

**Candler County Board of Commissioners**  
1075 E Hiawatha St, Suite A  
Metter GA 30439  
(912) 685-2835

REQUEST FOR PROPOSAL

**Metter-Candler Recreation Department Multi-Purpose Field Lights**

**RFP # 2021-2**

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFP ON OR BEFORE THE STATED DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE PROPOSER.

**ARTICLE ONE**  
**OVERVIEW**

**1.0 PURPOSE**

The Candler County Board of Commissioners is soliciting sealed bids from qualified vendors to replace outdoor sports field lighting for an LED conversion project located at the Metter-Candler Recreation Department, 621 W. Pine St, Metter, Georgia 30439. Vendors must provide all equipment, materials and labor to complete the scope of work.

**1.1 INFORMATION TO VENDORS**

RFP SCHEDULE

RFP Available	October 21, 2020
Deadline for Questions	November 13, 2020
Submittal Deadline	November 23, 2020

Bids will not be opened on the Submittal Deadline. Bids will be opened and reviewed and bid information will be provided to vendors upon request once an award has been made.

**1.2 RFP SUBMISSION**

One (1) original and one (1) digital copy on a USB flash drive of the complete, signed submittal must be received by the deadline listed in section 1.1. Proposals must be submitted in a sealed envelope stating on the outside, the vendor's name, address, the RFP number and title to:

Candler County Board of Commissioners  
1075 E Hiawatha St, Suite A  
Metter GA 30439  
Attn: County Administrator

Hand delivered copies may be delivered to the above address only between the hours of 8:00 a.m. and 5 p.m. ET, Monday through Friday, excluding holidays observed by Candler County.

Vendors are responsible for the delivery method and ensuring that proposals are delivered prior to the stated due date and time. The submittal must be signed by a company officer who is legally authorized to enter in to a contractual relationship in the name of the vendor.

### **1.3 CONTACT PERSON AND INQUIRIES**

Vendors are encouraged to contact Bryan Aasheim, County Administrator at (912) 685-2835 or [baasheim@candlerco-ga.gov](mailto:baasheim@candlerco-ga.gov) to clarify any RFP requirements. All questions that arise must be submitted prior to the submittal date and shall be directed to the Administrator in writing via email.

### **1.4 NON-SOLICITATION**

Vendors may not contact any elected official or other County employee to discuss the proposal process or proposal opportunities. Contact of this nature will may result in disqualification of the vendor.

### **1.5 ADDITIONAL INFORMATION / ADDENDA**

Candler County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Vendors should not rely on any representations, statements or explanations other than those made in this RFP and any addenda to this RFP.

Addenda will be published at [www.metter-candlercounty.com](http://www.metter-candlercounty.com) under the “Request for Proposals” tab. Vendors are encouraged to check this site regularly for immediate access to issued addenda.

**Vendors must acknowledge any issued addenda by including the Addenda Acknowledgement Form with the submittal. Proposals which fail to acknowledge the vendor's receipt of any addendum will result in rejection of the offer if the addendum contains information which substantively changes the Owner's requirements.**

### **1.6 LATE SUBMISSION, LATE MODIFICATION & LATE WITHDRAWALS**

Submittals received after the due date and time will not be considered. Modifications received after the due date will not be considered. Candler County assumes no responsibility for the premature opening of a proposal not properly addressed and identified, and/or delivered to the proper designation.

### **1.7 REJECTION OF PROPOSALS, RIGHT TO ACCEPT, WAIVER OF IRREGULARITIES**

Candler County reserves the right to reject any and all submittals, accept submittals in whole or in part and to waive any irregularities or informalities in any submittal or in the submittal procedure.

### **1.8 MINIMUM ACCEPTANCE PERIOD**

Valid submittals shall not be withdrawn for a period of 90 days from the date specified for receipt of the submittals.

## **1.9 NON-COLLUSION**

By submitting a response to the is RFP, the vendor represents and warrants that such proposal is genuine and not collusive or made in the interest or in behalf of any person not therein named and that the vendor has not in any manner sought by collusion to secure to that vendor any advantage over any other vendor.

