in any Contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids without discrimination, regardless of race, color, or national origin, in consideration for any award. No bidder may withdraw their bid within 60 days after the actual date of bid opening.

City of Kearney, MO

BID PACKET

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Timeframe: Completion within 120 days of notice to proceed.

Current City Occupation License. The successful contractor, and any and all sub-contractors, shall have or obtain a current city occupation license prior to beginning work. The application fee may be waived for the successful contractor. Applications are available at the "Bid Notices" link at www.ci.kearney.mo.us. A copy of the occupation license application and proof of workers' comp insurance shall also be emailed to cityofkearney@certificatemanager.net.

Insurance Coverage Naming City of Kearney as additional insured. The successful contractor shall provide the following minimum insurance. The description box shall identify the project by name and identify the City "as additional insured including products and completed operations as provided by ISO for CG 2010 (11-85)" or equivalent:

- Commercial General Liability - \$1,000,000 per occurrence/\$2,000,000 aggregate;
- Commercial Auto Liability - \$1,000,000 Single Limit of Liability;
- Worker's Compensation - \$500,000 Employers Liability Limit;
- Commercial Umbrella Liability - \$2,000,000 per occurrence/\$2,000,000 aggregate;

All insurance coverage must be written by companies that have an A.M. Best's rating of "A-VII" or better, and are licensed or approved by the State of Missouri to do business in Missouri. A copy of the certificate of insurance with the limits and coverage required in the contract shall be emailed to cityofkearney@certificatemanager.net.

OSHA Training Required. Pursuant to RSMo 292.675.4, any person signing a contract to work on the construction of public works for any public body shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OSHA program. All employees are required to complete the program within sixty days of beginning work on such construction project. The contractor shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, \$2,500.00 plus \$100.00 for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. The contractor shall provide a copy of proof of the OSHA training for any project employees prior to construction.

Federal Work Authorization Program (E-Verify): Pursuant to RSMo 285.530, no business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. The contractor shall provide, as part of their bid, signed affidavits and documentation affirming said requirement.

Proof of Lawful Presence: RSMo 208.009 requires that contractors provide affirmative proof that the contractor is a citizen or permanent resident of the United States or is lawfully present in the United States. Affirmative proof can be established through a Missouri drivers license; U.S. Birth Certificate – certified with an embossed, stamped or raised seal issued by a state or local government (hospital certificates are not acceptable); U.S. Passport (valid or expired); U.S. Certificate of Citizenship, Naturalization or Birth Abroad; U.S. Military Identification Card or Discharge Papers accompanied by a copy of U.S. Birth Certificate issued by a state or local government.

American Products: Pursuant to RSMo 34.353, any manufactured good or commodities used or supplied in the performance of the contract or subcontract shall be manufactured or produced in the United States, unless determined to be exempt as provided in the Section.

Transient Employers: Every transient employer, employers not domiciled in Missouri, pursuant to RSMo 285.230, must post in a prominent and easily accessible place at the work site a clearly legible copy of the following: 1) The notice of registration for employer withholding issued to such transient employer by the Director of Revenue, 2) Proof of coverage for workers' compensation insurance or self-insurance signed by the transient employer and verified by the Department of Revenue through the records of the division of workers' compensation; and 3) The notice of registration for unemployment insurance issued to such transient employer by the Division of Employment Security. Any transient employer failing to comply with these requirements shall, under RSMo 285.234, be liable for a penalty of \$500.00 per day until the notices required by this section are posted as required by the statute.

The City reserves the right to award the contract by sections, to reject any or all bids, and to waive any informalities or irregularities therein. The City will affirmatively ensure that in any Contract entered into pursuant to this advertisement; minority business enterprises will be afforded full opportunity to submit bids without discrimination, regardless of race, color, or national origin, in consideration for any award. No bidder may withdraw their bid within 60 days after the actual date of bid opening.

AFFIDAVIT OF WORK AUTHORIZATION

Comes now _____ as _____ first being duly sworn, on my oath, affirm _____, located at _____, is enrolled and will continue to participate in a federal work authorization program in respect to employees that will work in connection with the contracted services related to the "92 Hwy & Sam Barr Dr Roundabout Flagpole Improvements" project for the duration of the contract, if awarded, in accordance with RSMo Chapter 285.530(2). I also affirm that _____ does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to the "92 Hwy & Sam Barr Dr Roundabout Flagpole Improvements" project for the duration of the project.

In Affirmation thereof, the facts stated above are true and correct (The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo).

Signature (person with authority)

Printed Name

Title

Date

Subscribed and sworn before me this _____ day of _____, 2018. I am commissioned as a notary public within the County of _____, State of _____, and my commission expires on _____.

Signature of Notary

Date

STATE OF MISSOURI)
) ss
COUNTY OF _____)

AFFIDAVIT

(as required by Section 285.530, Revised Statutes of Missouri)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge:

- (a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or
- (b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared _____, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is _____ and I am currently the _____ of _____ (hereinafter "Contractor"), whose business address is _____, and I am authorized to make this Affidavit.
2. I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
3. Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and _____:

4. Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.
5. Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Further, Affiant saith not.

