



BID-SJR-07-2013

VOLLEYBALL COURTS

FOR

ST. JOHNS RIVER STATE COLLEGE

BID SPECIFICATIONS DOCUMENT

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SPECIFICATIONS DOCUMENT

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SECTION 1 - GENERAL INFORMATION AND BID REQUIREMENTS

1.1 Invitation

St. Johns River State College (SJRstate) invites our pre-qualified civil contractors to bid on providing volleyball courts at our campuses in Putnam, Clay and St. Johns Counties. Campus locations are:

Palatka Campus
5001 St. Johns Avenue
Palatka, FL 32177

Orange Park Campus
283 College Drive
Orange Park, FL 32065

St. Augustine Campus
2990 College Dr.
St. Augustine, FL 32084

This project is limited to invited, pre-qualified bidders only. Only those bids submitted by invited, pre-qualified civil contractors represented at the mandatory pre-bid meeting will be considered.

1.2 Mandatory Pre-Bid Meeting

A mandatory Pre-bid Meeting is scheduled for 2:00 p.m. on Thursday, August 1, 2013 in Room A-152 (Valhalla Hall) in the SJRState Administration Building on the Palatka Campus at 5001 St. Johns Ave., Palatka, FL. Attendance at the Pre-bid Meeting by a representative of your firm is a requirement in order to be eligible to bid and attendance will be taken. SJRstate will only accept bids from firms attending the Pre-bid meeting. A tour of the work site at the Palatka Campus will immediately follow the meeting. Appointments can be made for touring the work sites at the Orange Park and St. Augustine Campuses.

1.3 Site Investigation

Each bidder shall, before submitting their bid, examine the sites to determine the extent of the work involved and the conditions under which the bidder must perform the work. The submittal of a bid will be construed as evidence that such examination has been made and no subsequent allowance will be made in this connection.

1.4 Submission Deadline

Send sealed bids to:

Beverly J. Barker
Director of Capital Contract Management
St. Johns River State College
Business Office
5001 St. Johns Ave.
Palatka, FL 32177

Sealed bids must be received by 2:00 p.m. on August 20, 2013, in the Office of the Director of Capital Contract Management. The bid submission must be sealed and clearly marked on the outside of the envelope with the name of the firm submitting the bid and BID-SJR-07-2013. Bids received after the deadline stated above will be marked late and will not be considered. It is the sole responsibility of the bidders to ensure that bids are delivered to the Office of the Director of Capital Contract Management on the Palatka

Campus prior to the deadline. Bids delivered to other SJRstate locations are not considered "received" until they are received in the Office of the Director of Capital Contract Management. Faxed, e-mailed, partial, and conditional bids are not acceptable and shall not be considered. Failure of a delivery service or US mail to deliver bid responses by the due date and time shall not constitute an extension to the deadline.

1.5 Definitions

College, SJRstate, or St. Johns River State College refers to The St. Johns River Community College. The College is a political subdivision of the State of Florida.

Firm, vendor, business, proposer, contractor or bidder in this document refers to respondents to this invitation to bid.

1.6 Taxes

The College does not pay federal, excise, and state sales taxes. The applicable tax-exemption numbers are:

Florida Sales Tax: 85-8013170533C-4

Federal Identification Number: 59-1033399

1.7 Bidding Costs

St. Johns River Community College is not responsible for any cost incurred by bidders in their efforts in submitting for this bid including shipping or mailing fees.

1.8 Bid Specification Interpretation and Communications Instructions

Interpretation of the wording of this document and responses to questions concerning this bid shall be the responsibility of the College and will be communicated via the Director of Capital Contract Management and shall be final.

Questions and requests for clarifications should be directed in writing to Beverly Barker via e-mail at BeverlyBarker@sjrstate.edu and will be accepted until 5:00 p.m. on August 15, 2013. The last day for response to questions received is August 16, 2013 by 5:00 p.m. Replies to questions or requests for clarification will be issued by return e-mail and the questions posed or clarification requests with the replies will be posted on the web page dedicated to this bid at <http://sjrsate.edu/072013>.

Bidders are cautioned that only the interpretations or clarifications issued by the Director of Capital Contract Management for SJRstate in writing shall be binding. Responders are advised that no other source is authorized to give information concerning or to explain or interpret the Bid Specifications Document or addenda, if any. It is the responsibility of the bidder to consult the web page regarding this bid for information, clarifications, addenda and notices concerning this bid. Failure to meet any changes required on the web page may result in rejection of the respondent's bid.

1.9 Addenda to Bid Specifications

In the event of modifications or corrections to the Bid Specifications Document, an addendum will be issued and posted on the web page dedicated to this bid and shall become part of the bid specifications. Bidders are required to acknowledge any and all addenda on the Bid Check List and Bid Pricing Proposal Form.

1.10 Bid Response Materials

The material submitted in response to this invitation to bid becomes the property of the College upon delivery to the Office of the Director of Capital Contract Management and

may be appended to any formal document which would further define or expand the contractual relationship between the College and the successful bidder. No bidder may withdraw its proposal for a period of thirty (30) days after the date set for bid opening without express written permission by the College.

1.11 Bid Award Process

The basis for award is to a single bidder submitting the lowest or best bid for basic services which meets the conditions of the bid specifications, or in the event the bids exceed the budget for this project, to award the bid to a single bidder submitting the lowest price for the total of the base bid and deductive alternate 1. The College is not necessarily bound to accept the lowest bid if that bid is contrary to the best interests of the College. SJRstate reserves the right to waive any minor deviations in an otherwise valid bid proposal, to reject any or all bid proposals, to rebid or not, and to accept the bid which will be in the best interest of SJRstate. Notice of intent to award is anticipated by close of business on August 21, 2013. Bid award is anticipated on or about August 27, 2013 with notice to proceed to commence within two weeks from award.

1.12 Bid Rejection

The College shall have the right to reject any or all bids and in particular to reject a bid not accompanied by data required by the bid specifications or a proposal in any way incomplete or irregular. Conditional bids will not be accepted. Faxed or e-mailed bids will not be considered. Bids not meeting minimum requirements may be considered non-responsive.

1.13 Tied Bids

The decision for the award of tied bids/proposals shall be made after careful review of the circumstances surrounding the tie. Pursuant to FS 287.08, the College will break a tie/award to a business that has implemented a drug-free workplace program; if still tied, pursuant to FS 287.057(12) the College shall give consideration to Service Disable Veteran owned businesses certified by the State Department of Management Services so as to break a tie bid and award a tied bid to a Certified Service Disabled Veterans owned business when all things are equal; if still tied, finally a coin toss in the presence of two or more College staff members, when all other factors are equal.

1.14 Notices

The bid specifications, information, responses to questions, addenda if any, schedule changes if any, bid results, notification of intent to award, and notice of award or rejection will be posted on the web page dedicated to this bid at <http://www.sjrstate.edu/072013>. Bidders are required to monitor the web page during the entire bid process through bid award or rejection for information and instructions related to the bid.

1.15 Bid Guarantee

Bid guarantee in the form of a Bid Bond executed by the bidders and a qualified surety, or a certified or cashier's check on a national or state bank in the amount of five (5) percent (%) of the proposal, including alternates, made payable to St. Johns River State College, must accompany the bid proposal.

Failure to by the successful bidder to enter into contract with within fourteen (14) days from the date of notification of award shall be considered just cause and the College may annul and void the award and declare forfeiture of the proposal guarantee or good faith deposit in liquidation of all damages sustained. Award then may be made to the next lowest responsible bidder or the work may be rebid or not at the College's discretion.

1.16 Payment and Performance Bonds

The successful bidder will be required to furnish a satisfactory performance and payment bond with a corporate surety authorized to do business in the State of Florida and acceptable to the College within fourteen (14) days after notice of award and prior to any work being done.

All bonds must be executed under corporate seal of the surety and countersigned on the part of the surety by a qualified resident agent or an attorney in fact with proof of power attached. In case of default on the part of the contractor, actions for all expenses incident to ascertaining and collecting losses under the bond including engineering and legal services shall lie against the bond. Such bond shall be in the penal sum of 100% of the contract. Premiums for performance and payment bond shall be included in the bidder's proposal.

1.17 Bidder Responsibility

It is understood, and the bidder hereby agrees, that it shall be solely responsible for all services that it proposes.

1.18 Open Competition

The College encourages free and open competition among Firms. Whenever possible, specifications, bid invitations, and conditions are designed to accomplish this objective, consistent with the necessity to satisfy the College's needs and the accomplishment of a sound economical operation. The Firm's signature on the Bid Check List/Bid Pricing Proposal Form guarantees that the Firm, its agents, officers, or employees have not bribed or attempted to bribe or influence in any way an officer, employee, or agent of the College.

1.19 Disclosure

Bid award is subject to the provision of Chapter 112, Florida Statutes. Proposers must disclose with their bid the name of any officer, director, or agent who is also an employee of SJRstate. Further, all proposers must disclose the name of any SJRstate employee who owns directly or indirectly, an interest of five percent (5%) or more in the proposer's firm or any of its branches.

1.20 Contract Period

If awarded, the successful bidder will enter into a contract with the College via purchase order based on the bid specifications and the result of the bid within fourteen (14) days of notice of award.

1.21 Bid Security (Bond)

Bid guaranty in the form of a Bid Bond executed by the bidder and a qualified surety or a certified or cashier's check on any national or state bank in the amount of five percent (5%) of the base bid made payable to St. Johns River State College is a requirement of the bid.

1.22 Errors and Omissions

Bidders are expected to comply with the true intent of these bid specifications taken as a whole and shall not avail themselves of any errors or omissions to the detriment of the services. Should any bidder suspect any error, omission, or discrepancy in the specifications or instructions, the bidder shall immediately notify the Director of Capital Contract Management who will issue written instructions to be followed. Bidders are responsible for the contents of their proposal and for satisfying the requirements set forth in the bid specifications.

