



Lauderdale County Board of Supervisors
2600 Courthouse Blvd, 2nd Floor
Meridian, Mississippi 39301
601-482-9746 - Main
601-482-9744 - Fax



BID PACKET

ANNUAL TERM BID FOR PERIOD: FEBRUARY 01, 2026, THROUGH JANUARY 31, 2027

FOR

BID NO. 4022: PROFESSIONAL CONTRACTING SERVICES – LABOR & EQUIPMENT

PACKET INCLUDES THE FOLLOWING:

- Purpose & Overview
- Scope of Services
- Bid Proposal Form
- Bid Information & Agreement
- Additional Information
- Bid Instructions
- Certification
- Vendor Data Form
- Vendor Reference
- Addenda Form

BIDS ARE DUE NOT LATER THAN 1:00 P.M. ON BID OPENING DAY.

NO LATE BIDS WILL BE ACCEPTED.

BID OPENING: Friday, January 09, 2026, at 2:00 P.M.

THIS PACKET MUST BE COMPLETED AND ITS ENTIRE CONTENT RETURNED WITH YOUR BID

Company Name

PURPOSE AND OVERVIEW

The Lauderdale County Board of Supervisors seeks proposals from interested qualified and experienced companies to provide construction services for various projects throughout the County on an “as needed” basis that has been deemed necessary by the Road Department and approved by the Board of Supervisors. Qualified businesses must demonstrate considerable experience directly related to the services to be provided and be licensed.

SCOPE OF SERVICES

The purpose of this BID is to invite prospective contractors to submit a bid to provide services for labor and equipment use in Lauderdale County. The vendor would be used for services requiring commercial attention in the areas to include, but not limited to road, bridge, and drainage repairs, concrete services, materials poured in place, etc. on an as needed basis as determined by the Road Manager. There is also a possibility that the vendor would be performing work in emergency situations as well.

This bid will require the vendor to provide rates for both labor and equipment to perform work for the Road Department. All materials for the jobs will be provided by the County.

BID PROPOSAL - PROFESSIONAL CONTRACTING SERVICES: LABOR & EQUIPMENT

FROM: _____
 NAME OF PERSON SUBMITTING BID POSITION/TITLE

 ADDRESS CITY STATE ZIP

 TELEPHONE NUMBER EMAIL ADDRESS (if applicable)

 NAME OF LOCAL REPRESENTATIVE

IN RESPONSE TO YOUR ADVERTISEMENT FOR BIDS TO FURNISH LAUDERDALE COUNTY WITH THE ABOVE SUPPLIES FOR THE PERIOD **February 01, 2026, thru January 31, 2027**, THE UNDERSIGNED SUBMITS A BID AS FOLLOWS:

- 1. **LABOR RATES:** Provide the hourly rate charged for each of the job descriptions listed below:

JOB/LABOR DESCRIPTION	HOURLY LABOR RATE	MINIMUM HOURS <i>(If Applicable)</i>
Laborer	\$	
Welder	\$	
Operator	\$	
Foreman/Supervisor	\$	
Truck Driver	\$	
Millwright	\$	
Concrete Finisher	\$	
Other:	\$	
Other:	\$	
Other:	\$	

- 2. **EQUIPMENT RATES:** Provide the rate charged for each piece of equipment listed below:

EQUIPMENT DESCRIPTION	HOURLY RATE	DAILY RATE	WEEKLY RATE
Excavator	\$	\$	\$
Mini-Excavator	\$	\$	\$
Front End Loader	\$	\$	\$
Dozier	\$	\$	\$
Tractor	\$	\$	\$
Dump Truck	\$	\$	\$
Skid Steer	\$	\$	\$
Vibratory Roller	\$	\$	\$
Other: Mobilization Charges	FLAT RATE:	\$	

