



CITY OF SUFFOLK

Purchasing Division

P.O. Box 1858, Suffolk, VA 23439-1858; T (757)514-7520; Fax (757)514-7524

REQUEST FOR QUOTATION

TITLE: Traffic Signal Pole – Replacement

ACCEPTANCE DATE: Monday, March 23, 2015, 3:00 p.m.

RFQ NO.: 15090-CN

MAIL OR DELIVER RESPONSE TO: Purchasing Division, Room 105
441 Market Street
Suffolk, Virginia 23434

OR FAX RESPONSE TO: (757) 514-7524

OR E-MAIL RESPONSE TO: cnorfleet@suffolkva.us

Requests for information related to this Request for Quotation should be directed to:

Cindy L. Norfleet, Senior Buyer
(757) 514-7522
Email address: cnorfleet@suffolkva.us

This document (includes details and drawings) can be down loaded from our web site:
www.suffolk.va.us/bids/index.jsp

Issue Date: March 16, 2015

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY IN ORDER TO PARTICIPATE IN THIS PROCUREMENT, PLEASE CONTACT THIS DIVISION AS SOON AS POSSIBLE.

1.0 PURPOSE

It is the intent of this specification to furnish and deliver one (1) Union Metal, or approved equal, traffic signal pole F.O.B. destination Public Works Office, 866 Carolina Road, Suffolk, Virginia 23434 for the Department of Public Works' Traffic Engineering Division. Installation of pole will be the responsibility of the City.

2.0 COMPETITION INTENDED

It is the City's intent that this Request for Quotation (RFQ) permits competition. It shall be the bidder's responsibility to advise the Senior Buyer in writing if any language requirement, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in the RFQ to a single source.

3.0 SPECIFICATIONS

The City of Suffolk requests firm pricing to supply a traffic signal pole for the replacement of an existing Union Metal traffic signal pole that has been damaged by being struck by traffic. The existing pole is located on the southeast corner of Saratoga Street and Market Street. The new pole should match the design of the existing pole as nearly as possible and will be placed on the existing pole foundation once the existing pole has been removed.

The existing pole foundation has four (4) 1-1/2" diameter anchor bolts which are located 10-1/2" square to square. The pole sits flat on the concrete foundation without leveling nuts and has anchor bolt leaves that cover the top nuts on the foundation.

The pole and mast arm are very similar to the two attached Union Metal drawings as indicated by the red arrow on each drawing. The mast arm is 18' long and has the following loading. 2 ea.- 3 section, 12" traffic signal heads with back panels mounted on rigid mounts, 1 ea. 18" X 96" street name blade, and a video detection camera (height 40") as shown in the attached photos of the existing pole. The signal heads are located 6' and 17' from the signal pole. The pole and arm shall be hot dipped galvanized finish and paint flat black in color. Powder coating is preferred.

Pricing shall be FOB, 866 Carolina Road, Suffolk, VA with 24-hour notice required prior to delivery at 757-514-7603. Pricing, inclusive of delivery, shall include pole, mast arm, luminaire arm, and hardware necessary to install the complete structure.

Installation of traffic pole will be the responsibility of the City.

Delivery will be allowed only between the hours of 7:00 a.m. and 3:00 p.m., Monday through Friday and will require twenty four (24) hours prior notice. NO EXCEPTIONS.

4.0 GENERAL TERMS AND CONDITIONS

A. License Requirement

All firms doing business in the City of Suffolk are required to be licensed in accordance with the City of Suffolk business license ordinance.

Wholesale and retail merchants without a business location in the City of Suffolk are exempt from this requirement. Any questions concerning business licenses should be directed to the Commissioner of the Revenue's Office, telephone (757) 514-4260, or e-mail, comrev@suffolkva.us

B. Anti-Discrimination

By submitting their bids, bidders certify to the City that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians with Disabilities Act, the Americans with Disabilities Act and 2.2-4311 of the Virginia Public Procurement Act (VPPA). If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia 2.2.4343.1E).

In every contract over \$10,000 shall include the following provisions:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, service disabled veterans or any other basis prohibited by state law relating to discrimination in employment, except where there 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 nondiscrimination clause.

- b. 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.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of No. 1 above in every subcontract or purchase order over \$10,000, so that provisions will be binding upon each subcontractor or vendor.