1.23 Protests

Failure to file a protest within the time prescribed in s. 120.57(3), Florida Statutes, which is 72 hours, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Protests must be received in writing by the Vice President for Finance with copy to the Director of Capital Contract Management within the time prescribed in S120.57(3), Florida Statutes.

1.24 Affirmation Statement Regarding Public Entity Crime

A provision of Section 287.133(3)(a) F.S. requires all vendors doing business with state agencies and political subdivisions in excess of \$25,000, as provided for in Section 287.017 F.S., to sign and submit a sworn statement to the state agency or political subdivision, certifying that neither the bidder nor anyone active in the management of the bidder's organization has been convicted of a public entity crime after July 1, 1989.

Submit a notarized Sworn Statement Under Section 287.133(3)(A) on Public Entity Crime (Use Appendix B) with the bid response.

1.25 Women and Minority Owned Business Enterprises (W/MBE) Participation

Women and minority owned business enterprise participation is encouraged.

1.26 Insurance Coverage

Firm shall obtain, maintain, and pay for insurance in the categories listed in the insurance schedule during the term of any contract or agreement resulting from this bid. The insurance coverage in each category shall meet or exceed the minimum limits set forth in the insurance schedule. All policies should have a Best Rating of A X or better. The insurance shall cover the Firm's entire operations under agreement with the College and shall be effective throughout the effective period of the agreement or any subsequent agreement with the College associated with this bid. It is not the intent of this schedule to limit the types of insurance otherwise required by the Agreement or that the Firm may desire to obtain. Proof of insurance at the required levels must be submitted with the bid response. At the time of bid award, if awarded, and prior to any work being done, the successful bidder shall submit a certificate of insurance at the required levels with St. Johns River Community College included as additional named insured on each policy.

1.27 Minimum Insurance Requirements Schedule

Policy: Workers Compensation:
Coverage: WC Statutory Limits

Policy: Comprehensive General Liability Insurance:
Coverage: \$1,000,000 Each Occurrence
\$ 100,000 Fire Damage (Any One Fire)
\$ 5,000 Medical Payments (Any One Person)
\$1,000,000 Personal and Adv Injury
\$2,000,000 General Aggregate
\$2,000,000 Products-Comp/OP Aggregate

Policy: Automobile Liability for all owned, hired and non-owned autos
Coverage: Combined Single Limit Each Accident \$1,000,000

1.28 Indemnification

The Firm shall indemnify and hold harmless the College, and any agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Firm or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be considered to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist.

1.29 Assignment

No duties or obligations under any contractual agreement resulting from this bid may be assigned by Firm without prior written consent of the College.

1.30 Performance Inquiry

Vendors must be licensed to business in the state of Florida and a copy of a valid business license must be submitted with the Firm's bid response.

1.31 Performance of Services

If awarded, all services are to be provided as per the terms of this bid, the bid specifications, and the resultant contract. Failure to perform services per the contract provisions and adherence to schedule may result in the deduction of the value of services.

1.32 Severability

If any provisions of the agreement resulting from this bid are contrary to, prohibited by, or deemed invalid by applicable laws or regulations of any jurisdiction in which it is sought to be enforced, then said provisions shall be deemed inapplicable and omitted and shall not invalidate the remaining provisions of the agreement.

In the event any provision of this agreement shall be held invalid or unenforceable by a court of competent jurisdiction, or by an administrative hearing officer in accordance with Chapter 120, Florida Statutes, such holding shall not invalidate or render unenforceable any other provision hereof.

1.33 Venue

The contract, when entered into and any disputes hereunder, shall be construed in accordance with the laws of the State of Florida and enforced in the courts of the State of Florida. College and Firm hereby agree that venue shall be in Putnam County, FL.

1.34 Americans with Disabilities Act of 1990

If special accommodations are required in order to attend the Public Meeting to announce bids received, contact the Director of Capital Contract Management at 385 312-4110 or e-mail BeverlyBarker@sjrstate.edu.

1.35 Independent Firm

Nothing herein is intended or shall be construed as in any way creating or establishing the relation of co-partners between the parties or in any way making the Firm the agent or representative of the College for any purposes in any manner whatsoever. Firm is, and shall remain, an independent Firm with respect to all services performed.

1.36 Project Completion

Time of completion of this project is a condition of the contract. If the bidder cannot meet the construction schedule, the bidder should not submit a bid. Refer to General Schedule for construction schedule.

1.37 Laws, Ordinances, Rules, Regulations, Permits, and Licenses

The Firm shall observe and obey all laws, ordinances, rules, regulations, and policies of the District Board of Trustees of SJRstate and the federal and state governments which may be applicable to the Firm's operation at SJRstate, and shall, at the sole cost to the Firm, obtain and maintain all permits and licenses necessary to comply with such requirements and standards.

1.38 Sub-contractors

Bidders must submit a listing of the names and locations of sub-contractors and included any applicable license numbers.

1.40 Awarded Contractor Provisions for Payments to Sub-contractors and Suppliers

When the contractor receives payment from the owner for labor, services, or materials furnished by subcontractors and suppliers hired by the contractor for the project, the contractor shall remit payment due to those subcontractors and suppliers, less the value of any item contested in accordance with the contract, within 10 days after the contractor's receipt of payment from the owner. When the payment due the subcontractor is for final payment, including retainage, the subcontractor must include with the invoice for final payment a conditional release of lien and all appropriate warranties and closeout documentation. When the subcontractor receives payment from the contractor for labor, services, or materials furnished by subcontractors and suppliers hired by the subcontractor, the subcontractor shall remit payment due to those subcontractors and suppliers, less the value of any item contested in accordance with the contract, within ten (10) days after the subcontractor's receipt of payment."

SECTION 2 – INSTRUCTIONS FOR BID SUBMISSION DOCUMENTS

2. 1 Bid Response Format:

The bid response should be submitted in duplicate with one marked, 'original' and one 'copy', and should include a signed Bid Check List/Bid Pricing Proposal Form and each document as indicated on this form. All documents should be bound or stapled to the Bid Check List/Bid Pricing Proposal Form. The following documents should be included in the response in the following order:

- *Bid Check List/Bid Pricing Proposal Form (Use Appendix A)
***Note: In order to be considered, the response to this bid must be submitted on this form and the form must be signed.**
- Copy of license to do business in the State of Florida
- Sworn Statement Regarding Public Entity Crimes (Use Appendix B)
- Proof of Insurance
- Bid Guarantee
- Drug Free Workplace Form (Use Appendix C)
- List of Subcontractors

All information shall be entered in ink or typewritten or produced by computer. Mistakes may be crossed out and corrections inserted before submission of your bid,

however, corrections shall be initialed in ink by the person signing the proposal. Bidders shall fill in their bid completely and correctly sign the bid form. Bids that show any omissions, alterations of the bid, additions not authorized by SJRstate, conditional bids, or irregularities of any kind may be rejected. SJRstate will not be responsible for errors or omissions made by the bidder. Bidders will be notified of bid results via posting on the web page dedicated to this bid at <http://www.sjrstate.edu/072013>.

2.2 Bid Response Authorization

The bid response shall be signed by a person legally authorized to bind the Firm. A proposal submitted by an agent shall have a current Power-of-Attorney attached certifying agent's authority to bind Firm.

2.3 Firm Warranty of Ability to Perform

Firm warrants by authorized signature on the bid response that there is no action suit, proceeding, inquiry or investigation, at law or equity, before or by a court, governmental agency, public board or body, pending or, to the best of the Firm's knowledge, threatened, which would in any way prohibit, restrain or enjoin the execution or delivery of the Firm's obligations, diminish the Firm's obligations or diminish the Firm's financial ability to perform the terms of the proposed contract resulting from this bid.

2.4 General Schedule

- Notices, Specifications, Addenda (if any), Clarifications and General Information Regarding the bid:
 - Available on College web page dedicated to the bid at <http://www.sjrstate.edu/072013>
 - **Bidders are required to monitor the web page during the entire bid process.**
- Bid specifications available to bidders
 - Beginning July 30, 2013
 - Available for download at <http://www.sjrstate.edu/072013>.
- Mandatory Pre-Bid Meeting and Tour of Work Site(s)
 - Date: August 1, 2103
 - Time: 2:00 p.m.
 - Location: SJRstate Palatka Campus, Room A-152 (Valhalla Hall), Administration Building, 5001 St. Johns Avenue, Palatka, FL 32177
- Deadline for Bids
 - Date: August 20, 2013
 - Time: By 2:00 p.m.
 - Location: Sealed bids including required forms and information, identified on the outside with the name of the firm and **BID-SJR-07-2013**, must be received in the Office of the Director of Capital Contract Management, St. Johns River State College, 5001 St. Johns Avenue, Palatka, FL 32177.
- Bid Opening -- Public Meeting to verbally announce bids received by the deadline
 - Date: August 20, 2013
 - Time: 2:30 p.m.
 - Location: SjrState Palatka Campus, Room A-154 (Board Room), 5001 St. Johns Avenue, Palatka, FL 32177
- Notice of Intent to Award or Reject Bid
 - On or about August 21, 2013 on <http://www.sjrstate.edu/032013>
- Bid Award
 - On or about August 27, 2013, SJRstate Administration Building
- Notice to Proceed

- On or about September 3, 2013
- Pre-construction Meeting
 - TBA
- Substantial Completion
 - Sixty-four (64) days from Notice to Proceed
- Final Completion
 - Seventy-one (71) days from Notice to Proceed

