



City of Lompoc

Addendum No. 2 to Request for Proposals No. 2848 Portable Mobile Stage

Closes: March 27, 2017
Today's Date: March 13, 2017

Request for Proposals No. 2848 is hereby changed as follows:

Paragraph 7, Specifications have been changed (see page 8 of Addendum No. 2)

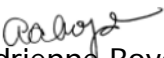
Notice is hereby given that sealed Proposals will be received per the attached specifications, at the office of the Purchasing and Materials Manager, 1300 West Laurel Avenue, Lompoc, California, until **2:00 p.m., on March 27, 2017** as described in the proposal. Proposals will not be publicly opened and read.

From the original issue date through the contracting period, the only authorized City contact will be the Purchasing Officer or the Purchasing staff contact listed below. Interested vendors or their representatives are not allowed to communicate with other City staff regarding this solicitation. If any vendor is found to be in violation of this provision, the City reserves the right to reject their bid.

In order to be sure that you are listed as a "Registered Bidder" and advised of any changes please complete and return the "Registered Bidder Information Sheet" today before you prepare and send your bid. Not returning the Registered Bidder Information Sheet may be a reason for disqualification.

It is the responsibility of the bidder to see that any bid submitted shall have sufficient time to be received by the Purchasing Office prior to bid/proposal opening time. Late bids will not be considered but will be retained on file. Bids will not be accepted by email or FAX.

Questions may be submitted, by written request, for an interpretation or correction thereof. Fax inquires to: Adrienne Boyd, (805) 735-7628 or email a_boyd@ci.lompoc.ca.us. Last day to submit questions is March 20, 2017.


Adrienne Boyd
Buyer
(805) 875-8000
a_boyd@ci.lompoc.ca.us



City of Lompoc

"Registered Bidder Information Sheet"

Addendum No. 2 to

Request for Proposals No. 2848

Portable Mobile Stage

** Closing Date: March 27, 2017 at 2:00 P.M. **

To stay informed of any changes or modifications to this solicitation please complete this form and return by email to a_boyd@ci.lompoc.ca.us or fax to (805) 735-7628

(Please type or print)

Company Name	Signature Of Authorized Representative
Address	Name And Title (Please Print)
City, State And Zip Code	Email Address
Phone Number	Fax Number



City of Lompoc

Addendum No. 1 to Request for Proposals No. 2848 Portable Mobile Stage

Closes: March 27, 2017
Today's Date: March 8, 2017

Request for Proposals No. 2848 is hereby changed as follows:

Paragraph 7.a: Standard Equipment Stageline Light SL100 or equivalent mobile stage structure.


Notice is hereby given that sealed Proposals will be received per the attached specifications, at the office of the Purchasing and Materials Manager, 1300 West Laurel Avenue, Lompoc, California, until **2:00 p.m., on March 27, 2017** as described in the proposal. Proposals will not be publicly opened and read.

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Addendum No. 1 to

Request for Proposals No. 2848

Portable Mobile Stage

**** Closing Date: March 27, 2017 at 2:00 P.M. ****

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(Please type or print)

Company Name	Signature Of Authorized Representative
Address	Name And Title (Please Print)
City, State And Zip Code	Email Address
Phone Number	Fax Number



City of Lompoc

Request for Proposals No. 2848

Portable Mobile Stage

Closes: March 27, 2017
Today's Date: March 3, 2017

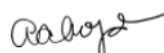
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City of Lompoc

"Registered Bidder Information Sheet"

Request for Proposals No. 2848

Portable Mobile Stage

**** Closing Date: March 27, 2017 at 2:00 P.M. ****

To stay informed of any changes or modifications to this solicitation please complete this form and return by email to a_boyd@ci.lompoc.ca.us or fax to (805) 735-7628

(Please type or print)

Company Name	Signature Of Authorized Representative
Address	Name And Title (Please Print)
City, State And Zip Code	Email Address
Phone Number	Fax Number

