

INVITATION TO BID



City of Fort Oglethorpe

POLICE DEPARTMENT

900 City Hall Drive

Fort Oglethorpe, GA 30742

Phone: 706-866-2512 **Fax:** 706-866-2532

ITB: 005-20

POLICE DEPARTMENT – BUILDING/SECURITY REMODEL

Pursuant to Georgia Laws, the City of Fort Oglethorpe hereby solicits and request sealed bids for the building/remodeling of the lobby of the Fort Oglethorpe Police Department at 900 City Hall Drive, Fort Oglethorpe, GA 30742. The bid shall specify a per unit price on materials and labor.

Where applicable, all materials shall comply with provided specifications and meet and/or exceed all Federal requirements and the latest Underwriters Laboratory (UL) requirements. Written inquiries concerning this remodel should be made to Chief of Police Mike Helton at mhelton@fortoglethorpega.gov.

Bid documents will be available on the city website Wednesday, May 27, 2020 at: <https://fortogov.com/bids-and-proposals/>.

One (1) bid for this project must be SEALED and delivered in person, by mail, or by overnight delivery service to the City of Fort Oglethorpe Police Department, 900 City Hall Drive, Fort Oglethorpe, Georgia 30742, Attention: Police Chief Mike Helton, not later than 2:00 PM Thursday, June 25, 2020. Bids will be publicly opened and read at 2:15 PM. The envelope shall state “SEALED BID – FOPD BUILDING/SECURITY/REMODEL” to prevent accidental opening. Any bid received after this time may not be considered. The City of Fort Oglethorpe reserves the right to accept or reject any and all bids.

Award will be made based on the most responsive and responsible Bid that has met the requirements of this ITB's criteria. Bid price should stand for 90 days minimum from June 25, 2020.

A Pre-Bid meeting will be held on Thursday June 11, 2020 at 9:00 AM. This meeting is highly recommended for those submitting bids. It will be at the Fort Oglethorpe Police Department at 900 City Hall Dr. Fort Oglethorpe, GA 30742

ITB# 005-20 – SPECIFICATIONS

Responders shall be prepared to give a complete demonstration of the merits of the materials/plans of the remodel offered as directed by the purchaser. The materials/plans so demonstrated shall be completed as offered by the vendor for this bid.

Awards will be made to the best responsible responder as determined by the City of Fort Oglethorpe. The quality of the articles to be supplied, their conformity with the specifications, their suitability to requirements and delivery terms shall be taken into consideration.

Scope of Work & Materials

- Cut opening in 8" cinder block wall (48"H x 56"W) and remove debris.
- Install (48"H x 56"W) flush frame bullet resistant glass with stainless steel shelf, pass-thru tray and speak hole with stainless steel screen/cover.
- Construct (8'W x 9'H) masonry 8" block wall with install of flush 3070 RH HM frame, door and hardware. Two (2) hour fire rated steel entry door with heavy duty closer, handles and keyed deadbolt with interior thumb turn. Install maglock on door, entry prox-reader and interior request to exit button. Install remote request to exit button inside of bullet resistant pass thru. Security access system to be wired into existing system software.
- Cut opening in 8" cinder block wall for 3070 RH steel door and frame and remove debris.
- Install 3070 steel door with flat steel wrap, HM frame with steel lintel, heavy duty closer and hardware. Door will be RH with handles (6"W x 27" H) vision panel on strike side of door. Repair floor for smooth/level threshold.
- Remove wood door and metal frame.
- Install 8" cinder block to close doorway (Approximately 4'W x 7'H) and complete wall and block pattern.
- All cinder block and masonry will be painted with primer.
- All steel doors will be painted with primer.
- All work to be coordinated with city building inspector for specifications of city building codes.

- Responders must be able to complete the project within ninety (90) days of bid award.
- Responders must maintain auto liability of not less than \$1 million bodily injury each person, each accident and \$1 million property damage or \$1 million combined single limit each occurrence aggregate; Commercial general liability insurance covering bodily injury and property damage liability as shall protect the company and any subcontractor performing work under the contract for claims of bodily injury or property damage which arise from the performance of this contract whether such work is performed by the company or any subcontractor or anyone directly or indirectly employed by either. The amounts of such insurance shall not be less than \$1 million bodily injury each occurrence aggregate and \$1 million property damage each occurrence aggregate or \$1 million bodily injury and property damage combined single limits each occurrence aggregate. This insurance shall include coverage for products, services, completed operations, personal injury liability and contractual liability assumed under the indemnity provision of this contract; and, Workers' compensation insurance meeting the statutory requirements of the state of Georgia.
- The successful Responder must be willing to rectify any complaints with job performance.
- All products and services delivered under this RFP shall be in compliance with all applicable federal, state and local laws, regulations and ordinances. In performing the contract, the successful bidder shall obtain and maintain all licenses and permits and comply with all federal, state and local laws, regulations and ordinances.
- All components used in the manufacture and construction of any supplies, materials, equipment or products provided under this contract shall be new, the latest model of the best quality and highest-grade workmanship and in compliance with all applicable federal, state and local laws, regulations and requirements. By new the City means that the item has been recently produced and not been previously sold or used. Whenever this contract states that a product or service shall be in accordance with the laws, ordinances, building codes, underwriter codes, regulations or similar expressions the requirements of laws, ordinances shall be construed to be minimum requirements that are in addition to all other requirements that may be stated in this contract.
- All products shall be delivered and shall remain free and clear of all liens and encumbrances.
- The successful Responder represents and warrants and covenants that:
 - (a) The products and services shall comply with all requirements set forth in this RFP including but not limited to any attached exhibits;
 - (b) All work performed by the successful Responder and/or its subcontractors pursuant to this RFP shall meet industry accepted standards, and shall be performed in a professional and workmanlike manner by staff with the necessary skills, experience and knowledge;
 - (c) Neither the services nor the products provided by the successful Responder under this RFP will infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party; and
- All products and services delivered under this RFP shall be in compliance with all applicable federal, state and local laws, regulations and ordinances. In performing the contract, the successful bidder shall obtain and maintain all licenses and permits and comply with all federal, state and local laws, regulations and ordinances.