SECTION 3 – SCOPE OF WORK

3.1 Performance Requirements for Base Bid

1. Scope of Work Definitions:
 - a. **The Volleyball Court** (The Court) shall include the entirety of the sand filled areas within the proscribed boundaries of the In-bounds Playing Area (The Playing Area) as well as the surrounding Free Areas to the point at which transitional edging defines the limits of the sand filled area.
 - b. **The Playing Area or In-Bounds Area** shall encompass a 60 foot by 30 foot rectangular portion of the Volleyball Court that is defined by regulation sidelines, centered geometrically at the midpoint of, and equally divided into two equal 30 foot squares by, the projection of the volleyball net.
 - c. **The Free Area** includes that portion of the Court extending from the outer limits of the Playing Area to the transitional edging.
 - d. Refer to attached details, *Single Court Dimensions and Definitions*, *Double Court (Side by Side) Dimensions and Definitions*, and *Double Court (End to End) Dimensions and Definitions* for additional information.
2. Siting and Orientation:
 - a. Refer to the Court Location drawings in the Details section of this document for general locations of the volleyball courts on each campus. Final location shall be determined in the field in coordination with a representative of the College.
 - b. The Volleyball Court shall be located to take advantage of local drainage, shading, winding protection, and amenities.
 - c. The Volleyball Court shall be located on level ground although grading shall be allowed to level an otherwise advantageous area.
 - d. Where possible, the Volleyball Court shall be oriented longitudinally in a north-south direction (with the net running east to west) in order to minimize the impact of low sun in the morning and evenings.
 - e. Percolation and other soil tests may be arranged at the engineer's discretion and the owner's expense to determine a location's suitability for use.
3. Site Work:
 - a. Site Clearing
 - i. Except for materials indicated to be stockpiled or to remain Owner's property, cleared materials shall become Contractor's property and shall be removed from the site.
 - ii. Documentation:
 1. The contractor shall provide sufficiently detailed evidence (photographs, videotape, etc.), of existing conditions of trees and plantings, adjoining construction, and site improvements that might be misconstrued as damage caused by site clearing.
 2. The contractor shall identify and accurately locate capped utilities and other subsurface structural, electrical, and mechanical conditions.

- b. Traffic management:
 - i. The contractor shall minimize interference with adjoining roads, streets, walks, and other adjacent occupied or used facilities during site-clearing operations.
 - ii. The contractor shall provide alternate routes around closed or obstructed traffic ways if required by authorities having jurisdiction.
- b. The contractor shall notify a utility locator service for area where Project is located before site clearing.
- c. The contractor shall provide erosion-control measures where necessary to prevent soil erosion and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.
- d. The contractor shall locate and clearly flag trees and vegetation to remain or to be relocated.
- e. The contractor shall protect existing site improvements to remain from damage during construction and restore damage improvements to their original as acceptable to the Owner.
- f. Tree Protection:
 - i. Erect and maintain a temporary fence around drip line of individual trees or around perimeter drip line of groups of trees to remain. Remove fence when construction is complete.
 - ii. Do not store construction materials, debris, or excavated material within drip line of remaining trees.
 - iii. Do not permit vehicles, equipment, or foot traffic within the drip line of Repair trees and other vegetation indicated to remain in a manner approved by the Owner when the vegetation is damaged by construction operations. Replace trees that cannot be repaired and restored to full-the remaining trees.
 - iv. Do not excavate within the drip lines of trees unless otherwise indicated.
 - v. growth status. The Owner or a qualified representative of the Owner shall make all determinations regarding the status of damaged vegetation.
- g. Clearing and grubbing:
 - i. Remove obstructions, trees, shrubs, grass, and other vegetation to permit installation of new construction. Removal includes digging out stumps and obstructions and grubbing roots.
 - ii. Fill depressions caused by clearing and grubbing operations with satisfactory soil material, unless further excavation or earthwork is indicated.
 - 1. Place fill material in horizontal layers not exceeding **8-inch** loose depth, and compact each layer to a density equal to adjacent original ground.
- h. The contractor shall remove surplus soil material, unsuitable topsoil, obstructions, demolished materials, and waste materials, including trash and debris, and legally dispose of them off Owner's property.
- i. Excavation by hand may be required in certain rare cases in which underground utilities are known to be close to the surface.
- j. Berming:
 - i. Berming of suitable material either excavated from the site or imported from offsite may be utilized at the engineer's discretion as a means of leveling the site and/or of improving drainage.
 - ii. Berming material is subject to the approval of the engineer who may require that the material be tested for pertinent factors prior to its use. Any such testing shall be conducted at the owner's expense.
 - iii. Slope:

1. The slope of berms contiguous with the Court shall not exceed 1 in 12 unless approved in advance by the engineer.
- iv. Bermed areas shall be sodded. Refer to the materials specification for additional requirements.
- v. Protecting Graded Areas:
 1. Protect newly graded areas from traffic, freezing, and erosion. Keep free of trash and debris.
- b. Repair:
 - i. Repair and reestablish grades to specified tolerances where completed or partially completed surfaces become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
 - ii. Where settling occurs before the project correction period elapses, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing.
 - iii. Restore appearance, quality, and condition of finished surfacing to match adjacent existing conditions, and eliminate evidence of restoration to the greatest extent possible.
4. Court Construction:
 - a. Dimensions:
 - i. Single Court:
 1. The outer dimensions of a single court shall measure 90 ft.in length by 50 ft. in width.
 2. Refer to attached detail, *Single Court Dimensions and Definitions* for additional information.
 - ii. Double Court (side to side orientation):
 1. The outer dimensions of a double court oriented side by side shall measure 90 ft. in length by 90 ft. in width.
 2. Refer to attached details, *Double Court (Side by Side) Dimensions and Definitions*, for additional information.
 - iii. Double Court (end to end orientation):
 1. This orientation is not recommended as it tends to increase interference between simultaneous games.
 2. The outer dimensions of a double court oriented end to end shall measure 165 ft. in length by 50 ft. in width.
 3. Refer to attached details *Double Court (End to End) Dimensions and Definitions*, for additional information.
 - b. The excavated court shall measure 18 inches in depth with additional sloping or cuts as need to assist natural drainage and/or accommodate drain piping.
 - i. If berms have been built up to achieve a level surface or to meet drainage slope requirements, ground level shall be deemed to be the uppermost surface of the berm and excavation offsets shall be counted from that elevation.
 - ii. Refer to accompanying drawings for additional excavation profiles and slopes.
 - c. The material composition of the Volleyball Court shall be constructed according to the specifications below and to the attached details, *Orange Park Campus Volleyball Court Section* or *Palatka and St. Augustine Campuses Volleyball Court Section*, whichever pertains.
 - d. The Court shall be built up in layers of material as noted below. Refer also to the details, *Orange Park Campus Volleyball Court Section* or *Palatka and St. Augustine Campuses Volleyball Court Section*, for additional information.

- i. The Volleyball Court shall consist of a minimum 6 inches layer of substrate overlain with landscaping fabric and a uniformly deep, minimum 12 inches, top layer of volleyball sand.
 - ii. Any additional volume of excavated area necessary for sloped grading or cuts for buried piping shall be infilled with additional substrate material such that the topmost surface of the substrate shall be level and true.
- e. Drainage Piping:
 - i. The drainage system shall be located according accompanying diagrams prior to building up the excavated court.
 - 1. For piping details pertinent to the Palatka Campus courts, refer to details: *Palatka – Double Court Drainage Piping Schematic, Palatka and St. Augustine Campuses Volleyball Court Section, and Underdrain Piping Dimension.*
 - 2. For piping details pertinent to the St. Augustine Campus court, refer to details: *St. Augustine – Single Court Drainage Piping Schematic, Palatka and St. Augustine Campuses Volleyball Court Section, and Underdrain Piping Dimension.*
 - 3. There is no drainage piping associated with the Orange Park Campus court although additional slope is needed to assist natural drainage in the area.
 - ii. Depth of drainage piping shall be determined by drainage requirements at the particular location and shall be indicated on accompanying drawings.
 - iii. Subgrade cleanouts with locatable covers shall be provided as illustrated on the accompanying drawings for each significant straight run of drainage piping.
- f. Electrical conduit (Palatka Campus courts only) shall be located according to accompanying diagrams.
 - i. Electrical conduit shall be buried at a depth of not less than 24 in. to the top of the conduit.
 - ii. Approved electrical utility warning tape shall be buried at a distance of one foot above the conduit along its entire length.
 - iii. For electrical conduit details pertinent to the Palatka Campus courts, refer to details: *Palatka – Double Court Drainage Piping Schematic and Palatka and St. Augustine Campuses Volleyball Court Section.*
- g. Footers for the net poles and anchors for the line system shall be installed per manufacturer's instruction. If no suitable instructions exist, the contractor is referred to the accompanying details, *Orange Park Campus Volleyball Court Section, Palatka and St. Augustine Campuses Volleyball Court Section, and Pole Footer.*
- h. Edging:
 - i. The Volleyball Court shall be surrounded by an edging material of sufficient depth and appropriate composition to contain the sand.
 - ii. Landscaping fabric shall overlap the lower portion of the interior-side edging vertically for at least 4 inches in order to assure containment of the sand above.
 - iii. The edging system shall be chosen for structural integrity, longevity, safety, and compatibility with appropriate codes.
 - iv. No hard surface, sharp edges or external corner shall extend above grade except where they are entirely covered by engineer approved edging cap.
 - v. Edging shall be permanently secured in place per manufacturer's requirements.
 - 1. If manufacturer's instructions specific to the installed edging material do not exist, edging shall be secured using #5 rebar along

- each vertical face of the edging embedded to a depth of at least 12 inches into native soil and extending to 4 inches below the upper surface of the edging.
- 2. Such doubled rebar shall begin as close to the end of each individual section of edging as possible and shall be placed in a continuous pattern at intervals not to exceed 4 feet.
- 3. Refer also to the detail, *Edging Reinforcement*, for additional information.
- vi. Sections of edging shall be butt jointed and secured using galvanized plates on each vertical surface.
 - 1. Joints shall be adequately gapped to accommodate expansion of the edging material.
 - 2. Galvanized carriage bolts shall extend through both plates and edging material and shall be secured using galvanized lockable hardware.
 - 3. The uppermost edge of the plates shall end 1-1/2 inches from the top of the edging material.
 - 4. Bolts shall be installed so that their rounded ends are on the interior (court) side of the edging with threaded ends and fastening hardware extended on the exterior (soil) side of the edging.
 - 5. Refer also to the detail, *Edging Joints*, for additional information.