C. Ethics In Public Contracting (SEC 2.2-4367 ET. SEQ. Code of Virginia)

By submitting a bid, the bidder certifies that their bid is made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

D. Compliance with Federal, State and Local Laws and Federal Immigration Law

Section 2.2-4311.1 requires that all public bodies provide in every written contract that the contractor does not, and shall not during the performance of the contract for foods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.

E. Debarment Status

By submitting a bid, bidders certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

F. Antitrust

By entering into a contract, the contractor conveys, sells, assigns, and transfers to the City of Suffolk all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the City of Suffolk under said contract.

G. Drug-Free Workplace

During the performance of this contract, the contractor agrees to (1) provide a drug-free workplace for the contractor's employees; (2) post in conspicuous place, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (3) state in all solicitation or advertisement for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (4) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

H. Exemption from Taxes

The City is exempt from State Sales Tax and Federal Excise Tax. Tax Exemption Certificate indicating the City's tax exempt status will be furnished by the City of Suffolk.

I. Faith Based Organization

City of Suffolk does not discriminate against faith-based organizations.

J. Substitutions

NO substitutions or cancellations permitted after award without written approval by the Purchasing Agent.

K. Method of Payment

Contractor shall submit invoices in duplicate for each delivery, such statement to include detailed breakdown of all charges, and shall be based on completion of tasks or deliverables.

Invoices shall be submitted to using departments.

Upon acceptance of work, the City will render payment within forty-five (45) days of receipt of invoice.

Individual contractors shall provide their social security numbers, and proprietorships, partnerships, and corporations shall provide their federal employer identification number on the pricing form.

L. Payments to Subcontractors

Within seven (7) days after receipt of monies paid by the City for work performed by a subcontractor under this contract, the contractor shall either:

- a. Pay the subcontractor for the proportionate share of the total payment received from the City attributable to the work performed by the subcontractor under this contract; or
- b. Notify the City and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment and the reason for non-payment.

The contractor shall pay interest to the subcontractor on all amounts owed that remain unpaid beyond the seven (7) day period except for amounts withheld as allowed in item b above.

M. Assignment of Contract

This contract may not be assigned in whole or in part without the written consent of the Purchasing Agent.

N. Severability

If any part, term, or provision of this agreement, shall be found by the Court to be legally invalid or unenforceable, then such provision or portion thereof, shall be performed in accordance with applicable laws. The invalidity or unenforceability of any provision or portion of any contract document shall not affect the validity of any other provision or portion of the contract document.

O. Applicable Laws

This contract shall be governed in all respects by the laws of the Commonwealth of Virginia. Any judicial action shall be filed in the Commonwealth of Virginia, City of Suffolk.

P. Taxes in Arrears

No bid or proposal will be accepted from or Contract awarded to any person, firm or corporation that is in arrears, or is in default to the City upon any debt or contract, or that is a defaulter as surety or otherwise upon any obligation to the City.

QUOTATION FORM

TO: City of Suffolk, VA
Purchasing Division
441 Market Street
Suffolk, VA 23434

BID: Traffic Signal Pole –
Replacement
DUE: March 23, 2015
TIME: 3:00 p.m., Local.

_____ (Company) agrees to furnish and deliver one (1) replacement traffic pole and installation hardware F.O.B. destination 866 Carolina Road, Suffolk, VA 23434 in accordance with specifications, terms, and conditions herein.

<u>QTY</u>	<u>Description</u>	<u>Amount</u>
1 EA	Traffic Signal Pole - Replacement, Per specifications (with installation hardware)	\$ _____

MFG/MODEL: _____ (When bidding on approved equals, submit specifications with the QUOTATION FORM.)

Best Guaranteed Delivery: _____

Bidder has included attached Anticollusion/Nondiscrimination/Drug-Free Workplace Clause.

YES / NO (Circle one)

Payment Terms/Discounts _____ (Suffolk's normal payment schedule: items accepted and invoiced by 10th of month will be paid month end. Cash discounts offered for less than 30 days from receipt of proper invoice will not be considered in award.)

