

COLUMBUS CONSOLIDATED GOVERNMENT ANNUAL CONTRACT ROUTING MEMORANDUM

DATE: September 22, 2021






SUBJECT: Safety Apparel (Annual Contract); RFB No. 21-0033

FROM: Patti Postorino, Purchasing Division

Please route for appropriate signatures, copies of the attached contract with Lowe Electric Supply Company (Columbus, GA) (Contractor). The firm will provide safety apparel to include: safety belts, safety vests, safety t-shirts, safety hats and safety caps to Columbus Consolidated Government (the City). These items will be procured on an "as needed" basis and are to be utilized by the Public Works Department. The term of this contract shall be for two (2) years with the option to renew for three additional twelve-month periods. Funds are budgeted each fiscal year for this on-going expense:

Public Works Department: Various; 6728.

Council authorized this contract per Resolution No. 316-21, dated September 14, 2021 (copy is attached).

Signatories	Signatures Required (<i>No initials please</i>)	Date
Purchasing Division Manager: Signature of Approval		9/22/21
City Attorney: Signature required on Contracts	Form Approved: 	9/23/21
City Manager: Signature required on Contracts		9/23/21
Clerk of Council: Signature Required on Contracts & Attest/Seal		9/29/21
Buyer: Process / Distribute		09/30/21

After all signatures have been applied, please contact Purchasing Division (ext - 3070) for distribution.

CONTRACT

THIS CONTRACT, executed this 30th day of September 2021, by and between the **Consolidated Government of Columbus, Georgia**, hereinafter called the "City", and **Lowe Electric Supply Company (Columbus, GA)**, hereinafter called the "Contractor".

WITNESSETH:

That in consideration of the mutual covenants, obligations, and terms set-forth in the attached proposal and specifications, the parties hereby agree as follows:


1. That the Contractor met all proposal requirements and was evaluated most responsive for providing **Safety Apparel (Annual Contract)**, per **RFB No. 21-0033**, and was awarded the Contract by Columbus City Council on Tuesday, September 14, 2021, Resolution No. 316-21, for the contract term of two (2) years, beginning September 30, 2021 through September 29, 2023, for furnishing the same in accordance with the specifications prepared by the City and the proposal of the Contractor.
2. The Contractor will, at its own cost and expense, furnish all tools, materials and labor required to be furnished, provide all related services required, and meet all other requirements or conditions imposed, all strictly in accordance with the City's Business Requirements, the City's Request for Proposals, dated June 24, 2021 (and all addenda thereto), the Contractor's bid dated July 21, 2021 which are attached hereto as exhibits "A", "B" and "C" respectively, and which are by reference made a part hereof to the same extent as if fully set out herein.
3. On the faithful performance of this Contract by the Contractor, the City will pay the Contractor in accordance with the terms and on the conditions stated in this Contract and the exhibits attached to and by reference made a part hereof.

FORM 3

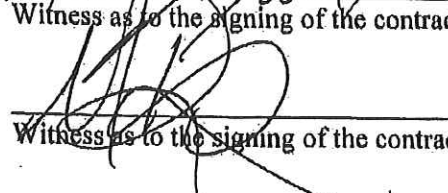
CONTRACT SIGNATURE PAGE

SAFETY APPAREL (Annual Contract) RFB No. 21-0033

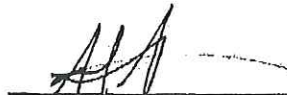
The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all apparel, terms and services of the Consolidated Government of Columbus, Georgia:


Type text here

Witness as to the signing of the contract


Witness as to the signing of the contract

(Corporate seal, if applicable)


Signature of Authorized Representative Date 7/28/2021

Kelly Koppersmith Government Sales
Print Name and Title of Signatory

Lowe Electric Supply Company
Company Name

Company Ordering Address

Lowe Electric Supply
3715 First Ave, Suite 8A-3, Columbus, GA 31904

Contact Mark Morris

Email mark.morris@loweelectric.com

Telephone 762-583-8048

Fax

Company Payment Address

Lowe Electric Supply
PO Box 4767 Macon GA, 31201

Contact Heather Caneran

Email heather.caneran@loweelectric.com

Telephone 478-743-8661 ext 1186

Fax

CONSOLIDATED GOVERNMENT OF COLUMBUS, GEORGIA

Accepted this 23rd day of September 20 21


Isaiah Hugley, City Manager

ATTEST:


Sandra T. Davis, Clerk of Council

APPROVED AS TO LEGAL FORM:


Clifton C. Fay, City Attorney

EXECUTION AUTHORIZED

By Resolution No. 316-21

Clerk of Council

RESOLUTION

NO. 316-21

A RESOLUTION AUTHORIZING THE PURCHASE OF SAFETY APPAREL FROM LOWE ELECTRIC SUPPLY COMPANY (COLUMBUS, GA), ON AN "AS NEEDED" BASIS FOR THE ESTIMATED ANNUAL CONTRACT VALUE OF \$96,610.00.

WHEREAS, the safety apparel consists of back support safety belts, safety vests, safety t-shirts and safety hats and caps; and,

WHEREAS, the items will be used by various City employees while performing tasks that require continuous bending, lifting heavy objects, and working in areas with poor visibility; and,

WHEREAS, the contract term will be for two (2) years with the option to renew for three (3) additional twelve-month periods.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to purchase safety apparel from Lowe Electric Supply Company (Columbus, GA) for the estimated annual contract value of \$96,610.00. Funds are budgeted each fiscal year for this on-going expense: Various Departments - Operating Materials; 6728.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 14th day of September, 2021 and adopted at said meeting by the affirmative vote of nine members of said Council.

Councilor Allen	voting <u>YES</u>
Councilor Barnes	voting <u>YES</u>
Councilor Crabb	voting <u>YES</u>
Councilor Davis	voting <u>YES</u>
Councilor Garrett	voting <u>ABSENT</u>
Councilor House	voting <u>YES</u>
Councilor Huff	voting <u>YES</u>
Councilor Thomas	voting <u>YES</u>
Councilor Tucker	voting <u>YES</u>
Councilor Woodson	voting <u>YES</u>

A handwritten signature in black ink, appearing to read 'Sandra T Davis', written over a horizontal line.

Sandra T Davis
Clerk of Council

A handwritten signature in black ink, appearing to read 'B. H. Henderson', written over a horizontal line.

B. H. "Skip" Henderson, III
Mayor

EXHIBIT A

Columbus Consolidated Government

Safety Apparel (Annual Contract)

RFB No. 21-0033

Lowe Electric Supply Company

Business Requirements

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Lowe Electric Supply Company

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Notes: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1525 Forsyth Street

6 City, state, and ZIP code
Macon, GA 31201

7 List account number(s) here (optional)

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

--	--	--	--	--	--	--	--	--	--

or

Employer identification number

--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ▶

Handwritten signature

Date ▶ **5-12-2021**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

09/09/2021

Search by TIN, Acct., or N

Check for imported payees with non-matching TIN data and verify new payees

TIN Matching allows you to verify your Payee data against the IRS TIN Matching database to verify if you have the cor

Sovos can take care of your mismatched TINs & B-Notices

Sovos offers the ability to automatically mail the appropriate forms to your mismatched payees and request corrected information. The responses come directly to you, and the W-9/B-Notice solicitations are saved for your reference in File Manager. Depending on your subscription, additional fees may apply.

[Print & Mail W-9 Solicitations](#)

[Print & Mail B-Notices](#)

The W9 Solicitation button has been disabled as you have already sent your solicitations.

Mismatched Records

TIN	Name

Individual TIN Lookup

Verify individual Payee Social Security and Employer ID numbers.

Name: TIN: [Verify Payee](#)

TIN Status: PASS

OFAC Check: PASS

DMF Check: PASS

[Download](#)

[Back to Home](#)

Occupation Tax License

City of Columbus, Georgia

Date Issued: July 15, 2021

Expires: December 31, 2021

Renew by: April 01, 2022

Occupational Tax#: OCC001789-07-2021

C.O. #: CO-06-20-4731

Account #: 26108

Business Address:

LOWE ELECTRICAL SUPPLY CO, S CORP
KINMAN JR, JAMES W
3715 1ST AVE SUITE 8A-3
COLUMBUS, GA 31901

Mailing Address:

LOWE ELECTRICAL SUPPLY CO, S CORP
ATTN: JAMES W. KINMAN JR
1525 FORSYTH ST
MACON, GA 31201

Business Name:

LOWE ELECTRICAL SUPPLY CO, S CORP

Type of Occupation:

ELECTRICAL DISTRIBUTOR

042161

DOM ELECTRICAL DISTRIBUTOR

THIS RECEIPT NOT OFFICIAL UNLESS VALIDATED

PAID

Jul 15 2021

Occupation Tax
Columbus Consolidated Government

Fee Type Revenue Code Fee Amount

Occupation Tax Administrative Fee 4140 \$75.00



Angelica Alexander
FINANCE DIRECTOR

The above named having in accordance with the ordinance of Columbus, Georgia paid to the treasurer of said city the amounts shown above on this license, is hereby authorized to conduct the business stated above at the address outlined above in said city, provided however, that this license is granted subject to all provisions of the general tax ordinance of said city.

2021

EXHIBIT B

Columbus Consolidated Government

Safety Apparel (Annual Contract)

RFB No. 21-0033

Request for Bids

**COLUMBUS CONSOLIDATED
GOVERNMENT**
Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. Box 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 23, 2021

Addendum No. 3
Safety Apparel (Annual Contract)
RFB No. 21-0033

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: _____ Company: _____

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

1. *Question: "Can you please provide the existing contract pricing for this bid? And do you have actual usage for that contract?"*

Answer: Please see below:

ITEM	SIZES / ITEM NUMBER	CONTRACT PRICING 2020	ACTUAL USAGE 2016-2021
Vest – Class III, Lime	Sizes: SM – 5XL	\$ 5.50	500
Vest – Class III, Orange, State Prison	Size: Medium	\$ 7.10	50
Vest – Class III, Orange, State Prison	Sizes: L – 5XL	\$ 7.25	1,000
Vest – Plain Orange	n/a	\$ 1.75	200
Vest – with Reflective Stripes, Orange, State Prison on back	n/a	\$ 2.75	10,377
Vest – with Reflective Stripes, Lime		\$ 2.25	2,175
Vest – Class III, Lime, Correctional	Sizes: L – 4XL	\$ 6.10	269
T-Shirt – Class III, Lime, s/s with logo	Sizes: SM – 5XL	\$ 9.50	6004
T-Shirt – Class III, Lime, ls with logo	Sizes: SM – 5XL	\$ 11.15	4,000
Skull Caps – Lime Green, new stripe	One Size Fits All	\$ 3.95 ea (12 pk)	1,012
Caps – BXO23, Reflective Lime	One Size Fits All	\$ 4.75	2,500
Ranger Hat	#RH350HVZ	\$ 4.75	250
Back Support Safety Belt - Lime	Sizes: Med – 3XL	\$ 7.60	1,420
Back Support Safety Belt - Lime	Size: 4XL (custom)	\$ 24.50	20
Back Support Safety Belt - Lime	Size: 5XL (custom)	\$ 26.50	20

2. Question: *"I am requesting a copy of the current contract and pricing."*

Answer: The contract for RFB 16-0033 "Safety Equipment", with the original contract pricing, can be found at:

<https://www.columbusga.gov/finance/purchasing/docs/AnnualContracts/rfb16-0033contract.pdf>

Pricing for the contract has increased during the contract term. The current contract pricing is listed on Page 1 of this addendum.