5. Materials:

a. Sand:

- i. While the FIVB recommends the sand specifications documented in the chart below, it is the College's intention to approve readily available sand –masonry sand, for example – that falls as close as possible to these values:

Particle Type	Particle Size	Max % Retained on Sieves
Fine Gravel	2.0 mm	0
Very Coarse Sand	1.0 - 2.0 mm	6
Coarse Sand	0.5 - 1.0 mm	80
Medium Sand	0.25 - 0.5 mm	92
Fine Sand	0.15 - 0.25 mm	7-18
Very Fine Sand	0.05 - 0.15	2
Silt and Clay	<0.05 mm	0.15

- ii. Sand shall be washed and free of organic material.
- iii. Sand shall originate from a naturally occurring source and not acquired from a crushed rock or other man made process.
- iv. Sand particles shall be naturally weathered, sub angular/rounded in shape.
- v. A minimum of 12 inches of soft sand is required throughout the Court and shall be consistent in composition and depth across the entire playing area and free zones.
- vi. The contractor shall submit documentation of sand gradation for Owner's approval prior to ordering material.
- b. Substrate:
 - i. The substrate layer of the Volleyball Court shall consist of a minimum 6 inches layer of #57 gravel or approved equal.

- ii. Orange Park Campus:
 - 1. Additional substrate depth shall be added to accommodate any sloping excavation made necessary by drainage requirements such that the upper surface of the substrate layer is level and the minimum thickness of the substrate layer is maintained or exceeded.
 - 2. Refer to *Orange Park Campus Volleyball Court Section* or *Palatka* for additional details.
- iii. Palatka and St. Augustine Campuses:
 - 1. Additional substrate shall be added as necessary to contain drainage piping entirely within the substrate layer such that the upper surface of the substrate layer is level and the minimum thickness of the substrate layer is met or exceeded.
 - 2. Refer to *Palatka and St. Augustine Campuses Volleyball Court Section* for additional details.
- iv. The contractor shall submit documentation of substrate material for Owner's approval prior to ordering material.
- c. Landscaping Fabric:
 - i. A layer of porous cover, such as Tencate Mirafi (FW700) landscaping fabric or approved equal, shall completely cover the substrate layer and shall overlap upwards at least 4 inches along the inner vertical surface of the edging material in order to contain the sand above.
 - ii. Fabric specification shall be submitted for approval prior to purchase.
- d. Edging:
 - i. Court edging shall consist of a nominal 12 inch deep continuous skirt of impervious, inorganic material no higher than ½ inch above ground level.
 - ii. The skirt shall be capped with a product comparable to VolleyballUSA Edge Guard™ (<http://www.volleyballusa.com/Sand-Volleyball-Court-Edge-Guard.html>) that provides protection for players and pedestrians as well as a transitional barrier between the court and the existing surface outside the court.
 - iii. Pressure treated lumber shall not be considered an acceptable edging material.
 - iv. Edging shall be secured per manufacturer's/engineer's specifications with fasteners or other devices such the fasteners are covered by at least 2 inches of sand or soil.
 - v. Edging anchors shall be free of burrs or other sharp edges that could in any way present a danger to players or spectators.
 - vi. The contractor shall submit documentation of edging material and method of securing the material for Owner's approval prior to ordering.
- e. Drainage Piping – Palatka and St. Augustine Courts:
 - i. Perforated HDPE piping shall be encased in a water permeable sock to minimize infiltration of sand.
 - ii. Refer to details, *St. Augustine – Single Court Drainage Piping Schematic*, *Palatka – Double court Drainage Piping Schematic*, and *Underdrain Piping Dimension*, for specifics concerning piping type and dimensions for courts on each campus.
 - iii. Refer to detail, *Piping Mitered End*, for specifics concerning piping termination for courts on each campus.
 - iv. The contractor shall submit documentation of piping, fittings, adhesives, etc., for Owner's approval prior to ordering.
- f. Cleanout covers
 - i. Cleanout covers shall be installed below grade and shall be locatable.

- ii. Refer also to the detail, *Palatka and St. Augustine Volleyball Court Section*, for additional information.
 - g. Electrical Conduit – Palatka Court Only:
 - i. Two independent runs of 2 in. electrical conduit shall be buried outside of the perimeter of the volleyball court. Refer to accompanying drawings for locations and details.
 - ii. Conduit shall be buried a minimum of 24” below finished grade.
 - iii. Approved utility warning tape shall be buried at a distance of one foot above the entire length of the conduit.
 - iv. In cases of conflict, drainage piping shall have priority over electrical conduit.
 - v. The contractor shall submit documentation of conduit, fittings, adhesives, etc., for Owner’s approval prior to ordering.
 - h. Concrete
 - i. Refer to manufacturer’s requirements for concrete pole and line anchor foundations.
 - i. Sod:
 - i. Sod shall be certified St. Augustine turfgrass complying with ASPA specifications for machine-cut thickness, size, strength, moisture content, and mowed height, and free of weeds and undesirable native grasses. Provide viable sod of uniform density, color, and texture, strongly rooted, and capable of vigorous growth and development when planted.
 - j. Utility Boxes:
 - i. The contractor shall extend or replace buried utility boxes (e.g, valve boxes or irrigation control boxes) that are impacted by berming.
- 6. Volleyball Court Dimensions:
 - a. The In-bounds Playing Area:
 - i. The Playing Area shall consist of a rectangular expanse whose sidelines shall measure 60 feet and whose endlines shall measure 30 feet.
 - ii. The playing area shall be divided equally into two 30 foot by 30 foot areas demarcated by the projection of an elevated net onto the playing surface below. Such projection shall cross each sideline exactly midway between the endlines.
 - b. Free Area:
 - i. The Playing Area shall be surrounded on each of its sidelines by a minimum 10 feet of free area and on each of its endlines by a minimum 15 feet of free area identical in composition and vertical cross section to the playing area.
 - 1. Refer to the attached detail: *Single Court: Dimensions and Definitions* for additional details.
 - ii. Adjacent Courts:
 - 1. In the case of multiple courts that are oriented side by side, the free area between the common sidelines shall measure a minimum of 10 feet.
 - a. Refer to the attached detail: *Double Court (Side by Side) Dimensions and Definitions* for additional details.
 - 2. While end to end arrangement of courts is not recommended, a minimum of 15 feet of free area shall be provided between common endlines.
 - a. Refer to the attached detail: *Double Court (End to End) Dimensions and Definitions* for additional details.
- 7. Equipment:
 - a. Poles:

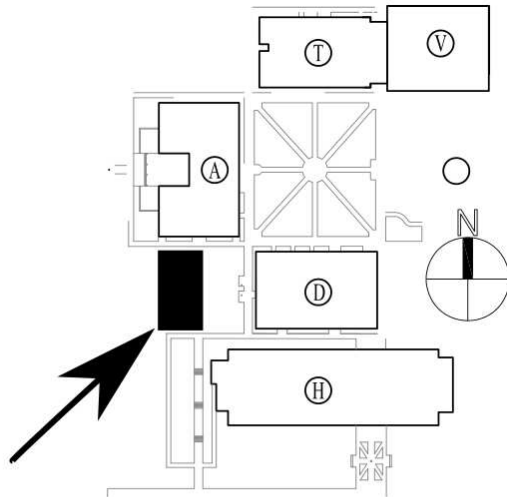
- i. Poles shall be provided by the College and shall be located and installed according to manufacturer's instructions.
 1. Typical installation details included in this document are not necessarily those that will be provided by the product manufacturer. Resolve discrepancies between the two with the engineer prior to construction.
 - ii. Poles for each Court shall be set 36 feet apart (pole centerline to pole centerline) such that a straight line between them bisects the Court into equal 30 foot by 30 foot areas. The midpoint of the line shall coincide with the center point of the Court. Refer to attached detail, *Single Volleyball Court Dimensions and Definitions*, for additional, typical information.
 - iii. Poles shall be permanently anchored in concrete footers the dimensions and composition of which shall be according to manufacturer's instructions except where these are superseded by engineer's recommendations which shall prevail. Refer to attached details, *Palatka and St. Augustine Campuses Volleyball Court Section* and *Pole Footer Detail*, for further information on typical supporting poles.
 - iv. Rebar reinforcement shall be offset 2 inches along the diagonal from each corner of the 24 inch by 24 inch footers and shall be sized and secured so that the rebar is entirely encased in concrete.
 - v. The upper surface of each footer shall be formed to slope slightly away from the pole for drainage.
 - vi. *Pole System Selection (for reference only)*
 1. The pole system provided by the College shall be a 'POP E-Series 3" Pole' described at:
<http://www.volleyballusa.com/Catalog/Nets/Complete-Systems-Outdoor-New.html#Anchor4>
- b. Net:
- i. Nets shall be provided by the College and shall be installed according to manufacturer's instructions except where these are superseded by engineer's recommendations which shall prevail.
 - ii. Initial net height shall be determined by the College.
 - iii. Pole footers shall be allowed sufficient curing time prior to net installation. Such curing time shall be according to manufacturer's instructions except where these are superseded by engineer's recommendations which shall prevail.
 - iv. *Net System (for reference only):*
 1. The net provided by the college shall be the 'IL2-D Net' described at: <http://www.volleyballusa.com/Catalog/Nets/beach-volleyball-nets-complete.html>
- c. Boundary Lines:
- i. Boundary lines shall be located and installed according to manufacturer's instructions except where these are superseded by engineer's recommendations which shall prevail. Refer to attached detail, *Orange Park Campus Volleyball Court Section* or *Palatka and St. Augustine Campuses Volleyball Court Section* for additional information.
 - ii. *Boundary Line Selection (for reference only):*
 1. The boundary line system provided by the College shall be the "Two Inch Pro Adjustable Lines" found at:
<http://www.volleyballusa.com/Catalog/Nets/Boundary-Lines.html>
- d. Boundary line anchors:

- i. Boundary line anchors shall be located and installed according to manufacturer's instructions except where they are superseded by engineer's recommendations which shall prevail. Refer to various attached details for additional, typical information.
- ii. Each Boundary line anchor shall consist of a galvanized metal eye of at least one inch nominal inside diameter and the means to secure it permanently in the ground.
- iii. Boundary line anchors shall be secured to a minimum depth of 6 inches in undisturbed earth below the gravel layer of the court prior to setting the gravel. The top of the eye shall project approximately two inches above landscaping fabric into the sand layer. Refer to detail, Volleyball Court Section, for details.
- iv. Boundary lines anchors shall be oriented to provide the best angle of attachment for the boundary line system.