SIGNATURE OF AGENT: _____ DATE: _____

LAUDERDALE COUNTY MISSISSIPPI

BID INFORMATION AND AGREEMENT

- All PRICING must be submitted on the prepared BID form. All blank spaces for the prices must be filled in, in ink or typewritten, and the form must be fully completed and executed when submitted.
- After PRICING has been submitted, the CONTRACTOR shall not assert that there was a misunderstanding concerning the nature of the WORK to be done.
- No portion of the work will be subcontracted without prior written consent from the OWNER. If the CONTRACTOR desires to subcontract some part of the work specified herein, the CONTRACTOR will furnish the OWNER with the names, qualifications and experience of the proposed subcontractors. The CONTRACTOR will remain fully liable and responsible for the work to be done by its subcontractor(s) and will ensure compliance with all requirements of the BID.
- PURCHASE ORDER(S) shall be issued by the OWNER for each site in which work is to be accomplished. Pricing shall remain in effect for the period of twelve (12) months.
- Once WORK begins, the project will be worked continuously until completion to the best of the CONTRACTOR'S ability. The CONTRACTOR must notify the County upon completion of work, as well as of any cancellations or delays in the project schedule.
- The OWNER may make such investigations as he deems necessary to determine the ability of the CONTRACTOR to perform the WORK, and the CONTRACTOR shall furnish to the OWNER all such information and data for this purpose as the OWNER may request. The OWNER reserves the right to reject any BID if the evidence submitted by, or investigation of, such CONTRACTOR fails to satisfy the OWNER that such CONTRACTOR is properly qualified to carry out the obligations of the Agreement and to complete the WORK contemplated therein.
- A conditional or qualified BID will not be accepted.
- All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the PROJECT shall apply to the contract throughout.
- CONTRACTOR attests that they have the capability and capacity in all respects to satisfy fully all the contractual requirements.

The equipment and methods shall comply with the current applicable sections of the latest edition of the Mississippi Department of Transportation’s “*Standard Specifications for State Aid Road and Bridge Construction.*” The contractor shall provide all equipment and labor necessary to perform the services. The contractor shall be responsible for the removal, disposal and cleanup of any excavated material in a timely manner. **The services noted are NOT proposed for immediate purchase, but rather to establish the cost for labor and equipment only.** The bid shall consist of moving the required personnel and equipment to Lauderdale County. **If there is a delay in response to Lauderdale County’s request for services, Lauderdale County reserves the right to use the next low bidder.**

That for and in consideration of the payment and agreements hereinafter mentioned:

- 1. The CONTRACTOR will commence and complete the **Construction Project(s) within Lauderdale County as requested.**
- 2. The CONTRACTOR will furnish all of the supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT.
- 3. The CONTRACTOR will commence the work required within 15 calendar days after the issuance of a PURCHASE ORDER.
- 4. The OWNER will pay to the CONTRACTOR at such times as after the completion of the Work and at such amounts as installed by the CONTRACTOR.
- 5. This AGREEMENT shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns for a period of not less than twelve (12) months from the date of execution.

DATED AND ACCEPTED BY:

SIGNATURE OF BIDDER/AUTHORIZED AGENT

DATE SIGNED

ADDITIONAL INFORMATION

INVOICING AND PAYMENTS:

The awarded Vendor shall invoice Lauderdale County for work completed. All invoices must have a unique invoice number and include the County Purchase Order Number.

Invoices shall be sent directly to the Lauderdale County Board of Supervisors, Attention: Purchasing, 2600 Courthouse Blvd - 2nd Floor, Meridian, MS 39301, or emailed to purchasing@lauderdalecounty.org. In accordance with the Prompt Payment Act, it is the intention of Lauderdale County to make payment on completed orders within twenty (20) days after receipt of invoice or completion of services; whichever is later, unless unusual circumstances arise. Invoices must be fully documented as to labor, materials, discounts, and equipment provided and must reference the Lauderdale County Purchase Order Number to be processed for payment. No payments shall be made on invoices not listing a Purchase Order Number.

No down or partial down payment will be made. However, split/multiple PO's may be allowed for certain projects.

