



## ***Bid Specifications***

*Bid Item #16-211*

***Trailer Mounted 200 kW generator***

*For*

*Augusta, Georgia – Emergency Management Agency*

***Bid Due: Friday, July 29, 2016 @ 11:00 a.m.***

***Thanks for doing business with us . . .***

*Gerri A. Sams, Procurement Director  
535 Telfair Street, Room 605  
Augusta, Georgia 30901*



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### Bid Specifications

## Invitation To Bid

**Sealed bids** will be received at this office until Friday, July 29, 2016 @ 11:00 a.m. for furnishing:

**Bid Item #16-211                      Trailer Mounted 200 kW Generator for Augusta for the Emergency Management Agency**

Bids will be received by Augusta, GA Commission hereinafter referred to as the OWNER at the offices of:

Geri A. Sams, Director  
Augusta Procurement Department  
535 Telfair Street - Room 605  
Augusta, Georgia 30901

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARCBid**. Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901. Documents may be examined during regular business hours at the offices of Augusta, GA Procurement Department.

**Mandatory Pre Bid/Telephone Conference will be held on Wednesday, July 13, 2016, @ 3:00 p.m. in the Procurement Department, 535 Telfair Street, Room 605.** The call-in telephone number is 1-800-285-6670 (U.S. & Canada) and 713-936-6995 (international). Call one of the dial-in numbers at least five (5) minutes prior to conference. **If you choose to teleconference there is a \$35.00 fee. If you choose to teleconference there is a \$35.00 fee. Make the \$35.00 check payable “Augusta Georgia Commission” and mail to Geri A. Sams, Director Augusta Procurement Department 535 Telfair Street - Room 605 Augusta, Georgia 30901.**

**All questions must be submitted in writing by fax to 706 821-2811 or by email to [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov) to the office of the Procurement Department by Friday, July 15, 2016 @ 5:00 P.M. No bid will be accepted by fax, all must be received by mail or hand delivered.**

No bids may be withdrawn for a period of sixty (60) days after bids have been opened, pending the execution of contract with the successful bidder.

**The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference an eligible bidder must submit a completed and signed written application to become a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project. An eligible bidder who fails to submit an application for approval as a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project, and who otherwise meets the requirements for approval as a local bidder, will not be qualified for a bid preference on such eligible local project.**

*Invitation for bids and specifications.* An invitation for bids shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the invitation to bid including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waiveable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark BID number on the outside of the envelope.

Bidders are cautioned that acquisition of BID documents through any source other than the office of the Procurement Department is not advisable. Acquisition of BID documents from unauthorized sources placed the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

**Correspondence must be submitted via mail, fax or email as follows:**

**Augusta Procurement Department  
Attn: Geri A. Sams, Director of Procurement  
535 Telfair Street, Room 605  
Augusta, GA 30901  
Fax: 706-821-2811 or Email: [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov)**

**No bid will be accepted by fax, all must be received by mail or hand delivered.**

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle                      June 16, 23, 30, July 7, 2016  
Metro Courier                              June 22, 2016

cc:      William Rhinehart                      Deputy Administrator  
            Chris James                                      Fire Department

**INSTRUCTIONS TO SUBMIT**

1.1 **Purpose:** The purpose of this document is to provide general and specific information for use by vendors in submitting a bid to supply Augusta, Georgia with equipment, supplies, and or services as listed above. All bids are governed by the Augusta, Georgia Code.

1.2 **Viewing the Augusta Code:** All bids are governed and awarded in accordance with the applicable federal and state regulations and the Augusta, Georgia Code. To view the Code visit Augusta's website at [www.augustaga.gov](http://www.augustaga.gov) or <http://www.augustaga.gov/index.aspx?NID=685> **Guidelines & Procedures.**

1.3 **Compliance with laws:** The Proponent shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by federal, state or Augusta, Georgia statute, ordinances and rules during the performance of any contract between the Proponent and Augusta, Georgia. Any such requirement specifically set forth in any contract document between the Proponent and Augusta, Georgia shall be supplementary to this section and not in substitution thereof.