1. Intent. The City of Lompoc is requesting proposals for a portable mobile stage. The stage shall be a Stageline Light Series SL100 or equivalent. The awarded vendor shall provide a one year manufacturer's warranty covering all stage components and equipment shall be one year in duration from date of delivery. The Parks Division requires delivery within 90 days from receipt of purchase order. Delivery shall be FOB destination to City of Lompoc, California.
2. Submittals. Vendor shall submit one hard copy original and one copy on digital media, i.e., CD, flash drive, or provide link to download from vendor's website. Indicate company name, RFP number and "Cost Proposal" on outside of envelope.
3. General. The Parks Division requires a 32' X 20' portable mobile stage trailer that is aluminum with an incorporated deployable waterproof aluminum structured UV resistant 1/20" thick fiberglass roof/canopy with gel coat that is molded to the aluminum structure. The stage shall be easily set up in 45 -60 minutes by two people. The mobile stage must have a roof rigging capacity of at least 2,500 pounds and a trailer weight not to exceed 3,750 pounds, with an additional cargo capacity of 1,250 pounds. Stage height must be at least 3'2" from the ground when deployed. Mobile stage must be towable by a standard pickup truck or SUV with a towing capacity of 5,000 pounds. The mobile stage unit shall meet the specifications listed below.
4. Bidders must provide a drawing of their proposed stage and the awarded contractor must provide engineered drawings. Manufacturer shall have built a minimum of 15 units and must provide three references.
5. Safety Declaration: Bidders will provide a safety declaration which contains at least the following:
 - a. Manufacturer declares that in the last five years its products have not been implicated in accidents other than unavoidable road accidents.
 - b. Manufacturer attests to the absolute safety of the staging environment that its mobile staging products provide for staff, for talent and for the public.
 - c. Manufacturer attests that there are no ongoing lawsuits that are the result of past or recent accidents caused by any of its products.
 - d. Full Conformity to Applicable Regulations: Manufacturer shall be certified ISO9001 and shall comply with SAE, DOT, NFPA, and all welding must be certified and inspected by an independent firm. Bidder shall provide engineered drawings from the frp, from the Manufacturer.
 - e. Wind Resistance: Shall withstand sustained winds of no less than 60 mph without rear scrim and up to 50 mph with rear scrim installed.
 - f. Vertical Load: Floor: 100 psf. Roof: 5 psf.

- g. Rigging Load: Up to 2,500 lb net roof capacity with sound wings.
- h. Training/Certification: Shall include up to one (1) day Comprehensive Certified Training.

6. Documentation:

- a. **Operations Manuals & DVD:** Awarded vendor shall provide Two (2) complete operation manuals and DVD.
- b. **Certification/Drawings:** Awarded vendor shall provide drawings and Specifications which shall be stamped certification from a licensed engineer, stating that the stage meets the required safety standards for live loads, permanent loads, point loads and wind resistance.
- c. **Warranty:** Warranty shall cover the stage for a minimum of one (1) year from the date of acceptance including all mechanical devices, electric brakes, axles and hitch mechanism, and all items not considered under normal wear and tear. Bidders shall provide a sample warranty. Awarded vendor shall provide a 1-800 Hotline for 24-hour technical support.
- d. **Delivery:** Shall be 90 days from receipt of purchase order.

7. Specifications:

ITEM	DESCRIPTION	YES	NO
Safety Declaration			
	Manufacturer will supply a safety declaration which contains at least the following: <ul style="list-style-type: none"> - Manufacturer attests to the safety of the staging environment that its mobile staging products provide for staff, for talent and for the public. - Manufacturer attests that there are no ongoing or past lawsuits that are the result of past or recent accidents caused by any of its products. 		
Sustainable Development			
	Manufacturer shall be committed to society's need for environmental, recyclable and sustainable manufacturing procedures. Manufacturer shall build products in state-of-the-art energy efficient facilities that adhere to strict environmental criteria.		
Mobile Stage Structure			
Aluminum Structure	Chassis and stage structure must be made of series 6000 aluminum shall be both designed and custom built by the manufacturer. No aluminum welding will be done on the chassis assembly. These components will be riveted with structural Huck type rivets. Strong, durable, and maintenance free. Exceptional life expectancy of the aluminum structure: 25 years when properly maintained.		