INSURANCE – LIABILITY:

The bidder is asked to provide a Certificate of Insurance with this bid and shall be required to maintain the insurance minimums set forth below throughout the term of this agreement. If not included the evidence of such must be presented to the County Purchasing Clerk within five (5) business days of the Notification of Award:

- General Liability insurance coverage in the minimum amount of \$1,000,000
- Automobile Liability of at least \$500,000 per occurrence
- Umbrella Coverage of at least \$1,000,000

Lauderdale County will not be responsible for any damage caused to the personal property of any individual/or business as a result of the material, equipment, or negligence of the bidder/or anyone in their employment. It is the responsibility of the bidder to ensure that safety precautions are taken in all instances to avoid damage/or injuries.

SIGNATURE OF ACKNOWLEDGEMENT: _____

INSTRUCTIONS TO BIDDERS

1. ALL BIDS SHALL BE ON LAUDERDALE COUNTY BID FORMS AND **SUBMITTED IN DUPLICATE**.
2. ALL BIDS SHALL BE FOB MERIDIAN, MS AND MUST INCLUDE ANY MOBILIZATION/OR SURCHARGES.
3. ALL BIDS SHALL BE ADDRESSED TO THE LAUDERDALE COUNTY BOARD OF SUPERVISORS, C/O PURCHASING CLERK, 2600 COURTHOUSE BLVD – 2nd FLOOR, MERIDIAN, MS, 39301, AND CLEARLY MARKED ON OUTSIDE OF ENVELOPE AS FOLLOWS:

BID NO: 4022
(ENTER BID NO.)

BID DATE: January 09, 2026

BIDS MAY ALSO BE ELECTRONICALLY SUBMITTED VIA THE CENTRAL BIDDING WEBSITE AT:

WWW.CENTRALBIDDING.COM

IT SHALL BE INCUMBENT UPON EACH BIDDER TO UNDERSTAND THE SPECIFICATIONS AS LISTED HEREIN AND TO OBTAIN CLARIFICATION WHEN NECESSARY. IT IS NOT THE INTENT OF THE SPECIFICATIONS TO LIMIT THE BIDDING TO ANY MAKE OR MANUFACTURE OF MATERIALS, BUT RATHER TO SELECT SUCH MATERIALS TO FILL A SPECIFIC NEED AND PERFORM A SPECIFIC TASK. ANY REFERENCE TO NAME-BRAND MATERIALS IS INTENDED TO ESTABLISH STANDARDS ONLY AND BIDS SUBMITTED IN MATERIALS EQUAL THERETO SHALL BE CONSIDERED.

THIS PACKET MUST BE COMPLETED AND ITS ENTIRE CONTENT RETURNED WITH YOUR BID.

NO RESPONSIBILITY WILL ATTACH TO ANY PERSON EMPLOYED BY THE BOARD FOR PREMATURE OPENING OF ANY BID NOT PROPERLY ADDRESSED AND IDENTIFIED AS STIPULATED ABOVE.

THE LAUDERDALE COUNTY BOARD OF SUPERVISORS RESERVES THE RIGHT TO ACCEPT OR REJECT ANY AND ALL BID(S) AND TO WAIVE INFORMALITIES.

INITIAL ACKNOWLEDGEMENT: _____

I, (we) fully understand that this bid is irrevocably subject to the following:

- (1) that by signing this bid I (we) certify that I (we) have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding;
- (2) that no itemized attachments to this bid form will be allowed;
- (3) that no subcontractor will be used for any part/or portion of work during the term of this agreement without written consent;
- (4) that the Lauderdale County Board of Supervisors reserves the right to reject any or all bids;
- (5) that bids must be firm; bids determined not to be firm by the Lauderdale County Board of Supervisors shall be treated as void;
- (6) that unit price bid quotes shall be completed by the bidder with no further calculations required of the Lauderdale County board of supervisors in order to determine firm unit prices;
- (7) that the bid form must be signed and dated in appropriate place by bidder or his authorized agent;
- (8) that any material furnished shall meet or exceed the minimum requirements of the Mississippi Standard specifications for State Aid Road and Bridge construction, latest edition with approved supplemental provisions and revisions.
- (9) that I (we) hereby certify that the prices quoted herein do not exceed the prices permitted by law;

- (10) this is to certify that the undersigned is in compliance with the Civil Rights Act of 1964, as amended; the Civil Rights Act of 1968, as amended; the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Handicapped Act; the Sex Discrimination Act; the Copeland "antikickback" Act; and all executive orders and regulations relating to the above referenced acts, and all regulations issued under said Acts, and additionally, certify that the undersigned does not discriminate in employment and/or operations on the basis of sex, race, color, creed, religion, national origins, handicapped status or age.