- The successful Responder's bid shall be deemed a binding commitment of the company to meet the delivery time stated unless the RFP specifically takes exception. If such delivery time is not met the City shall be entitled to terminate the contract immediately for default and/or exercise other remedies. Time shall be of the essence.
- Each Responder must execute an Affidavit of Non-Collusion.

E-VERIFY.

The successful bidder shall comply with all requirements of the federal work authorization and O.C.G.A. § 13-10-91 and Rule 300-10-1-.02 of the Georgia Security and Immigration Compliance Act. The successful bidder shall execute an affidavit of compliance of said federal and state statutes.

BID FORM

SCOPE OF WORK: POLICE DEPARTMENT – BUILDING/SECURITY REMODEL

LOCATION: City of Fort Oglethorpe, Georgia

ITEM NO.	DESCRIPTION	UNITS	BID AMOUNT
ITB# 005-20	Materials	EA	\$
ITB# 005-20	Labor	EA	\$

NOTES:

1. Respondent understand that the City reserves the right to reject any or all Bids. Award will be made based upon the most responsive and responsible Bid that has met the requirements of this ITB criteria. **The respondent agrees that his Bid shall be good and may not be withdrawn for a period of NINETY (90) days after the scheduled closing time for receiving Bids.**
2. Attendance of the pre-bid meeting on Thursday June 11, 2020 at 9:00 AM is strongly recommended. It will be at the Fort Oglethorpe Police Department at 900 City Hall Dr. Fort Oglethorpe, GA 30742. Any subsequent addendums would be sent to those persons that attend this pre-bid meeting.

EXECUTION OF BID

DATE: _____

The Respondent certified the following by placing an "X" in all blank spaces:

_____ That this Bid was signed by an authorized representative of the company.

_____ That all labor costs associated with this project have been determined, including all direct and indirect costs.

_____ That the Respondent agrees to the conditions as set forth in this Request for Bid with no exceptions.

Therefore, in compliance with the foregoing Request for Bids, and subject to all terms and conditions thereof, the undersigned offers and agrees, if the Bid is accepted within ninety (90) days from the date of the opening, to furnish the items for the prices quoted within the timeframe required.

COMPANY NAME: _____

ADDRESS: _____

CONTACT NAME: _____

PHONE NUMBER: (OFFICE): _____ (CELL): _____

EMAIL ADDRESS: _____

ADDENDA ACKNOWLEDGMENT

The vendor has examined and carefully studied the ITB and the following Addenda, receipt of all which is hereby acknowledged:

Addendum No. 1: _____ Addendum No. 2: _____

Addendum No. 3: _____ Addendum No. 4: _____

Title - Authorized Representative
(Type or Print)

Name – Authorized Representative

Date

(Copies of each addendum issued must accompany your Bid – It is the sole responsibility of the vendor to check the city website on May 27, 2020).

AFFIDAVIT OF NON-COLLUSION

LOCATION OF WORK: City of Fort Oglethorpe, Georgia

VENDOR'S STATE OF: _____

VENDOR'S COUNTY OF: _____

Being first duly sworn, deposes and says that he/she is:

(sole owner, partner, president, secretary, etc.)

The party making the foregoing Bid; that such Proposed Fee is genuine and not collusive; that said Respondent has not colluded, conspired, connived, or agreed, directly or indirectly, with another Respondent or person, to put in a sham Bid, or that such other person shall refrain from responding to the Invitation to Bid and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference, with any person to fix the Contract Price of affiant or any other Respondent, or to fix any overhead, profit, or cost element of said Contract Price, or of that of any other Respondent, or to secure an advantage against the City of Fort Oglethorpe, their City Council members, or any other person interested in the proposed contract; and that all statements contained in said Bid are true, and further, that such Respondent has not directly or indirectly submitted this Bid, or contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.

Affiant

Sworn to and subscribed before me
this _____ day of _____, 2020.

NOTARY PUBLIC

STATE OF: _____

COUNTY OF: _____

My Commission Expires: _____