ITEM	DESCRIPTION	YES	NO
Testing	Prototype shall be field-tested at twice the working load. All manufactured stages shall be quality tested at 1.2 times the working load.		
Hydraulics			
Leveling and Set-Up (Hydraulic)	Shall come complete with a fully hydraulic leveling and set up system and double mast lifting mechanism. This is to include the ability to raise the roof with up to 3,800 lbs. of balanced lighting and sound equipment from stage level to its highest point, in addition to leveling the stage floor. Set up time in less than 30 minutes. No tools required and no hand cranking necessary.		
Double Mast Lifting Mechanism	Shall include one galvanized steel mast per side, for a complete hydraulic set up of stage, sound, lighting and scenic equipment. Masts must be galvanized steel & have minimum dimensions of 7" x 7". Masts must be designed to support combined rigging and wind loads. Each mast is made of three (3) sections and pads. Clearance between encased mast sections and pads must be a maximum of 1/32" according to both main flex axes. Equally, the flex strain caused by an unbalanced roof load of 1,550lb must be properly compensated and controlled by the pads in order to maintain proper functioning of the lifting system.		
Hydraulic Stabilizers	Shall include a minimum of four (4) hydraulic stabilizers designed to support up to 15,000 lbs. vertically and 2,000 lbs. laterally without installing additional bracing.		
Hydraulic Motor Power	Built in, fuel powered engine for operating the hydraulic system must be provided. No other power source required.		
Hydraulic Security and Safety	Hydraulic system shall include a secondary locking mechanism composed of pins and posts when fully open. The main mast locking pins must be 3/4" in diameter. The system shall include safety valves on all hydraulic cylinders. Shall include flow control valves for precise calibration.		
Stage Height from Ground	Hydraulically adjustable from 3' 6" to 4' 3".		
Roof Structure			
Trussing	Unit shall be equipped with at least four (4) roof trusses. Trusses shall run the complete width of the stage roof (24'). Trusses to be 2" aluminum tubing for rigging industry standard sound and lighting equipment. Front and rear trusses shall extend at least 1'-10" past the edge of the stage floor. Each front/rear truss shall be able to hold up to 500 lbs. Two (2) trusses shall be located at the central section of the roof, each capable of holding up to 1250 lbs. balanced or unbalanced load. Shall not require tools, chain hoists or motors.		
Rigging Points	Shall include four (4) independent rigging points. Each rigging point shall be able to hold up to 350 lb.		

ITEM	DESCRIPTION	YES	NO
Rigging Bar	Shall include one (1) aluminum rigging bar. Shall be 2" tubing, 14' long and can be mounted on several locations and 2" in diameter and clamping that joins 2 rigging points, close to the roof, at around 4".		
Side Overhang Rigging Beams	Shall include two (2) 3' Side Overhang Rigging Beams with a capacity of 800lb each to hang sound speakers.		
Roof Structure	Shall be an aluminum frame roof structure. Designed to support 6,500 lb of equipment or 20 psf. Shall not deflect beyond L/180 under live load.		
Roof Covering	Shall consist of a waterproof, UV resistant 1/8" thick fiberglass roof and gel-coated. No other type of material for roof covering will be considered as equivalent.		
Secondary Roof Support (Corner Posts)	Shall include four (4) corner posts 3" x 3" connecting the roof corners to the stage floor, providing additional safety factor. Designs with posts from roof to ground will be deemed unacceptable.		
Height from stage roof to floor	Upstage clearance of 13'-3". Downstage clearance of 14'-6".		
Roof exceeds Floor	Roof shall overhang the floor surface by at least 42" width and 10" depth, providing protection for the performers and equipment against the elements.		
Stage			
Stage Surface	The floor shall be made of 3/4" thick birch plywood sheets. Floor shall have a black non-skid surface with high wear resistance and be easy to maintain.		
Reinforced Deck Edges	Shall include aluminum reinforced deck edges to protect entire perimeter of stage surface.		
Stage Width	Shall be no less than 24' from left to right.		
Stage Depth	Shall be no less than 20' from back to front.		
Stage Expandability	Floor space shall be easily increased to 40' x 32', for example by adding optional 4' x 8' or 4' x 4' extension platforms.		
Platform Support Brackets	Shall include support brackets integrated to stage frame for easy installation of optional 4' x 8' or 4' x 4' extension platforms and skirting.		
Quick Leveling Legs	Stage legs and screw jacks shall be rated at a minimum of 10,000 lbs. Adjustable height shall address irregular terrain and permit installing stage at 4' 3" high.		
Adjustable Stairway	Shall be aluminum, 6" adjustable and a minimum width of 3'. Shall include two (2) handrails. Shall have Teflon sliders for handling on deck surface.		
Stage Guardrails (removable)	Lightweight, aluminum guardrails must mount to stage edge to protect the sides and back of the upstage area. Guardrails shall be tested at 400lb.		
Work Lighting	Shall include at least one (1) LED work light, with controls at stage level.		
Floor Structure	Shall resist at least 100 psf.		