By submitting a response, the vendor represents and warrants that no official or employee of Candler County has, in any manner, an interest, directly or indirectly in the proposal or in the contract which may be made under it, or in any expected profits to arise there from.

## **1.10 VENDOR INFORMATION**

All submissions shall include a completed W-9. Vendors from outside Georgia should visit <http://sos.ga.gov/index.php/licensing/plb/22/faq> for additional state requirements.

## **1.11 INSURANCE**

Selected vendor shall provide proof of liability and worker's compensation insurance as required by the State of Georgia. General Liability Insurance shall be not less than \$1,000,000 per occurrence.

## **1.12 TERMINATION**

Federal, State, and other Local government agencies may terminate this Agreement in the event funds are not appropriated for it in future periods; provided, however, that funds are also not appropriated for equipment or services that replace those contracted for under this Agreement.

## **1.13 ANTI-DISCRIMINATION**

By submitting a response to this RFP, all perspective contractors certify they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended. In every contract of over \$10,000 the provisions below shall apply:

- a) During the performance of this contract, the contractor agrees as follows:
  - i. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, except where religion, sex or national origin is a bona fide occupational

qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

- ii. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
- iii. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

- b) The contractor will include the provisions of the above in every subcontract or purchase order over \$10,000 so that the provisions will be binding upon each subcontractor or vendor.

#### **1.14 ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011**

Vendors submitting a response to this RFP must complete the Contractor Affidavit under O.C.G.A. § 13-10-91 (b)(1) which is provided with the RFP package to verify compliance with the Illegal Immigration Reform and Enforcement Act of 2011.

- a) The form must be signed by an authorized officer of the contractor or their authorized agent.
- b) The form must be notarized.
- c) The contractor will be required to have all subcontractors who are engaged to complete physical performance of services under the final contract to complete the appropriate affidavits and return them to the owner a minimum of five (5) days prior to any work being done by the subcontractor.

#### **1.15 BONDING**

If required, under the Scope of Work of this document any of the following bonds may be required by the owner

- a. A five-percent (5%) bid bond;
- b. A one hundred percent (100%) performance bond

All bonds shall be payable to the Candler County Board of Commissioners. Failure to submit required bonding upon request will result in rejection of bid. Bonding company must be authorized to do business in the State of Georgia by the Georgia Insurance Commission, listed in the Department of Treasury's publication of companies holding

certificates of authority as acceptable surety on Federal bonds and as acceptable reinsuring companies, and have an A.M. Best rating.

#### **1.16 GENERAL CONDITIONS**

- a) The owner shall not be obligated to accept the lowest priced proposal, but will make an award in the best interests of the residents of Candler County, Georgia after all factors have been evaluated
- b) The owner shall be the sole judge of the successful offers herein. The County reserves the right to award a contract to other than the vendor submitting the lowest total price and to negotiate with any or all contractors
- c) Vendors are advised that it is possible that an award may be made without any discussion or any contact concerning the proposals. Proposals should contain the most favorable terms from a price and technical standpoint which the vendor can submit to the county. Vendors may not be afforded an opportunity to clarify, discuss, or revise a proposal.
- d) By submitting a response, the vendor is certifying that they are not currently debarred from bidding on contracts by any agency of the State of Georgia, nor are they an agent of any person or entity that is currently debarred from submitting bids on contracts by any agency of the State of Georgia.

**ARTICLE II**  
**SCOPE OF WORK**

**2.0 SUMMARY**

Work covered by this section shall conform to the contract documents, engineering plans and state and local codes.

LED sports lighting is to be provided for the Metter-Candler Recreation Department baseball fields located on W. Pine St, Metter Georgia and commonly known as fields 1, 2 and 3 as described below.

