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Purchasing Department • 519 East 7th Street (32401) • Phone 850-872-3070 • Fax 850-872-3069
www.pcgov.org

INVITATION FOR BIDS
TRAFFIC WARNING GATES, ARMS AND SIGNAL ASSEMBLIES

The City of Panama City will accept sealed bids for Traffic Warning Gates, Arms and Traffic Signal Assemblies for the Tarpon Dock Drawbridge at the Purchasing Office until 2:00 p.m., CDT, on Thursday, April 27, 2017. Specifications may be obtained at the Purchasing Office, 519 East 7th Street, Panama City, Florida, telephone 850-872-3070, or our website www.pcgov.org.

Submit bids in person at the Purchasing Department or via U. S. mail or courier service. Bids must be plainly marked, "**BID NO. PC 17-014 ~ TRAFFIC WARNING GATES, ARMS AND SIGNAL ASSEMBLIES ~ APRIL 27, 2017**". All bids must be received by 2:00 p.m., CDT, on Thursday, April 27, 2017, at which time all bids will be opened and read aloud. Please review all documents pertaining to this request before submitting requested information.

The City reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid, and to award a contract deemed to be in the best interest of the City.

CITY OF PANAMA CITY
BECKY BARNES
PURCHASING AGENT

I. GENERAL CONDITIONS

- A. The purpose of this bid is to establish a firm, fixed unit price for the Traffic Warning Gates, Arms and Signal Assemblies for Tarpon Dock Drawbridge, in accordance with the purchasing policies of the City of Panama City, Florida. All specifications described herein are for new, current year model only. Please review all documents before submitting the requested information.
- B. Bids may be submitted in person at the Purchasing Department at 519 East 7th Street, Panama City, Florida 32401, or via U. S. mail or courier service. Bids must be plainly marked, "**BID No. PC 17-014 ~ TRAFFIC WARNING GATES, ARMS AND SIGNAL ASSEMBLIES ~APRIL 27, 2017**". Only bids submitted on the Bid Sheet provided with this invitation will be considered responsive. The purchasing staff must receive all bids before 2:00 p.m., CDT, on Thursday, April 27, 2017, at which time all bids will be opened and read aloud. Bids received after the stated time will be refused. It is the sole responsibility of the bidder to ensure the bid is received on time. The clock in the Purchasing Office will determine the bid closing time.
- C. Submit one (1) original and one (1) copy of all documents.
- D. Specifications are open to public inspection and may be obtained from the Purchasing Department.
- E. The City of Panama City (hereafter referred to as the "City") reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid, and to award a contract deemed to be in the best interest of the City.
- F. In the event a brand name is specified, that brand or an approved equivalent will be considered, unless otherwise noted. Brand names, makes, and model numbers contained herein are for reference only in regards to type, level of quality, and durability that the City will accept as a minimum.
- G. Bidders shall strictly adhere to all specifications described herein. Should exceptions be taken, the City's representatives will decide if the exceptions are in the best interest of the City and if those exceptions will provide for a quality product.
- H. Direct all questions or inquiries regarding the meaning or interpretation of this bid to Becky Barnes, in writing, at bbarnes@pcgov.org. All written inquiries and responses will be submitted as addenda and posted on the City's website. Interested parties are encouraged to register with "Notify Me" at the City's website to ensure notification of postings. It is the sole responsibility of the bidder to determine if any addenda have been issued.
- I. Respondents to this solicitation or persons acting on their behalf may not contact any employee or elected official of the City concerning any aspect of this solicitation between the release of the solicitation and the end of the 72-hour period following the City posting the notice of intended award, excluding Saturdays, Sundays, and City holidays, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.
- J. The City does not discriminate on the basis of race, color, national origin, sex, age,

disability, family, or religious status in administration of its programs, activities, or services.

K. If the contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor’s duty to provide public records relating to this contract, contact the Custodian of Public Records at (850) 872-3021; psmart@pcgov.org; or, P. O. Box 1880, Panama City, FL 32402.

L. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for category two for a period of 36 months from the date of being placed on the convicted vendor list.

II. SPECIFICATIONS

A. It is the intent of these specifications to describe the minimum requirements for Traffic Warning Gates, Arms and Signal Assemblies for Tarpon Dock Bridge, in accordance with the purchasing policies of the City of Panama City, Florida. All specifications described herein are for new, current year, and model including the full manufacturer’s standard warranty. The bid price shall include delivery to 731 Massalina Drive, Panama City, Florida.

B. For each item, place an X in the appropriate space to signify if you are in complete compliance with the specification. In the event a brand name is specified, any approved equivalent may be substituted. Include a list with your bid showing all exceptions with the corresponding section and item number. Failure to follow the format or answer the specification may cause your bid to be disqualified. Should exceptions be taken, the City’s representatives will decide if the exceptions are in the best interest of the City and if those exceptions will still provide for a quality product.

PLEASE INDICATE COMPLIANCE	Yes	No	Exception
A. FOUR (4) WARNING GATES			
1. Housing – Salt water resistant, galvanized steel housing with aluminum painted coating (Aluminum Color Type).			
2. Motor – 1/2 HP 240 Volts 3ph motor, reduction gear motor type.			
3. Aluminum/Fiberglass Gate Arms - 20 ft. gate arms with 16-inch (16”), alternating, red and white high intensity reflective sheeting, per MUTCD 2009, vertical striping as per FDOT requirements with three (3) associated red LED lights (12V) spaced according to FDOT requirements.			

