



Macon-Bibb County, Georgia

INVITATION FOR BIDS

FOR

UNIFORMS FOR THE FIRE DEPARTMENT

BID NUMBER: 22-027-LH

ISSUED: November 9, 2021

BIDS DUE NO LATER THAN 12:00 NOON ON THURSDAY, November 18, 2021

200-85
200-86
200-87
200-88
200-91

Macon-Bibb County Procurement Department
700 Poplar Street, Suite 308
Government Center
Macon, Georgia 31201

Uniforms for the Fire Department

I. GENERAL

A. Invitation

1. Notice is hereby given that the Macon-Bibb County will receive sealed bids in the Procurement Department, Suite 308, Macon-Bibb Government Center, 700 Poplar Street, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on Thursday, **November 18, 2021** Uniforms for the Fire Department for Macon-Bibb County, Georgia.
2. **NO BIDS WILL BE ACCEPTED AFTER THIS DESIGNATED TIME.**
3. **The deadline for question is Friday, November 12, 2021 at 5:00 PM EDT. Questions must be sent via email to lhardwick@maconbibb.us**
4. Bids will be publicly opened in the Macon-Bibb County Finance Department Conference Room on **Thursday, November 18, 2021 at 2:00 pm.**
5. Minority, Women Owned and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE subcontractors where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Charise Stephens, Director of Small Business Affairs at (478) 751-7170 or cstephens2@maconbibb.us .
6. **See "Attachment B" for specifications and quantities.**

B. Bid Documents

1. Bid documents may be examined and obtained at the Macon-Bibb County Procurement Department, Suite 308, Government Center, 700 Poplar Street, Macon, Georgia 31201, by calling (478) 803-0554, or may be viewed and downloaded from one of the links included below:
Georgia Procurement Registry website
http://ssl.doas.state.ga.us/PRSapp/PR_custom_index.jsp?agency=61100
Macon-Bibb County Procurement Page <https://www.maconbibb.us/procurement/>

C. Sealed Bids

1. Envelopes shall be identified on the outside as:
"Bid # 22-027-LH – Uniforms for the Fire Department"
and delivered by hand or mailed to:
Macon-Bibb County Procurement Department
700 Poplar Street, Suite 308
Macon, Georgia 31201

D. Validity

1. No bid may be withdrawn for a period of ninety (90) days after time has been called on date of bid opening.

E. Contract Award

1. The Contract, if awarded, will be based on total bid price.
2. Guidelines in the award of this Contract will be Section 36-91-2, et seq., Official Code of

F. Payment Conditions

1. Change Orders shall be required for any variance from Contract or plan sheets. Any change in the Contract Price resulting from a Change Order shall be determined by mutual agreement between the County and the Vendor as evidenced by the change in the Contract Price being set forth in a Change Order executed by both parties. If no agreement is reached, then the change shall be determined by the actual and reasonable increases or decreases in the Vendor's costs of performance resulting from revisions in the work attributable to the change. Such increases as a result of changed or extra work shall be limited in an amount not to exceed a combined total of 10%. Insurance and bond premiums shall be added on top of the 10% combined total markup.
2. Any unauthorized work or material change will not be paid for unless a Change Order has been issued prior to the completion of work.

II. INSTRUCTIONS TO BIDDERS

A. Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in these specifications, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

Wherever the term "work" occurs in these specifications, it shall mean the work as defined herein, including, all labor, materials, equipment, transportation, and supervision necessary to complete the Contract.

B. Related Documents

1. Required Submission Documents (Attachment "A")
2. Requisition Report (Attachment "B")

C. Bidder's Representation

1. Each bidder, by making his bid, represents that he has:
 - a) Read and understands the bidding documents;
 - b) Visited the site and become familiar with the local conditions under which the work is to be performed.
2. Bidders shall examine the areas wherein work of this project is to be carried out and shall take into consideration all conditions that might affect his work.
 - a) Failure of the bidder to inspect firsthand the areas affected by work in this project shall not relieve him of the obligation to comply fully with the Requisition Report as defined herein.
 - b) No consideration will be given any claim based on lack of knowledge of existing conditions, except where the Contract Documents make definite provisions for adjustment of cost or extension of time due to existing conditions that cannot be

readily ascertained.