- (11) The undersigned bidder hereby certifies and/or affirms that (he) (she) (it) is currently in compliance with and shall, for the term of the referenced project contract or service period, remain in compliance with all pertinent United States government Rules, Regulations, and Standards relating to the funds, project or service, and/or Anti-Discrimination, GAO, O. MB, or Specific departmental Standards. Further, this bidder is informed about and is familiar with all such Federal requirements and shall cooperate with Lauderdale County in complying with all audits and other inquiries to confirm compliance with such requirements.

DATED AND CERTIFIED BY:

SIGNATURE OF BIDDER/AUTHORIZED AGENT

DATE SIGNED

BID NO. 4022: PROFESSIONAL CONTRACTING SERVICES – LABOR & EQUIPMENT

VENDOR DATA FORM

TO BE COMPLETED AND SUBMITTED WITH PROPOSAL

By signing the Vendor Data Form, the vendor declares and warrants that no elected or appointed official, officer or employee of the County has been or shall be compensated, directly or indirectly, in connection with this bid. Should any agreement be approved in connection with this BID, vendor declares and warrants that no elected or appointed official, officer, or employee of the County, during the term of his/or her service with the County shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.

My signature certifies that the accompanying bid is not the result of or affected by any act of collusion with another person/or company engaged in the same line of business or commerce, or any act of fraud.

I hereby certify that I am authorized to sign this proposal for/or on behalf of the company.

NAME OF COMPANY: _____

LEGAL ADDRESS: _____

PHONE (____) _____ **FAX** (____) _____

FEDERAL ID #: _____ (Attached W-9)

COR #: _____ (Attach Copy)

SIGNATURE: _____ **DATE:** _____

PRINTED NAME & OFFICIAL TITLE: _____

*****PLEASE PRINT THE INFORMATION PROVIDED BELOW*****

OWNER #1: NAME: _____ **PHONE NUMBER:** _____

OWNER #2: NAME: _____ **PHONE NUMBER:** _____

OWNER #3: NAME: _____ **PHONE NUMBER:** _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

VENDOR PROFESSIONAL REFERENCE SHEET
TO BE COMPLETED AND SUBMITTED WITH PROPOSAL

QUALIFICATIONS: Firms shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the Lauderdale County Board of Supervisors.

Indicate the length of time you have been in business as a company providing the type of service required for this agreement. Year(s) _____ Month(s) _____

Please provide a minimum of three (3) references, which may substantiate past work performance and experience in the type of work required for this contract. This should include the following: Business Name, Address, Phone Number, Contact Person, and their email address.

1. Business Name: _____

Address: _____

Contact Person: _____

Phone Number: _____ Email: _____

2. Business Name: _____

Address: _____

Contact Person: _____

Phone Number: _____ Email: _____

3. Business Name: _____

Address: _____

Contact Person: _____

Phone Number: _____ Email: _____

Company Name of Bidder/Vendor

Signature of Person Completing

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

ADDENDA FORM

**BID NO. 4022: PROFESSIONAL CONTRACTING SERVICES – LABOR & EQUIPMENT
LAUDERDALE COUNTY, MS**

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.
(If no addenda, please indicate with N/A in space provided.)

- 1. Addendum #____ Date: _____
- 2. Addendum #____ Date: _____
- 3. Addendum #____ Date: _____
- 4. Addendum #____ Date: _____

Addendum Acknowledgement:

Signature of Bidder or Authorized Agent

Date

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID