

BID TABULATION FORM FOR BID PROJECTS

DOCUMENT NUMBER: 00400

APPLICATION: ELEMENTARY, MIDDLE AND HIGH SCHOOL

DATE OF ISSUE: 04-02-09

04-02-09 - Revised form and added instructions
02-04-97 - First Issue

Utilize this format for recording the bid information for all projects for which bids are received.

NOTES:

A. PRIOR TO BID OPENING

Architect shall enter the bid name and number and provide a description of the alternates at the appropriate location on the form. Filename = *HCPS Bid Tabulation (03-26-09).xls*

B. INSTRUCTIONS FOR TABULATION OF BIDS

1. Print neatly and legibly.
2. Confirm that all required documents and entries are provided, and the appropriate number of addendums acknowledged, before reading and recording bids.
3. For addendums, indicate the quantity of addendums acknowledged. For all other required documents, mark "Y" or "N" for YES or NO, respectively. (For the subcontractor list item, bidders without subcontractors shall be marked "Y" if they indicate that they have no subcontractors at the appropriate location on the bid form.)
4. Do not record bids when any required items are marked "N", or less than the number of issued addenda are acknowledged.
5. Enter bid amounts without the dollar sign. For bids not meeting submittal requirements, record an "X" in the place of a bid price.

ATTACHMENTS:

HCPS Bid Tabulation, Rev. 04-02-09

Bid Tabulation and Recommendation

(Bid name and number)

	BIDDER	BASE BID	ALT 1	ALT 2	ALT 3	ALT 4	ALT 5	TOTAL	ADDENDUMS	BID BOND	SUB LIST	AIA A305
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
	AVERAGE	-	-	-	-	-	-	-				

ALTERNATES

- 1
- 2
- 3
- 4
- 5

RECORDED BY: _____

X - Bid did not meet specified requirements

WITNESSED BY: _____

Notice is hereby provided that acceptance of bid(s) identified by shading in the tabulation above and award of contract to the corresponding firm(s) for the scope of work solicited herein is recommended.

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, 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.