BIDDER:

Company Name _____

Address _____

Person Quoting _____ **Title** _____

Telephone No. _____ **Fax No.** _____

E-mail Address: _____

I certify by my signature below that I have received the documents associated with this bid and understand that the review for completeness of these bid documents and the understanding and comprehension of the bid specifications is solely my responsibility; based on this, by my signature below I waive all rights to future claims against the City of Suffolk that the documents were incomplete or not understandable.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same equipment/materials/service and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

I certify that the bidder represented herein is eligible to bid with respect to all applicable sections of State and Local Government Conflict of Interest Act, Code of Virginia, Section 2.1-639.1 et seq.

Signature _____ **Date** _____
(Person signing bid must show title or authority to bind the firm in a contract.)

ANTICOLLUSION/NONDISCRIMINATION/DRUG FREE WORKPLACE CLAUSES

ANTICOLLUSION CLAUSE:

IN THE PREPARATION AND SUBMISSION OF THIS BID, SAID BIDDER DID NOT EITHER DIRECTLY OR INDIRECTLY ENTER INTO ANY COMBINATION OR ARRANGEMENT WITH ANY PERSON, FIRM OR CORPORATION, OR ENTER INTO ANY AGREEMENT, PARTICIPATE IN ANY COLLUSION, OR OTHERWISE TAKE ANY ACTION IN THE RESTRAINT OF FREE, COMPETITIVE BIDDING IN VIOLATION OF THE SHERMAN ACT (15 U.S.C. SECTION 1), SECTIONS 59.1-9.1 THROUGH 59.1-9.17 OR SECTIONS 59.1-68.6 THROUGH 59.1-68.8 OF THE CODE OF VIRGINIA.

THE UNDERSIGNED BIDDER HEREBY CERTIFIES THAT THIS AGREEMENT, OR ANY CLAIMS RESULTING THEREFROM, IS NOT THE RESULT OF, OR AFFECTED BY, ANY ACT OF COLLUSION WITH, OR ANY ACT OF, ANOTHER PERSON OR PERSONS, FIRM OR CORPORATION ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE; AND, THAT NO PERSON ACTING FOR, OR EMPLOYED BY, THE CITY OF SUFFOLK HAS AN INTEREST IN, OR IS CONCERNED WITH, THIS BID; AND, THAT NO PERSON OR PERSONS, FIRM OR CORPORATION OTHER THAN THE UNDERSIGNED, HAVE, OR ARE, INTERESTED IN THIS BID.

DRUG-FREE WORKPLACE:

DURING THE PERFORMANCE OF THIS CONTRACT, THE CONTRACTOR AGREES TO (I) PROVIDE A DRUG-FREE WORKPLACE FOR THE CONTRACTOR'S EMPLOYEES; (II) POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, A STATEMENT NOTIFYING EMPLOYEES THAT THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION, OR USE OF A CONTROLLED SUBSTANCE OR MARIJUANA IS PROHIBITED IN THE CONTRACTOR'S WORKPLACE AND SPECIFYING THE ACTIONS THAT WILL BE TAKEN AGAINST EMPLOYEES FOR VIOLATIONS OF SUCH PROHIBITION; (III) STATE IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED BY OR ON BEHALF OF THE CONTRACTOR THAT THE CONTRACTOR MAINTAINS A DRUG-FREE WORKPLACE; AND (IV) INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS I, II, AND III IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

FOR THE PURPOSE OF THIS SECTION, "DRUG-FREE WORKPLACE" MEANS A SITE FOR THE PERFORMANCE OR WORK DONE IN CONNECTION WITH A SPECIFIC CONTRACT AWARDED TO A CONTRACTOR IN ACCORDANCE WITH THIS CHAPTER, THE EMPLOYEES OF WHOM ARE PROHIBITED FROM ENGAGING IN THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION OR USE OF ANY CONTROLLED SUBSTANCE OR MARIJUANA DURING THE PERFORMANCE OF THE CONTRACT.