1.4 **Bid's For All Or Part:** Unless otherwise specified by Augusta, Georgia or by the proponent, **AUGUSTA, GEORGIA RESERVES THE RIGHT TO MAKE AWARD ON ALL ITEMS, OR ON ANY OF THE ITEMS ACCORDING TO THE BEST INTEREST OF AUGUSTA, GEORGIA.** Proponent may restrict his bid to consideration in the aggregate by so stating, but must name a unit price on each item submitted upon.

1.5 **All protest shall be made in writing to:**

**Attn: Geri A. Sams  
Director of Procurement  
535 Telfair Street, Room 605  
Augusta, GA 30901  
Fax: 706-821-2811 or**

**Email: [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov)**

1.6 **Local Vendor Preference:** The Local Vendor Preference policy shall only be applied to projects of one-hundred thousand dollars (\$100,000) or less and only when the lowest local qualified bidder is within 10% or \$10,000, whichever is less of the lowest non-local bidders.

1.7 **Minority/Women Business Enterprise (MWBE) Policy:** *Court Order Enjoining Race-Based Portion of DBE Program Augusta, Georgia does not have a race or gender conscious Disadvantaged Business Enterprises (DBE) program for projects having Augusta, Georgia as the source of funding. Augusta does enforce mandatory DBE requirements of federal and state agencies on contracts funded by such agencies and has a DBE Program to comply with U.S. Department of Transportation (DOT), Federal Transit Administration (FTA), Federal Aviation Administration (FAA) and other federal and state mandated DBE requirements for certain DOT, FTA, FAA, and other federal and state assisted contracts as required by 49 C.F.R. Part 26, et. seq. and/or 49 C.F.R. Part 23, et. seq. This DBE program is only for DOT, FTA and FAA assisted contracts and other federal or state funded contracts having mandatory DBE requirements. (See Article 13 of the Augusta, GA. Code.)*

*Augusta, Georgia prohibits any language in any solicitation, bid or contract that is inconsistent with the July 21, 2011 Court Order in the case, Thompson Wrecking, Inc. v. Augusta Georgia, civil action No. 1:07-CV-019. Any such language appearing in any Augusta, Georgia solicitation, bid or contract is void and unenforceable.*

*A copy of this Order can be reviewed at [www.augustaga.gov](http://www.augustaga.gov) home page.*

1.8 **Augusta, Georgia License Requirement:** For further information contact the License and Inspection Department @ 706 312-5050.

**General Contractors License Number:** If applicable, in accordance with O.C.G.A. §43-41, or be subjected to penalties as may be required by law.

**Utility Contractor License Number:** If applicable, in accordance with O.C.G.A. §43-14, or be subjected to penalties as may be required by law.

1.9 **Terms of Contract:** (Check where applicable)

- (A) Annual Contract
- (B) One time Purchase.
- (C) Other



## **NOTICE TO ALL BIDDERS**

**(PLEASE READ CAREFULLY)**

**ADHERE TO THE BELOW INSTRUCTIONS AND DO NOT SUBSTITUTE FORMS**

**PLEASE READ CAREFULLY:**

**Attachment B** is a consolidated document consisting of:

1. Business License Number Requirement (must be provided)
2. Acknowledgement of Addenda (must be acknowledged, if any)
3. Statement of Non-Discrimination
4. Non-Collusion Affidavit of Prime Bidder/Offeror
5. Conflict of Interest
6. Contractor Affidavit and Agreement (E-Verify User ID Number must be provided)

**Attachment B Must be Notarized & the 2 Pages Must be returned with your submittal - No Exceptions.**

**Business License Requirement:** Contractor must be licensed in the Governmental entity for where they do the majority of their business. Your **company's business license number must** be provided on Page 1 of Attachment B. If your Governmental entity (State or Local) does not require a business license, your company will be required to obtain a Richmond County business license if awarded a Bid. For further information contact the License and Inspection Department @ 706 312-5050.

**Acknowledgement of Addenda:** You Must acknowledge all Addenda. See Page 1 of Attachment B.

**E-Verify \* User Identification Number (Company I.D.)** The recommended awarded vendor will be required to provide a copy of Homeland Security's Memorandum Of Understanding (MOU)

**Affidavit Verifying Status for Augusta Benefit Application (S.A.V.E. Program) (Must Be Returned With Your Submittal)**

**Return Only If Applicable:**

1. The Exception Sheet (if applicable)

**The successful vendor will submit the following forms to the Procurement Department no later than five (5) days after receiving the "Letter of Recommendation" (Vendor's letter will denote the date forms are to be received**

1. Georgia Security and Immigration Subcontractor Affidavit
2. Non-Collusion Affidavit of Sub-Contractor

**WARNING:**

Please review "Notice to Bidders" regarding Augusta Georgia's Local Small Business Opportunity Program Bidder Requirements.

