

**INVITATION FOR BID**

BID NUMBER: 8608-BL-A2  
RTG DATE: Wednesday, November 18, 2015  
DEPARTMENT OF PUBLIC WORKS

**SEALED BIDS FOR:**

**CITY OF ATLANTA (COA) SPECIFICATION FOR SOLAR-POWERED SCHOOL ZONE SIGNAL SYSTEMS FOR THE DEPARTMENT OF PUBLIC WORKS TO BE ORDERED AS NEEDED FOR A PERIOD OF THREE (3) YEARS FROM DATE OF AWARD IN ACCORDANCE WITH THE ATTACHED SPECIFICATION.**

Sealed bids, for furnishing the supplies or services contained herein will be received by:

**CITY OF ATLANTA  
DEPARTMENT OF PROCUREMENT  
CITY HALL SOUTH, SUITE 1900  
55 TRINITY AVENUE, S.W.  
ATLANTA, GEORGIA 30303-0307**

First floor, **no later than 2:00 P.M.**, (OUR BID CLOCK TIME IS VERIFIED AND CALIBRATED WITH THE BUREAU OF NATIONAL STANDARDS TIME PRIOR TO EACH BID OPENING) **Tuesday, December 01, 2015** and at that time will be publicly opened and read in Suite 1900.

**A Pre-Bid Conference/Site Visit – N/A.** The deadline for bidders to submit questions regarding the bid is **Friday, November 20, 2015.** **Questions** should be submitted via email to **Brandi Lennon**, Buyer at [balennon@atlantaga.gov](mailto:balennon@atlantaga.gov). For information, call (404) 865-8523.

This form **MUST** be returned with all bids. Bids must be typed or printed in **blue ink**. Refer to Bid Number, Date and Time on the **enclosed return label**. All bids must be hand delivered, delivered by courier service or mailed via United States Postal Service. No facsimile will be accepted. One (1) original ITB in **blue ink** must be submitted and must be marked as an original as well as one (1) ITB copy which must be marked as copy. **If you quote, please sign each “bid sheet” in blue ink, do not ‘white out’ entries or your bid may be deemed non-responsive. And, put the name of your company on each of the bid sheets or your bid may be deemed non-responsive.** If you do not quote, return signed bid invitation sheet and state reason; otherwise, your name may be removed from our mailing list. **Failure to follow these instructions could result in your bid being rejected.**

**ALL COMMUNICATION PERTAINING TO THIS BID MUST BE DIRECTED TO THE DEPARTMENT OF PROCUREMENT REFERENCING BID NUMBER. BIDDER MAY NOT CONTACT OTHER BUREAUS OR CITY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN NON-ACCEPTANCE OF YOUR BID.**

_____			_____		
Legal Name of Firm			Authorized Representative/Please Type/Print		
_____			_____		
Address			Signature/Title		
_____	_____	_____	_____		
City	State	Zip Code	Area Code/Telephone Number/Email Address		
_____			_____		
Date Submitted			COA Supplier ID#		

**BIDS MAY BE SUBMITTED FOR EVALUATION, BUT NO AWARD WILL BE MADE UNLESS YOU POSSESS A CURRENT BUSINESS LICENSE THAT AUTHORIZES BIDDER TO TRANSACT BUSINESS AT A LOCATION IN THE STATE OF GEORGIA. IN THE CASE OF AN OUT OF STATE BUSINESS WITH NO LOCATION OR OFFICE IN GEORGIA, WHICH EXERTS SUBSTANTIAL EFFORTS WITHIN THE STATE AND CITY, SUCH BUSINESS MUST OBTAIN A CITY OF ATLANTA, BUSINESS LICENSE AS REQUIRED BY CITY CODE SECTION 30-52, ET SEQ. TO OBTAIN A BUSINESS LICENSE, CONTACT: CITY OF ATLANTA, BUSINESS LICENSE DIVISION, CITY HALL SOUTH, SUITE 1350, 55 TRINITY AVENUE, S.W., ATLANTA, GEORGIA 30303-0307, and (404) 330-6213.**

In compliance with the aforementioned, the bidder agrees to furnish and deliver the goods and/or services at the prices indicated. It is agreed that this bid shall constitute an offer, and if accepted by the City, delivered to the designated point(s) within the time specified.

