

**Contracting Authority**

Lakeland Community College  
7700 Clocktower Drive  
Kirtland, Ohio 44094  
PH: 440/525-7140  
FX: 440/525-7600

**MODIFICATIONS TO INSTRUCTIONS TO BIDDERS**

2.2 Delete this Section

There will not be a Pre-Bid meeting for this project.

2.6.1.2 Delete the following language from Clause 2.6.1.2:

“including a completed Commitment to Participate in the EDGE Business Assistance Program page,”

3.5.3.4 Delete the following language from Clause 3.5.3.4:

“and demonstration of good faith effort to participate in the EDGE Business Development program, or actual participation in the EDGE Business Development program, or both, as indicated in the O.R.C. and the Administrative Code;”

6.1.12 Delete Subparagraph 6.1.12 in its entirety.



## ADDITIONAL CONTRACTING DEFINITIONS

**College** - Lakeland Community College and its designated representatives

**Contracting Authority** - Lakeland Community College

**Department** - Lakeland Community College (the owner) will administer the functions and duties ascribed to the Department in the Contract Documents

**Office of Budgeting and Management** - Lakeland Community College will administer the duties and functions ascribed to the Office of Budgeting and Management in the Contract Documents.

**District** - Lake County Community College District, d/b/a Lakeland Community College, will administer the functions and duties ascribed to the District in the Contract Documents

**Owner** - Lakeland Community College

**State Architect's Office (SAO)** - Lakeland Community College (the Owner) will administer the functions and duties ascribed to the State Architect's Office in the Contract Documents.

**State of Ohio** - Lakeland Community College (the Owner) will administer the duties and functions ascribed to the State of Ohio in the Contract Documents.

## ARTICLE 7 - MISCELLANEOUS SUPPLEMENTARY INSTRUCTIONS

### 7.1 Checklist

- 7.1.1 Required submittals with Bid Form.
  - .1 Completed Bid Form (**Instructions to Bidders 2.6**);
  - .2 Evidence on the Bid Form that the Bidder **and all proposed subcontractors are** enrolled and in good standing, prior to submitting a Bid, in a Drug-Free Workplace Program (DFWP) approved by the Ohio Bureau of Workers' Compensation (**Instructions to Bidders 2.10.4**); and
  - .3 Bid Guaranty (**Instructions to Bidders 5.1**).
- 7.1.2 The apparent low Bidder shall submit the documents listed in Subparagraph 7.1.2.
  - .1 If a Bid Bond is used, Bidder shall provide a valid Power of Attorney of the agent signing for the Surety (**Instructions to Bidders 2.10.2**);
  - .2 If a Bid Bond is used, Bidder shall provide a Certificate of Compliance issued by the Ohio Department of Insurance, showing the Surety is licensed to do business in the State of Ohio (**Instructions to Bidders 6.1.2**);



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- .3 Delinquent Personal Property Tax Statement Form (**DPPTS**);
  - .4 Lakeland Community College Responsible Bidder Information Form (**LCCRBI**);
  - .5 Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization Form (DMA) (**Instructions to Bidders 6.1.13**);
  - .6 Certificate of Compliance with Affirmative Action Programs, issued pursuant to O.R.C. Section 9.47, by the Equal Opportunity Division of the Department of Administrative Services (**Instructions to Bidders 2.10.3.3**);
  - .7 If a bidder is a foreign corporation, i.e., not incorporated under the laws of Ohio, Bidder shall provide a Certificate of Good Standing from the Ohio Secretary of State (**Instructions to Bidders 2.10.3.11**);
  - .8 If the Bidder is a foreign person or partnership, evidence that the Bidder filed with the Ohio Secretary of State, a power of Attorney designating the Ohio Secretary of State as the Bidder's agent for the purpose of accepting service of summons in any action brought under O.R.C. section 4123.01 to 4123.94, inclusive (**Instructions to Bidders 2.10.3.11**);
  - .9 Ohio Workers' Compensation Certificate (**Instructions to Bidders 6.1.3**);
  - .10 Certificate of Insurance (**Supplementary Conditions 11.1.2**); and
  - .11 If entering into a contract of \$2,000,000 or more, Bidder shall submit a legible copy of all the Bid Information used to prepare the Bidder's Bid for the Contract to the Bid Information Escrow Agent and attach a Bid Information Escrow Agreement and Affidavit (**Instructions to Bidders 6.1.10.3**)
- 7.1.3 Execution of Contract
- .1 Prior to signing the Contract Form, Bidder shall provide a Contract Bond required by law in form and substance satisfactory to the Owner for the full amount of the Contract (**Instructions to Bidders 5.4**);
  - .2 Bidder shall provide a Certificate of Compliance issued by the Ohio Department of Insurance, showing the Surety is licensed to do business in the State of Ohio (**Instructions to Bidders 6.1.2**); and
  - .3 Bidder shall provide a valid Power of Attorney of the agent signing for the Surety (**Instructions to Bidders 5.1.4**).