NONDISCRIMINATION CLAUSE:

1. EMPLOYMENT DISCRIMINATION BY BIDDER SHALL BE PROHIBITED.
2. DURING THE PERFORMANCE OF THIS CONTRACT, THE SUCCESSFUL BIDDER SHALL AGREE AS FOLLOWS:
 - A. THE BIDDER, WILL NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, RELIGION, COLOR, SEX, NATIONAL ORIGIN, AGE, DISABILITY, OR ANY OTHER BASIS PROHIBITED BY STATE LAW RELATING TO DISCRIMINATION IN EMPLOYMENT, EXCEPT WHERE THERE IS A BONA FIDE OCCUPATIONAL QUALIFICATION/CONSIDERATION REASONABLY NECESSARY TO THE NORMAL OPERATION OF THE BIDDER. THE BIDDER AGREES TO POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, NOTICES SETTING FORTH THE PROVISIONS OF THIS NONDISCRIMINATION CLAUSE.
 - B. THE BIDDER, IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED ON BEHALF OF THE BIDDER, WILL STATE THAT SUCH BIDDER IS AN EQUAL OPPORTUNITY EMPLOYER.
 - C. 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.
 - D. BIDDER WILL INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS A, B, AND C IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

Name and Address of Bidder:	Date:
	By:
	Signature In Ink
	Printed Name
Telephone Number: ()	
Fax Phone Number: ()	Title
FIN/SSN#:	

Is your firm a "minority" business? Yes No If yes, please indicate the "minority" classification below:
 African American Hispanic American American Indian Eskimo Asian American Aleut
 Other; Please Explain: _____

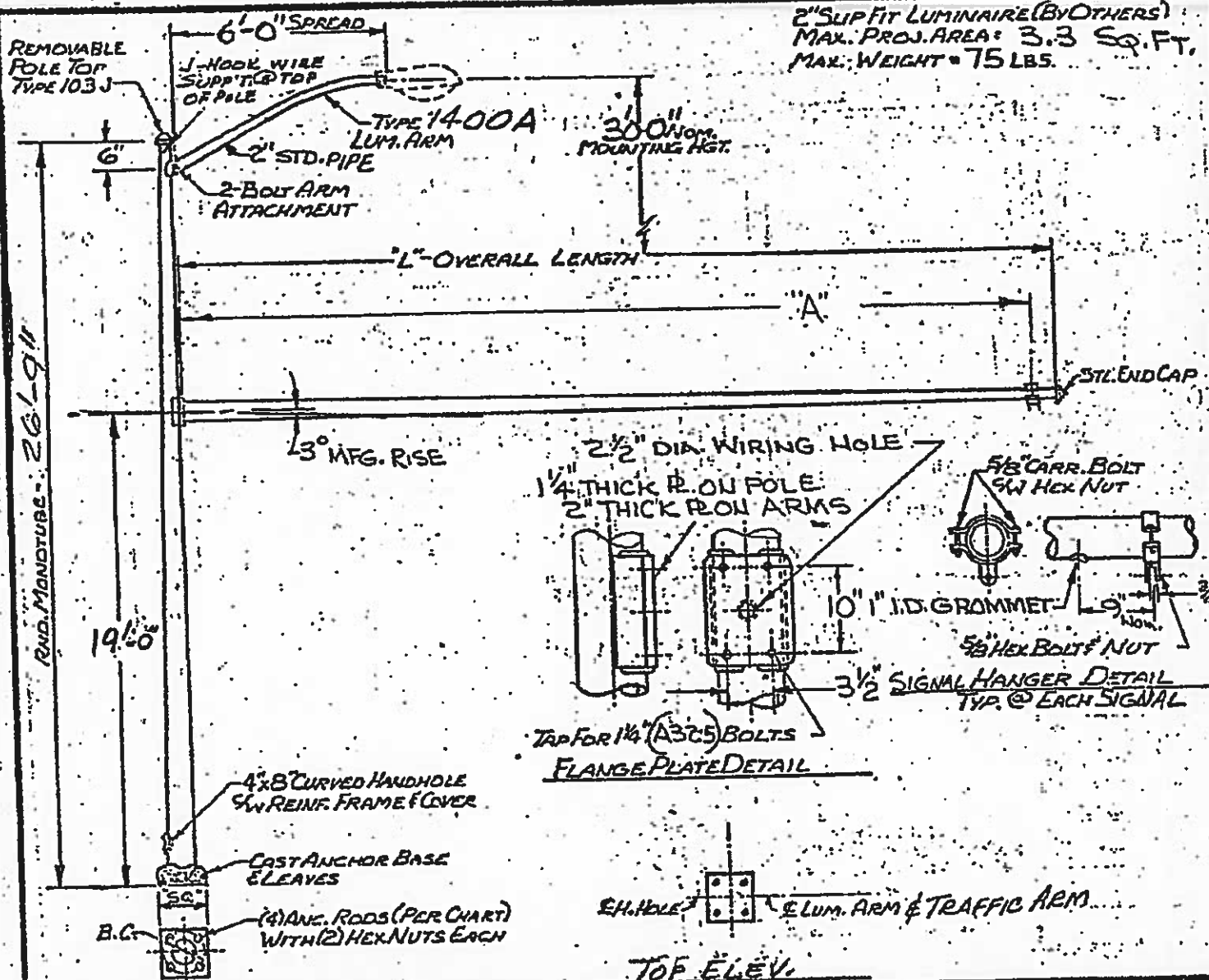
Is your firm Woman Owned? Yes No Is your firm a Small Business? Yes No