Bidders are cautioned that acquisition of BID documents through any source other than the office of the Procurement Department is not advisable. Acquisition of BID documents from unauthorized sources places the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

Bids are publicly opened. It is your responsibility to ensure that your company has met the Specifications and Licenses' requirements prior to submitting a Bid.



**Attachment B**

**You Must Complete and Return the 2 pages of Attachment B with Your Submittal. Document Must Be Notarized.**

Augusta, Georgia Augusta Procurement Department

**ATTN: Procurement Director**

535 Telfair Street, Suite 605

Augusta, Georgia 30901

Name of Proponent: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Do You Have A Business License?** Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Augusta, GA Business License # for your Company (Must Provide):** \_\_\_\_\_

**And/or Your State/Local Business License # for your Company (Must Provide):** \_\_\_\_\_

**Utility Contractors License # (Must Provide if applicable):** \_\_\_\_\_ **MUST BE LISTED ON FRONT OF ENVELOPE**

**General Contractor License # (Must Provide if applicable):** \_\_\_\_\_

**Additional Specialty License # (Must Provide if applicable):** \_\_\_\_\_

**NOTE:** Company must be licensed in the Governmental entity for where they do the majority of their business. If your Governmental entity (State or Local) does not require a business license, please state above (Procurement will verify), your company will be required to obtain a Richmond County business license if awarded a RFP. For further information regarding Augusta, GA license requirements, please contact the License and Inspection Department @ 706 312-5050.

**List the State, City & County that issued your license:** \_\_\_\_\_

**Acknowledgement of Addenda:** (#1)\_\_\_\_: (#2)\_\_\_\_: (#3)\_\_\_\_: (#4)\_\_\_\_: (#5)\_\_\_\_: (#6)\_\_\_\_: (#7)\_\_\_\_: (#8)\_\_\_\_:

**NOTE: CHECK APPROPRIATE BOX(ES)- ADD ADDITIONAL NUMBERS AS APPLICABLE**

**Statement of Non-Discrimination**

The undersigned understands that it is the policy of Augusta, Georgia to promote full and equal business opportunity for all persons doing business with Augusta, Georgia. The undersigned covenants that we have not discriminated, on the basis of race, religion, gender, national origin or ethnicity, with regard to prime contracting, subcontracting or partnering opportunities.

The undersigned covenants and agrees to make good faith efforts to ensure maximum practicable participation of local small businesses on the proposal or contract awarded by Augusta, Georgia. The undersigned further covenants that we have completed truthfully and fully the required forms regarding good faith efforts and local small business subcontractor/supplier utilization.

The undersigned further covenants and agrees not to engage in discriminatory conduct of any type against local small businesses, in conformity with Augusta, Georgia's Local Small Business Opportunity Program. Set forth below is the signature of an officer of the proposer/contracting entity with the authority to bind the entity.

The undersigned acknowledge and warrant that this Company has been made aware of understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;

That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;

That the failure of this Company to satisfactorily discharge any of the promises of nondiscrimination as made and set forth herein shall constitute a material breach of contract entitling Augusta, Georgia to declare the contract in default and to exercise any and all applicable rights remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

**Non-Collusion of Prime Proponent**

By submission of a proposal, the vendor certifies, under penalty of perjury, that to the best of its knowledge and belief:

(a) The prices in the proposal have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.

(b) Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or to any competitor.

(c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition. Collusions and fraud in proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

**Conflict of Interest**

By submission of a proposal, the responding firm certifies, under penalty of perjury, that to the best of its knowledge and belief:

- 1. No circumstances exist which cause a Conflict of Interest in performing the services required by this RFP, and
- 2. That no employee of the County, nor any member thereof, nor any public agency or official affected by this RFP, has any pecuniary interest in the business of the responding firm or his sub-consultant(s) has any interest that would conflict in any manner or degree with the performance related to this RFP.

