
**HARRISON COUNTY DEVELOPMENT
COMMISSION
SPECIFICATIONS
FOR**

**Backup Generators Project
No. 01-25**

Prepared for & by:
**Harrison County Development Commission
Engineering Department**

September 18, 2024



12281 Intraplex Parkway, Gulfport, MS 39503
phone 228-896-502
www.mscoast.org

**HARRISON COUNTY DEVELOPMENT COMMISSION
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BACKUP GENERATORS PROJECT, NO. 01-25

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**HARRISON COUNTY DEVELOPMENT COMMISSION
STANDARD
BIDDER'S CHECKLIST**

THE CHECKLIST IS NOT TO BE CONSIDERED PART OF THE SPECIFICATIONS OR CONTRACT DOCUMENTS. THE CHECKLIST IS TO BE USED AS AN AID TO THE CONTRACTOR/VENDOR IN PREPARING THEIR PROPOSAL.

Bidders should check that the following are completed before submission of bid:

- (1) Complete SECTION 905-A – PROPOSAL FORM.
 - a. Have all addenda been acknowledged and added to SECTION 905-A –FORM?
If applicable
 - b. For minority and women owned businesses has the Affidavit of Social and Economic Disadvantage form been completed in SECTION 905-A – PROPOSAL FORM?
 - c. Have all unit prices and total extensions (item totals) been entered in SECTION 905-A – SCHEDULE #1 FORM?
 - d. Has the total sum of bid been entered on the last page of SECTION 905-A – SCHEDULE #1 FORM?

- (2) Has Non-resident Contractor's copy of current laws from State domiciled been included?
If applicable

- (3) Has W9, as well as General Liability, and Vehicle Liability insurance certificates been included?

- (4) Has a copy of the business license, and sales tax license been included?

- (5) Envelope or Email containing bid marked plainly with the following as described in SECTION 905-A – PROPOSAL FORM:
 - a. Name of the project and the project number
 - b. Company Name and Address, and all applicable state and local license numbers.

FAILURE TO COMPLETE ALL OF THE APPLICABLE REQUIREMENTS MAY BE CAUSE FOR THE PROPOSAL TO BE CONSIDERED NON-COMPLIANT.

SECTION 901

INVITATION TO BID

Notice is hereby given that the Harrison County Development Commission (HCDC), will receive sealed bids for the following:

**Backup Generators Project, No. 01-25
Rail Ties Removal & Disposal**

The bid documents may be viewed and downloaded without charge by visiting MSCoast.Org/Bids, or by utilizing the Mississippi Procurement Technical Assistance Program (MPTAP) website at: <https://mscpc.com>. You may also request the bid packet in person at the Harrison County Development Commission located at 12281 Intraplex Parkway, Gulfport, Mississippi 39503, during regular business hours (9:00 a.m. - 4:00 p.m., Monday - Friday).

Bids are due by Wednesday, October 2, 2024, 3:00 p.m. **(CST)**.

All bids will be publicly opened and recorded on Monday, October 7th, 2024, 9:00 a.m. **(CST)** at HCDC.

PUBLISH TWICE 9/18/24 & 9/25/24

The Bidder further proposes to execute the Proposal Documents as specified in Section 905A as soon as the contract is awarded to them and shall begin and complete the work within the time limits provided for in the Contract and/or Proposal (Section 905A).

The Bidder agrees to provide a timeline or schedule with their proposal indicating the anticipated start and end date should the project be awarded to them. The bidder agrees to provide any details on warranties offered with their proposal. The Bidder agrees to deliver and unload all materials to: locations within BBID (Bernard Bayou Industrial District) located in Gulfport, MS 39503. Exact locations will be given at a later date.

The vendor shall submit their W9, a copy of their business license, sales tax license, as well as the following insurance certificates with their sealed bid: General Liability insurance coverage in an amount not less than \$1,000,000.00 at start and for the duration of contract period, and Vehicle Liability Insurance.

The Bidder agrees to provide any, and all required insurance coverage documents at the time of bid as well as any, and all insurance coverage documents that may be required after award of bid. The Bidder agrees to complete this Proposal Documents (Section 905A), as well as complete any documents and/or information requested from the Bidders Checklist that is included in the bid packet. If applicable, the Vendor shall also be required to provide a Material Purchase Certificate to the Harrison County Development Commission upon request. Failure to do so could result in work stoppage.

All persons having a contract with Harrison County Development Commission must adhere to the Commission's policy concerning non-discrimination without regard to race, creed, color, age, sex, national origin, or handicap.