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## ARTICLE 8 - PROJECT SPECIFIC PROCEDURES AND SPECIFICATIONS

### 8.1 Project Scope

8.1.1 Lakeland Community College wishes to rehabilitate the existing Staff parking lot, improve surface drainage, and eliminate the severe erosion of the hillside at the SE corner of the lot, as a result of the current parking lot run off pattern. These items include:

- .1 Removal and disposal of the current stepped concrete walkway at the northern area of the parking lot. The purpose for this removal is to eliminate the step and create a continuous sloped seven (7) foot wide walkway to facilitate snow plowing activities. New concrete walk to match new pavement overlay surface on the lot side.
- .2 Relocation of the existing handicapped parking and signage, from their existing location to the proposed location shown on the improvement drawings.
- .3 All necessary tree and brush clearing operations necessary to install the storm drainage outlet and storm drainage basin. All debris are to be removed from the property.
- .4 Installation of a storm drainage basin, ditching, subsurface drainage, inlet basins, storm outlet, disposal of materials, and restoration along the southerly edge of the existing lot as detailed on the improvement drawings
- .5 Installation of underdrain in the southern area of the parking lot as detailed on the improvement plan drawings.
- .6 Repair and repaving of the existing parking lot in accordance with Article 8.2 below.

### 8.2 Bid Options

8.2.1 Option "1" Paving work will include:

- .1 Saw cutting and repairs to pavement areas damaged by installation of the subsurface drainage system. The improvement plan detail defines the maximum payment width for this item.
- .2 Saw cutting and full depth removal and replacement of areas designated on the improvement plan drawing. Areas will be painted out and coordinated with the onsite inspector prior to beginning removal and replacement.
- .3 Milling to a depth of 3" and a width 12" – 18" wide at locations of long cracked areas (to be determined in the field) and replacement.
- .4 Scratch coating with fine graded asphalt in low areas to promote positive drainage.



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- .5 Milling of butt joints at areas adjacent to existing concrete walkways to insure full depth pavement overlay.
- .6 Coating the entire asphalt surface with a geotextile material and tack coat.
- .7 Install a two (2) inch asphalt overlay of the entire asphalt surface to the intersection turnouts of this lot and the east-west driveway.

### 8.2.2 Option "2" Paving work will include:

- .1 Replacement of full depth asphalt at locations of new underdrain installation trenches.
- .2 Full depth pavement recycling of the existing asphalt parking lot with Emulsion or Engineered Emulsions. This includes design of the proper admixtures, onsite monitoring, and testing by an Independent Professional Engineer registered to practice in the State of Ohio. The design of the remaining aggregate base and the recycled layer must obtain a structural number (SN) equal to 2.0 or greater excluding the new two (2) inch overlay.
- .3 The recycled layer will then receive a two (2) inch asphalt overlay.
- .4 **CAUTION:** There are **four loop detectors** that operate the entrance/exit gate to this lot. They will require replacement.

### 8.3 Project Schedule

As this lot is used least during summer semester, this project is being scheduled to be completed during this time frame. Work may begin on the clearing and drainage work portion of the lot on May 17, 2010. Partial closing of areas of the lot may occur after this date, to accommodate full depth repairs and underdrain installation. Full closure of the lot will be coordinated with OWNER at the preconstruction conference. Full closure of the lot will be limited in duration based on the operations planned. All work must be complete and ready for acceptance by August 20, 2010. All disturbed areas are to have well established growth by this date.

### 8.4 Project Inspection

Full Time Inspection will be conducted by designee of the OWNER. Contractor is responsible for all costs related to inspection at a rate of \$400.00 per 8 hr day (\$50.00/hr). Untimely cancellation of the Project Inspector will result in the Contractor being charged at the half day rate. These inspection fees are to be included in the unit bid prices for each line item.

**END OF DOCUMENT**