D. Document Discrepancies

1. Should the bidder find discrepancies in, or omissions from the documents, he shall at once notify the Macon-Bibb County Procurement Department.
2. Requests for Interpretations of the Requisition Report shall be made in writing to the Macon-Bibb County Procurement Department no later than November 26, 2021 at 5:30 pm EST to lhardwick@maconbibb.us
3. Any subsequent instructions to bidders will be issued in the form of addenda to the specifications and sent to the bidder. All addenda shall be enumerated in the Bid Form.
4. All definitions set forth in the specifications are applicable to this Instruction to Bidders, the Bid Form and the proposed Contract Documents including, but not limited to, drawings, project manual, and any addenda issued prior to receipt of bids.
 - a) Addenda are written or graphic instruments issued prior to the execution of the Contract that may modify or interpret the bidding documents by deletion, additions, clarifications or corrections.
 - b) Addenda will become part of the Contract Documents when the Contract is executed.

E. Submittals

1. In order for bids to be considered, the complete bid document package shall be submitted including each of the following completed documents.
 - a) Bid Form (included in this bid document)
 - b) Attachment "A" Required Submission Documents
 - Bidder Information Form
 - Bidder's Qualification Form
 - List of Sub-Contractors
 - Minority Participation Goal
 - Financial & Legal Stability Statement
 - Insurability Statement
 - E-Verify Affidavit

F. Reservations

1. The bidder acknowledges that Macon-Bibb County reserves full freedom (in addition to the right to reject any and all bids) in awarding bids to consider all available factors including, but not limited to, price, the provision of needed and unneeded features, usefulness to the using department and prior County experience. In addition, the bidder recognizes the right of the Owner to reject a bid if the bidder failed to furnish any required submittals on the date required by the bidding documents, or if the bid is in any way incomplete or irregular. Hence the County may award bids to other than the lowest bidder if in the judgment of the Board of Commissioners the interest of the County will be best served by award to another.

2. Macon-Bibb County reserves the right to adjust the project scope as necessary to meet the budget. Upon determination of the “Apparent Lowest Qualified Bidder”, and if the lowest Lump Sum quote is above the intended budget, the Owner shall meet with said Apparent Lowest Qualified Bidder to adjust the project scope as necessary to meet the prescribed budget. This exercise is intended to reduce the total lump sum by deleting items from the Construction Bid Items Schedules until the budget is met without having to re-bid the project.

G. Surety and Insurance Companies

1. The Contract provides that the surety and insurance companies must be acceptable to the Owner. The bidder shall require the attorney in fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of his power of attorney indicating the monetary limit of such power.

III. EXECUTION

A. Specifications

1. The Vendor shall provide all services as outlined in Attachment “B”- Requisition Report, attached hereto and incorporated herein.

B. Schedule

1. The Vendor shall deliver uniforms within 30 calendar days following execution of the Contract.

IV. WARRANTY

- A. The Vendor shall guarantee all labor and workmanship for minimum of one (1) year from date of completion.

BID FORM

Macon-Bibb County Government
Macon-Bibb County, Procurement Dept.
700 Poplar Street, Suite 308
Macon, Georgia 31201

DATE: _____

Re: **22-027-LH- Uniforms for the Fire Department**
Macon-Bibb County
Bibb County, Georgia

1. We have examined the Specifications, related documents and the site of the proposed Work, and are familiar with all the conditions surrounding this project, including the availability of materials and labor, and hereby bid to furnish all materials and labor, and to complete the project in accordance with the Contract Documents, within the time set forth herein, and at the prices stated below. These prices are to cover all expenses incurred in performing the Work required under these Specifications, of which this bid is part.
2. ADDENDUM RECEIPT:
 - a. We acknowledge our responsibility to ensure that all addenda have been received prior to the submission of a bid.
 - b. Bidder acknowledges receipt of the following addenda:

