



C o u n t y o f S a n L u i s O b i s p o

GENERAL SERVICES AGENCY

Janette D. Pell, Director

Cody VanDorn, Department Administrator

INVITATION TO BID # 3577-12 PORTABLE ELECTRONIC CHANGEABLE MESSAGE SIGN

August 6, 2012

The County of San Luis Obispo is currently soliciting bids for an Electronic Changeable Message sign as noted in the specifications below.

Each bid shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the bid. Failure to set forth any item in the specifications shall be grounds for rejection. The County of San Luis Obispo reserves the right to reject all bids and to waive any informalities.

Please submit your bids on the attached form. They must be received at the office of the General Services Agency no later than 3:00 p.m., August 23, 2012.

Any and all comments and suggestions are sincerely encouraged prior to the bid opening.

All questions pertaining to the content of this Invitation to Bid must be made in writing via e-mail to Jim Berg at: jberg@co.slo.ca.us. All questions will receive a response within 5 business days. The question and its response will be posted (anonymously) on the County's Purchasing web site located at: [http://www.slocounty.ca.gov/GSA/Purchasing/Current Formal Bids and Proposals.htm](http://www.slocounty.ca.gov/GSA/Purchasing/Current%20Formal%20Bids%20and%20Proposals.htm). The County reserves the right to determine the appropriateness of comments / questions that will be posted on the website.

BARBARA ADAMS
Buyer – GSA - Purchasing
beadams@co.slo.ca.us

County of San Luis Obispo Invitation to Bid # 3577-12 August 6, 2012 Page 2
PORTABLE ELECTRONIC CHANGEABLE MESSAGE SIGN

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: LOCAL BIDDERS PREFERENCE

The County of San Luis Obispo has established a local vendor preference. All informal and formal bids for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law requires be awarded to the lowest responsible bidder.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate bids considering the local vendor preference described above. The burden of proof will lie with bidders relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective bidders are encouraged to quote the lowest prices at which you can furnish the items or services listed in County bids.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: _____

Authorized Individual: _____ Title: _____

Signature: _____ Dated: _____

TO: ALL PROSPECTIVE BIDDERS

**SUBJECT: POLICY ON PURCHASING PRODUCTS MADE WITH OR CONTAINING
CHLOROFLUOROCARBONS (CFC's)**

Summary

Many products contain chlorofluorocarbons (CFC's), a known depleter of ozone in the atmosphere. Under the U.S. Clean Air Act and the Montreal Protocol on Substances that Deplete the Ozone Layer, CFC production for use in industrialized nations is to be totally phased out by January 1, 1996. There are still many products on the market that contain CFC's or are made with CFC's. The Department of General Services, purchasing staff must identify products made with or containing CFC's and purchase alternative products whenever practical and possible.

Policy

To this end, it shall be the policy of the County of San Luis Obispo that all bidders, who wish to do business with the County are required to identify all products that contain CFC's or use CFC's in the manufacturing or shipping processes. Bidders are required to identify alternative products that do not use CFC's, for possible purchase by the County.

Bidder Response

	YES	NO
Do any products offered herein contain CFC's or use CFC's in the manufacturing or shipping process?		
If yes, please offer an alternative product by copying bid forms and submitting an alternate bid. Will you offer an alternate?		
Please provide any other information that may be helpful to the County. Attachments are acceptable.		

Bidder: _____

GENERAL CONDITIONS AND INSTRUCTIONS

1. All bids submitted by Seller to Purchaser should be submitted upon the attached bidder's form, completed and signed, (only typewritten or ink shall be accepted with no erasures or corrections unless properly authenticated by signature) in accordance with the instructions contained herein.
2. The issuance of this bid request creates no obligation on the part of the County and the County reserves the unconditional right at its option to either reject all bids or waive any irregularities or informalities therein. Each bid shall be in a separate sealed envelope with the bid number, name of bidder, title of the bid, date and time due showing on the outside of the envelope.
3. All prices must be firm for 45 days from the date of the bid opening and be inclusive. Upon award, prices will be in effect for the term of the contract.
4. If you offer any prompt payment discounts, please indicate this on your bid.
5. Awards will be made to realize the greatest savings to the County.
6. Submission of a signed bid will be interpreted to mean that the bidder has thereby agreed to all conditions, instructions, descriptions and specifications contained herein.
7. All materials included in the contract shall be in compliance with all Federal and State OSHA laws.
8. All applicable City, State, and Federal taxes and fees are to be included in the proposal.
9. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the County.
10. In the event of any conflicts or ambiguities between these instructions and State or Federal laws, regulations or rules, then the latter shall prevail.
11. Only one bid will be accepted per vendor.
12. Bidders may withdraw their bid either personally, by written request, or by telegraphic request confirmed in the manner specified above at any time prior to the scheduled closing time for receipt of bids. No bidder may withdraw their bid after the time set for the opening.
13. All time limits stated are of the essence. Any bids received after closing time stipulated will be returned unopened.
14. All bids must be submitted in a manner so they can be readily hole punched and placed in a standard legal size file folder.
15. The County may make partial payments after a substantial portion of the merchandise has been delivered. On all items, a 10% retention will be withheld until all merchandise has been accepted.