ITEM	DESCRIPTION	YES	NO
Complete Stage Set Up	Shall not require hand tools nor include loose nuts and bolts. No chain hoists or motors and no hand cranking required. Average set up time approximately 45 minutes.		
Trailer			
Towing Vehicle	Can be pulled with a pick up truck or a commercial tractor.		
Unit Weight	Shall be no more than 8 752 lb unladen.		
Extra Cargo Capacity	In closed position the trailer shall have at least 766 cu. ft. of storage area where up to 5,000 lbs. of extra cargo can be stored for transport.		
Trailer Height	Shall have a maximum height of 11'-1".		
Trailer Lights	Must be fitted with LED lights		
Hitch Mechanism	Shall be equipped with drawbar and pintle eye or ball coupler.		
Leaf Spring Axles	Suspension shall be provided by two (2) leaf spring axles. Shall be easy to inspect 16 000 lb capacity.		
Tires	Four (4) 16" tires.		
Spare Tire	Shall come with a full size spare tire on standard rim complete with integrated storage.		
Brakes	Shall include electric brakes on all wheels and emergency breakaway system required by DOT.		
Storage Compartment	Shall provide a compartment for storage within reach in closed position. Minimum dimensions of 18"x18"x16".		
Tie Downs	Shall include a minimum of ten (10) tie downs for fastening cargo.		
Standards			
Full Conformity to Applicable Regulations	Manufacturer shall be certified ISO9001 and shall comply with ICC, IBC, SAE, DOT, NFPA-701, NBC-2005, ULC S-109 and all welding must be CWB certified and inspected by an independent firm according to CSA 47.1 and 47.2 norms or equivalent. Manufacturer shall provide Engineering Certification for the State or the Province where the sale will take place.		
Wind Resistance	Shall withstand sustained winds of no less than 80 mph without windwall and up to 60 mph with windwall installed. Inferior safety factor in resisting wind is deemed unacceptable.		
Vertical Load	Floor: 100 psf. / Roof: 20 psf.		
Rigging Load	Up to 6,500 lbs. net roof capacity with sound wings.		
Training / Certification	Shall include a three (3) day Comprehensive Training Program.		
Documentation			
Operations Manuals	Two (2) complete operations manuals.		
Certification / Drawings	Drawings shall be indicative of specifications. Shall include stamped certification from a licensed engineer, stating that the stage meets the required safety standards as per the International Building Code of 2007 and the National Building Code of 2005 for live loads, permanent loads, point loads and wind resistance. Certificate for the State or the Province from a licensed engineer shall be provided with the bid.		