[SIGNATURE]

[printed name], Affiant

Subscribed and sworn to before me this _____ day of _____, 2018.

Notary Public

My Commission Expires: _____
State of Missouri
Commissioned in _____ County
Commission # _____

PLEASE NOTE:

Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

1. A valid, completed copy of the first page identifying the Contractor; and
2. A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security - Verification Division



CITY OF KEARNEY
100 E. Washington P.O. Box 797
Kearney, Mo 64060
816-628-4142 (Fax) 816-628-4543

Application No. _____

APPLICATION FOR OCCUPATIONAL LICENSE

(NOTE: THIS IS AN APPLICATION ONLY)

Please complete this application and mail with a check payable to the City of Kearney, in the amount of Thirty dollars (\$30.00). Please print legibly. A license will be mailed upon approval.

NAME OF BUSINESS: _____

BUSINESS MAILING ADDRESS: _____
 (Street) (City) (State) (Zip Code)

PHONE: _____ FAX: _____ CELL: _____ EMAIL: _____

NATURE OF BUSINESS: _____ TYPE OF BUSINESS: _____
 (Wholesale, retail or service) (Specify kind of business, for ex: drug or hardware store, bank, etc.)

LOCATION OF BUSINESS: _____
 (Address)

MO SALES TAX NUMBER: _____ ZONING: _____
 (If applicable) (If business is located in the City of Kearney)

BUSINESS PERSONAL PROPERTY TAX AND REAL ESTATE TAXES

According to the City Ordinance all applicants for a City license shall be in good standing with the City and County on all taxes and fees.

RETAIL SELLERS MUST SUBMIT A NO SALES TAX DUE STATEMENT

Beginning Jan. 1, 2009, the possession of a statement from the Dept. of Revenue stating no sales tax due is a prerequisite to the issuance or renewal of any City occupation license required for conducting any business where goods are sold at retail. The statement of no tax due shall be dated no longer than ninety days before the date of submission for application or renewal of the City license. Business owners may access the on-line system at <http://dor.mo.gov/tax/business/sales/notaxdue> to acquire a statement of no tax due by entering their Missouri tax identification number and pin number located on their sales tax return or voucher.

NOTICE TO CONSTRUCTION CONTRACTORS

State law requires contractors to provide a Certificate of Insurance for Worker's Compensation which shall be returned with application or faxed to 816-628-4543. A copy must also be emailed to cityofkearney@certificatemanager.net. If the Company is exempt sign box below.

WORKER'S COMPENSATION EXEMPTION STATEMENT

I hereby certify that the business described in this application is exempt from the requirements of the Missouri Worker's Compensation Law and, therefore, per Section 287.061 RSMo, is not required to provide the City with a Certificate of Insurance but is signing this statement of exemption.

Signature of Contractor or Authorized Agent _____

NOTICE TO ELECTRICIANS/PLUMBERS: City Ordinance requires that you have a Master Plumbing or Electrical License to work in the City of Kearney. **We must have a copy of your license** and name of master electrician/plumber _____. If you have questions you may contact Chad Coffelt at 816-903-4736.

APPLICANT'S SIGNATURE: _____ TITLE: _____

OWNER NAME: _____ PHONE: _____ FAX: _____

DATE OF BIRTH: _____ CELL: _____ EMAIL: _____

MAILING ADDRESS: _____

IN CASE OF AN EMERGENCY CONTACT:

1. _____ PHONE: _____
 (Name and Address)

2. _____ PHONE: _____
 (Name and Address)

Specifications & Bid Sheet

1. Project Scope shall include the following: Install a 50' tall flagpole, including concrete foundation, lighting, and 10' x 15' nylon flag, in the roundabout located at the intersection of 92 Highway and Sam Barr Drive, per attached flagpole and LED exterior lighting specifications and construction drawing;
2. OSHA regulations during construction must be followed;
3. Timeframe for Completion – 120 days;
4. Contractor must satisfy the City's insurance requirements and hold harmless agreement prior to commencing work;
5. The City reserves the right to reject any and all bids and to waive informalities therein, to determine the lowest and best bid, to accept any alternates, or to approve bids.
6. The City will issue a sales tax exemption certificate, upon request.
7. Contractor is responsible for obtaining a MoDOT right-of-way permit.

Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Total
1	Flagpole (50', Breakaway Foundation)	Ea.	1	\$	\$
2	Flagpole Foundation (KCMMB4K)	Ea.	1	\$	\$
3	Flagpole Light with Wiring (Complete)	Ea.	2	\$	\$
4	Flagpole Light Foundation (KCMMB4K)	Ea.	2	\$	\$
				TOTAL	\$

- **Attach E-Verify affidavits & documentation with Bid**

*Please print clearly

Contractor: _____

Contact Person: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Signature of Bidder: _____