Andrea J. McCorvey
Purchasing Division Manager



**COLUMBUS CONSOLIDATED
GOVERNMENT**
Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. BOX 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 19, 2021

Addendum No. 2

**Safety Apparel (Annual Contract)
RFB No. 21-0033**

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: _____ Company: _____

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

I. DUE DATE EXTENSION

The bid due date is extended. Bids are due no later than 2:30 PM on Wednesday, July 28, 2021.

II. FORTHCOMING ADDENDUM

Within the next few business days, Columbus Consolidated Government anticipates releasing another addendum to provide responses to questions that have been received.

**Andrea J. McCorvey
Purchasing Division Manager**



**COLUMBUS CONSOLIDATED
GOVERNMENT**
Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. BOX 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 7, 2021

Addendum No. 1

**Safety Apparel (Annual Contract)
RFB No. 21-0033**

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: _____ Company: _____

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

1. Question: *""Delivery must be made within seven (7) days after receipt of order". With the state of goods due to the pandemic, is there any concession or extension on the 7-day period? Currently most vendors are experiencing longer than normal ship times."*

Answer: The delivery requirement has been extended to fifteen (15) days after receipt of order.

Specifications – Page 11 has been changed to "Delivery must be made within fifteen (15) days after receipt of order".

All bidders should also note this on Page 24.

2. Question: *""Delivery of safety items must be from the contracted vendor and not a third party". As a contracted vendor, we do buy goods from outside vendors (wholesalers) that we provide to our customers. We just wanted to make sure we were good on the terms stated above."*

Answer: The vendor may use any delivery method, however the City will pay only the contracted vendor for the final product ordered. All shipping, delivery, and/or freight charges must be included in the unit cost. The Columbus Consolidated Government will pay no additional shipping, delivery, freight charges, and/or any additional add-on fees.

**Andrea J. McCorvey
Purchasing Division Manager**



COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT PURCHASING DIVISION

100 TENTH STREET, COLUMBUS, GEORGIA 31901
P. O. BOX 1340, COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
www.columbusga.org

Date: **June 24, 2021**

REQUEST FOR BIDS: RFB No: 21-0033	Qualified vendors are invited to submit sealed bids, subject to conditions and instructions as specified for the furnishing of: SAFETY APPAREL (Annual Contract)
GENERAL SCOPE	Columbus Consolidated Government (the City) is requesting bids from qualified vendors to provide safety apparel to include: safety belts, safety vests, safety t-shirts, safety hats and safety caps to Columbus Consolidated Government (the City) on an "as needed" basis. The contract term will be for two years with the option to renew for three additional twelve-month periods.
DUE DATE	JULY 21, 2021 - 2:30 PM (Eastern) Responses must be submitted via DemandStar on or before the due date. A virtual opening will be held during the 3:00 PM hour of the due date. <i>Responding vendors are not required, but are invited to attend the opening.</i> If you wish to attend the virtual opening, use one of the Microsoft Teams meeting options: Click here to join the meeting Or call in (audio only) +1 478-239-0725,,855808406# United States, Macon Phone Conference ID: 855 808 406# Find a local number Reset PIN . Note: Columbus Consolidated Government is not responsible for technical issues that may arise during the virtual opening.
BID SUBMISSION REQUIREMENTS	Due to the COVID-19 pandemic, the Purchasing Division is suspending the receipt of hard copies of sealed responses and public solicitation openings until further notice. Effective Immediately, responses must be submitted via DemandStar. See Appendix A for Submission Requirements, Submission Requirements Checklist, and DemandStar Registration and Submission Instructions.
ADDENDA	<u>IMPORTANT INFORMATION</u> Any and all addenda will be posted on the Purchasing Division's web page, at https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm . It is the vendors' responsibility to periodically visit the web page for addenda before the due date and prior to submitting a quote.
"NO BID" RESPONSE	Refer to the form on page 3 if you are not interested in this invitation.



Andrea J. McCorvey
Purchasing Division Manager

IMPORTANT INFORMATION

e-Notification

The City uses the Georgia Procurement Registry e-notification system. You must register with the Team Georgia Market Place/Georgia Procurement Registry to receive future procurement notifications via <http://doas.ga.gov/state-purchasing/suppliers/getting-started-as-a-supplier>.

If you have any questions or encounter any problems while registering, please contact the Team Georgia Marketplace Procurement Helpdesk:

Telephone: 404-657-6000

Fax: 404-657-8444

Email: procurementhelp@doas.ga.gov

STATEMENT OF "NO BID"

Complete and return this form immediately if you do not intend to Bid:

Email: bidopportunities@columbusga.org
Fax: (706) 225-3033 **Attn:** Patti Postorino, Buyer
Mail: Columbus Consolidated Government
Purchasing Division
P. O. Box 1340
Columbus, GA 31902-1340

We, the undersigned decline to bid on your **RFB No. 21-0033** for **Safety Apparel (Annual Contract)** for the following reason(s):

- ☐ Specifications too "tight", i.e. geared toward one brand or manufacturer only (explain below)
- ☐ There is insufficient time to respond to the Request for Bids.
- ☐ We do not offer this product or service.
- ☐ We are unable to meet specifications.
- ☐ We are unable to meet bond requirements.
- ☐ Specifications are unclear (explain below).
- ☐ We are unable to meet insurance requirements.
- ☐ Other (specify below)

Remarks: _____

COMPANY NAME: _____

AGENT: _____

DATE: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

GENERAL PROVISIONS

THESE GENERAL PROVISIONS SHALL BE DEEMED AS PART OF THE BID SPECIFICATIONS.

The provisions of the Procurement Ordinance for the Consolidated Government of Columbus, Georgia as adopted and amended by Council shall apply to all invitations for bids and award of all contracts and is specifically incorporated herein by this reference. A copy of the ordinance is on file in the Purchasing Division.

1. **TERM "CITY".** The term "City" as used throughout these documents will mean Consolidated Government of Columbus, Georgia.

2. **PREPARATION OF FORM.** Bid proposals shall be submitted on the forms provided by the City. All figures must be written in ink or typewritten. Figures written in pencil or erasures are not acceptable. However, mistakes may be crossed out, corrections inserted adjacent thereto, initialed in ink by the person signing the proposal. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail. Failure to properly sign forms, in ink, will render bid incomplete.

3. **EXECUTION OF THE BID PROPOSAL.** Execution of the bid proposal will indicate the bidder is familiar and in compliance with all local laws, regulations, ordinances, site inspections, licenses, drag tags, etc.

4. **BID DUE DATE.** The bid submission must arrive in the Purchasing Division on or before the stated due date and time. Upon receipt, bids will be time and date stamped. Bids will remain sealed and secured until the stated due date and time for the bid opening.

5. **BID OPENING.** Bids shall be opened publicly in the presence of one or more witnesses at the time and place stated in the public notice. The amount of each bid, the bidder's name and such other relevant information as the Purchasing Manager deems appropriate shall be recorded and retained in accordance with Georgia law. The record and each bid shall be open to the public in accordance with Article 3. 301A of the Procurement Ordinance (Public Access to Procurement Information).

6. **LATE BIDS.** It is the responsibility of the bidder to ensure bids are submitted by the specified due date and time. Bids received after the stated date and time will be returned, unopened, to the bidder. The official clock to determine the date and time will be the time/date stamp located in the Finance Department. All bids received will be time and date stamped by the official clock. The City will not be held responsible for the late delivery of bids due to the U.S. Mail Service, or any other courier service.

7. **RECEIPT OF ONE SEALED BID.** In the event only one sealed bid is received, no formal bid opening shall take place. First, the Purchasing Division shall conduct a survey of vendors to inquire of "no bid" responses and non-responsive vendors. If, from the survey, it is determined by the Purchasing Division that specifications need revision, the one bid received will be returned, unopened, to the responding vendor, with a letter of explanation and a new bid solicitation prepared. If it is determined that other vendors need to be contacted, the bid due date will be extended, and the one bid received will remain sealed until the new bid opening date. The vendor submitting the single bid will receive a letter of explanation.

If it is determined the one bid received is from the only responsive, responsible bidder, then the bid shall be opened by the Purchasing Division Manager or designee, in the presence of at least one other witness. The single bid will be evaluated by the using agency for award recommendation.

8. **RECEIPT OF TIE BIDS.** In the event multiple responsive, responsible bidders are tied for the lowest price and all other terms and requirements are met by all tied bidders, the award recommendation shall be resolved in the order of the preferences listed below:

1. Award to the local bidder whose principal place of business is located in Columbus, Georgia.
2. Award to bidder previously awarded based on favorable prior experience.
3. Award to bidder whose principal place of business is located in the State of Georgia.
4. If feasible, divide the award equally among the bidders.
5. If it is not feasible to award equally and only two bidders are tied, perform a coin toss in the presence of the two bidders, either in person or virtually.
6. *If the above preferences are insufficient to resolve the tie, all bid responses will be rejected and the bid will be re-advertised.*

9. **RECEIPT OF MULTIPLE BIDS.** Unless otherwise stated in the bid specifications, the City will accept one and only one bid per vendor. Any unsolicited multiple bid(s) will not be considered. If prior to the bid opening, more than one bid is received from the same vendor, the following will occur: (1) the bidder will be contacted and required to submit written acknowledgment of the bid to be considered; (2) the additional bid(s) will be returned to the bidder unopened. If at the bid opening more than one bid is enclosed in a single bid package, the City will consider the vendor non-responsive and bids will be returned to the bidder.