ITEM	DESCRIPTION	YES	NO
Service			
Warranty	Warranty shall cover the stage for a minimum of one (1) year from the date of acceptance by the City, including all hydraulic components, mechanical devices, electric brakes, axles and hitch mechanism, and all items not considered under normal wear and tear. A sample of the warranty shall be included with bid proposal.		
Available Options			
Windwall	Windwall shall be weatherproof and fire retardant to protect the sides and rear of the stage. It shall be made of 18 oz. grey vinyl and be quick to install. Installation shall be keder and rail system and not require hand tools. Shall include two (2) standard size doors at least a 9'-10" wide door at the back. NFPA.-701 and ULC S-109 approved.		
Windwall Scrim	A 70% mesh material allowing for air to pass through the windwall while still providing a measure of protection from the elements. NFPA.-701 and ULC S-109 approved.		
Skirting	Shall be weatherproof, fire retardant, skirting for front and sides of the stage. Shall be made of 18 oz. grey vinyl and be quick to install. NFPA.-701 and ULC S-109 approved.		
Extension Platforms	Shall be 4' x 8' or 4' x 4' and easily attach to stage floor to extend stage size. Height shall be adjustable with screw jacks and legs. Extension platforms shall be made of ¾" thick birch plywood coated with quality black non-skid finish and high wear resistance. No tools shall be required.		
Bracing System for Extension Platforms	Shall be lightweight, 2" aluminum tubing and brackets easily mounted under stage floor to hold down extension platforms and rear windwall to prevent wind uplift up to a maximum of 60 mph wind gust.		
Platform Guardrails	Shall be lightweight, removable aluminum guardrails, which easily mount to the edges of the extension platforms, capable of protecting the sides and back of the extended surfaces.		
Lateral Banner Supports & Rooftop Banner Extension	Shall include one (1) lateral banner support with a lower bar banner tie down on each side which accepts lateral banners of 6' x 16'. Shall include vertical supports to increase rooftop banner possibilities from 24'-0" to 36'-9".		
Rooftop Banner Support	Shall include 4 vertical posts easily mounted to the roof edge and shall accept banners of 3'-8" x 24'-0" or 36'-9". No tools required.		
Keder Track for Rooftop Banner Support	Shall include a set of horizontal aluminum slide-in keder tracks which allows for straight and improved esthetic installation of rooftop banners.		
Cylinder Locking Devices	Shall include cylinder locking devices to allow installation without corner posts when sound and lighting equipment are not required.		

Rainproof Speaker & Motor Cover	Rainproof cover shall be mounted on each Side Overhang Rigging Beam. It shall be made of a lightweight aluminum frame and covered with 18-oz. weatherproof and fire retardant vinyl material. Rainproof cover is designed to protect speakers, chain hoists or motors from rain.		
Hitch Options	May be replaced by a 5 th wheel or gooseneck ball hitch hookup for optimal road handling. The hitch mechanisms must be mechanically mountable to allow for the user to install hitch options with minimal effort.		
Stage Reversibility	The Upstage & Downstage shall be reversible to fit in tight spaces or backing up against a wall.		
Handicapped Access Device	Shall allow handicapped access to stage via a disability lift or ramp that can be installed anywhere on the stage's perimeter for stage access locations that vary depending on the event.		
Loading Ramp	Shall be 12' x 3' or 4' lightweight aluminum that locates to the stage perimeter.		
Electric Motor Option	Shall be 1 HP for indoor use of stage or as a back up power source (dual power).		
Trailer Graphics	The trailer side panels shall allow for customized paint and lettering graphics to be applied.		

8. Additional Alternatives. Provide pricing on each:

Description	Price
1. Basic lighting package a. 12 channel controller, 8 dimmers at 600w each b. 8 Parcan "46 lights" with 500 watt bulbs, all clamps, plugs and cables.	
2. Basic Sound System Package a. 6 channel mixer/amp b. 9 band graphic equalizer c. 2 240-watt 2 way speakers with stands and cables d. 2 unidirectional microphones with stands and cables	
3. Power Distribution. 50 amp for basic sound and lighting package	
4. Generator. Gasoline Portable 5000 watt on wheels	
5. Stage Dressing Package: a. Rear scrim back drop (fire retardant) b. Keeder aluminum track system c. Skirting for front of stage	
6. Banners Support Package: a. Roof banner kit 21'10" W X 2' H b. Lateral banner supports 3' X 13'2" c. 2 lateral banner tightening bars/stage level	
7. Sound Wing Deck Package: a. 4 extension platforms & accessories – size 4' X 8' b. 8 guardrails (platform model) aluminum 3'8"	
8. Deck Upgrade Package	

