Invitation to Bid
Worrall Community Center Message Sign
Bid Number 2015-26
Due Date April 3, 2015

The City of Perry, GA is soliciting sealed bids for the construction of a full color double sided message sign at the entrance of Worrall Community Center/Rozar Park located at 1060 Keith Drive, Perry, GA. **Three copies of the Bid shall be submitted in a sealed envelope with the name and bid number clearly marked on the front of the package. Competitive sealed bids will be received at the City of Perry Department of Administration – Purchasing, 1211 Washington Street, P O Box 2030, Perry GA 31069, no later than 2 PM, April 3, 2015.** Bids received after the required time or in any other location other than the Department of Administration will not be accepted.

Bids may be withdrawn by written request only if the request is received prior to the time and date set for the opening of the bids. Negligence on the part of the bidder in preparing his/her bid confers no right of withdrawal or modification of his/her bid after bid has been opened. No bid may be withdrawn for a period of sixty days after the time and date of opening of bids.

The City of Perry reserves the exclusive right to determine which Bidder should be awarded the Contract. The City of Perry also reserves the right to waive any irregularity or informality in a bid, and accepts or rejects any item or combination of items, when to do so would benefit The City of Perry. Also the City of Perry may reject bids that do not contain all elements and information requested. The City of Perry will not be liable for any cost/losses incurred by bidders throughout this process. The City of Perry does not discriminate on the basis of race, religion, color, sex, national origin, age or disability.

The bidder will indemnify, defend and hold harmless the City of Perry from and against any and all claims, damages, losses and expenses including, but not limited to, fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the negligent acts, negligent omissions, willful misconduct, or reckless misconduct of the Bidder or anyone whom the Bidder is responsible.

CITY OF PERRY
WORRALL COMMUNITY CENTER MESSAGE SIGN
BID #2015-26

I. Scope of Service

The City of Perry, GA is accepting competitive sealed bids for the construction of a full color double sided message sign at the entrance of Worrall Community Center/Rozar Park located at 1060 Keith Drive, Perry, GA.

II. Description of Work to be Performed

1. Construct an 88" x 150" double sided aluminum sign mounted on two 6" x 6" steel posts with the following features:
   - ❖ Aluminum top cap and raised aluminum trim
   - ❖ One 38" x 76" double sided area with raised formed plastic letters

     Four inch size letters to read: 1060 KEITH DRIVE
     Six inch size letters to read: J. E. WORRALL COMMUNITY CENTER

   - ❖ One 38" x 76" 20mm double sided full color LED message sign
   - ❖ One 38" x 76" double side changeable copy sign to accommodate five lines of six inch copy letters
   - ❖ 600 six inch changeable copy letters
   - ❖ Electronic Panel and service hookup
2. Completed sign shall be 48" above grade with a total height of sixteen feet.
3. LED message sign to display up to six lines of 5.5" characters, any computer generated image or video file, temp probe and incremental dimming, and wireless communication.
4. Include a minimum of five years manufacturers' parts warranty and one year service warranty.
5. Onsite communication setup.
6. Onsite software training for personnel upon completion of installation of sign.

III. Contractor Requirements

- Contractor must have current, valid workers compensation insurance coverage.
- Contractor must have current, valid business license from Georgia local government.
- Contractor must have current, valid general liability and vehicle insurance coverage.
- Contractor must be in compliance with current Georgia immigration laws/regulations. The attached contractor's affidavit must be submitted with bid.
- Contractor is responsible for the provision of all supplies, labor, equipment and permits.

IV. Bidder Requirements

Any contractor submitting a bid for this project must provide:

- Three (3) commercial or institutional references.
- Copy of current, valid business license.
- Statement of total cost to complete project.
- Estimate time to complete project.
- Contractors affidavit
- Competitive Bid Affidavit

V. Questons

Questions regarding this bid should be directed to Lee Gilmour, City Manager, at 478.988.2736.

VI. Bid Due Date

All bids must be received in the Department of Administration – Purchasing no later than 2:00 PM April 3, 2015.

VII. Submission of Bid

Bid documents must be clearly marked on outside "Worrall Community Center Message Sign Bid #2015-26. No fax transmissions or emails will be accepted. Bid are to be submitted to:

Brenda King
Department of Administration – Purchasing
1211 Washington Street
P O Box 2030
Perry GA 31069

The City reserves the right to reject any bid determined not to be in the best interests of the City.

4" ADDRESS LETTERING

6" RAISED PLASTIC
FORMED LETTERS

48" ABOVE GRADE
TOTAL HEIGHT OF SIGN 16'
TOTAL WIDTH OF SIGN 88"

EXAMPLE

BID FORM
CITY OF PERRY
WORRALL COMMUNITY CENTER MESSAGE SIGN
BID #2015-26

BID RECIPIENT

This Bid is submitted to:

CITY OF PERRY
ATTN: Brenda King
Department of Administration - Purchasing
1211 Washington Street
P O Box 2030
Perry, Georgia 31069

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

BIDDER'S ACKNOWLEDGEMENTS

Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

BIDDER'S REPRESENTATIONS

In submitting this Bid, Bidder represents that:

- Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

Addendum No.	Addendum Date
_____	_____
_____	_____
_____	_____

- Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work

BASIS OF BID

Bidder will complete the Work for the following price(s):

Construction of Sign	_____
600 six inch letters	_____
Total Cost of Work	$ _____
Estimated Completion Time	_____

TIME OF COMPLETION

Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment on or before the dates or within the number of calendar days indicated in the Agreement.

ATTACHMENTS TO THIS BID

The following documents are attached to and made a condition of this Bid:

- Competitive Bid Affidavit
- Contractor's Affidavit

BID SUBMITTAL

This Bid submitted by:

_____
Company Name

_____
Company Address

_____
Authorized Agent Signature

_____
Authorized Agent (printed):

_____ _____
Contact Number Fax Number

_____
Email Address

COMPETITIVE BID AFFIDAVIT

STATE OF GEORGIA

_____, being first duly sworn, deposes and says that:

1. He/She is the _____ of
   (Owner, Partner, Officer, Representative or Agent)

   _____ the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;

3. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way, directly or indirectly, prevented or attempted to prevent competition in such bidding or proposals by any means whatever; nor prevented or endeavored to prevent anyone from making a bid or proposal therefor by any means whatever; nor cause or induce another to withdraw a bid or proposal for the work.

By: _____

Its: _____
(Title)

Subscribed and sworn to before me this _____ day of _____, 20___.

_____
Notary Public

My Commission expires: _____

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of City of Perry has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____
Federal Work Authorization User Identification Number

_____
Date of Authorization

_____
Name of Contractor

_____
Name of Project

_____
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 201__ in _____ (city), _____

(state).

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

_____
NOTARY PUBLIC

My Commission Expires:_____