10. **CONDITIONS AND PACKAGING.** Unless otherwise defined in the bid specifications, it is understood and agreed that any item offered or furnished shall be new, in current production and in first class condition, that all containers shall be new and suitable for storage or shipment, and that prices include standard commercial packaging.

11. FREIGHT/SHIPPING/HANDLING CHARGES. All freight, shipping, and handling charges shall be included in the bid price. The City will pay no additional charges.

12. CORRECTION OR WITHDRAWAL OF BIDS; CANCELLATION OF AWARDS

Correction or withdrawal of inadvertently erroneous bids before bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the Purchasing Division.

After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the City or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident, or if the bidder submits evidence which clearly and convincingly demonstrate that a mistake was made.

All decisions to permit correction or withdrawal of bids or to cancel awards of contracts based on bid mistakes will be supported by the Purchasing Manager's written determination.

13. ADDENDA AND INTERPRETATIONS. If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders. The City is not bound by any oral representations, clarifications, or changes made to the written specifications by City employees, unless such clarification or change is provided to the bidders in written addendum form from the Purchasing Officer. Bidders will be required to acknowledge receipt of the addenda (if applicable) in their sealed bid proposal. The vendor may provide an initialed copy of each addendum or initial the appropriate area on the bid form (pricing page). Failure to acknowledge receipt of the addenda (when applicable) will render bid incomplete. It is the bidder's responsibility to ensure that they have received all addenda.

14. BID RECEIPT AND EVALUATION. Bids shall be unconditionally received without alteration or correction except as authorized in the City's Procurement Ordinance. Bids shall be evaluated based on requirements set forth in the Invitation for Bid, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation cost, and total or life-cycle costs. The specifications presented in the Invitation for Bids shall represent the evaluation criteria. No other criteria may be used to evaluate bids.

15. TIME FOR CONSIDERATION. Bids must remain in effect for at least sixty (60) days after date of receipt to allow for evaluation.

16. BID SECURITY

(1) Requirement for Bid Security. Bid security shall be required for all competitive sealed bids for construction contracts when the price is estimated by the Purchasing Manager to exceed \$25,000. Bid security shall be a bond provided by a surety company authorized to do business in the State, or other form satisfactory to the City. Such bonds may also be required on construction contracts under \$25,000 or other procurement contracts when circumstances warrant.

(2) Amount of Bid Security. Bid security shall be in an amount equal to at least five percent (5%) of the bid amount.

(3) Rejection of Bids for Noncompliance with Bid Security Requirements. When the invitation for Bids requires security, noncompliance with such requirement shall force rejection of a bid.

(4) Withdrawal of Bids. If a bidder is permitted to withdraw its bid before award as provided in Section 3-108 Subsection (G) (Competitive Sealed Bidding – Correction or Withdrawal of Bids: Cancellation of Awards), no action shall be had against the bidder or the bid security.

17. CONTRACT PERFORMANCE AND PAYMENT BONDS

(1) When Required: Amounts. When a construction contract is awarded in excess of \$25,000, the following bonds or security shall be delivered to the City, and shall be binding on the parties upon the execution of the contract:

a. a performance bond satisfactory to the City executed by a surety company authorized to do business in the State, or otherwise secured in a manner satisfactory to the City, amounting to one hundred percent (100%) of the price specified in the contract; and

b. a payment bond satisfactory to the City executed by a surety company authorized to do business in the State or otherwise secured in a manner satisfactory to the City, to protect all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract, amounting to one hundred percent (100%) of the price specified in the contract.

At the discretion of the Purchasing Manager, this same condition may be placed on awards of any amount.

(2) Authority to Require Additional Bonds. Nothing in this Section shall be construed to limit the authority of the City to require a performance bond or other security in addition to the bonds, in circumstances other than the circumstances described in Subsection (1) above.

18. SUBCONTRACTING. Should bidder intend to subcontract all or any part of the work specified, name(s) and address(es) of sub-contractor(s) must be provided in bid proposal (use additional sheet if necessary). The bidder shall be responsible for subcontractor(s) full compliance with the requirements of the bid specifications. **THE COLUMBUS CONSOLIDATED GOVERNMENT WILL NOT BE RESPONSIBLE FOR PAYMENTS TO SUBCONTRACTORS.**

19. DISQUALIFICATION OF BIDDERS AND REJECTION OF BIDS. Bidders may be disqualified and rejection of bid proposals may be recommended by the City for any (but not limited) to the following reasons:

- (A) Receipt after the time limit for receiving bid proposals as stated in the bid invitation.
- (B) Any irregularities contrary to the General Provisions or bid specifications.
- (C) Unbalanced unit price or extensions.
- (D) Unbalanced value of items.
- (E) Failure to use the proper forms furnished by the Consolidated Government.
- (F) Failure to complete the proposal properly
- (G) Omission of warranty, product literature, samples, acknowledgment of addenda or other items required to be included with bid proposal.
- (H) Failure to properly sign forms in ink.

The City reserves the right to waive any minor informality or irregularity. The City reserves the right to reject any and all bids.

20. BRAND NAMES "OR EQUAL". Whenever in this invitation any particular material, process and/or equipment are indicated or specified by patent, proprietary or brand name of manufacturer, such wording will be deemed to be used for the purpose of facilitating description of the material, process and/or equipment desired by the City. It is not meant to eliminate bidders or restrict competition in any bid process. Any manufacturers' names, drawings, trade names, brand names, specifications and/or catalog numbers used herein are for the purpose of description and establishing general quality levels. Bidders may propose equivalent equipment, services or manufacturer. Any proposal that is equivalent to or surpasses stated specifications will be considered. Determination of equivalency shall rest solely with the City. **Please Note: Due to existing apparel, specific manufacturers may be required to facilitate compatibility.**

21. ASSIGNMENT OF CONTRACTUAL RIGHTS. It is agreed that the successful bidder will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof, without previous consent of the City and any sureties.

22. DISCOUNTS. Terms of payments offered will be reflected in the space provided on the bid proposal form. Cash discounts will be considered net in the bid evaluation process. All terms of payment (cash discounts) will be taken and computed from the date of delivery of acceptable material or services, or the date of receipt of the invoice, whichever is later.

23. TAXES. The City is exempt from State Retail Tax and Federal Excise Tax. Tax Exemption No. GA Code Sec. 48-8-3. Federal ID No. 58-1097948.

24. FEDERAL, STATE AND LOCAL LAWS. All bidders will comply with all Federal, State, and Local laws and ordinances, relative to conducting business in Columbus, Georgia.

25. BID INCLUSIONS. When bid inclusions are required, such as warranty information, product literature/specifications, references, etc. The inclusions should reference all aspects of the specific equipment or service proposed by the bidder. Do not include general descriptive catalogs. References to literature or other required inclusions submitted previously does not satisfy this provision. Bids found to be in non-compliance with these requirements will be subject to rejection.

26. NON-COLLUSION. By signing and submitting this bid, bidder declares that its agents, officers or employees have not directly or indirectly entered into any agreements, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this bid. In the event, said bidder is found guilty of collusion, the company and agents will be removed from the City's bid list for one full year and any current orders will be canceled.

27. INDEMNITY. The successful bidder agrees, by entering into this contract, to defend, indemnify and hold City harmless from any and all causes of action or claims of damages arising out of or under this contract.

28. DISADVANTAGED BUSINESS ENTERPRISE. Disadvantaged Business Enterprises (minority or women owned businesses) will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, creed, sex, sexual orientation, gender identity or national origin in consideration for an award. It is the policy of the City that disadvantaged business enterprises and minority business enterprises have an opportunity to participate at all levels of contracting in the performance of City contracts to the extent practical and consistent with the efficient performance of the contract.

29. AFFIRMATIVE ACTION PROGRAM - NON-DISCRIMINATION CLAUSE. The Consolidated Government of Columbus, Georgia ("the City") is committed to using Disadvantaged Business Enterprises (DBEs) (small, women-owned and minority business enterprises) to the greatest extent practical in all solicitations and day-to-day procurement needs of the City and to taking specific affirmative actions to meet these commitments.

The City has an Affirmative Action Program in connection with Equal Employment Opportunities. The successful bidder will comply with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning

the treatment of all employees, and will not discriminate between or among them by reason of race, color, age, religion, sex, sexual orientation, gender identity, national origin or physical handicap.

30. AWARDS TO LOCAL BUSINESSES. Except for construction contracts, Federally funded projects, Request for Proposals and Request for Qualifications, awards will be made to responsive and responsible local businesses proposing a cost not more than two percent (2%) above the low bid or quote for contracts involving an expenditure less than or equal to \$25,000.00; and made to responsive and responsible local businesses proposing a cost not more than one percent (1%) above the low bid or quote for contracts involving an expenditure greater than \$25,000.00.

31. RIGHT TO PROTEST.

- (1) Right of Protest. Any actual or prospective bidder offeror, or contractor who is aggrieved in connection with a solicitation or award of a contract may protest to the Purchasing Manager initially. All protests shall be filed in the manner prescribed herein. Protests that do not comply with the following rules shall be deemed invalid and of no effect.
- (2) The protest must be in writing, executed by a company officer that is authorized to execute agreements on behalf of the bidder or offeror or provided by an authorized legal representative of the protestor.
- (3) A protest with respect to an invitation for Bids or Request for Proposals shall be submitted in writing no less than five (5) business days prior to the opening of bids or the closing date of proposals or qualification statements.
- (4) Stay of Procurement During Protests. If there is a timely protest submitted as described above, the Purchasing Manager shall not proceed further with the solicitation or award of the contract until all administrative remedies have been exhausted or until the City Council, Mayor, or City Manager makes a determination on the record that the award of the contract without delay is necessary to protect substantial interests of the City.

32. FAILURE TO BID. Vendors choosing not to submit a bid are requested to return a **Statement of "No Bid"**.

33. PRODUCT/EQUIPMENT DEMONSTRATION - SITE VISIT. During the evaluation of bids, the City reserves the right to request a demonstration or site visit of the product, equipment or service offered by a bidder. The demonstration or site visit shall be at the expense of the bidder. Bidders who fail to provide demonstration or site visit, as requested, will be considered non-responsive.

34. CANCELLATION PROVISIONS. An Invitation for Bid, Request for Proposal, or other solicitation may be canceled, or any or all bids, proposals or responses rejected in whole or in part, at the discretion of the City for any reason whatsoever. The reasons for the cancellation shall be sent to all businesses solicited or that responded. The notice shall identify the solicitation, give the reasons for the cancellation, and when appropriate state that an opportunity will be given to compete on any re-solicitation or similar procurement in the future. Reasons for rejection will be provided to unsuccessful bidders or offerors.