ATTACHMENTS

Attachment 1: Specifications for Union Metal Design

Attachment 2: Photos of Existing Pole at the Intersection of Saratoga and Market Streets

These documents can be downloaded from our web site:
www.suffolk.va.us/bids/index.jsp



2" SUP FIT LUMINAIRE (BY OTHERS)
 MAX. PROJ. AREA = 3.3 SQ. FT.
 MAX. WEIGHT = 75 LBS.

DESIGN NUMBER	POLE NO.	POLE DATA		MAST ARM DATA							ANCHOR BOLT DATA					
		BASE DIA.	GA.	BUTT. DIA.	GA.	L	"A"					B.C. SQ.	A. ROD SIZE			
50300- Y1404		9.0"	7	6.0"	7	20'0"	19'4"							12 1/2"	12 3/4"	1 1/4" x 4-8"
50300- Y1405		10.0"	7	7.0"	7	26'0"	25'4"							13 1/2"	14 1/8"	1 1/2" x 60"

SPECIAL NOTES:
 1.- DESIGNED IN ACCORDANCE WITH U.M. CRITERIA FOR MONOLEVERS. CAT. #100 PG. D19, PAR. 3. TO SUPPORT A SIGNAL AT END OF ARM. MAX WGT. 114 LBS. MAX. PROJ. AREA = 18.9 S.F.