<ul style="list-style-type: none"> a. Stairway aluminum extra unit b. Loading ramp aluminum 3' X 12' c. Extension platforms & accessories 4' X 8' d. Extension platform & accessories 4' X 4' e. Guardrails aluminum platform model 3'8" 	
<p>9. Graphics Options Package:</p> <ul style="list-style-type: none"> a. Customized trailer paint and lettering. Color TBD b. City of Lompoc Logo c. Full graphics (24'7" W X 7'5" H) Panels 	
<p>10. Two (2) "F.O.H." pipes with a capacity of 125 lbs each (Front overhead or front of house). Pipes that come out of the downstage roof for additional inward facing lights.</p>	

9. Evaluation Criteria. Proposals will be evaluated on the basis of:

- a. **Suitability of the Products** (35%). Services proposed to meet the needs of the City including:
 - i. Standard Vehicle Proposed
 - ii. Quality Control Plan
 - iii. Safety Manual and Plan
- b. **Cost** (35%)
 - i. Actual Service, Equipment and Maintenance Costs
 - ii. Financial Terms and Conditions
 - iii. Payment discounts
- c. **Vendor Experience and Qualifications** (20%)
 - i. Qualifications and capabilities of the vendor and its personnel
 - ii. References for current clients
 - iii. Municipal Experience
 - iv. Staffing Credentials
- d. **Compliance with the RFP requirements and process specified in this section** (10%): The extent to which written proposal addresses line items specified in Scope of Services section of this request, cost and merits of the proposed work program.

2. Questions of References. References will be asked to rate vendor on a scale of 1-5, with 5 being the best, on the following areas:

- a. Did vendor have the knowledge, experience, equipment, etc. to perform for your Agency?
- b. Did vendor strictly adhere to all Standards and/or Specifications?
 - i) Was equipment provided on time and on budget?
 - ii) Would you consider this vendor for additional work in the future?
 - iii) How would you rate this vendor overall?

Cost Proposal

The cost proposal will be evaluated on the basis of this estimate of first year work. Cost proposals should be provided separately in a sealed envelope. Indicate company name, RFP number and "Cost Proposal" on outside of envelope. Submittals should include one original and three (3) copies of vendor proposal. In lieu of additional copies, submittal may be provided on CD, flash drive, or made available for download from the internet (please provide link to document).

Qty	Description	Unit Cost	Extended Cost
	Portable Mobile Stage & Trailer	\$	
	MFG: _____ P/N: _____		
	Total for options	\$	
		\$	
		\$	
		\$	
Subtotal		\$	
7.75% California Sales Tax on Materials		\$	
Does vendor collect directly and remit to State of California?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Freight			
Total Cost		\$	
Distance in miles of nearest repair center			miles
The following discounts will be considered in award of bid: Discount for payment of invoice within 20 days of receipt of invoice			%
COOPERATIVE PURCHASING: The successful proposer may agree to extend all terms and conditions to other tax-supporting agencies upon their request. These agencies will issue their own purchase order and be billed directly by supplier. Vendor's agreement or disagreement must be stated and will not affect proposal evaluation.		<input type="checkbox"/> Yes <input type="checkbox"/> No	

The City of Lompoc reserves the right to adjust quantities to this contract relative to the needs of the City of Lompoc.

We hereby certify that:

- This bid was not made in the interest of or on behalf of any undisclosed person, partnership, association or corporation.
- This bid is genuine and not collusion or sham; and that we did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid.