**PRICES CONSIDERED F.O.B. DESTINATION UNLESS OTHERWISE STATED.**

**MERCHANDISE/SERVICE TO BE DELIVERED: AS DIRECTED**

**NOTE:** Read all instruction, conditions, specifications, etc., in detail. Acceptance of your quotation guarantees your price and it cannot be withdrawn. Check all figures before submitting bid. UPON REQUEST, A COPY OF THE BID TABULATION WILL BE MADE AVAILABLE TO YOU AT A COST OF \$.10 PER PAGE.

**All Bids are subject to the following:**

1. Compliance with City of Atlanta Code, Section 2-1413, Requirements for execution of City contracts and Section 2-1414, Equal Employment Opportunity clause. In conjunction with these Code sections, a completed Contract Employment Report or a current letter of certification from the City of Atlanta Office of Contract Compliance must accompany each bid.
2. Compliance with bidding instructions, terms, and conditions (pages 3 and 4).
3. Other provisions, certifications, Insurance, Payment and/or Performance Bonds, if incorporated by reference in this schedule.
4. Additional instructions, special conditions applicable to indefinite quantity invitations on Annual Contracts.
5. A completed W-9 Request for taxpayer identification number and Certification Form.
6. A Notarized E-Verify Contractor Affidavit and/or Subcontractor Affidavit, even if not applicable.
7. Enter your City of Atlanta Supplier ID number on page one (1) of the ITB. A Supplier number can be obtained by registering at [www.atlantaga.gov](http://www.atlantaga.gov).

FIRM NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**\*\*\*\*\*ADDENDUM #2\*\*\*\*\***

**BID NUMBER 8608-BL-A2,  
SOLAR-POWERED SCHOOL ZONE SIGNAL SYSTEM**

**PLEASE NOTE THE FOLLOWING CHANGES:**

- Replace the entire Pricing Sheets with the enclosed Pricing Sheets 8608-BL-A2

FIRM NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**\*\*ALL PAGES OF THIS ADDENDUM MUST BE RETURNED WITH YOUR ORIGINAL BID.\*\***

**\*\*FAILURE TO RETURN ALL PAGES OF THIS ADDENDUM WITH YOUR ORIGINAL BID, MAY DEEM BID AS INCOMPLETE AND COULD BE CAUSE FOR REJECTION OF BID AND AN AWARD.\*\***

**\*\*THE BID OPENING DATE IS SCHEDULED FOR TUESDAY, DECEMBER 1, 2015.\*\***

We apologize for any inconvenience this may have caused.

**ABSOLUTELY NO BIDS WILL BE ACCEPTED AFTER 2:00 P.M.**

Bids will be publicly opened and read at 2:00 P.M., in Suite 1900, 1<sup>st</sup> Floor, 55 Trinity Avenue, S.W., City Hall South, Atlanta, Georgia.

**\*\*ALL PAGES OF THIS ADDENDUM MUST BE SIGNED AND SUBMITTED WITH YOUR ORIGINAL BID.\*\***

FIRM NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_



CITY OF ATLANTA  
 DEPARTMENT OF PROCUREMENT  
 55 TRINITY AVENUE, SW, SUITE 1900  
 ATLANTA, GEORGIA 30303-0307  
 (404) 330-6204

