**DATE:**

*(Date of Proposal)*

**FROM:**

*(Name of Bidder’s Company)*

*(Mailing Address)*

*(City, State, Zip)*

*(E-mail Address of Contact Person)*

*(Phone Number of Contact Person)*

**TO: Hernando County School Board**

**Attn: Facilities & Construction Department**

**8016 Mobley Road**

**Brooksville, Florida 34601**

The undersigned Bidder, having carefully examined the premises and conditions affecting the Work, the Instructions to Bidders, the Form of Agreement and Conditions of the Contract, and other Contract Documents for:

**Project: [Project Name]**

**[Project** **Address]**

**Issue Date: [Issue Date of Contract Documents]**

as prepared by: **[Name of Design Firm]** does hereby propose to furnish all labor, materials, equipment and services required for the proper execution and completion of the work described and called for in said Documents for the lump sum(s) as indicated herein below:

**BASE BID:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dollars $

*(State amount in words)*

The Base Bid amount above includes an allowance for Owner’s contingency in the amount of: **[$] or [N/A]**

This proposal covers all expenses, including applicable license fees and all taxes levied in connection with the Work.

**[Design Professional to edit this section as required for unit price(s). Omit this section if unit prices are not specified in the Bid Documents]**

**UNIT PRICES**

Refer to Contract Documents for a complete description of items requiring unit pricing. The undersigned bidder agrees that, if awarded the Contract for the Work, this unit pricing shall be the basis for determining the cost of any proposed changes to the Work and for determining the amount of final payment.

**[Unit Price No. 01 – Brief Description]**

**$** **[Quantity]** **$**

*(Unit Cost) (Est. Qty.) (Total Amount)*

**[Unit Price No. 02 – Brief Description]**

**$** **[Quantity]** **$**

*(Unit Cost) (Est. Qty.) (Total Amount)*

**[Design Professional to edit this section as required for Alternate(s). Omit this section if Alternates are not specified in the Bid Documents]**

**ALTERNATES**

Refer to Contract Documents for a complete description of any alternate(s) that may be required. Indicate by checkmark whether the amount of the alternate is to be added to or deducted from the amount of the Base Bid for each of the following:

**[ALTERNATE No. 01 – Brief Description]**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dollars $

*(State amount in words)* 🞎 Add 🞎 Deduct

**[ALTERNATE No. 02 – Brief Description]**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dollars $

*(State amount in words)* 🞎 Add 🞎 Deduct

**ADDENDA**

Receipt of the following Addenda are hereby acknowledged as follows:

ADDENDUM NO. , dated .

ADDENDUM NO. , dated .

ADDENDUM NO. , dated .

**[Design Professional is to consult with the Owner’s representative to identify specific trades as appropriate to the project. Limit the list to major subcontracts and trades which are critical to the success of the project.]**

**LIST OF SUBCONTRACTORS**

The undersigned Bidder hereby indicates their intent to either self-perform the work OR subcontract with each of the major subcontractors listed below.

| **TRADE** | **CHECK IF**  **SELF-PERFORMED** | **SUBCONTRACTOR NAME/ADDRESS** |  | **LICENSE No.** |
| --- | --- | --- | --- | --- |
| **[TRADE CATEGORY 01]** | 🞎 |  |  |  |
| **[TRADE CATEGORY 02]** | 🞎 |  |  |  |
| **[TRADE CATEGORY 03]** | 🞎 |  |  |  |
| **[TRADE CATEGORY 03]** | 🞎 |  |  |  |

**COMPLETION TIME**

The undersigned Bidder agrees to substantially complete the Work within **[written number (#)]** calendar days, Sundays and Holidays included, and to complete any portions of the Work designated for earlier completion within the times established in the contract documents.

Bidder further agrees that the Work shall be fully completed and ready for final acceptance in accordance with the contract documents within **[written number (#)]** calendar days, Sundays and Holidays included, such time to commence on the date of substantial completion or receipt of the punch list, whichever date occurs last.

For each calendar day past the scheduled date of **Substantial Completion** until Substantial Completion is actually achieved, liquidated damages will be due to the Owner. This amount shall be **[$xxx.xx]** per day. Any justified delays during construction shall be documented with each pay application. If unjustified delays are submitted, they will not be considered.

For each calendar day past the scheduled date of **Final Completion** until the Work is fully completed and ready for final acceptance, liquidated damages will be due to the Owner. This amount shall be **[$xxx.xx]** per day. Any justified delays during this period shall be documented with each pay application. If unjustified delays are submitted, they will not be considered.

**MISCELLANEOUS PROVISIONS**

The undersigned Bidder hereby acknowledges the provisions of Florida Statute 287.133 pertaining to public entity crimes, which states as follows:

*“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, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies 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*](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=287.133&URL=Ch0287/Sec017.HTM) *for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.”*

This proposal shall remain in force and effect for a period of **sixty (60)** calendar days from the time of opening of this Proposal. The Bidder will not revoke, cancel or withdraw this Proposal within the said sixty (60) calendar days.

In witness whereof, the Bidder, a ,

*(Sole Proprietor, Corporation, Limited Liability Partnership, etc.)*

Licensed and incorporated in the State of , has hereunto set his or her signature and affixed his or her seal this day of , 20 .

FOR

*(Legal Name of Business)*

BY:

*(Typed/Printed Name and Title of Officer or Authorized Agent)*

(S E A L) *(Signature)*

WITNESSED BY:

*(Typed/Printed Name of Witness)*

*(Signature)*