**2.1 DEMOLITION OF EXISTING LIGHTING**

- a) Existing poles will be demolished and removed from premises by vendor
- b) Existing lighting will be removed from premises by vendor

**2.2 SPECIFICATIONS FOR PROPOSED SYSTEM**

- a) Pre-cast (or poured in place) concrete bases with galvanized steel poles (static concrete poles will not be accepted; direct bury steel poles will not be accepted)
- b) Factory wired and tested remote electrical component enclosure including drivers, fusing, surge protection and disconnect mounted 10' above grade
- c) Vendor may use existing underground wiring in conjunction with factory wiring, with the following specifications:
  - a) Quazite underground enclosure model # PG1118BA12, #PG1118CA0017A, Lid must have "electrical" embossed on the surface
  - b) Vendor shall:
    - i. Use 4" of pea gravel in the bottom of each box
    - ii. Split bolt all connections with varnish tape, then 130C and final wrap of super 33+
    - iii. Fuse each pole in the Quazite box
    - iv. Install conduit from Quazite box up to hand hole in pole
- d) Pole length, factory installed wire harnesses
- e) Minimum Pole Height = 60'
- f) Performance monitoring w/ 24/7 customer support and remote on/off scheduling via cellular communication for 25 years
- g) 25-year parts, labor and travel warranty, including LED fixtures, drivers, surge devices, wire harnesses, poles, cross arms and lighting controls. Acts of God, vandalism and unauthorized repairs may be excluded.
- h) Meets or exceeds structural code and wind speed equals 2018 IBC, 120 miles per hour
- i) Includes supply and install of system including underground copper wiring and conduit, service entrance panels/board, and controls by a licensed contractor
- j) Guaranteed light levels and uniformity to meet IESNA Class IV level of play specifications for the 25-year warranty period

- k) Vendor will provide a lighting design that meets required specs and demonstrate measurable compliance upon installation. Lighting design shall be submitted with bid and will include on field measurements, horizontal and vertical spill and candela at 150' from the fields.
- l) Maximum to Minimum Uniformity Ratio = 2.5:1
- m) Manufacturer shall provide lightning grounding as defined by NFPA 780 and be UL Listed per UL 96 and UL 96A
- n) Manufacturer shall provide surge protection at the pole equal to or greater than 50kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2\_2002
- o) Documentation will be provided with the bid demonstrating compliance with the above requirements.
- p) Vendor will supply a delivery and construction schedule within the allowed construction periods. Contract shall include a penalty for non

### **2.3 DELIVERY TIMING**

- a) Allowed construction periods:
  - a. December 1 – February 15
  - b. June 1 – August 30
- b) Vendor will demo, install and complete all work within the time frames allocated by owner
- c) Vendor will agree to a performance clause to meet scheduled deadlines within the delivery period agreed upon by the vendor and owner

## **ARTICLE III** **SUBMITTALS AND QUALIFICATIONS**

### **3.0 QUALIFICATIONS OF CONTRACTOR**

- a) Submittals shall provide information about the contractor and should address the qualifications and depth of experience of the contractor's construction services
- b) Submittals shall provide the names and telephone numbers of previous and /or current governmental clients whom the owner may contact for a reference
  - a. Name of Client
  - b. Services provided to client
  - c. Dates of Service
  - d. Contact Name and Telephone Number
- c) Submittals shall include a cover letter which shall be signed by the individual(s) who is authorized to contractually bind the contractor.
- d) Submittals shall provide a sample of work including photos, written descriptions, and project budgets for a least three (3) projects performed



- e) Submittals may include any other relevant information about the vendor that would be relevant to the selection of a vendor

### **3.1 GENERAL INFORMATION**

- a) Submittals shall include the following general information:
  - a. Name of Company
  - b. Address
  - c. Primary Contact Person
  - d. Company History
  - e. Primary Contact Information
- b) All questions regarding the RFP shall be submitted in writing to the County Administrator at [baasheim@candlerco-ga.gov](mailto:baasheim@candlerco-ga.gov) or 1075 E Hiawatha St, Suite A, Metter GA 30439
- c) All materials submitted in connection with this RFP will be public documents and subject to the Open Records Act and all other laws of the State of Georgia. All such materials shall remain the property of the owner and shall not be returned to the respondent