**PRICING SHEET**  
**BID NUMBER**  
**8608-BL-A2**  
 Page 1 of 2

	QUAN.	UNIT PRICE	TOTAL
*****			
<b>NOTE TO ALL BIDDERS</b>			
<p>IN COMPLIANCE WITH THE REQUIREMENTS OF THIS SPECIFICATION (IF APPLICABLE), VENDOR MUST SUBMIT WITH BID TWO (2) SETS OF DESCRIPTIVE LITERATURE OR <u>YOUR BID MAY NOT BE CONSIDERED.</u></p> <p>Bids shall be held firm for 120 days after bid opening date and time.</p> <p>Further, prices shall be held fixed for one year from date of award.</p> <p>Quantities listed are estimates, actual orders may vary more or less than indicated.</p>			
*****			
<b>GROUP I</b>			
1. Solar-Powered School Zone Signal System	1	\$ _____	\$ _____
TOTAL OF GROUP I x 68 School Locations:		\$ _____	
Shipping		\$ _____	
<b><u>YOU MUST CHECK ONE</u></b>			
Prices will remain fixed for 12 months.		_____	_____
		<b>Compliance</b>	<b>Exception</b>

**FIRM NAME** \_\_\_\_\_  
**SIGNATURE** \_\_\_\_\_ /\_\_\_\_\_/\_\_\_\_\_  
DATE  
**TITLE** \_\_\_\_\_



CITY OF ATLANTA  
 DEPARTMENT OF PROCUREMENT  
 55 TRINITY AVENUE, SW, SUITE 1900  
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**PRICING SHEET**  
**BID NUMBER**  
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QUAN.	UNIT PRICE	TOTAL
<p>EXTENSIONS, TOTALS AND GRAND TOTAL, IF APPLICABLE, SHALL BE ENTERED IN SPACES PROVIDED. FAILURE TO COMPLY MAY RENDER YOUR BID INVALID.</p> <p>DELIVERY MAY BE A FACTOR IN AWARD. PLEASE STATE DELIVERY SCHEDULE IN SPACE PROVIDED BELOW. FAILURE TO COMPLY MAY RENDER YOUR BID INVALID.</p> <p><u>TERMS:</u> BIDDERS ARE REQUESTED TO QUOTE NET PRICES. NET PRICES ARE LIST PRICES LESS TRADE OR OTHER DISCOUNTS OFFERED, EXCEPT CASH DISCOUNTS. IF A CASH DISCOUNT IS OFFERED, IT MUST BE CLEARLY SHOWN IN THE SPACE PROVIDED BELOW. IN ORDER FOR YOUR CASH DISCOUNT TO BE CONSIDERED IN THE BID EVALUATION PROCESS, THE DISCOUNT PERIOD SHALL BE A <u>MINIMUM</u> OF THIRTY DAYS. ANY DISCOUNT PERIOD OFFERED OF LESS THAN THIRTY DAYS WILL NOT BE CONSIDERED IN THE BID EVALUATION PROCESS. ALL DISCOUNTS OFFERED WILL BE TAKEN IF EARNED. TIME WILL BE COMPUTED FROM THE DATE OF ACCEPTANCE AT DESTINATION OR FROM DATE A CORRECT INVOICE IS RECEIVED IF THE LATTER DATE IS LATER THAN THE DATE OF ACCEPTANCE.</p> <p>*****          Upon request, a copy of the bid tabulation will be made available at a cost of \$ .25 per page.          *****</p> <p>IF FEDERAL EXCISE TAX APPLIES, SHOW AMOUNT OF SAME WHICH HAS ALREADY BEEN DEDUCTED IN DETERMINING YOUR NET PRICE. THE CITY IS ALSO EXEMPT FROM STATE AND LOCAL SALES TAX (UNLESS THIS AMOUNT IS SHOWN, TAX EXEMPTION CERTIFICATE CANNOT BE ISSUED AND VENDOR WILL BE RESPONSIBLE FOR PAYMENT OF TAX ON NET PRICE QUOTED).</p>		
TERMS		_____ % _____ 30 Days
DELIVERY: Time Required for Delivery After Receipt Order		_____ Days

**FIRM NAME** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ /\_\_\_\_/\_\_\_\_  
 DATE

**TITLE** \_\_\_\_\_