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____
3. We agree to commence actual physical work on site, with an adequate force and equipment within the timeframe presented in the specifications and to complete fully all work within the stated timeframe following notice to proceed.
4. We agree that this bid may not be revoked or withdrawn after the time set for the opening of bids and shall remain open for acceptance for a period of ninety (90) days following such time.
5. In case of written notification by mail, telegraph, or delivery of the acceptance of this bid within ninety (90) days after the time set for the opening of bids, the undersigned agrees to execute within ten (10) days a Contract for the Work for the below stated compensation and at the same time to furnish and deliver to the Owner a Performance Bond and a Payment Bond, both in an amount equal to one-hundred-percent (100%) of the Contract Sum.
6. If this bid is accepted within ninety (90) days after the date set for the opening of bids and we fail to execute the Contract within ten (10) days after written notice of such acceptance or if we fail to furnish both a Performance Bond and a Payment Bond, the obligation of the bond will remain in full force and affect and the money payable thereon shall be paid into the funds of the Owner as liquidated damages for such failure; otherwise, the obligation of the bond will be null and void.
7. We hereby certify that we have not, nor has any member of the firm(s) or corporation(s), either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this submitted bid.
8. We understand the total bid price listed below to be inclusive of all materials, labor, equipment, and other provisions necessary to provide the services in accordance with the associated specification.

Bid Price Form

For

Uniforms for the Fire Department

Women's Shirt Sizes	Stock Chest Size	Sleeve Sizes			Unit	Quantity	Unit Price
		Short	Regular	Long			
Small	36	30	32	34	Each	1	
Small	38	30 1/2	32 1/2	34 1/2	Each	1	
Medium	40	31	33	35	Each	1	
Medium	42	31 1/2	33 1/2	35 1/2	Each	1	
Large	44	32	34	36	Each	1	
Large	46	33	35	37	Each	1	
X-Large	48	33 1/2	35 1/2	37 1/2	Each	1	
X-Large	50	34	36	38	Each	1	
XX – Large	52	35	37	39	Each	1	
XX-Large	54	36	38	40	Each	1	
3X-Large	56	37	39	41	Each	1	
3X-Large	58	38	40	42	Each	1	
TOTAL PRICE							
<u>Note: Enter your unit price including all work completed on each shirt. See Attachment B for Specificatons.</u>							

Women's Pant Waist Sizes	Inseam	Unit	Quantity	Unit Price
28	Up to 34"	Each	1	
29	Up to 34"	Each	1	
30	Up to 34"	Each	1	
31	Up to 34"	Each	1	
32	Up to 34"	Each	1	
33	Up to 34"	Each	1	
34	Up to 34"	Each	1	
35	Up to 36"	Each	1	
36	Up to 36"	Each	1	
38	Up to 36"	Each	1	
40	Up to 36"	Each	1	
42	Up to 36"	Each	1	
44	Up to 36"	Each	1	
46	Up to 36"	Each	1	
48	Up to 36"	Each	1	
50	Up to 36"	Each	1	
TOTAL PRICE				
<u>Note: Enter your unit price including all work completed for each item. See Attachment B for Specifications.</u>				

Men's Shirt Sizes	Stock Chest Size	Sleeve Sizes			Unit	Quantity	Unit Price
		Short	Regular	Long			
Small	36	30	32	34	Each	1	
Small	38	30 1/2	32 1/2	34 1/2	Each	1	
Medium	40	31	33	35	Each	1	
Medium	42	31 1/2	33 1/2	35 1/2	Each	1	
Large	44	32	34	36	Each	1	
Large	46	33	35	37	Each	1	
X-Large	48	33 1/2	35 1/2	37 1/2	Each	1	
X-Large	50	34	36	38	Each	1	
XX – Large	52	35	37	39	Each	1	
XX-Large	54	36	38	40	Each	1	
3X-Large	56	37	39	41	Each	1	
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36	Up to 36"	Each	1	
38	Up to 36"	Each	1	
40	Up to 36"	Each	1	
42	Up to 36"	Each	1	
44	Up to 36"	Each	1	
46	Up to 36"	Each	1	
48	Up to 36"	Each	1	
50	Up to 36"	Each	1	
TOTAL PRICE				
Note: Enter your unit price including all work completed on each item. See Attachment B for Specifications.				

TOTAL BID PRICE	\$ _____
DELIVERY TIME FRAME	_____ Calendar Days

NOTE: See “Attachment B” for Specifications.

I certify that my bid meets these minimum specifications. This bid shall be valid and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids.

Printed Name: _____

Authorized Signature: _____ **Date:** _____

Company Name: _____