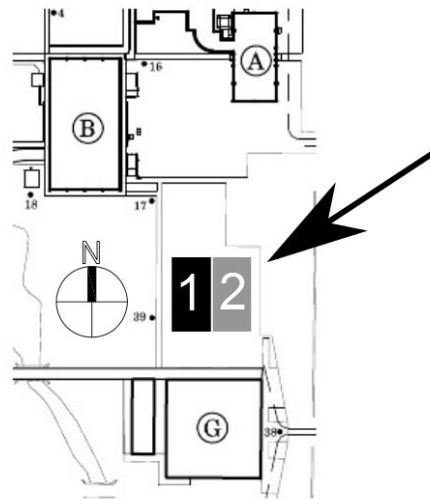
3.2 Performance Requirements for Deductive Alternate 1:

1. Deduct all items related to Court #2 on the Palatka Campus.

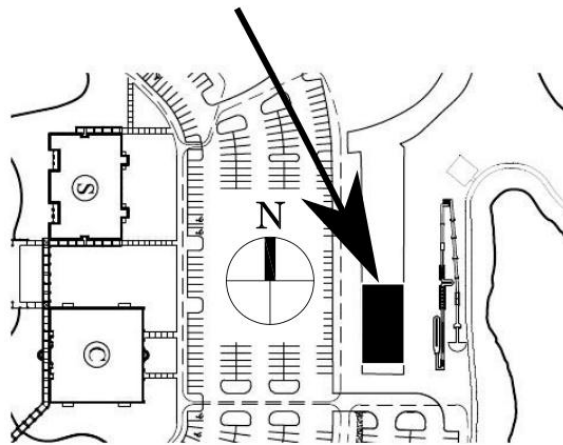
St Johns River State College Volleyball Courts Details and Drawings