By submission of a proposal, the vendor certifies under penalty of perjury, that to the best of its knowledge and belief:

- (a) The prices in the proposal have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.
- (b) Unless otherwise required by law, the prices which have been quoted in the proposal have not knowingly been disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or competitor.
- (c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership or cooperation to submit or not to submit a proposal for the purpose of restricting competition. For any breach or violation of this provision, the County shall have the right to terminate any related contract or agreement without liability and at its discretion to deduct from the price, or otherwise recover, the full amount of such fee, commission, percentage, gift, payment or consideration.

**Contractor Affidavit and Agreement**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with Augusta, Georgia Board of Commissioners has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A §13-10-91. The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Augusta, Georgia Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Augusta, Georgia Board of Commissioners at the time the subcontractor(s) is retained to perform such service.

**Georgia Law requires your company to have an E-Verify\*User Identification Number (Company I.D.) on or after July 1, 2009.**

For additional information or to enroll your company, visit the **State of Georgia** website:

<https://e-verify.uscis.gov/enroll/> and/or [http://www.dol.state.ga.us/pdf/rules/300\\_10\\_1.pdf](http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf)

**\*\*E-Verify \* User Identification Number (Company I.D.) \_\_\_\_\_**

**NOTE: E-VERIFY USER IDENTIFICATION NUMBER (COMPANY I.D.) MUST BE PROVIDED: IN ADDITION, THE RECOMMENDED AWARDED VENDOR WILL BE REQUIRED TO PROVIDE A COPY OF HOMELAND SECURITY'S MEMORANDUM OF UNDERSTANDING (MOU)**

The undersigned further agrees to submit a notarized copy of Attachment B and any required documentation noted as part of the Augusta, Georgia Board of Commissions specifications which govern this process. In addition, the undersigned agrees to submit all required forms for any subcontractor(s) as requested and or required. **I further understand that my submittal will be deemed non-compliant if any part of this process is violated.**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
BY: Authorized Officer or Agent  
(Contractor Signature)

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

**NOTARY SEAL**

\_\_\_\_\_  
Notary Public

My Commission Expires:\_\_\_\_\_

**You Must Complete and Return the 2 pages of Attachment B with Your Submittal. Document Must Be Notarized.**



**You Must Complete and Return with Your Submittal. Document Must Be Notarized**

**Systematic Alien Verification for Entitlements (SAVE) Program**

**Affidavit Verifying Status for Augusta, Georgia Benefit Application** By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for

\_\_\_\_\_ *[Bid Project Number and Project Name]*

\_\_\_\_\_ *[Print/Type: Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]*

\_\_\_\_\_ *[Print/Type: Name of business, corporation, partnership, or other private entity]*

1.) \_\_\_\_\_ I am a citizen of the United States.

**OR**

2.) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older.

**OR**

3.) \_\_\_\_\_ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.\*

***In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.***

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**\* Alien Registration Number for Non-Citizens**

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**NOTARY SEAL**

**Note: THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL**

REV. 2/17/2016



## **EXCEPTION SHEET**

If the commodity (ies) and/or services proposed in the response to this bid is in anyway different from that contained in this bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder(s) offer is in total compliance with all aspects of the bid.

Below are the exceptions to the stated specifications:

---

Signature

---

Date

---

Company

---

Title

**Return with submittal if the commodity and/or services proposed in the response to this bid are in anyway different from that contained in the specifications.**



## Local Vendor Registration Form

VIN: _____
Expiration Date: _____
(For Internal Use Only)

- (a) Augusta, Georgia encourages the use of local suppliers of goods, services and construction products whenever possible. Augusta, Georgia also vigorously supports the advantages of an open competitive market place. Nothing in this Section shall be interpreted to mean that Augusta, Georgia Administrator or Procurement Director are restricted in any way from seeking formal bids or proposals from outside the Augusta market area.
- (b) The Local Vendor Preference policy shall only be applied to projects of one-hundred thousand dollars (\$100,000) or less and only when the lowest local qualified bidder is within 10% or \$10,000, whichever is less of the lowest non-local bidders. The lowest local qualified bidder will be allowed to match the bid of the lowest non-local bidder and, if matched, the lowest local qualified bidder will be awarded the contract.

