

Invitation to Bid  
SCHOOL SIGN - MCE

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for SCHOOL SIGN - MCE until 9:30 a.m. CDT Tuesday, May 13, 2014. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please contact Jeff Duncan, [Jeff.G.Duncan@gmail.com](mailto:Jeff.G.Duncan@gmail.com). All proposals are subject to the Board of Education's conditions and specifications which are available from Vicky Currey, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at [www.sumnerschools.org](http://www.sumnerschools.org).

# **MADISON CREEK ELEMENTARY SCHOOL SIGN**

The Sumner County Board of Education, herein known as "School System", is soliciting bids for the installation of an electronic school sign. The contractor shall include cost for installation and materials. The jobsite is located at:

Madison Creek Elementary  
1040 Madison Creek Rd.  
Goodlettsville, TN 37072

Specific Information:

## **PART 1: GENERAL**

### **SCOPE**

- A. Provide a complete installation and operational RF wireless electronic digital sign at Madison Creek Elementary School with temperature sensor. Sign shall be mounted on a single steel center post that will support an electronic message board and internal illuminated MADISON CREEK ELEMENTARY identifier sign.

### **GENERAL**

- A. Removal of the existing sign is required for installation of the electronic digital sign outline in the specification.
- B. Disposal of existing sign materials and foundation shall be included in bid, including landfill tipping fees and environmental fees.
- C. All required permit fees shall be included in the bid price.

## **PART 2: PRODUCTS**

### **GENERAL**

- A. The sign shall be located in the same site as the existing MADISON CREEK ELEMENTARY identifier sign.
- B. The sign will be fabricated with an aluminum extrusion cabinet and/or steel frame covered with aluminum and finished in enamel.
- C. The sign will be installed on a single steel column set firmly in concrete.
- D. The sign shall include a temperature sensor.
- E. Any required fiber data cable needed, shall be included in the bid price.
- F. Existing electrical feeder for existing sign lighting should be for power to the proposed electronic digital sign.
- G. The computer graphics software package, used to control and operate the sign, shall be included in the bid price.

## **ELECTRONIC MESSAGE BOARD**

- A. Display: 24x80 matrix, 3 lines, 20mm/5.5 inches, red, double faced twinpak Electronic Message Center Sign.
- B. The sign shall be capable of being programmed and controlled with RF wireless modem, to be included in the sign package.

## **INTERNAL ILLUMINATED IDENTIFIER SIGN**

- A. Line artwork/vector file will be furnished by the PTO/School.
- B. Internal illumination will be provided by 800MA high output fluorescent lamps and will be manufactured to National Electrical Code specifications, Underwriters Laboratories criteria and will feature the UL label, complete with outside disconnect switch.
- C. The faces will be pan formed high impact lexan (solar grade) with embossed copy and/or flat painted copy with all painting on the second surface(s).

## **CONTRACTOR OBLIGATIONS:**

- Shall provide and obtain all necessary materials, equipment and labor.
- Shall provide and obtain all necessary permits with Local, County, etc. agencies as required by law.
- Shall schedule all necessary inspections with Local, County, etc. agencies as required by law.
- Shall strictly adhere to specification. The School System reserves the right to withhold partial or all payment until the work is completed to the specifications and satisfaction of the School System. Any work not completed to specifications will be the Contractor's sole responsibility and expense to redo.
- Shall provide Worker's Compensation Insurance as required by Tennessee State Law. The Contractor shall prove compliance with Public Chapter No. 587, T.C.A. 49-5-413(d), criminal background check, and provide a Drug Free Workplace Affidavit.
- Shall dispose of all generated waste materials in compliance with all Local, State and Federal guidelines, regulations, and requirements.
- Shall have properly trained and experienced staff to facilitate the specified services.

**Sumner County Board of Education**

Purchasing Department  
1500 Airport Road  
Gallatin, TN 37066

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

AUTHORIZED COMPANY REPRESENTATIVE \_\_\_\_\_ *SIGNATURE*

AUTHORIZED COMPANY REPRESENTATIVE \_\_\_\_\_ *PRINTED*

DATE \_\_\_\_\_

BID TITLE MADISON CREEK ELEMENTARY – SCHOOL SIGN

DEADLINE Tuesday, May 13, 2014 @ 9:30 a.m.

BID AMOUNT \$ \_\_\_\_\_

BID GOOD THRU \_\_\_\_\_

## NOTICE TO RESPONDENTS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor in the SUPPORT SERVICE FACILITY CONFERENCE ROOM, Sumner County Board of Education, 1500 Airport Road Gallatin, TN 37066. They will be received until **9:30 A.M. Local Time TUESDAY, MAY 13, 2014** for **SCHOOL SIGN - MCE**, at which time the responses will be opened, taken under advisement and evaluated. ***BIDS WILL BE POSTED ON [www.sumnerschools.org](http://www.sumnerschools.org)***

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### GENERAL REQUIREMENTS AND CONDITIONS

1. The Sumner County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.
2. Any responses received after the scheduled closing time for the receipt for responses will not be considered.
3. If a mistake is discovered after the responses are received, only the Sumner County Board of Education may allow the respondent to withdraw the entire response.
4. Partial payments will not be approved unless justification for such payment can be shown. Terms will be net 30 days.
5. Payment will not be made until the said **SCHOOL SIGN - MCE** are inspected and approved as meeting all specifications by persons appointed by the Sumner County Board of Education.
6. Responses submitted must be in a sealed envelope and marked on the outside as follows:  
**RESPONSE: SCHOOL SIGN - MCE**  
**DEADLINE: 9:30 A.M., TUESDAY, MAY 13, 2014**
7. Facsimile responses will not be considered.
8. If a successful bidder violates any terms of their bid, the contract, school board policy or any law they may be disqualified from bidding for a period of two years for minor violations or longer for major violations. Bids from disqualified bidders will not be accepted during the period of disqualification.
9. Prices quoted on the response (if any) are to be considered firm and binding until the said **SCHOOL SIGN - MCE** are in the possession of the Sumner County Board of Education.
10. No purchase or contract is authorized or valid until the issuance of a Board Purchase Order in accordance with Board Policy. No Board Employee is authorized to purchase equipment, supplies or services prior to the issuance of such a Purchase Order.
11. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor, Vicky Currey (615) 451-6560.
12. All bids that exceed \$25,000 must have the Company Name, License Number, Expiration Date thereof and License Classification of Contractor listed on outside of sealed envelope. As required by State of Tennessee Code Annotated 62-6-119.
13. The awarded bidder will be required to post a performance and payment bond in the amount of 25% of the contract price if it exceeds \$100,000 as stated by State of Tennessee Code Annotated 12-4-201.
14. If the project cost in excess of \$25,000 a performance bond must be secured by the requesting party in an amount equal to the market improvement value.