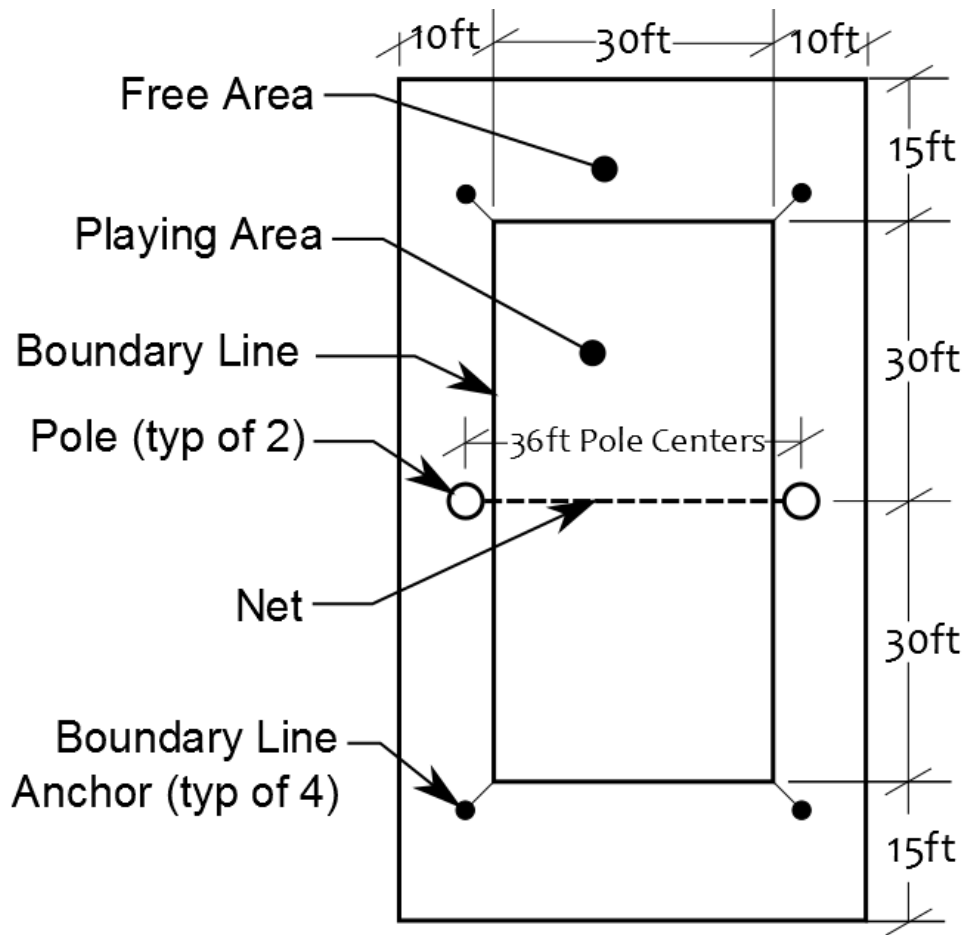
Orange Park
Court Location



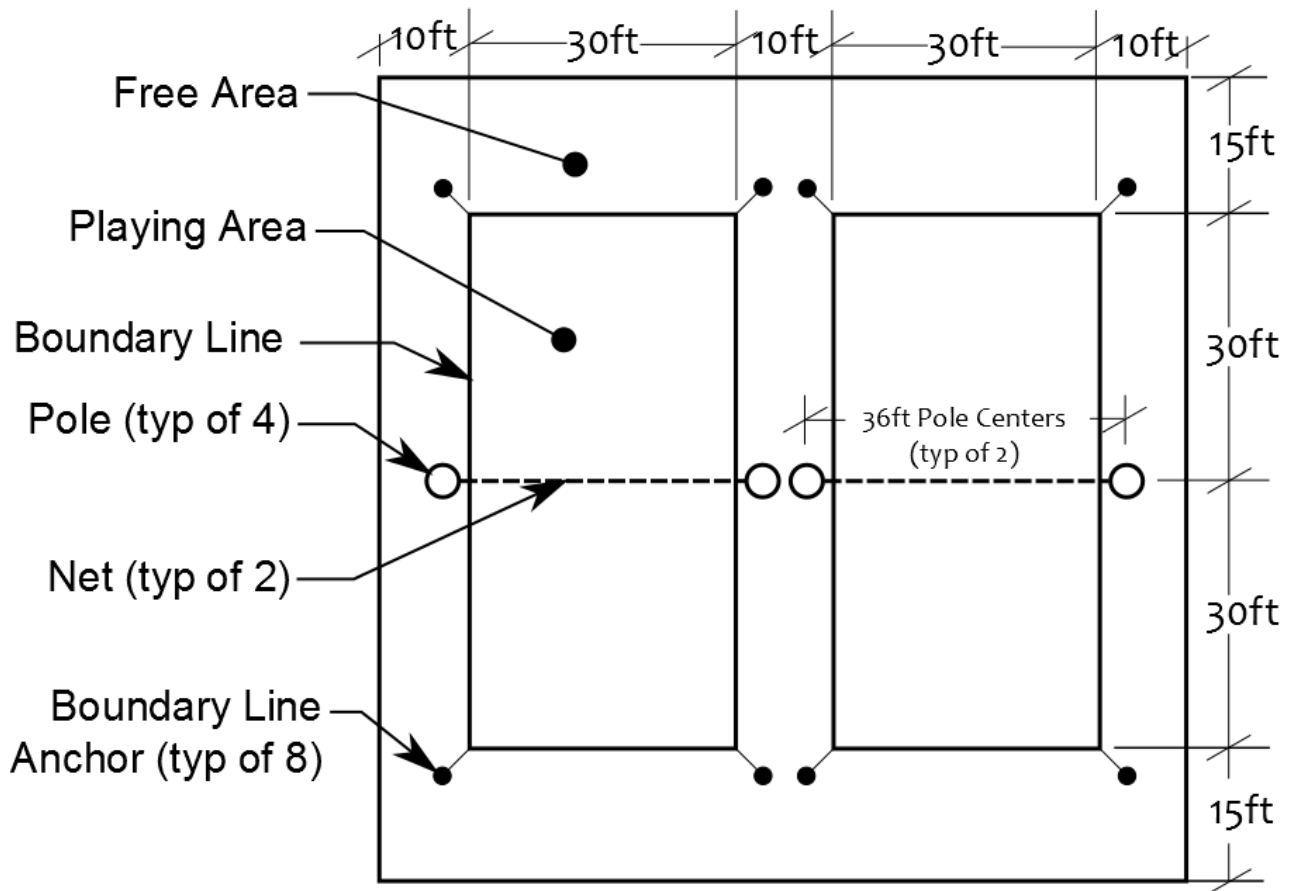
Palatka
Court(s) Location



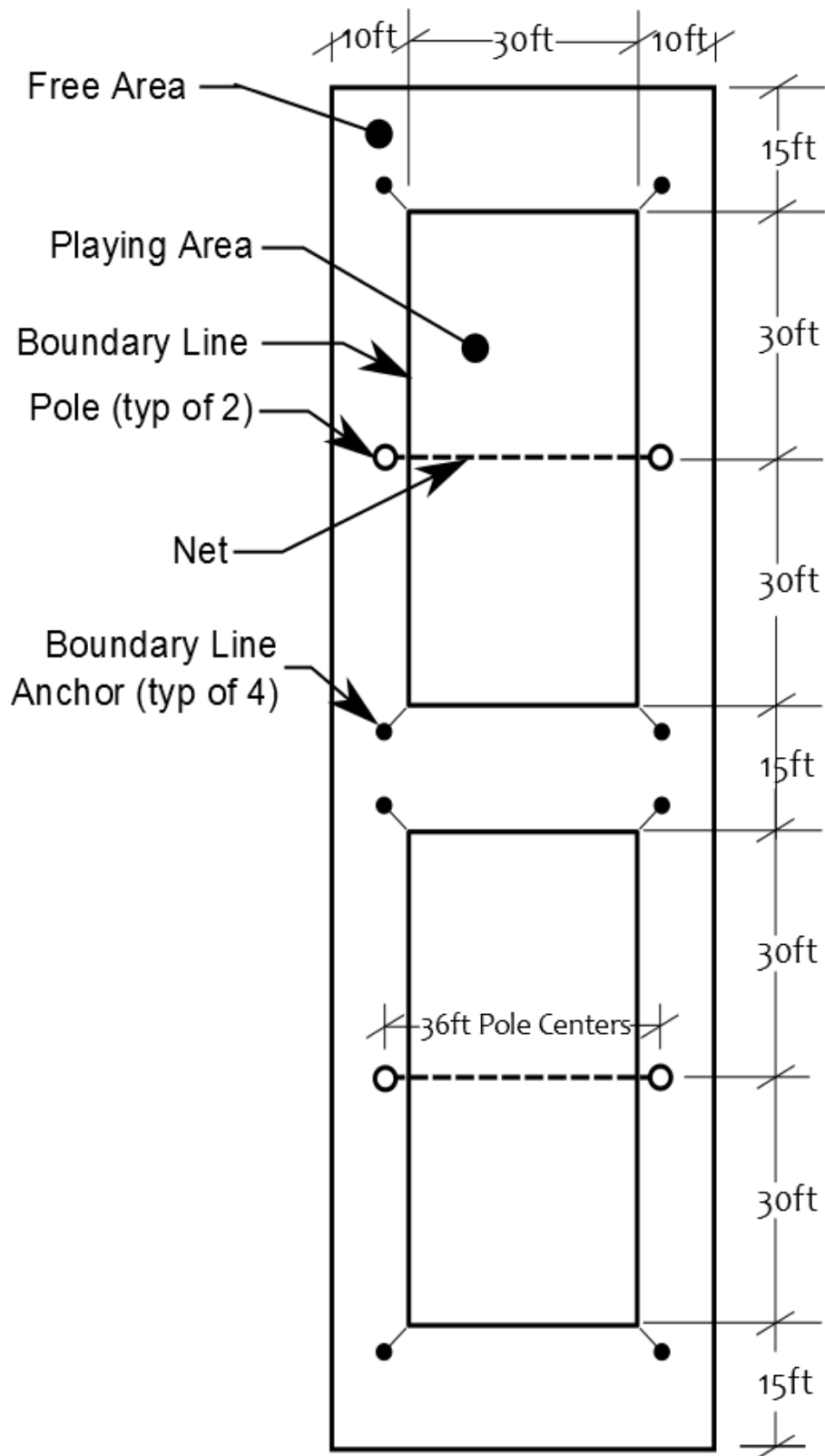
St Augustine
Court Location



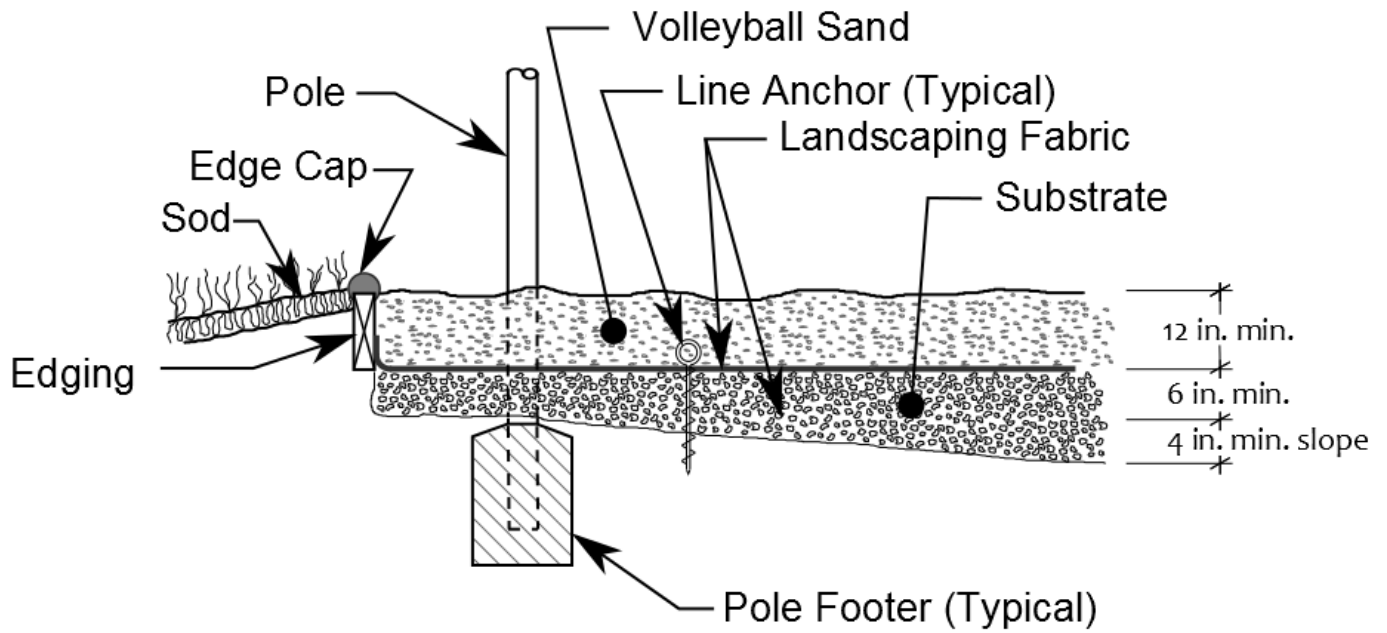
Detail: Single Court
Dimensions and Definitions



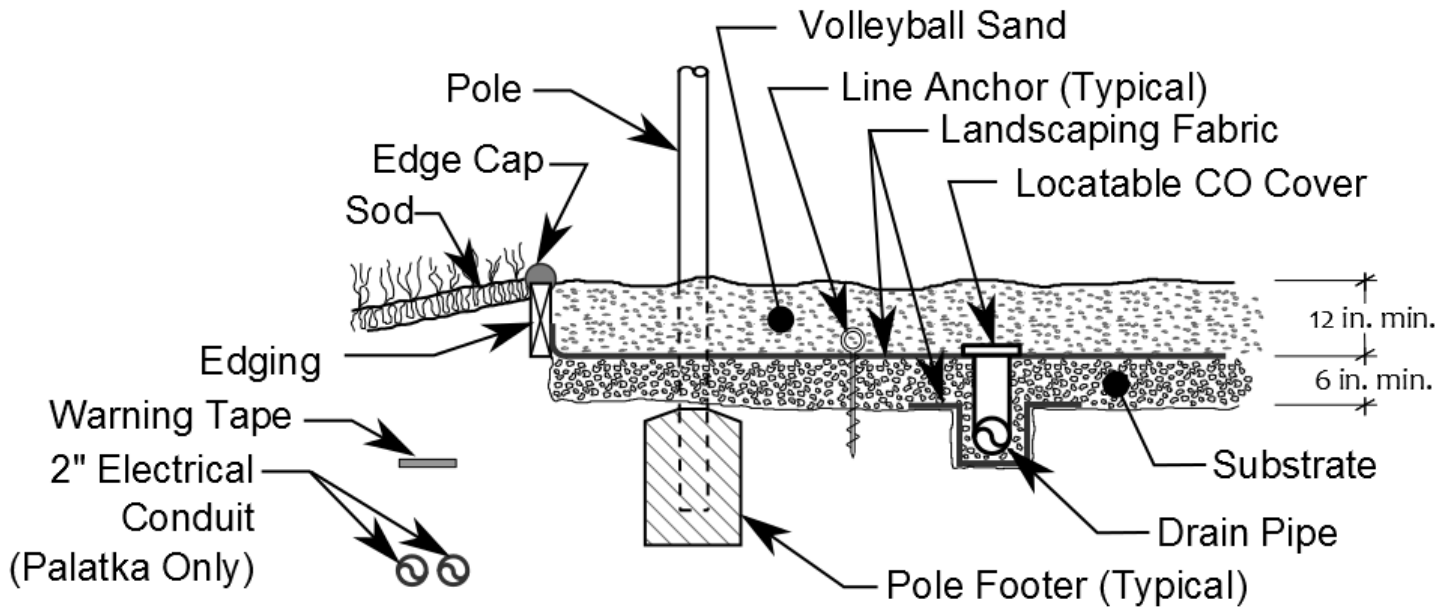
Detail: Double Court (Side by Side)
Dimensions and Definitions