Please Check	Criteria ( <i>Subparagraph "e" of the AUGUSTA, GA. CODE</i> )
Yes ___ No ___	1. Has had a fixed office or distribution point in and having a street address within the geographic limits of Richmond County, Georgia for at least six (6) months immediately prior to the issuance of the request for bids or quotes by Augusta; and
Yes ___ No ___	2. Holds any business license required by the AUGUSTA, GA. CODE; and
Yes ___ No ___	3. Employs at least one full-time employee, or two part-time employees whose primary residence is within the geographic limits of Richmond County, Georgia or if the business has no employees, the business shall be at least fifty percent (50%) owned by one or more persons whose primary residence is within the geographic limits of Richmond County, Georgia.

- (c) Nothing in this section shall be interpreted to mean that the Augusta, Georgia Administrator or Commission may decline to follow the provisions of O.C.G.A. §§ 36-91-1 through 36-91-95, Public Works Contracts. O.C.G.A. § 36-91-22 requires that all Augusta, Georgia public works contracts of one-hundred thousand dollars (\$100,000) or more, as defined therein, be publicly advertised before letting out the contract to the lowest bidder. Further, nothing in this section shall be interpreted to mean Augusta, Georgia Administrator or Board of Commissioners may decline to follow the provisions of the AUGUSTA, GA. CODE requiring public advertising before letting certain contracts.

**Term.** The certification as a local bidder shall expire two (2) years from the date of the approval of the application. Following the expiration date, a business is no longer a local bidder. An eligible bidder must submit a new application for certification as a local bidder to the Procurement Director and establish that it continues to meet the requirements contained in subparagraph (e) (See Criteria above) of this section in order to receive a bid preference on eligible local projects. Please review the Augusta Code in its entirety at [www.augustaga.gov](http://www.augustaga.gov).

<p><b>Company Name</b> _____</p> <p><b>Address:</b> _____</p> <p><b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____</p> <p><b>Phone #</b> _____ <b>Fax #:</b> _____</p> <p><b>Owner's Name:</b> _____</p> <p><b>Owner's Signature:</b> _____</p>	<p>Sworn to and subscribed before me this _____ day of _____, 20__</p> <p>Notary Signature _____</p> <p>Notary Public: _____ (Print Name)</p> <p>County: _____ State: _____</p> <p>Commission Expires: _____</p> <p style="text-align: center;"><b>NOTARY SEAL</b></p>
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## **Local Small Business Opportunity Program Ordinance Requirements**

### **Notice To All Bidders (PLEASE READ CAREFULLY)**

#### **Shall apply to ALL Bids regardless of the dollar amount**

In accordance with Chapter 10B of the AUGUSTA, GA. CODE, Contractors agree to collect and maintain all records necessary to for Augusta, Georgia to evaluate the effectiveness of its Local Small Business Opportunity Program and to make such records available to Augusta, Georgia upon request. The requirements of the Local Small Business Opportunity Program can be found at [www.augustaga.gov](http://www.augustaga.gov). In accordance with AUGUSTA, GA. CODE, Contractors shall report to Augusta, Georgia the total dollars paid to each subcontractor, vendor, or other business on each contract, and shall provide such payment affidavits, regarding payment to subcontractors, if any as required by Augusta, Georgia. Such utilization reports shall be in the format specified by the Director of Minority and Small Business Opportunities, and shall be submitted at such times as required by Augusta, Georgia. Required forms can be found at [www.augustaga.gov](http://www.augustaga.gov). If you need assistance completing a form or filing information, please contact the LSBO Program office at (706) 821-2406. Failure to provide such reports within the time period specified by Augusta, Georgia shall entitle Augusta, Georgia to exercise any of the remedies set forth, including but not limited to, withholding payment from the Contractor and/or collecting liquidated damages.

#### **To print a copy of the Prime Contractor Data Collection Form**

visit: <http://www.augustaga.gov/index.aspx?NID=1672>

Website: <http://www.augustaga.gov/index.aspx?nid=83>

#### **SHALL APPLY TO PROJECTS \$100,000 & UP**

#### **Local Small Business Opportunity Program (Continued)**

##### **Sec. 1-10-129. Local small business opportunities program participation.**

(a) **Sealed Bids** The following procedures and contract requirements will be used to insure that local small businesses are encouraged to participate in Augusta, Georgia contracts, including but not limited to construction contracts, requests for professional services and the performance of public works contracts. The Augusta, Georgia user department shall indicate goals for local small business in all solicitations for contracts over \$100,000 in value:

(1) Bid conditions for contracts awarded by Augusta, Georgia will require that, where subcontracting goal is utilized in performing the contract, the bidder or proponent, will make Good Faith Efforts to subcontract with or purchase supplies from local small businesses. Bid specifications will require the bidder or proponent to keep records of such efforts that are adequate to permit a determination of compliance with this requirement.