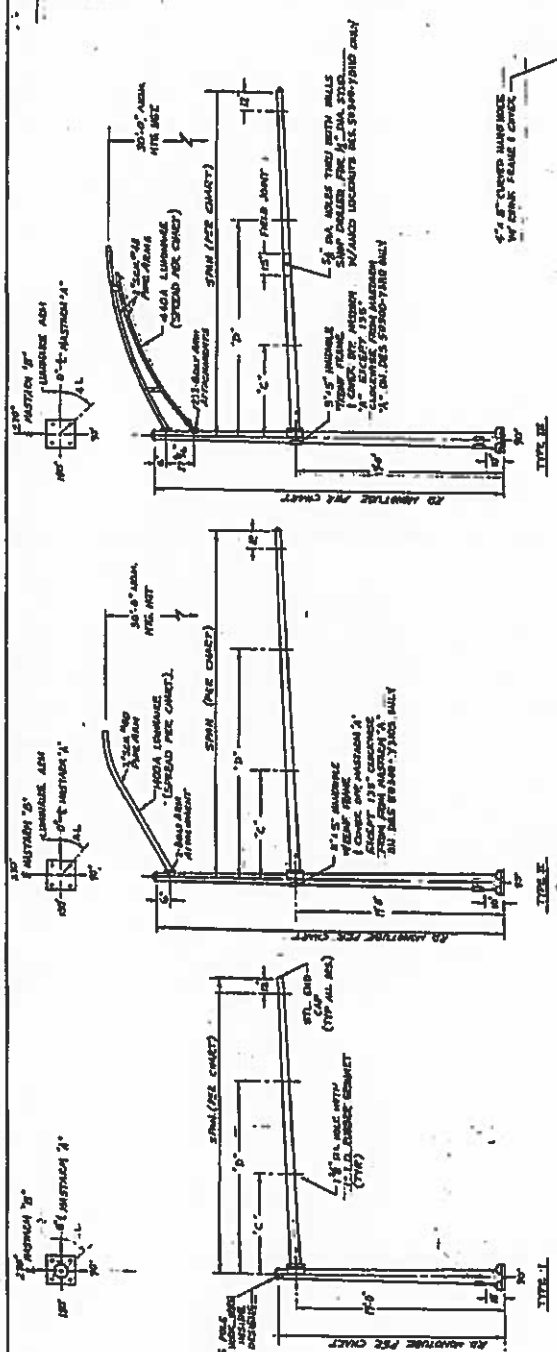
STEEL TRAFFIC AND STREET LIGHTING POLES

THE UNION METAL MFG.
 CANTON, OHIO

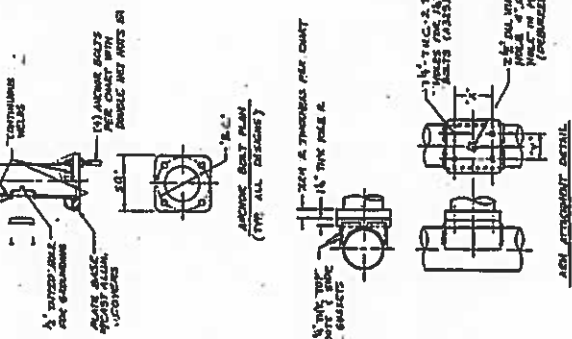
DATE 1-24-72
 DWN R.V.A.
 CHKL J.V.B.

DRAWING NO.
 50300-G250

DESIGNED IN ACCORDANCE WITH ITS ALBERTA STANDARD
 1. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE SPECIFIED.
 2. FINISH - H. R. GALV'D



SIZE	W	D	H	W	D	H
100	100	100	100	100	100	100
125	125	125	125	125	125	125
150	150	150	150	150	150	150
175	175	175	175	175	175	175
200	200	200	200	200	200	200
225	225	225	225	225	225	225
250	250	250	250	250	250	250
275	275	275	275	275	275	275
300	300	300	300	300	300	300
325	325	325	325	325	325	325
350	350	350	350	350	350	350
375	375	375	375	375	375	375
400	400	400	400	400	400	400
425	425	425	425	425	425	425
450	450	450	450	450	450	450
475	475	475	475	475	475	475
500	500	500	500	500	500	500



SECTION	W	D	H	W	D	H
100	100	100	100	100	100	100
125	125	125	125	125	125	125
150	150	150	150	150	150	150
175	175	175	175	175	175	175
200	200	200	200	200	200	200
225	225	225	225	225	225	225
250	250	250	250	250	250	250
275	275	275	275	275	275	275
300	300	300	300	300	300	300
325	325	325	325	325	325	325
350	350	350	350	350	350	350
375	375	375	375	375	375	375
400	400	400	400	400	400	400
425	425	425	425	425	425	425
450	450	450	450	450	450	450
475	475	475	475	475	475	475
500	500	500	500	500	500	500

COMMANDEUR GENERAL
 10000 RUE DE LA SERRAVALLE
 LACOMBE, ALBERTA, CANADA
 T4L 1A1

SECTION	W	D	H	W	D	H
100	100	100	100	100	100	100
125	125	125	125	125	125	125
150	150	150	150	150	150	150
175	175	175	175	175	175	175
200	200	200	200	200	200	200
225	225	225	225	225	225	225
250	250	250	250	250	250	250
275	275	275	275	275	275	275
300	300	300	300	300	300	300
325	325	325	325	325	325	325
350	350	350	350	350	350	350
375	375	375	375	375	375	375
400	400	400	400	400	400	400
425	425	425	425	425	425	425
450	450	450	450	450	450	450
475	475	475	475	475	475	475
500	500	500	500	500	500	500

SECTION	W	D	H	W	D	H
100	100	100	100	100	100	100
125	125	125	125	125	125	125
150	150	150	150	150	150	150
175	175	175	175	175	175	175
200	200	200	200	200	200	200
225	225	225	225	225	225	225
250	250	250	250	250	250	250
275	275	275	275	275	275	275
300	300	300	300	300	300	300
325	325	325	325	325	325	325
350	350	350	350	350	350	350
375	375	375	375	375	375	375
400	400	400	400	400	400	400
425	425	425	425	425	425	425
450	450	450	450	450	450	450
475	475	475	475	475	475	475
500	500	500	500	500	500	500

STL. CONNECTION
 1. STRUTTING PILES

50300-F504



Google earth

feet
meters





Google earth