When such action is in the best financial interest of the City, contracts for supplies to be purchased or services to be rendered under an annual (term) contract basis may be canceled and re-advertised at the discretion of the Purchasing Officer and in accordance with contract terms.

After the receipt of a product or piece of equipment, it is found that said item does not perform as specified and required, payment for said product or equipment will be withheld. The successful vendor will be notified of the non-performance in writing. After notification, the successful vendor will have ten (10) calendar days, from the date of notification, to deliver product or equipment which performs satisfactorily. If a satisfactory product is not delivered within 10 calendar days, from the notification date, the City will cancel the contract (purchase order) and award to the next low, responsive, responsible bidder. The vendor will be responsible for the pick-up or shipment of the unsatisfactory equipment or product.

35. QUESTIONS: Questions concerning specifications must be submitted, in writing, at least 5 (five) working days (Monday-Friday) prior to receipt date. Questions received less than five working days prior to receipt date will not be considered.

36. SAMPLES: When samples are required to be included with the proposal response, the bidder will be responsible for the following:

- 1) **Unless otherwise specified**, bidders are required to submit exact samples of item(s) bid. Do not submit sample of "like" item(s).
- 2) Affix an identification label to each individual sample to include bidder's name, bid name and number.
- 3) Make arrangements for the return of sample after the bid award. All shipping costs will be the responsibility of the bidder. If bidder does not make arrangements for return of sample, within 60 days after award, the sample will be discarded.

37. GOVERNING LAW: The parties agree that this Agreement shall be governed by the laws of Georgia, both as to interpretations and performance.

38. PAYMENT DEDUCTIONS: The City reserves the right to deduct, from payments to awarded vendor(s), any amount owed to the City for various fees, to include, but not limited to: False Alarm fees, Ambulance fees, Occupation License Fees, Landfill fees, etc.

39. PAYMENT TERMS: The City's standard payment term is usually net 30 days, after successful receipt of goods or services. Payment may take longer if invoice is not properly documented or not easily identifiable, goods/services are not acceptable, or invoice is in dispute.

40. FINAL CONTRACT DOCUMENTS: If a formal contract is required as a result of the Request for Bid; the final contract shall include the following: 1) The RFB; 2) Addenda; 3) Awarded Vendors(s) Bid response; 4) Awarded Vendor(s) Clarifications; and 5) Awarded Vendor(s) Business Requirements.

NOTICE TO VENDORS

Sec. 2-3.05. - Submitting bids to Consolidated Government, etc.—By mayor or councilmembers.

Neither the mayor nor any member of the Columbus Council shall submit any bid to the consolidated government, nor shall the mayor or any member of the Columbus Council own or have a substantial pecuniary interest in any business that submits a bid to the consolidated government. (Ord. No. 92-60, 6-23-92)

Sec. 2-3.06. - Same—By members of boards, authorities, commissions.

No member of any board or authority or commission or other independent or subordinate entity of the consolidated government shall submit any bid to the consolidated government or have a substantial pecuniary interest in any business that submits a bid to the consolidated government if such bid pertains to the board or authority or commission on which such person holds such membership. (Ord. No. 92-61, 6-23-92)

DO YOU HAVE QUESTIONS, CONCERNS OR NEED CLARIFICATION ABOUT THIS SOLICITATION?

COMMUNICATION CONCERNING ANY SOLICITATION CURRENTLY ADVERTISED MUST TAKE PLACE IN WRITTEN FORM AND ADDRESSED TO THE PURCHASING DIVISION.

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER OR IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION.

ANY REQUEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

QUESTION/CLARIFICATION FORM

DATE: _____

TO: Patti Postorino, Buyer
Email BidOpportunities@ColumbusGA.org or
Fax 706-225-3033

RE: RFB No. 21-0033; Safety Apparel (Annual Contract)

Questions/clarification requests must be submitted at least five (5) business days before the due date:

From: _____
Company Name Website

Representative Email Address

Complete Address City State Zip

Telephone Number Fax Number

GENERAL SPECIFICATIONS

SAFETY APPAREL (Annual Contract) RFB No. 21-0033

I. SCOPE

Provide safety apparel to include: back support safety belts, safety vests, safety t-shirts, safety hats and safety caps to Columbus Consolidated Government (the City) on an “as needed” basis. Public Works, Parks and Recreation, and Traffic Engineering employees will use these items. This contract may also be utilized by any other City agency requiring the goods. The quantities specified are based on an estimated annual usage. The City may purchase some, all, more or none of the items. *The City reserves the right to add additional related items during the term of the contract.*

Refer to Pages 16 – 20 for Specification Details

The contracted vendor will supply the following:

Description	Estimated Annual Usage
Back Support Safety Belt with Safety Yellow (Sizes - Small thru 5XL)	100
Safety Vest (Lime) (One Size Fits All)	500
Safety Vest (Orange) Inmate (Sizes – Small thru 5XL)	2,500
Safety Vest Correctional Officer ANSI Class II (Sizes Small thru 5XL)	100
Safety Vest with Safety Reflector (Sizes – Small thru 5XL)	100
Safety T-Shirt / Short Sleeve with Reflector (Sizes – Small thru 5XL)	2,500
Safety T-Shirt / Long Sleeve with Reflector (Sizes – Small thru 7XL)	2,500
Safety Sweatshirt / Hoodie and Pullover with Reflective Strip (Sizes – Small thru 6XL)	200
Safety Ranger Hat with Reflector (One Size Fits All)	200
Safety Boonie Hat with Neck Flap with Reflector (One Size Fits All)	500
Safety Hard Hat Sun Shield with Neck Sunshade (One Size Fits All)	200
Safety Baseball Cap with Reflector (One Size Fits All)	2,500
Safety Baseball Flap Cap with Mesh Reflective Flap (One Size Fits All)	1,000
Safety Skull Cap (One Size Fits All)	500

***Delivery must be made within seven (7) days after receipt of order.**

***Delivery of safety items must be from the contracted vendor and not a third party.**

***Irregular” items listed are unacceptable.**

II. TERM OF CONTRACT

A. The term of contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Notice of intent to renew will be given to the contractor in writing by the Purchasing Division Director, normally sixty days before the expiration date of the current contract. This notice shall not be deemed to commit the City to a Contract renewal.

It should be noted that multi-year contracts may be continued each fiscal year only after funding appropriations and programs approval has been granted by the Council of the Consolidated Government of Columbus, Georgia. In the event that the necessary funding is not approved, then the affected multi-year contract becomes null and void, effective July 1st of the fiscal year for which such approval has been denied.

B. Termination for Convenience

For the protection of both parties, either party giving 30 days prior notice in writing to the other party may cancel this contract.

III. ESCALATION CLAUSE

Contract pricing shall remain fixed for the initial two (2) year term of the contract. After the initial term, Contractor may request a price escalation by submitting a fully documented request (i.e. documentation from manufacturers illustrating the necessity to implement price increases).

Request for price increases, without documentation, shall not be considered. Such escalation shall not exceed a five percent (5%) increase. The using department(s) and the Purchasing Manager will review the request and shall approve or disapprove the increases based on budget constraints and other price comparisons.

If for any reason the contractor has a price increase that exceeds five percent (5%), the price increase will be evaluated on a case-by-case basis. The City and the Contractor will have the option to discuss and make adjustments to the requested increase. If either party declines approval of the adjustments, the contract will be considered cancelled on the scheduled expiration date of the contract.

IV. BRAND NAMES

It is not the intent of Columbus Consolidated Government (City) to restrict competition in any purchasing process. Any manufacturer's names, drawings, trade name, brand names, information and/or catalog numbers used herein are for the purpose of description and establishing general quality levels. Such references are not intended to be restrictive; any equivalent products of any manufacturer may be offered. Any bid that is equivalent to or surpasses these specifications will be considered. Determination of equivalency shall rest solely with the City.

V. QUESTIONS / ADDENDA

Questions and requests for clarification must be submitted **within five (5) business days of the due date** (see pages 9 & 10). Changes to the specifications (if any) will be provided in the form of an addendum, which will be posted on the web page of the Finance Department/Purchasing Division of Columbus Consolidated Government at

https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid_Opportunities.htm.

It is the vendors' responsibility to periodically visit the web page for addenda before the due date and prior to submitting a quote.

VI. INDEMNITY CLAUSE

The Contractor covenants to save, defend, hold harmless, and indemnify the City, and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents.

VII. BID SUBMISSION REQUIREMENTS

Bid responses must be submitted via DemandStar.

See Appendix A for *Submission Requirements, Submission Requirements Checklist, and DemandStar Registration and Submission Instructions.*

Each bidder shall include the following information with bid submission. Bidder shall submit **ONE (1) ELECTRONIC BID RESPONSE VIA DEMANDSTAR**. The City reserves the right to request any omitted information, **to exclude *Communications Concerning This Solicitation, WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE.*** Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed "Incomplete":

- A. **Communication Concerning This Solicitation:** (Form 1)
- B. **Bid Form:** (Form 2)
- C. **Pricing Page:** (Pages 23-24)
- D. **Response to Specifications:** Provide all information requested on Pages 16, 17, 18 & 19)
- E. **Sample Invoice:** Provide a sample invoice depicting the billing format that will be used for this contract.
- F. **Contract Signature Page:** (Form 3)
- G. **Addenda:** Vendors must include acknowledgment of receipt of addenda (if any) in their sealed bid. Provide an initialed copy of each addendum or initial the appropriate area on bid form (pricing page). Addenda will be posted at https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm

Vendors are responsible for periodically visiting the web page, to check for addenda, prior to the bid due date and before submitting a bid.

- H. **Business License:** Vendors located in Muscogee County shall submit a current copy of their City of Columbus Business License (Occupation License). If the business is not located in Muscogee County and has proof of being properly licensed by a municipality in Georgia, and paid applicable occupation taxes in that city, the vendor will not be required to pay occupation taxes in Columbus, Georgia.

If the business location is not in Georgia, vendor must provide a current copy of their active Articles of Incorporation from the State and/or a current business license from the City/State in which business is located.

If you have questions regarding this requirement, please contact Yvonne Ivey, Revenue Manager: 706-225-3091.