(2) Each bidder shall be required to provide documentation of achieving goal or provide documentation of Good Faith Efforts to engage local small businesses as subcontractors or suppliers, the names of local small businesses and other subcontractors to whom it intends to award subcontracts, the dollar value of the subcontracts, and the scope of the work to be performed, recorded on the form(s) provided or made available as part of the bid package. If there are no sub-contracting opportunities, bidder shall so indicate on the appropriate form.

(6) All bid documents shall require bidders or proponents to submit with their bid the following written documents, statements or forms, which shall be made available by the Procurement Department.

(i) Non-Discrimination Statement which shall affirm the bidder's: (a) adherence to the policies of Augusta, Georgia relating to equal opportunity in contracting; (b) agreement to undertake certain measures as provided in this policy to ensure maximum practicable

participation of local small businesses; and (c) agreement not to engage in discriminatory conduct of any type.

(ii) Proposed Local Small Business Subcontractor/Supplier Utilization Plan.

(iii) Documentation of Good Faith Efforts to use local small businesses.

**Failure to submit the above documentation shall result in the bid being declared non-responsive.**

(d) **Post Contract Award Requirements.** The purpose of this sub-section is to establish requirements for contractor compliance with the LSBOP after a contract has been awarded. This is incorporated into all Augusta, Georgia Contracts for which a local small business goal has been established or negotiated.

(1) Contractors shall have an affirmative, ongoing obligation to meet or exceed the committed local small business goal for the duration of the contract. The Augusta, Georgia may deem a contractor to be in violation of the LSBOP and in breach of its contract if at any time Augusta, Georgia determines that:

(a) The contractor will not meet the committed local small business goals; and

(b) the reasons for the contractor's failure are within the contractor's control. For example, if a contractor does not meet the local small business goal because the contractor terminated a local small business without cause or if the contractor caused and local small business to withdraw from the project without justification, then Augusta, Georgia is justified in finding the contractor to be in violation of the LSBOP.

#### **(h) Compliance.**

(4) The Director of minority and small business opportunities shall be responsible for evaluating good faith efforts documentation and subcontractor information submitted by bidders in conformance with, the AUGUSTA, GA. CODE and any State and Federal Laws applicable to any bid specifications for competitive sealed bid projects prior to award of the contract.

#### **(i) Competitive Bids.**

Nothing in this Policy is to be construed to require Augusta, Georgia to award a bid contract to other than the lowest responsible bidder, or to require contractors to award to subcontractors, or to make significant material purchases from local small businesses who do not submit the best overall pricing to Augusta, Georgia.

#### **Sec. 1-10-130. Exceptions – federally funded projects.**

In accordance with § 1-10-8 and Chapter 10B, the LSBOP shall only be utilized with federally funded projects, solicitations or contracts as authorized by federal (and Georgia) laws, regulations and conditions applicable to such projects. To the extent that there are any conflicts between any such laws, regulations or conditions and the LSBOP, the federal (and Georgia) laws, regulations and conditions shall control.

**NOTE: All forms should be submitted in a separate, sealed envelope labeled Local Small Business Required Forms, Company's Name & Bid Number**

**For questions and or additional information please contact:**

**Mrs. Yvonne Gentry  
Local Small Business Opportunity Program  
535 Telfair Street, Room 610  
Augusta, Georgia 30901  
(706) 821-2406**

**Website: <http://www.augustaga.gov/index.aspx?nid=83>**

SCOPE OF SERVICES:

The purpose of this bid is to select a vendor to supply a trailer mounted 200 kW generator for the Augusta Emergency Management Agency. Your submittal should respond to, and be based on, the information included in this Invitation to Bid.

Bids will be received by the Augusta Commission, (hereinafter called the "Owner"), at the office of the Procurement Director, 535 Telfair Street, Room 605, Augusta, GA until **Friday, July 29, 2016 @ 11:00 a.m.**, and then, at said office, publicly opened and read aloud.