16. Brand names are used to establish a level of quality only. Any alternates must be approved five (5) days prior to the bid opening date, by the Buyer, who will have the sole right to make the determination. If an alternate is submitted without going through the above- described process, the County will have the sole right to decide whether or not an alternate is acceptable.
17. Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin and that it will comply with the "Contractor's Agreements" provisions of Presidential Executive Order No. 11246.
18. **NO FAXED** Bids will be accepted.
19. Return bid by August 23, 2012 at 3:00 p.m. to:

COUNTY OF SAN LUIS OBISPO
GENERAL SERVICES AGENCY
BARBARA ADAMS, BUYER
1087 SANTA ROSA STREET
SAN LUIS OBISPO, CALIFORNIA 93408

**SPECIFICATIONS FOR A NEW
PORTABLE CHANGABLE MESSAGE SIGN**

QUANTITY: 2, two

It is the intent of these specifications to describe a trailer mounted, solar powered, Changeable Message Sign suitable for informing the public of driving and road conditions along county roads and meeting the service demands of the San Luis Obispo County Public Works and Transportation Department. Because of width constraints along local county roads these signs should be of the smaller variety than the large high speed state highway versions but still clearly readable from at least 600’.

Quality, construction details, performance characteristics and price quotations will be analyzed and the Message Sign which best serves the interest of the County Public Works Department may be purchased. Bids will be evaluated based on the quality, suitability, delivery time and price of the unit offered.

Minor deviations from these specifications may be acceptable provided that the operating capabilities or characteristics of the unit are not adversely affected. **Such deviations are to be noted under deviations column with the bid submission.**

	DEVIATIONS
1.0 <u>MESSAGE SIGN:</u>	
Panel Dimensions: 48" X 92" – Minimum	
60" X 100" -- Maximum	
Display: 3 lines with 24 LED characters visible	
at 600 feet. – Minimum	
Controller: Hand held, to interface with message board	
computer. To include a selection of pre-programmed text	
or graphic messages and allow custom messages	
to be programmed as needed.	
2.0 <u>POWER SUPPLY:</u>	
Batteries: Capable of powering unit continuously	
overnight and during cloudy days.	
AC Charger: Built in 115V battery charger	
Solar panels: 120 Watt – Minimum	
3.0 <u>TRAILER and CONSTRUCTION:</u>	
Trailer lights: California legal	
Trailer plug: Round, six pin	
Trailer hitch: To accept a 2" ball	
Trailer jacks: Screw type tongue jack and 4 leveling legs.	
Tires: Suitable for towing at 55 MPH.	
Color: National School Bus Yellow	

4.0 PUBLICATIONS:

One copy, of the parts books or (CD ROM if available) for each unit, service manuals and other pertinent materials covering the entire unit , two copies of the operator's manuals.

5.0 DELIVERY:

The completed units shall be delivered to Fleet Services, 1355 A Kansas Ave., San Luis Obispo, ready to operate. The signs shall be considered delivered at the time they arrive at the county operation center for inspection by the Equipment Manager and is found to comply with these written specifications. **Any questions regarding delivery or construction details shall be directed to the County Equipment Manager, Jim Berg, at 805-781-5112.**

All equipment cataloged as standard to be furnished and included in purchase price of unit, unless alternate item is specified.

Vendor shall register the trailers to:

San Luis Obispo County
Department of Public Works
County Government Center, Room 207
San Luis Obispo, CA 93408

Delivery time of the Changeable Message Sign purchased may be a key consideration in the award of the purchase order. In terms of days based on straight calendar days, vendors are instructed to quote there best delivery time for the unit bid. The unit selected for purchase shall be delivered on or before the number of calendar days quoted by the successful vendor.

Message Board Make: _____

WARRANTY PERIOD: _____ MODEL NO. _____

UNIT COST

1 Ea. Unit as Specified: \$ _____

7 1/4% Sales Tax: \$ _____

Total Bid Price for two units: \$ _____

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PORTABLE ELECTRONIC CHANGEABLE MESSAGE SIGN

The undersigned agrees to:

Deliver F.O.B. itemized below, and in accordance with Specifications attached. All equipment to be new and unused of the latest model year and all attachments shall be designated to be compatible with equipment proposed.

All equipment and accessories shall comply with the applicable State and Federal Codes, Regulations and Requirements.

Equipment shall be delivered serviced and ready to operate.

DESCRIPTIVE LITERATURE WITH COMPLETE SPECIFICATIONS MUST ACCOMPANY ALL BIDS. DEVIATIONS TO ATTACHED SPECIFICATIONS MUST BE CLEARLY INDICATED. NO DEVIATIONS UNLESS SPECIFIED IN SPECIFICATION SHEET OR BELOW.

TERMS OF SALE _____

DATE OF DELIVERY _____ GRAND TOTAL: _____

Authorized Official Name (Print) _____

Authorized Official Title (Print) _____

Signature _____

Firm Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ FAX _____

Federal Taxpayer ID# _____

Individual/Sole Proprietor Corporation Partnership Other

BIDS MUST BE RECEIVED BY 3:00 P.M., August 23, 2012 AND
WILL BE OPENED IN THE OFFICE OF THE GENERAL SERVICES AGENCY
Bid # 3577-12