- I. **W-9 Rev 2018 Request for Taxpayer Identification Number and Certification:**
(<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)

VIII. SAMPLES

- A. The two lowest bidders may be asked to provide samples of exact proposed items and a sample of a screenprinted shirt, *depicting the typical quality and artwork the City can expect.*
Do not submit samples unless requested by the City.
- B. For easy identification, the bidder's name must be affixed to the sample submitted. The package containing the sample must show the vendor's name, as well as bid name and number. The package should be marked "Sample Items". Bidders must make arrangements for the return of the samples after the contract has been awarded. All shipping costs will be the responsibility of the bidder. If bidder does not make arrangements for return of samples, within 60 days after the award, the samples will be discarded. If requested, the product samples will be sent to: Columbus Consolidated Government, Purchasing Division, 5th Floor, Attn: Patti Postorino, Buyer, 100 Tenth Street, Columbus, GA 31901.

IX. AWARD / ORDERING / DELIVERY / INVOICE

- A. Award: This bid shall be awarded by individual line item or by total contract value. The Consolidated Government of Columbus shall be the judge of the factors and will make the award in the best interest of the City. The City reserves the right to reject any/or all bids. Should the successful bidder not be able to supply the required item(s), the City reserves the right to purchase from other sources.
- B. Ordering: The items will be procured on an "as needed" basis by phone or email to the awarded vendor. It is the Vendor's responsibility to notify the City, at the time an order is placed, if delivery cannot be met in the specified time.
- C. Delivery: Deliveries shall be made to the applicable address indicated during phone or email order. It will be the responsibility of the Vendor(s) to deliver orders as specified to the address given at the time orders are placed. Inability to make delivery within specified time will authorize the City to purchase from other sources.

All shipping, delivery, and/or freight charges must be included in the unit cost. The Columbus Consolidated Government will pay no additional shipping, delivery, freight charges, and/or any additional add-on fees.

The orders should be delivered to the following address:

Columbus Consolidated Government
Fleet Management Division
1011 Cusseta Road
Columbus, GA 31901

- D. Invoices: After receipt of goods/services and upon satisfactory delivery, the successful vendor shall forward itemized invoice(s) to the following address:

Columbus Consolidated Government
Accounting Division – Accounts Payable
P.O. Box 1340
Columbus, Georgia 31902-1340

The invoice(s) shall reference the bid number (RFB No. 21-0033) and/or purchase order number.

X. TERMINATION OF CONTRACT

Default: If the contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time specified in this contract, or any extension thereof, otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the Purchasing Division Director may notify the contractor in writing of the delay or non-performance and if not cured within ten (10) days or any longer time specified in writing by the Purchasing Division Director, such director may terminate the contractor's right to proceed with the contract or such part of the contract as to which there has been delay or a failure to properly perform.

In the event of termination in whole or in part the Purchasing Division Director may procure similar supplies or services, from other sources, in a manner and upon terms deemed appropriate by the Purchasing Division Director. The contractor shall continue performance of the contract to the extent it is not terminated and shall be liable for excess costs incurred in procuring similar goods or services.

Compensation: Payment for completed supplies delivered and accepted by the city shall be at the contract price. The City may withhold from amounts due the contractor such sums as the Purchasing Director deems to be necessary to protect the City against loss because of outstanding liens or claims of former lien holders and to reimburse the City for the excess costs incurred in procuring similar goods and services.

Excuse for Nonperformance or Delayed Performance: Except with respect to defaults of subcontractors, the contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms, if the contractor has notified the Purchasing Division Director within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of public enemy; acts of the City and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather. If the failure to perform is caused by the failure of a subcontractor to perform or to make progress, and if such failure arises out of causes similar to those set forth above, the contractor shall not be deemed to be in default, unless the supplies or services to be furnished by the subcontractor were reasonably obtainable from other sources in sufficient time to permit the contractor to meet the contract requirements.

Upon request of the contractor, the Purchasing Division Director shall ascertain the facts and extent of such failure, and, if such director determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, the contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly.

BIDDER'S RESPONSE TO SPECIFICATIONS
(Pages 16 – 20)

SAFETY APPAREL (Annual Contract)
RFB 21-0033

Bidders must respond to the following specifications and initial each section. Return each page with bid proposal. Failure to do so will result in the bid being deemed incomplete.

A. Back Support Safety Belt with Safety Yellow

Secure velcro closure	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Washable lightweight nylon	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic no-slip adjustable shoulder straps	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Light metal support stays	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Belt style design	STYLE/DESIGN _____	

Initial _____

B. Safety Vest

Color - Lime	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic side closure with black binding	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Open front with velcro snap closure	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Woven nylon mesh	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Vest style design	STYLE/DESIGN _____	

Initial _____

C. Safety Vest (Inmate)

Color - Orange	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic side closure with black binding	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Open front with velcro snap closure	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Woven nylon mesh with glossy tape	<input type="checkbox"/> YES	<input type="checkbox"/> NO

1.25" to 2" PVC glossy tape, yellow on orange fabric

☐ YES

☐ NO

Size 3X – 4X to fit all

☐ YES

☐ NO

Screenprint on Back Center of Vest **"State Prisoner"**

☐ YES

☐ NO

Vest style design

STYLE/DESIGN _____

Initial _____

D. Safety Vest Correctional Officer

Color- Lime, ANSI Class III, Unisex

☐ YES

☐ NO

2" Wide 3M Silver Reflective Tape, Zipper Closure, 5 Pockets

☐ YES

☐ NO

Vertical Stripes on Back, Hook & Loop closure

☐ YES

☐ NO

100% Polyester Lime mesh fabric

☐ YES

☐ NO

Screenprint on Back Center of Vest **"Correctional Officer"**

☐ YES

☐ NO

Vest style design

STYLE/DESIGN _____

Initial _____

E. Safety Vest Mesh with Safety Reflector

Color - Lime, ANSI Class III, High Vis

☐ YES

☐ NO

Suspender pattern over top of shoulders
as 360 encircling torso

☐ YES

☐ NO

100% Polyester Lime mesh fabric

☐ YES

☐ NO

Pockets – 2 front lower flap, 1 front chest, 2 inside lower

☐ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☐ YES

☐ NO

Vest style design

STYLE/DESIGN _____

Initial _____

F. Safety T-Shirt / Short Sleeve with Safety Reflector

Color - Lime, ANSI Class III, High Vis, Unisex

☐ YES

☐ NO

100% Polyester Interlock, wicks moisture

☐ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☐ YES

☐ NO

Left chest pocket

☐ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☐ YES

☐ NO

T-Shirt style design

STYLE/DESIGN _____

Initial _____

G. Safety T-Shirt / Long Sleeve with Safety Reflector

Color- Lime, ANSI Class III, High Vis, Unisex

☐ YES

☐ NO

100% Polyester Interlock, wicks moisture

☐ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☐ YES

☐ NO

Left chest pocket

☐ YES

☐ NO

Rib Knit Cuffs

☐ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☐ YES

☐ NO

T-Shirt style design

STYLE/DESIGN _____

Initial _____

H. Safety Sweatshirt / Hoodie Pullover with Safety Reflector

Color- Lime, ANSI Class III, High Vis, Unisex

☐ YES

☐ NO

Galeton Illuminator™, Style 12947 and 12948
(or equivalent)

☐ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☐ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☐ YES

☐ NO

Sweatshirt style design

STYLE/DESIGN _____

Initial _____

I. Safety Ranger Hat with Reflector

Color - Lime, ANSI, High Vis	<input type="checkbox"/> YES	<input type="checkbox"/> NO
100% Polyester Lime mesh fabric	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective with Orange Taping	<input type="checkbox"/> YES	<input type="checkbox"/> NO
350 – Ranger RN67368 (or equivalent)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Hat style design

STYLE/DESIGN _____

Initial _____

J. Safety Boonie Hat with Neck Flap with Reflector

Color - Lime, ANSI, High Vis	<input type="checkbox"/> YES	<input type="checkbox"/> NO
100% Cotton, Mesh fabric	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective with Orange Taping	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Wide Brim, Long Neck Flap	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Hat style design

STYLE/DESIGN _____

Initial _____

K. Safety Hard Hat Sunshield

Color - Yellow, ANSI, High Vis	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Full Brim, Mesh, Neck Sunshade	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective Strip	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Sunshield design

STYLE/DESIGN _____

Initial _____

L. Safety Baseball Cap with Reflector

Color - Lime, ANSI, High Vis	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective Taping	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Cap style design

STYLE/DESIGN _____

Initial _____

M. Safety Baseball Flap Cap with Mesh Reflective Flap

Color - Lime, ANSI, High Vis

☐ YES

☐ NO

Silver Reflective Taping, Meshed Back Flap

☐ YES

☐ NO

Cap style design

STYLE/DESIGN _____

Initial _____

N. Safety Skull Cap / Beanie

Color - Lime, ANSI, Knit

☐ YES

☐ NO

Silver Reflective Strip

☐ YES

☐ NO

Cap style design

STYLE/DESIGN _____

Initial _____



(Public Works Logo will be in screenprint black lettering)

FORM 1

COMMUNICATION CONCERNING THIS SOLICITATION

THIS PAGE MUST BE SIGNED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.

.....

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS, INCLUDING NON-CCG EMPLOYEES, CONTRACTED PERSONNEL ASSOCIATED WITH THIS PARTICULAR PROJECT (I.E. ARCHITECTS, ENGINEERS, CONSULTANTS), OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER. IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION. QUESTIONS AND REQUESTS FOR CLARIFICATION MUST BE SUBMITTED AT LEAST FIVE (5) BUSINESS DAYS BEFORE THE DUE DATE.

ANY REQUEST/CONCERN/PROTEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.

Vendor Name: _____

Print Name of Authorized Agent: _____

Signature of Authorized Agent: _____

BID FORM**SAFETY APPAREL (Annual Contract)
RFB NO. 21-0033****IMPORTANT INFORMATION:**

PLEASE SUBMIT ONE (1) ELECTRONIC BID RESPONSE VIA DEMANDSTAR
ON OR BEFORE July 21, 2021 – 2:30 PM (EST)

By signing this Bid Form, the authorized representative understands the City reserves the right to request any omitted information, WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information, to exclude *Communications Concerning This Solicitation*. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed "Incomplete". Use the following check-list to verify the items are included in sealed bid:

- ☐ Communication Concerning This Solicitation (Form 1) ☐ Bid Form (Form 2)
- ☐ Pricing Pages (Pages 23-24) ☐ Response to Specifications (Pages 16-20)
- ☐ Sample Invoice ☐ Contract Signature Page (Form 3)
- ☐ Business License ☐ W-9 Rev 2018

Initial below to acknowledge receipt of the following addenda (if any):

Addendum No. 1 _____ Addendum No. 2 _____ Addendum No. 3 _____

The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all services and terms of the Columbus Consolidated Government.