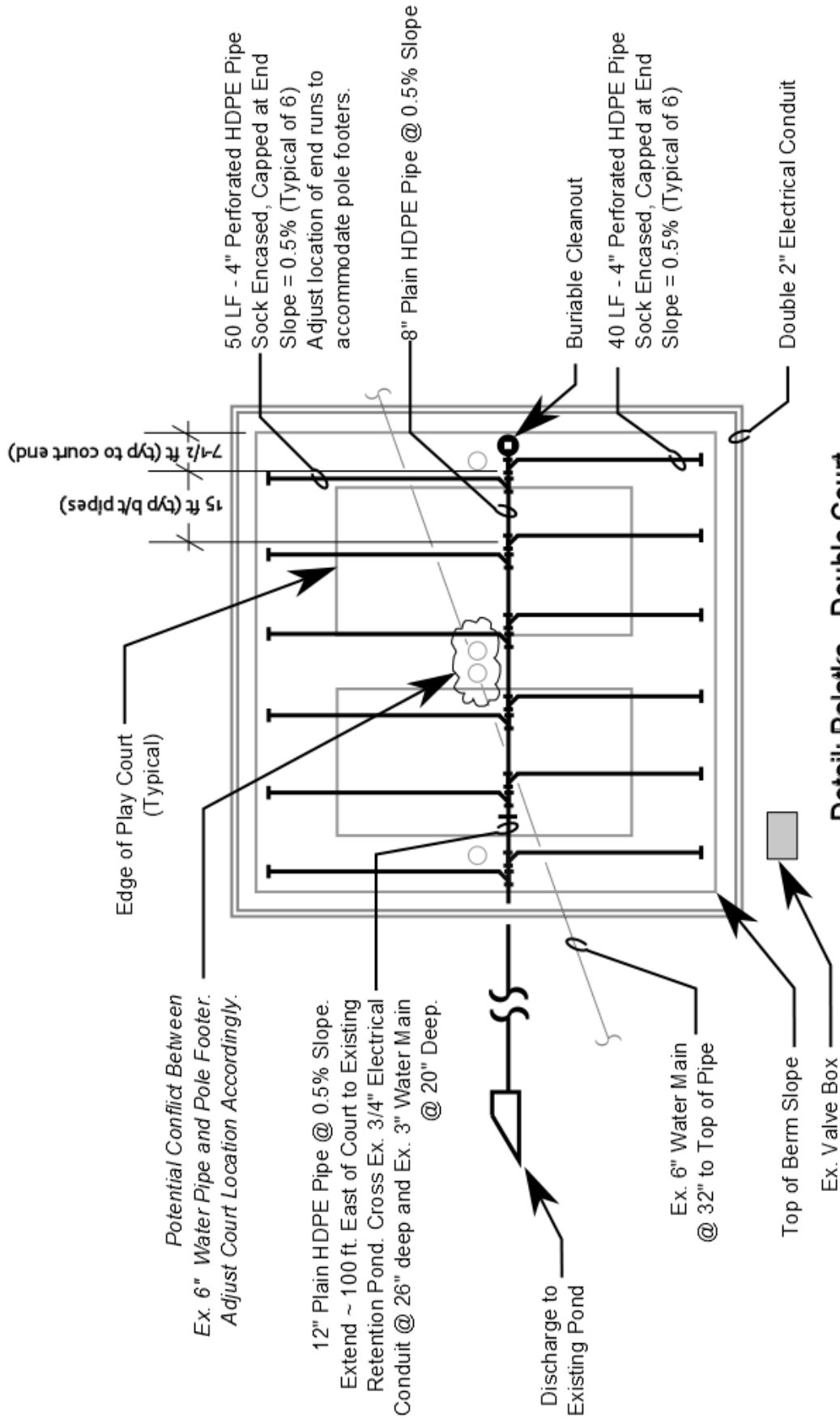
Detail: Double Court (End to End)
Dimensions and Definitions



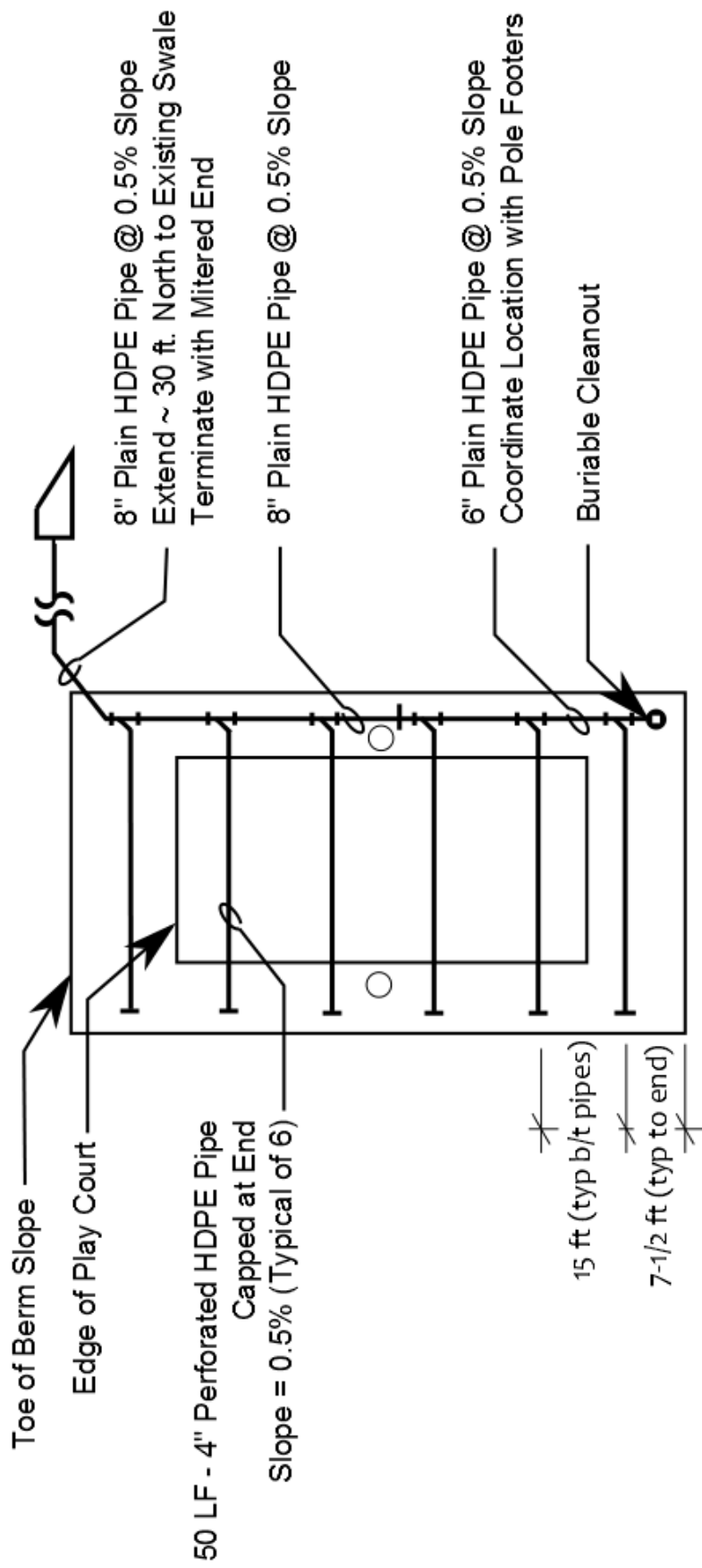
Detail: Orange Park Campus
Volleyball Court Section



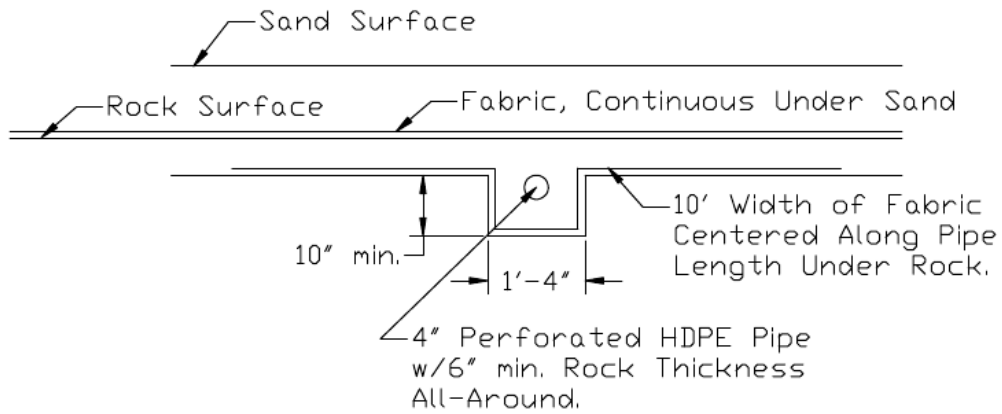
Detail: Palatka and St. Augustine Campuses
Volleyball Court Section