PLEASE INDICATE COMPLIANCE	Yes	No	Exception
4. Lockable doors with three (3) sets of keys.			
5. Door safety switch.			
6. Hand crank and drill crank for manual operation of gate arm.			
7. Hand crank safety switch.			
8. Flasher – electronic switching for gate arm LED lights.			
9. Four (4) circuit limit switch.			
10. Bronze warning gong (audible warning device).			
11. Counterweights on each gate arm.			
12. Stainless steel anchor bolts.			
13. Aluminum/Fiberglass Gate Arms - 20 ft. gate arms with 16", alternating red/white high intensity reflective sheeting per MUTCD 2009, and vertical striping as per FDOT requirements with three (3) associated red LED lights (12V) spaced according to FDOT requirements.			

B. TWO (2) TRAFFIC SIGNAL ASSEMBLIES

1. Six (6) 12" signal sections, red lens, LED, four (4) in the middle spell STOP.			
2. Six (6) visors.			
3. Top and bottom alternately flash.			
4. One (1) 12" bronze warning gong mounted on top.			
5. One (1) salt water resistant galvanized steel pole.			

III. DELIVERY

- A. Vendor must notify the Purchasing Office at least 24 hours prior to delivery. Deliveries will be accepted between 8:00 a.m. and 2:00 p.m., CDT. A City electrician will inspect the materials to ensure compliance with all specifications.

IV. MISCELLANEOUS

- A. The successful bidder shall furnish two (2) copies of all service, parts, and technical manuals, operating manuals, and installation instructions. Electronic media is preferred for one copy.
- B. All bidders must furnish with the bid sufficient technical data from the manufacturer to substantiate that all specifications are met.

- C. Bidders must specify approximate delivery time required after receipt of order on the bid sheet.

V. WARRANTY

- A. Copies of standard manufacturer's warranties on Warning Gates, Spare Warning Gate Arms, and Traffic Signal Assemblies shall be included with the bid.

VI. BIDDER INSTRUCTIONS

- A. Submit bids in person at the Purchasing Department at 519 East 7th Street, Panama City, Florida 32401, or via U. S. mail or courier services. Bids must be plainly marked **"BID NO. PC 17-014 ~ TRAFFIC WARNING GATES, ARMS AND SIGNAL ASSEMBLIES ~ APRIL 27, 2017"**. Only bids submitted on the Bid Sheet provided with this invitation will be considered responsive. The purchasing staff must receive all bids before 2:00 p.m., CDT, on Thursday, April 27, 2017, at which time all bids will be opened and read aloud. Bids received after the stated time will be refused. It is the sole responsibility of the bidder to ensure the bid is received on time. The clock in the Purchasing Office will determine the bid closing time.
- B. Submit one (1) original and one (1) copy of all documents.
- C. The following attachments must be included with your bid. Failure to include these attachments may cause your bid to be disqualified.
- Compliance Checklist
 - Exceptions Sheet (if exceptions taken)
 - Copies of all Warranties
 - Manufacturer Technical Data
 - Completed Crime Entity Form

VII. BID PROTESTS

- A. Bidders may challenge the City's decision. Failure to file a protest within the time prescribed in Section 120.57(3) Florida Statutes shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.
- B. The formal written protest shall state with particularity the facts and law upon which the protest is based per Florida Statute 120.57(3) (b). A valid protest must come from an actual Bidder for the contract and only those who claim to be the rightful awardee. That is, protest is not valid if filed by a Bidder who cannot fully show and substantiate why they would be awarded the contract if their protest were accepted. Filing shall be considered complete when the Purchasing Agent, at 519 East Seventh Street, Panama City, Florida 32401, personally receives the protest.
- C. The Purchasing Agent will review the protest and issue a written decision. If the Bidder disagrees with the decision, the decision may be appealed to the City Manager. The City Manager will hear the protest and issue a written decision. Any decision made by the City Manager regarding the matter will be final.

Only bids submitted on this Bid Sheet will be accepted.
Return in a sealed envelope, plainly marked:
**“BID No. PC 17-014 ~ TRAFFIC WARNING GATES, ARMS AND SIGNAL ASSEMBLIES ~
APRIL 27, 2017”**
To: Panama City Purchasing Department, 519 East 7th Street, Panama City, FL 32401

COMPANY _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

CONTACT _____ PHONE _____ FAX _____

E-MAIL _____

<u>Item</u>	<u>Price</u>
Four (4) Warning Gates w/Gate Arms	\$ _____
Two (2) Spare Warning Gate Arms	\$ _____
Two (2) Traffic Signal Assemblies	\$ _____
Total Price	\$ _____

Failure to include the following attachments may result in your bid being disqualified:

- Compliance Checklist
- Exceptions Sheet (if exceptions taken)
- Copies of Standard Manufacturer Warranties
- Manufacturers Technical Data
- Completed Crime Entity Form

Make and Model _____

Estimated delivery date _____

Warranty work provider _____

I agree to provide the above items at the prices, terms, and conditions Indicated, meeting all specifications unless exceptions are noted.

BY _____
(Signature)

TITLE _____

DATE _____

SWORN STATEMENT UNDER SECTION 287.133 (3) (A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES
This form must be signed in the presence of a notary public or other officer authorized to administer oaths.

1. This sworn statement is submitted to the CITY OF PANAMA CITY by

_____ (Print individual's name and title)

for _____

(Print name of entity submitting sworn statement) whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is

If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statutes, means a finding of guilt of a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:

- 1. A predecessor or successor of a person convicted of a public entity crime; or
- 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (ATTACH A COPY OF THE FINAL ORDER).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR A CATEGORY TWO OR ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

Sworn to and subscribed before me this _____ day of _____ 2017.

Personally known _____

Or produced identification _____

Notary Public-State of _____

My commission expires _____