Vendor Business Name

Email Address

Authorized Signature

Print Name

Date

Please circle and initial if Business is {Minority} or {Woman} Owned: _____

If certified as a DBE or WBE, list the certifying agency: _____

Not Minority, Woman or DBE owned (please initial) _____

*****COMPLETE ALL PAGES AND RETURN WITH BID*****

PRICING PAGES

SAFETY APPAREL (Annual Contract) RFB 21-0033

NOTE: Refer to Pages 16 – 20 for Specification Details

***If there are additional charges for larger sizes (X-Large to 6X-Large) please indicate item cost/size.**

DESCRIPTION	ESTIMATED USAGE	*UNIT COST	EXTENDED COST
1. Back Support Safety Belt with Safety Yellow (Sizes – Small thru 5XL)	100	\$ *\$ *\$	\$ \$ \$
2. Safety Vest (Lime) (One Size Fits All)	500	\$	\$
3. Safety Vest (Orange) Inmate (Sizes – Small thru 5XL)	2,500	\$ *\$ *\$	\$ \$ \$
4. Safety Vest Correctional Officer, ANSI Class III (Sizes – Small thru 5XL)	100	\$	\$
5. Safety Vest Mesh with Safety Reflector (Sizes – Small thru 5XL)	100	\$ *\$ *\$	\$ \$ \$
6. Safety T-Shirt / Short Sleeve, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 5XL)	2,500	\$ *\$ *\$	\$ \$ \$
7. Safety T-Shirt / Long Sleeve, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 5XL)	2,500	\$ *\$ *\$	\$ \$ \$
8. Safety Sweatshirt / Hoodie Pullover, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 6XL)	200	\$ *\$ *\$	\$ \$ \$
9. Safety Ranger Hat with Reflector (One Size Fits All)	200	\$	\$

10. Safety Boonie Hat, with Neck Flap, with Reflector (One Size Fits All)	500	\$	\$
11. Safety Hard Hat Sun Shield with Neck Sunshade (One Size Fits All)	200	\$	\$
12. Safety Baseball Cap with Reflector (One Size Fits All)	2,500	\$	\$
13. Safety Baseball Flap Cap, with Mesh Reflective Flap (One Size Fits All)	1,000	\$	\$
14. Safety Skull Cap / Beanie (One Size Fits All)	500	\$	\$
TOTAL ESTIMATED CONTRACT VALUE:			\$

All shipping, delivery and freight charges must be included in bid prices. The City will pay no additional shipping, delivery, freight charges, and/or any additional add-on fees.

VENDOR SHALL PROVIDE A PERCENTAGE DISCOUNT OFF LIST PRICE FOR ITEMS NOT LISTED:
_____ %

Delivery will be made within _____ days after receipt of orders; **Inability to make delivery within specified time will authorize the City to purchase from other sources.**

COMPANY NAME

COMPANY PHONE NUMBER

EMAIL ADDRESS

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE OF SIGNATURE

"PRINT" NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

(Pricing Page 2 of 2)

FORM 3

CONTRACT SIGNATURE PAGE

SAFETY APPAREL (Annual Contract) RFB No. 21-0033

The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all apparel, terms and services of the Consolidated Government of Columbus, Georgia:

Witness as to the signing of the contract

Signature of Authorized Representative Date

Witness as to the signing of the contract

Print Name and Title of Signatory

(Corporate seal, if applicable)

Company Name

Company Ordering Address

Company Payment Address

Contact _____

Contact _____

Email _____

Email _____

Telephone _____

Telephone _____

Fax _____

Fax _____

CONSOLIDATED GOVERNMENT OF COLUMBUS, GEORGIA

Accepted this ____ day of _____ 20 ____

APPROVED AS TO LEGAL FORM:

Isaiah Hugley, City Manager

Clifton C. Fay, City Attorney

ATTEST:

Sandra T. Davis, Clerk of Council

APPENDIX A

DEMANDSTAR SUBMISSION REQUIREMENTS

Due to the COVID-19 pandemic, the Purchasing Division is suspending the receipt of hard copies of sealed responses and public solicitation openings until further notice. Effective immediately, responses must be submitted via DemandStar.

There is no cost to submit responses electronically through DemandStar; you will only incur a fee if you opt to receive e-notifications directly from DemandStar. You must select “Columbus Consolidated Government” as your free agency (see registration instructions). Solicitations may be accessed thru the DemandStar link that is posted at https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm. Per Georgia HB489, the Purchasing Division will continue to post solicitations on the Georgia Procurement Registry. To receive future procurement notifications, you must register with the Team Georgia Marketplace at <http://doas.ga.gov/state-purchasing/suppliers/getting-started-as-a-supplier>.

Excluding responses to Requests for Proposals (RFP), a tabulation of responses will be available on DemandStar shortly after the solicitation closes. The Purchasing Division will also continue to post tabulations at https://www.columbusga.gov/finance/purchasing/docs/tabulations/bid_tabulations.htm.

Failure to submit electronic responses, via DemandStar, will result in the rejection of your response. Submittals received via U.S. Postal Service, FedEx, UPS, etc., will be returned unopened at the expense of the sender. The Purchasing Division will not accept hand-delivered submittals, and will immediately discard any submittal left in the reception area of the Finance Department.

See following pages for an Electronic Proposal Submission Requirements Checklist and information for DemandStar.

The Purchasing Division sincerely appreciates your cooperation during these unprecedented times.

ELECTRONIC BID SUBMISSION **REQUIREMENTS CHECKLIST**

SAFETY APPAREL **(Annual Contract) RFB No. 21-0033**

IMPORTANT NOTICE

1. Vendors shall submit only the required documents listed using the "Bidder Response ALL DOCUMENTS" function. Do not enter information in "Supplemental Documents".
2. Zip files with multiple folders will not be accepted. Vendors shall submit one PDF file of proposal.
3. Due to file size limitations, please do not re-send the City's full specifications document as this information is already on file.
4. In the event DemandStar requires a dollar value for your submittal, enter "0".

Please submit your electronic bid response as indicated below:
Scan all pages as one PDF file and submit in "Bidders Response ALL Documents".

- ___ 1. COMMUNICATION CONCERNING THIS SOLICITATION (**Form 1**)
- ___ 2. BID FORM (**Form 2**)
- ___ 3. PRICING PAGES (**Pages 23-24**)
- ___ 4. RESPONSE TO SPECIFICATIONS (**Pages 16-20**)
- ___ 5. SAMPLE INVOICE
- ___ 6. CONTRACT SIGNATURE PAGE (**Form 3**)
- ___ 7. ADDENDA (IF ANY)
- ___ 8. BUSINESS LICENSE 2021
- ___ 9. W-9 Rev 2018 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) (submit Page 1 only)

NOTE: After award of contract by Columbus City Council, the awarded vendor will be notified to provide two (2) identical hard copies of submitted bid proposal with original signatures.



Registering for DemandStar



We are pleased to announce our membership in the DemandStar network. DemandStar is an online marketplace that connects our suppliers directly to the bids, quotes and RFPs that matter to them.

DemandStar is open and accessible to all businesses and provides instant access to our solicitations. By registering for your complimentary DemandStar account, you will receive:

- **Instant** access to bids, quotes and RFPs
- **Automatic** notifications, right to you inbox, of bids that match the commodity codes you select
- The ability to **quickly view** the contractual terms and scope of work
- All the **forms and documents** you need in one place
- Access to **more government bids** in neighboring cities, counties and states

It's EASY! Get started with these 3 easy steps!

1 REGISTER

Go to:

<https://www.demandstar.com/registration>

Create an Account with DemandStar

You are one step away from picking your free government agency

Email Address

Your email address here

Company Name

Your company name here

☐ I accept the DemandStar Terms of Use and Privacy Policy

Next



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206.940.0305

2 CHOOSE YOUR FREE AGENCY

Type in the name of the government agency you'd like to add, for example "City of Metropolis" in the Search Box

← Choose Your Free Agency

Receive full access to the government agency of your choice and receive advance notifications of new opportunities.

City of Metropolis

Narrow down your search by selecting a state and county.

State

Select State

County

Select County

- ☐ City of Metropolis – Board of Commissioners
- ☐ City of Metropolis Purchasing
- ☒ Metropolis Technical College

3 CHECK OUT

Check out with your **FREE AGENCY**

Registration by clicking "Skip for now" on the page where it gives you options to add additional counties and States

You have chosen Metropolis Technical College as your free agency.
Add additional government agencies below for \$25 per County,
Statewide and National subscriptions available.

My Subscriptions  [0]

Nation (0)

States (0)

Counties (0)

	Total	(0 subscriptions)	Your Current Rate \$0/year
--	-------	-------------------	-------------------------------

Proceed to Checkout

Skip for Now

SIGN UP

Visit www.demandstar.com



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206.940.0305

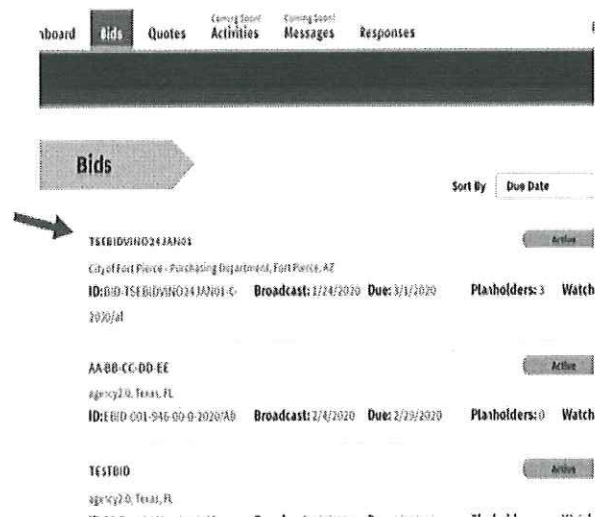
Responding to an Electronic Bid

5 Step Instructions

Step 1

Many governments are moving toward requiring bid responses electronically. Here are the steps to respond to a bid Electronically.