- We have not, directly or indirectly, by agreement, communication or conference with anyone attempted to induce action prejudicial to the interest of the City of Lompoc, or any other bidder or anyone else interested in the proposed contract; and further,
- Did not, in any manner, directly or indirectly, seek by agreements, communications, or conference with anyone to raise or fix any overhead, profit, or cost element of this bid price, or that of anyone else.

Company Name	Signature Of Authorized Representative
Address	Name And Title (Please Print)
City, State And Zip Code	Email Address
Phone Number	Web Page
Fax Number	Date

City of Lompoc, Bidder References

List and describe fully the last three contracts performed by your firm that demonstrate your ability to provide the supplies, equipment, or services included with the scope of the Proposal specifications. Attach additional pages if required. The City reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

Reference No. 1	
Customer Name:	
Address:	
Contact Individual:	Phone No:
Contract Amount	Year:
Description of Supplies, Equipment, or Services Provided:	
Reference No. 1	
Customer Name:	
Address:	
Contact Individual:	Phone No:
Contract Amount	Year:
Description of Supplies, Equipment, or Services Provided:	
Reference No. 1	
Customer Name:	
Address:	
Contact Individual:	Phone No:
Contract Amount	Year:
Description of Supplies, Equipment, or Services Provided:	

GENERAL TERMS AND CONDITIONS

1. **ISSUANCE OF BID:** This bid request creates no obligation on the part of the City and the City reserves the unconditional right, at its option, to either reject all proposals or waive any irregularities or informalities therein.
2. **BID SUBMISSION:** Proposals must be mailed or delivered in sealed envelope and must be labeled with the ***Name of Bidder, Bid Title, and Date and Time of Opening.*** Prices shall be printed or typewritten. Mistakes may be crossed out and corrections printed adjacent and initialed by person signing the bid. Bidders must complete and return the Exceptions to Specifications page of the specification page(s) in order to be considered.
3. **MORE THAN ONE BID:** More than one bid is allowed.
4. **BID VALIDITY/WITHDRAWAL:** Prices shall remain valid for ninety (90) days from date of opening and be inclusive. Proposals submitted may be withdrawn by written request received BEFORE the hour set for opening. No bidder may withdraw their bid after the time set for opening.
5. **QUESTIONS:** Questions may be submitted, by written request, for an interpretation or correction thereof. Fax or email inquiries to: Adrienne Boyd, (805) 735-7628, a_boyd@ci.lompoc.ca.us.
6. **MATERIAL SAFETY DATA SHEETS:** When applicable, bidders shall conform to California Labor Code, Section 6360 and Title 8 CAC, Section 339 and 5194 and submit MSDS on hazardous substances with bid.
7. **LOWEST APPARENT BIDDER SUBMITTAL REQUIREMENTS:** The lowest apparent bidder may be required to submit the following:
 - a. Proof of authorized distributorship
 - b. A sample or demonstration of any product/unit offered. Samples and/or demonstration must be free of expense to the City.
 - c. City Business Tax number
 - d. PUC permit
 - e. Insurance requirements
 - f. Proof of driver training on hazardous substances
 - g. References
8. **QUANTITY ADJUSTMENT:** When applicable, it is mutually accepted that the quantities defined in this document reflect the approximate City requirements and

may be adjusted. City may require and order or reorder more than the quantity listed here by mutual agreement with the prevailing vendor.

9. **COMPLIANCE WITH LAWS:** All proposals shall comply with current federal, state and local laws relative thereto, including applicable Federal and State Occupation Safety and Health laws and that Seller will indemnify and hold the Buyer harmless for any failure to so conform.

10. **CONTRACT LIMITATIONS:** Any resulting contract shall be limited to all terms and conditions herein, including any general and special conditions and instructions, purchase order or other documents issued by the City.

11. **NEW/UNUSED AND LATEST MODEL:** Bidders shall provide pricing on new and unused items, material and/or units specified unless otherwise stated in specifications.

12. **WARRANTIES:** Bidder will fully warrant all materials and equipment for a period of not less than one (1) year from date of final acceptance by the City unless otherwise noted. All warranties, standard and extended, shall be shown on any units offered, and all costs related to the servicing of said warranties shall be clearly stated on bid form.