Awarding public contracts to non-resident Bidders will be on the same basis as the non-resident bidder's state awards contracts to Mississippi Contractors/Vendors bidding under similar circumstances. In order to ensure that Mississippi's so-called Golden Rule is followed, state law requires a non-resident bidder to attach to his bid a copy of his resident state's current laws pertaining to such a state's treatment of non-resident contractors.

In compliance with the laws of the State of Mississippi, in choosing materials for the project, the successful bidder shall be required to give preference to materials grown, produced, prepared, made or manufactured within the State of Mississippi. The foregoing notwithstanding, no preference shall be given to materials grown, produced, prepared, made or manufactured in the State of Mississippi when other materials of like quality produced outside the State of Mississippi may be purchased or secured at less cost, or any other materials of better quality produced outside the State of Mississippi can be secured at a reasonable cost. The Vendor shall not use any materials on the project that are grown, produced, prepared, made or manufactured outside of the United States. If such materials are not available, then those which are grown, produced, prepared, made or manufactured outside the United States may be used.

Bids are due by **Wednesday, October 2nd 2024, 3:00 p.m.(CST)**.

Bids shall be submitted in letter form with the envelope or electronic attachment and bid marked plainly **Backup Generators Project, No. 01-25** and shall be addressed to Harrison County Development

Commission, PO Box 6278 Gulfport, Mississippi 39506. In addition, the envelope or electronic attachment shall list the Company Name, address, and all applicable state and local license numbers.

Bids may be hand delivered to Harrison County Development Commission 12281 Intraplex Parkway, Gulfport MS 39503 **OR** electronically submitted to BIDS@MSCOAST.ORG by **3:00 p.m. CST, Wednesday, the second (2nd) day of October 2024.**

The winning bid will be presented for approval to the Harrison County Board of Supervisors within (4) weeks of the bid's closing date.

The Bidder understands that HARRISON COUNTY DEVELOPMENT COMMISSION reserves the right to reject any or all bids and to waive informalities in the bidding. Bids which are for work outside of the classification listed for any bidder, shall be returned unopened.

Bidder acknowledges receipt of and has added to and made a part of the proposal and contract documents the following addendum (addenda):

Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____

TOTAL ADDENDA: _____
(Must agree with total addenda issued prior to opening of bid)

IN TESTIMONY WHEREOF, the Bidder has hereunto affixed his legal signature on this,

_____ day of _____, 20____

Respectfully submitted, _____
VENDORS/Vendors

By: _____

Title: _____

Address: _____

(To be filled in if a corporation)

Our corporation is chartered under the Laws of the State of _____
and the names, titles and business addresses of the executives are as follows:

President	Address
Secretary	Address
Treasurer	Address

S E A L

AFFIDAVIT OF SOCIAL AND ECONOMIC DISADVANTAGE

This form must be signed and notarized for each owner upon which disadvantaged status is relied.

SOCIAL DISADVANTAGE

I hereby certify under penalty of perjury that I am a member of one of the following groups:

- African American Hispanic Native American
 Asian Pacific Asian Indian Female
 Other Ethnic Group (*explain*) _____

And that I have held myself out as a member of that group and have acted as a member of that group.

I further certify that I am an owner of the company seeking MBE WBE certification and that I have experienced social disadvantage due to the effects of discrimination based upon my (check all that apply).

- Race Ethnicity Gender Other (*explain*)

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____

NOTARY CERTIFICATE

STATE OF _____	} SS:
COUNTY OF _____	
Subscribed and sworn to before me this _____ day of _____, 20____.	
Printed/typed name of Notary Public _____	
Signature of Notary Public _____	
County of residence _____ Date commission expires _____	

BACKUP GENERATORS PROJECT NO. 01-25
SCHEDULE NO. 1
CONTRACT ITEMS AND UNIT PRICES

ITEM NO.	Activity/Item	QTY	U/M	COST PER UNIT	COST
1	125kW Nat. Gas Generator- Lift Station #4	1	EA	\$ _____	\$ _____
2	60kW Mobile Diesel Generator- Well #1	1	EA	\$ _____	\$ _____
Σ					\$ _____

BASE BID FOR THE SUM OF _____ **Dollars**
 (Amount in Words)

In case of discrepancy, words shall govern.

BID OF:	
BUSINESS NAME:	
ADDRESS:	
PHONE NUMBER:	
EMAIL ADDRESS:	
CONTACT PERSON NAME & PHONE NUMBER:	
TIMELINE OR SCHEDULE:	