- Click on the solicitation name



Step 2

Once you are in the solicitation, you will see the Bid Details page that is standard for all solicitations

- When you are ready to submit your bid, click on "Submit E-Bid Proposal"

TEST BID

Bid Details

Agency Name	Agency A
Bid Name	Agency A
Bid ID	1000000000000000
Bid Type	100 - 100
Bid Open Date	12/15/2018 10:00:00 AM
Open Date	12/15/2018 10:00:00 AM
Bid Status	100 - 100

Scope of Work

1000000000

Documents

Document	Type	Date Added	Status
100	1000000000	12/15/2018	1000000000

Distribution Info

Bid ID	100
Pay Method	100
Bid Type	100
Contract ID	1000000000
Subcontract Method	1000000000
Subcontract Method	1000000000
Project Estimated Budget	1000000000
Subcontract Method	100

Publications

1000000000

Pre-Bid Conference

1000000000

Commodity Code

1000000000

Submit E-Bid Proposal

Step 3

Enter information requested page-by-page and you can see what will come next via the menu bar on the left under "E-Bid Progress"

If there is not a total bid amount in your submission, please put "0"

Example: a request for qualifications opportunity may not require a bid amount so vendors will input "0" under "Bid Amount"

DEMANDSTAR Dashboard Bids Quotes Documents Messages Receipts

E-Bid Response

Contact Information

Company Name: California California Corporation

Address 1: 1000 1000

Address 2: 1000 1000

City: 1000 1000

Country: United States of America

State/Province: 1000 1000

County: 1000 1000

Postal Code: 1000 1000

Phone Number: 1000 1000

Email: 1000 1000

Bid Amount: 1000 1000

Alternate Bid Amount: 1000 1000

Notes: For the full contract

Next

Step 4

After you click NEXT on the Contract Information page, you will be directed to enter the documents required.

Create one (1) file containing **only** the required documents listed on the "Electronic Proposal Submission Checklist" page of the specifications and upload using the "Bidder Response ALL Documents" function.

NOTE: Do not enter information using the "Supplemental Documents" function.

*Due to file size limitations, please **do not** include the City's specification document in your uploaded response as this information is already on file. Font and page limitations may also apply.*

BEST PRACTICE TIP: In some instances, multiple addenda may be issued for a solicitation. To avoid having to re-upload your firm's response file multiple times, it is **recommended** that vendors upload within five (5) business days of the due date. The City posts all documents, to include addenda, on the Finance Department Bid Opportunities web page: [https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid Opportunities.htm](https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid%20Opportunities.htm).

The screenshot shows the DEMANSTAR 'E-Bid Response' interface. On the left, the 'Bid Details' section lists information such as Agency Name, Bid Number, Bid Due Date, Bid Opening, and Bid Amount. The 'E Bid Progress' section shows 'Contract Information' and 'Documents Upload'. The main area is titled 'E Bid Response' and contains a 'Required Documents' section with a list of documents to be uploaded. Below this is a 'Supplemental Documents' section. A large arrow labeled 'UPLOAD COMPLETE FILE' points from the 'Required Documents' section to the 'Supplemental Documents' section. A red box with the text 'DO NOT USE SUPPLEMENTAL DOCUMENTS' is overlaid on the 'Supplemental Documents' section.

Step 5

Review Your E-Bid Response, and if everything is correct, then press "Submit Response"

You are done! And the government to which you've submitted this will download your responses and documents and see the day and time upon which you submitted your proposal.

The screenshot shows the DEMANSTAR 'Review Your E-Bid Response' interface. On the left, the 'Bid Details' section lists information such as Agency Name, Bid Number, Bid Due Date, Bid Opening, and Bid Amount. The 'E Bid Progress' section shows 'Contract Information' and 'Documents Upload'. The main area is titled 'Review Your E-Bid Response' and contains a 'Contact Info' section with fields for Company Name, Address 1, Address 2, City, State, Country, Postal Code, Phone Number, Fax, Bid Amount, and Alternate Bid Amount. Below this is an 'Agency Required Documents' section. A large arrow labeled 'Submit Response' points to the 'Submit Response' button.

EXHIBIT C

Columbus Consolidated Government

Safety Apparel (Annual Contract)

RFB No. 21-0033

Lowe Electric Supply Company

Bid Submission

**COLUMBUS CONSOLIDATED
GOVERNMENT**

Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. Box 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 23, 2021

Addendum No. 3
Safety Apparel (Annual Contract)
RFB No. 21-0033

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: KK **Company:** Lowe Electric Supply Company

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

1. *Question: "Can you please provide the existing contract pricing for this bid? And do you have actual usage for that contract?"*

Answer: Please see below:

ITEM	SIZES / ITEM NUMBER	CONTRACT PRICING 2020	ACTUAL USAGE 2016-2021
Vest – Class III, Lime	Sizes: SM – 5XL	\$ 5.50	500
Vest – Class III, Orange, State Prison	Size: Medium	\$ 7.10	50
Vest – Class III, Orange, State Prison	Sizes: L – 5XL	\$ 7.25	1,000
Vest – Plain Orange	n/a	\$ 1.75	200
Vest – with Reflective Stripes, Orange, State Prison on back	n/a	\$ 2.75	10,377
Vest – with Reflective Stripes, Lime		\$ 2.25	2,175
Vest – Class III, Lime, Correctional	Sizes: L – 4XL	\$ 6.10	269
T-Shirt – Class III, Lime, s/s with logo	Sizes: SM – 5XL	\$ 9.50	6004
T-Shirt – Class III, Lime, ls with logo	Sizes: SM – 5XL	\$ 11.15	4,000
Skull Caps – Lime Green, new stripe	One Size Fits All	\$ 3.95 ea (12 pk)	1,012
Caps – BXO23, Reflective Lime	One Size Fits All	\$ 4.75	2,500
Ranger Hat	#RH350HVZ	\$ 4.75	250
Back Support Safety Belt - Lime	Sizes: Med – 3XL	\$ 7.60	1,420
Back Support Safety Belt - Lime	Size: 4XL (custom)	\$ 24.50	20
Back Support Safety Belt - Lime	Size: 5XL (custom)	\$ 26.50	20

2. Question: *"I am requesting a copy of the current contract and pricing."*

Answer: The contract for RFB 16-0033 "Safety Equipment", with the original contract pricing, can be found at:

<https://www.columbusga.gov/finance/purchasing/docs/AnnualContracts/rfb16-0033contract.pdf>

Pricing for the contract has increased during the contract term. The current contract pricing is listed on Page 1 of this addendum.

Andrea J. McCorvey
Purchasing Division Manager



**COLUMBUS CONSOLIDATED
GOVERNMENT**
Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. Box 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 19, 2021

Addendum No. 2

**Safety Apparel (Annual Contract)
RFB No. 21-0033**

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: KK

Company: Lowe Electric Supply Company

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

I. DUE DATE EXTENSION

The bid due date is extended. Bids are due no later than 2:30 PM on Wednesday, July 28, 2021.

II. FORTHCOMING ADDENDUM

Within the next few business days, Columbus Consolidated Government anticipates releasing another addendum to provide responses to questions that have been received.

**Andrea J. McCorvey
Purchasing Division Manager**



**COLUMBUS CONSOLIDATED
GOVERNMENT**
Georgia's First Consolidated Government



**FINANCE DEPARTMENT
PURCHASING DIVISION**

100 TENTH STREET, P. O. Box 1340
COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
BidLine 706-225-4536
www.columbusga.org

July 7, 2021

Addendum No. 1

**Safety Apparel (Annual Contract)
RFB No. 21-0033**

Acknowledgment of receipt of Addenda must be included with sealed bid. Failure to acknowledge receipt of this addendum may render your bid "incomplete".

Initials: kk **Company:** Lowe Electric Supply Company

Vendors are informed that the above subject Bid is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

1. **Question:** *"Delivery must be made within seven (7) days after receipt of order". With the state of goods due to the pandemic, is there any concession or extension on the 7-day period? Currently most vendors are experiencing longer than normal ship times."*

Answer: The delivery requirement has been extended to fifteen (15) days after receipt of order.

Specifications – Page 11 has been **changed** to "Delivery must be made within fifteen (15) days after receipt of order".

All bidders should also note this on Page 24.

2. **Question:** *"Delivery of safety items must be from the contracted vendor and not a third party". As a contracted vendor, we do buy goods from outside vendors (wholesalers) that we provide to our customers. We just wanted to make sure we were good on the terms stated above."*

Answer: The vendor may use any delivery method, however the City will pay only the contracted vendor for the final product ordered. All shipping, delivery, and/or freight charges must be included in the unit cost. The Columbus Consolidated Government will pay no additional shipping, delivery, freight charges, and/or any additional add-on fees.

**Andrea J. McCorvey
Purchasing Division Manager**



BIDDER'S RESPONSE TO SPECIFICATIONS
(Pages 16 – 20)

SAFETY APPAREL (Annual Contract)
RFB 21-0033

Bidders must respond to the following specifications and initial each section. Return each page with bid proposal. Failure to do so will result in the bid being deemed incomplete.

A. Back Support Safety Belt with Safety Yellow

Secure velcro closure	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Washable lightweight nylon	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic no-slip adjustable shoulder straps	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Light metal support stays	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Belt style design	STYLE/DESIGN <u>Liberty 1908 HG</u>	

Initial KGK

B. Safety Vest

Color - Lime	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic side closure with black binding	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Open front with velcro snap closure	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Woven nylon mesh	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Vest style design	STYLE/DESIGN <u>Pyramex RV110</u>	

Initial KGK

C. Safety Vest (Inmate)

Color - Orange	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Elastic side closure with black binding	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Open front with velcro snap closure	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Woven nylon mesh with glossy tape	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

1.25" to 2" PVC glossy tape, yellow on orange fabric

☒ YES

☐ NO

Size 3X – 4X to fit all

☒ YES

☐ NO

Screenprint on Back Center of Vest "State Prisoner"

☒ YES

☐ NO

Vest style design

STYLE/DESIGN RV120

Initial KGK

D. Safety Vest Correctional Officer

Color- Lime, ANSI Class III, Unisex

☒ YES

☐ NO

2" Wide 3M Silver Reflective Tape, Zipper Closure, 5 Pockets

☒ YES

☐ NO

Vertical Stripes on Back, Hook & Loop closure

☒ YES

☐ NO

100% Polyester Lime mesh fabric

☒ YES

☐ NO

Screenprint on Back Center of Vest "Correctional Officer"