13. **F.O.B. POINT AND SHIPPING CHARGES:** All prices shall be quoted F.O.B. destination Lompoc, California. Any and all shipping, handling and freight charges shall be shown separately and included in the bid unless otherwise noted on bid form. If there are no shipping or handling charges itemized they are assumed to be included in the base price offer and no charges will be paid separately.

14. **CANCELLATION:** Any agreement resulting from an award may be canceled by either party at any time upon thirty (30) days written notice. The City may cancel any agreement WITH CAUSE within ten (10) days written notice to supplier.

15. **LAWS GOVERNING CONTRACT:** The contract shall be in accordance with the laws of the State of California and the County of Santa Barbara is the only appropriate forum for any litigation. In the event a suit or action is instituted arising out of any contract, the prevailing party shall be entitled to receive, in addition to its cost, such sum as the court may adjudge reasonable as to attorney's fees and costs.

16. **TAXES (FEDERAL EXCISE/SALES OR USE/LOCAL PREFERENCE):** The City is exempt from Federal Excise Tax. All taxes, if applicable, shall be shown on bid form page. ALL TAXES; Sales, Use and Local Preference will be a consideration in bid evaluation.

17. **MINORITY BUSINESS ENTERPRISES: It is the policy of** the City that minority business enterprises shall have the maximum opportunity to participate in the City's bidding requirements.

18. **EQUAL EMPLOYMENT OPPORTUNITY:** It is the policy of the City to promote the full realization of equal employment opportunity.

19. **BID PROTEST:** Interested parties wishing to protest City solicitation documents may obtain a copy of Lompoc Code, Title 3, Chapter 3.36.170 by calling the Purchasing Office at (805) 875-8000 or on the City's web site at:
<http://www.cityoflompoc.com/ManagementServices/purchasing/protest.pdf>.

20. **SELL OR ASSIGN:** Contractor shall not have the right to sell, assign or transfer any obligations resulting from the award without the specific written consent of the Purchasing and Materials Manager.

21. **REASONS FOR AUTOMATIC DISQUALIFICATION OF PROPOSALS:**
Failure of bidder to fulfill all basic requirements will result in automatic bid rejection. A Letter of Bid Disqualification

23. **TIME OF BID SUBMISSION:** Bids or Proposals shall be submitted so as to be received in the office designated in the request for proposals not later than the exact time set for opening of proposals.

No bid shall be considered which has not been received at the place, and at or prior to the time, stated in the invitation for proposals." The official time clock for this bid

is sent to bidder failing to meet any of the requirements. The checklist of reasons for rejection as follows:

- Failure to sign bid document.
- Failure to ensure bid was received by City of Lompoc Purchasing Offices on or before bid opening date and time and the address specified in the bid.
- Failure to provide bid security (if required and in the form and amount specified).
- Failure to attend mandatory bidders' conference or mandatory site inspection.
- Failure to initial price alterations for one or more items.
- Failure to provide information or other supplemental materials as specified in the RFP or bid.
- Failure to bid on all items when specifically required.

These items are self-explanatory and are applied equally and irrevocably to all vendors and their proposals. Therefore, bidders must be conscientious in fulfilling all requirements in order to have their proposals considered for award.

22. **ENTIRE AGREEMENT** Any Agreement resulting from this Bid will consist of the following documents, in order of precedence, and shall be the entire agreement between parties:

- a. Purchase Order
- b. CITY's Invitation to Bid
- c. Attachments
- d. CONTRACTOR's Bid

will be the U. S. Naval Observatory (USNO):
<http://www.time.gov/index.html>

Solicitations opening at 2:00 p.m. PT will be considered late at 02:00:01 p.m. PT and will not be accepted or considered. The Purchasing and Materials Manager Agent or his representative designated as the bid opening official shall decide when the time set for bid opening has arrived, and so shall declare to those present. Proposals will be publicly opened and announced.