**Detail: Palatka - Double Court
Drainage Piping & Electrical Schematic**

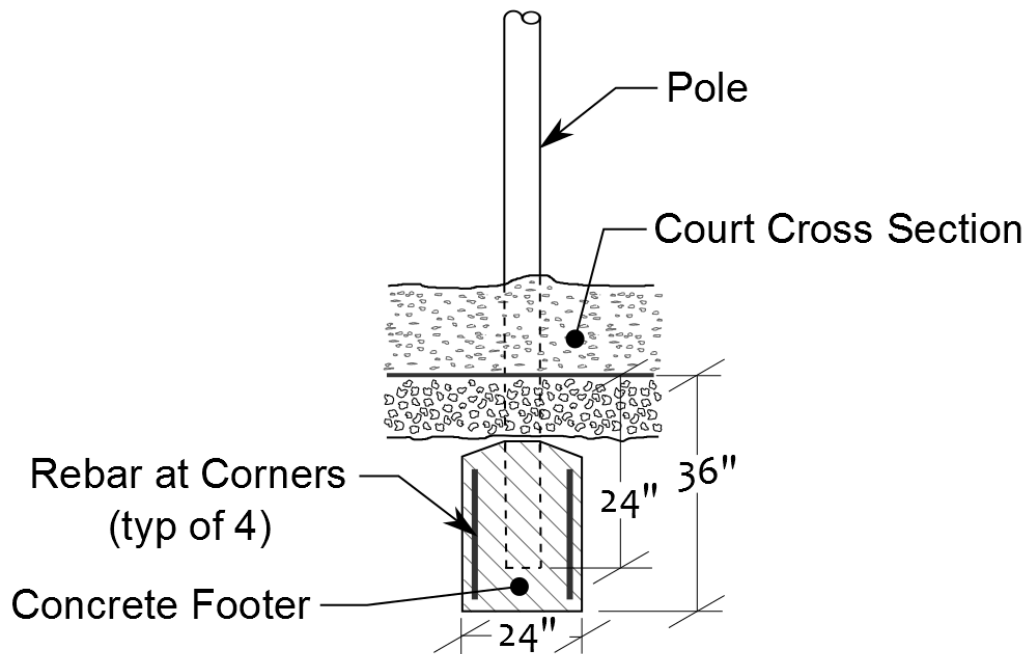


**Detail: St. Augustine - Single Court
Drainage Piping Schematic**

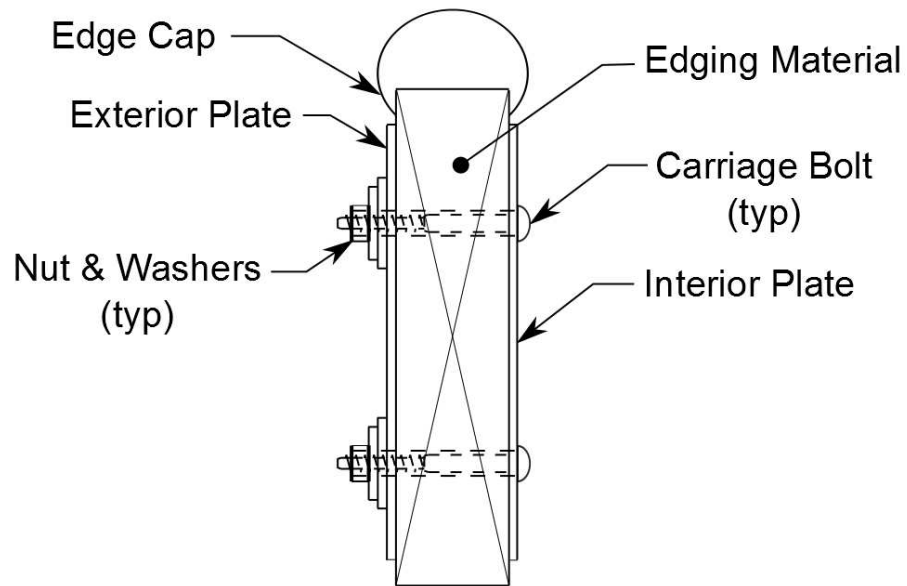


4" Perforated HDPE Underdrain Pipe Detail Showing Rock Envelope and Fabric Location. Note: Pipe slope 0.5%. Adjust rock envelope depth accordingly..

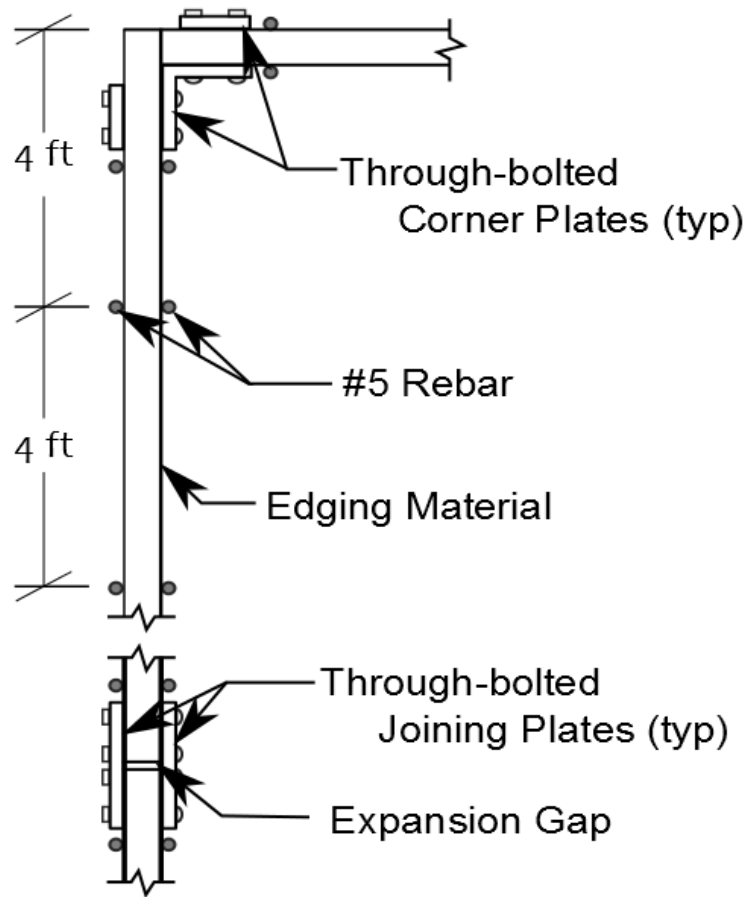
Detail: Underdrain Piping Dimensions



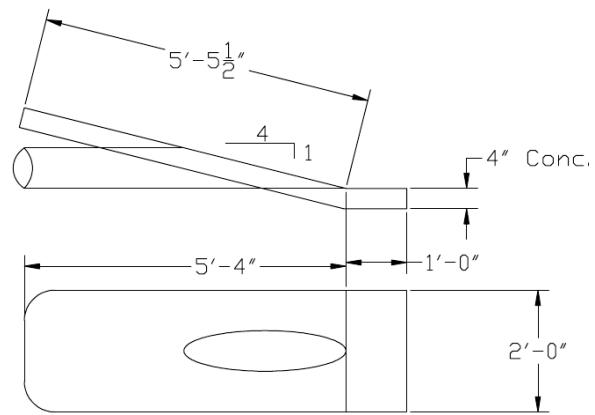
Detail: Pole Footer



Detail: Edging Reinforcement



Detail: Edging Joints



Mitered End Detail for 8" HDPE Pipe
 Note: Use this detail for 6" HDPE as well with adjustment for pipe diameter only. Adjust slope uniformly to tie-in to 12:1 berm slope.

Detail: Piping Mitered End

**APPENDIX A
BID-SJR-07-2013**

BID CHECK LIST AND BID PRICING PROPOSAL FORM

Required documents:

- ___ Copy of license to do business in the State of Florida
- ___ Sworn Statement Regarding Public Entity Crimes (See Appendix B)
- ___ Proof of Insurance
- ___ Bid Guarantee
- ___ Drug Free Workplace Form (See Appendix C)
- ___ List of Subcontractors

BID PRICING PROPOSAL

Base Bid: \$_____.___ Based Bid spelled out in English: _____

Deductive Alternate 1: _____.___ Deductive Alternate 1 spelled out in English:

Addenda Acknowledged (1)____ (2) ____ (3)____ (4) _____

Authorizing Signature:

Signature on this form certifies that the undersigned has read and understands the conditions and specifications of this bid, has included all required documents, and that the firm has the authority, capacity, and capability to perform according to the conditions and specifications of BID-SJR-07-2013. The undersigned further acknowledges that if any information provided by the bidder is found to be, in the opinion of the College, substantially unreliable, the bid response may be rejected.

Company Name _____

Address _____

City, State, Zip _____

Telephone Number _____

Authorized Signature _____

Printed Name _____

Title _____

Phone Number: _____

APPENDIX B

**SWORN STATEMENT
UNDER SECTION 287.133(3)(A) ON PUBLIC ENTITY CRIME**

(Proposal to include a sworn statement on company letterhead in this section)

PUBLIC ENTITY CRIME FORM

SWORN STATEMENT UNDER SECTION 287.133(3)(a) - FLORIDA STATUTES: THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal, ITN or Contract Number _____, for _____.

2. This _____ sworn _____ statement _____ is _____ submitted by _____ whose business address is _____

[Name of entity submitting sworn

statement]

_____ and (if applicable) its Federal Employer Identification Number (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.

3. My name is _____ and my relationship to the above is _____

[Please print name of individual signing]

_____.

4. I understand that a "public entity crime" as defined in Section 287.133(l)(g) **Florida Statutes** means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(l)(b), **Florida Statutes** means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that "affiliate" as defined in Paragraph 287.133(l)(a), **Florida Statutes** means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length Contract, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(l)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, Employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies].

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who is active in the management of the entity, nor any affiliate of the entity have been convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **[Please indicate which additional statement applies]**.

_____ There has been a proceeding concerning the conviction before a judge or hearing officer of the State of Florida, Division of Administrative Hearings or a court of law having proper jurisdiction. The final order entered by the hearing officer or judge did not place the person or affiliate on the convicted vendor list. **[Please attach a copy of the final order.]**

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a court of law having proper jurisdiction or a judge or hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the judge or hearing officer determined that is was in the public interest to remove the person or affiliate from the convicted vendor list. **[Please attach a copy of the final order.]**

_____ The person or affiliate has not been placed on any convicted vendor list. **[Please describe any action taken by or pending with the Department of General Services.]**

[Signature]

Date: _____

NOTARY:

STATE OF _____)

COUNTY OF _____)

Sworn and Subscribed before me this _____ day of _____, 20 _____

Personally known: _____

Or Produced Identification: _____

Notary Public - State of: _____ Commission Expires: _____

Notary Signature: _____

APPENDIX C

DRUG-FREE WORKPLACE PROGRAM FORM

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 five (5) days after 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 the implementation of this section.

AS THE PERSON AUTHORIZED TO SIGN THIS STATEMENT, I CERTIFY THAT

THIS FIRM, _____,
(Name of Company)

(_____ COMPLIES FULLY/ _____ DOES NOT COMPLY) WITH THE ABOVE
REQUIREMENTS.

Vendor's Signature

Date