☒ YES

☐ NO

Vest style design

STYLE/DESIGN RVHL20

Initial KGK

E. Safety Vest Mesh with Safety Reflector

Color - Lime, ANSI Class III, High Vis

☒ YES

☐ NO

Suspender pattern over top of shoulders
as 360 encircling torso

☒ YES

☐ NO

100% Polyester Lime mesh fabric

☒ YES

☐ NO

Pockets – 2 front lower flap, 1 front chest, 2 inside lower

☒ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☒ YES

☐ NO

Vest style design

STYLE/DESIGN RVHL2010

Initial KGK

F. Safety T-Shirt / Short Sleeve with Safety Reflector

Color - Lime, ANSI Class III, High Vis, Unisex

☒ YES

☐ NO

100% Polyester Interlock, wicks moisture

☒ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☒ YES

☐ NO

Left chest pocket

☒ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☒ YES

☐ NO

T-Shirt style design

STYLE/DESIGN RTS2410

Initial KGK

G. Safety T-Shirt / Long Sleeve with Safety Reflector

Color- Lime, ANSI Class III, High Vis, Unisex

☒ YES

☐ NO

100% Polyester Interlock, wicks moisture

☒ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☒ YES

☐ NO

Left chest pocket

☒ YES

☐ NO

Rib Knit Cuffs

☒ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☒ YES

☐ NO

T-Shirt style design

STYLE/DESIGN RLTS3110

Initial KGK

H. Safety Sweatshirt / Hoodie Pullover with Safety Reflector

Color- Lime, ANSI Class III, High Vis, Unisex

☒ YES

☐ NO

Galeton Illuminator™, Style 12947 and 12948
(or equivalent)

☒ YES

☐ NO

2" Silver Reflective Taping on Front and Back

☒ YES

☐ NO

Screenprint Logo on Back Center of Shirt
(see Public Works logo on Page 20)

☒ YES

☐ NO

Sweatshirt style design

STYLE/DESIGN RSSH32

Initial KGK

I. Safety Ranger Hat with Reflector

Color - Lime, ANSI, High Vis	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
100% Polyester Lime mesh fabric	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective with Orange Taping	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
350 – Ranger RN67368 (or equivalent)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Hat style design	STYLE/DESIGN <u>Ranger-350</u>	

Initial KK

J. Safety Boonie Hat with Neck Flap with Reflector

Color - Lime, ANSI, High Vis	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
100% Cotton, Mesh fabric	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Silver Reflective with Orange Taping	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Wide Brim, Long Neck Flap	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Hat style design	STYLE/DESIGN <u>TD500-HVY</u>	

Initial KGK

K. Safety Hard Hat Sunshield

Color - Yellow, ANSI, High Vis	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Full Brim, Mesh, Neck Sunshade	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective Strip	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Sunshield design	STYLE/DESIGN <u>HPESHAD10</u>	

Initial KGK

L. Safety Baseball Cap with Reflector

Color - Lime, ANSI, High Vis	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Silver Reflective Taping	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Cap style design	STYLE/DESIGN <u>LUX-MHVBCAP</u>	

Initial KGK

M. Safety Baseball Flap Cap with Mesh Reflective Flap

Color - Lime, ANSI, High Vis

☒ YES

☐ NO

Silver Reflective Taping, Meshed Back Flap

☒ YES

☐ NO

Cap style design

STYLE/DESIGN ergodyne 6650

Initial KGK

N. Safety Skull Cap / Beanie

Color - Lime, ANSI, Knit

☒ YES

☐ NO

Silver Reflective Strip

☒ YES

☐ NO

Cap style design

STYLE/DESIGN RH110

Initial KGK



(Public Works Logo will be in screenprint black lettering)

FORM 1

COMMUNICATION CONCERNING THIS SOLICITATION

THIS PAGE MUST BE SIGNED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.

.....

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS, INCLUDING NON-CCG EMPLOYEES, CONTRACTED PERSONNEL ASSOCIATED WITH THIS PARTICULAR PROJECT (I.E. ARCHITECTS, ENGINEERS, CONSULTANTS), OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER. IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION. QUESTIONS AND REQUESTS FOR CLARIFICATION MUST BE SUBMITTED AT LEAST FIVE (5) BUSINESS DAYS BEFORE THE DUE DATE.

ANY REQUEST/CONCERN/PROTEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.

Vendor Name: Lowe Electric Supply Co

Print Name of Authorized Agent: KELLY KUPPERSMITH, GOVERNMENT SALES

Signature of Authorized Agent: _____



BID FORM**SAFETY APPAREL (Annual Contract)
RFB NO. 21-0033****IMPORTANT INFORMATION:**

PLEASE SUBMIT ONE (1) ELECTRONIC BID RESPONSE VIA DEMANDSTAR
ON OR BEFORE July 21, 2021 – 2:30 PM (EST)

By signing this Bid Form, the authorized representative understands the City reserves the right to request any omitted information, WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information, to exclude *Communications Concerning This Solicitation*. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed "Incomplete". Use the following check-list to verify the items are included in sealed bid:

- ☒ Communication Concerning This Solicitation (Form 1) ☒ Bid Form (Form 2)
- ☒ Pricing Pages (Pages 23-24) ☒ Response to Specifications (Pages 16-20)
- ☒ Sample Invoice ☒ Contract Signature Page (Form 3)
- ☒ Business License ☒ W-9 Rev 2018

Initial below to acknowledge receipt of the following addenda (if any):

Addendum No. 1 KK Addendum No. 2 KK Addendum No. 3 KK


The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all services and terms of the Columbus Consolidated Government.

Lowe Electric Supply Co

kelly.kuppersmith@lowelectric.com

Vendor Business Name

Email Address


Authorized Signature

Kelly Kuppersmith

Print Name

07/15/2021

Date

Please circle and initial if Business is {Minority} or {Woman} Owned: _____

If certified as a DBE or WBE, list the certifying agency: _____

Not Minority, Woman or DBE owned (please initial) KK

COMPLETE ALL PAGES AND RETURN WITH BID

PRICING PAGES

SAFETY APPAREL (Annual Contract) RFB 21-0033

NOTE: Refer to Pages 16 – 20 for Specification Details

***If there are additional charges for larger sizes (X-Large to 6X-Large) please indicate item cost/size.**

DESCRIPTION	ESTIMATED USAGE	*UNIT COST	EXTENDED COST
1. Back Support Safety Belt with Safety Yellow (Sizes – Small thru 5XL)	100	\$ 7.38 *\$ 35 4xl *\$ 35 5xl	\$ 738 \$ \$
2. Safety Vest (Lime) (One Size Fits All)	500	1.50 \$	750 \$
3. Safety Vest (Orange) Inmate (Sizes – Small thru 5XL)	2,500	\$ 2.70 *\$ *\$	\$ 6750 \$ \$
4. Safety Vest Correctional Officer, ANSI Class III (Sizes – Small thru 5XL)	100	5.90 \$	590 \$
5. Safety Vest Mesh with Safety Reflector (Sizes – Small thru 5XL)	100	\$ 4.30 *\$ *\$	\$ 430 \$ \$
6. Safety T-Shirt / Short Sleeve, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 5XL)	2,500	\$ 9.40 *\$ *\$	\$ 23500 \$ \$
7. Safety T-Shirt / Long Sleeve, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 5XL)	2,500	\$ 9.97 *\$ *\$	\$ 24925 \$ \$
8. Safety Sweatshirt / Hoodie Pullover, ANSI Class III, High Vis, with Reflector strip (Sizes – Small thru 6XL)	200	\$ 20.42 *\$ *\$	\$ 4084 \$ \$
9. Safety Ranger Hat with Reflector (One Size Fits All)	200	\$ 4.41	\$ 882

10. Safety Boonie Hat, with Neck Flap, with Reflector (One Size Fits All)	500	\$ 15.77	\$ 7885
11. Safety Hard Hat Sun Shield with Neck Sunshade (One Size Fits All)	200	\$ 3.08	\$ 616
12. Safety Baseball Cap with Reflector (One Size Fits All)	2,500	\$ 4.92	\$ 12300
13. Safety Baseball Flap Cap, with Mesh Reflective Flap (One Size Fits All)	1,000	\$ 11.90	\$ 11900
14. Safety Skull Cap / Beanie (One Size Fits All)	500	\$ 2.52	\$ 1260
TOTAL ESTIMATED CONTRACT VALUE:			\$ 96610

All shipping, delivery and freight charges must be included in bid prices. The City will pay no additional shipping, delivery, freight charges, and/or any additional add-on fees.

VENDOR SHALL PROVIDE A PERCENTAGE DISCOUNT OFF LIST PRICE FOR ITEMS NOT LISTED:

37 %

Delivery will be made within 15 days after receipt of orders; **Inability to make delivery within specified time will authorize the City to purchase from other sources.**

Lowe Electric Supply Co

COMPANY NAME

762-583-8048 (Columbus) or 706-714-9490 (Government Sales)

COMPANY PHONE NUMBER

kelly.kuppersmith@loweelectric.

EMAIL ADDRESS



SIGNATURE OF AUTHORIZED REPRESENTATIVE

07/15/2021

DATE OF SIGNATURE

KELLY KUPPERSMITH GOVERNMENT SALES MANAGER

"PRINT" NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

(Pricing Page 2 of 2)



Lowe Electric Supply -Athens
490 Old Hull Road
ATHENS, GA 30601-1568
706-433-1919
Fax 706-433-1924



Invoice

INVOICE DATE	INVOICE NUMBER
07/01/2020	S101392260.001
REMIT TO: Lowe Electric Supply PO Box 4767 MACON, GA 31208-4767	
PAGE NO. 1 of 1	

BILL TO:

SHIP TO:

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	ORDERED BY	
18128	e1148425			
CUSTOMER SERVICE REP	SHIP VIA	TERMS	SHIP DATE	ORDER DATE
Tommy Landrum	OUR TRUCK	NET 30 DAYS	07/01/2020	06/10/2020
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
1bx	1bx	WHF-SM20 - Standard Surgical Mask FDA Certified Level 1 ASTM ***SOLD PER BOX OF 50*** Your # 004632	65.000/bx	65.00
3ea	3ea	G7644543 - Disposable Flat Masks, PK50 ***PROCURED*** Jun 26, 2020 8:45:12 AM M000131942 <i>DEXTER</i> Dexter S101392260.001	45.000/ea	135.00
Sample Invoice				

Past Due invoices may be subject to 2% late charge.
Thank you for your business!

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND
CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY
LOWE ELECTRIC'S STANDARD TERMS, THE BUYER
AGREES THAT THIS QUOTE AND ANY RESULTING ORDER(S)
WILL BE GOVERNED BY LOWE ELECTRIC'S TERMS AND CONDITIONS
AVAILABLE AT WWW.LOWEELECTRIC.COM/LOWE_TERMS.PDF.

Printed By: KKUPPERS on 7/6/2020 2:56:29 PM

Subtotal	200.00
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	200.00