Each bid must be submitted in a sealed envelope, and must be plainly marked on the outside as a bid for "**Bid Item #16-211 – Trailer Mounted 200 kW Generator**" and the envelope should bear, on the outside, the name of the bidder, his address and his license number, if applicable.

If the bid is forwarded by mail, or other second party delivery service, the sealed envelope containing the bid must be enclosed in another envelope addressed to:

Geri A. Sams  
Augusta Procurement Department  
535 Telfair Street - Room 605  
Augusta, Georgia 30901

Bid Packages may be obtained at the Augusta Procurement Department, at the address listed above.

The Bid Package contains provisions required for the specifications. All firms responding are cautioned to read this information carefully for understanding and request clarification from Augusta on any questions pertaining to this request.

**Mandatory Pre Bid/Telephone Conference will be held on Wednesday, July 13, 2016, @ 3:00 p.m. in the Procurement Department, 535 Telfair Street, Room 605.** The call-in telephone number is 1-800-285-6670 (U.S. & Canada) and 713-936-6995 (international). Call one of the dial-in numbers at least five (5) minutes prior to conference. **If you choose to teleconference there is a \$35.00 fee. Make the \$35.00 check payable "Augusta Georgia Commission" and mail to Geri A. Sams, Director Augusta Procurement Department 535 Telfair Street - Room 605 Augusta, Georgia 30901.**

**All questions must be submitted in writing office of the Procurement Department by fax to 706 821-2811 or by email to [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov) to the office of the Procurement Department. The last day to submit questions is Friday, July 15, 2016 @ 5:00 P.M.**

Interested firms are cautioned that sequestration of Bid Documents through any source other than the office of the Procurement Department is not advisable. Acquisitions of said documents from unauthorized sources place the bidder at the risk of receiving incomplete or inaccurate information upon which to base their proposal.

**Correspondence must be submitted via mail, fax or email as follows:**

Augusta Procurement Department  
Attn: Geri A. Sams, Director of Procurement  
535 Telfair Street, Room 605  
Augusta, GA 30901  
Fax: 706-821-2811 or Email: [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov)

**No bid will be accepted by fax, all must be received by mail or hand delivered.** All bids must be made on the required Bid Form. All blank spaces for bid prices must be filled in with ink or typewritten, and the form must be fully completed and executed when submitted. Failure to provide all of the requested information may cause the bid to be rejected as non-responsive. An official authorized to bind the firm to the terms and provisions of the bid must sign the bid form.

All interested firms are required to meet Federal, State and Local laws and regulations.

The Owner may waive any informalities or minor defects or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bids may be withdrawn for a period of sixty (60) days after bids have been opened, pending the execution of contract with the successful bidder. Should there be reasons why the Contract cannot be awarded within the specified period; the time may be extended by mutual agreement between the Owner and the bidder.

After bids have been submitted, the bidder shall not assert that there was a misunderstanding concerning the nature of the work to be done.

The party to whom the contract is awarded will be issued a Notice of Award. Should there be reasons why the Notice to Award cannot be issued the time may be extended by mutual agreement between the Owner and the Contractor.

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by or investigation of such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the Agreement and complete the work contemplated therein.

A conditional or qualified bid will not be accepted. Award will be made as a whole to one bidder.

The Owner reserves the right to consider proposals or modification thereof received at any time before the award is made, if such action is in the interest of the Owner

Each bidder is responsible for reading and being thoroughly familiar with the specifications. The failure or omission of any bidder to do any of the foregoing shall in no way relieve any bidder from any obligation in respect to his bid.

The Owner will not be liable for any costs incurred by any firm prior to receiving the Notice of Award.

## Specifications

### Engine Specifications

Engine Type	Diesel
Alternator Data Sheet	208/480
Tier Rating	Tier IV Interim
Design	4 CYCLE, In-line, turbocharged and after-cooled
Bore	107 mm (4.21 in.)
Stroke	124.0 (4.88 in)
Displacement	6.69 liters (408 in <sup>3</sup> )
Cylinder Block	Cast iron, In-line 6 cylinder
Battery Capacity	2 x 750 cca
Battery Charging Alternator	100 amps
Starting Voltage	24 volt, negative ground
Fuel System	Direct injection, HPCR system
Fuel Filter	Spin on fuel filter with water separator
Air Cleaner Type	2-stage, dry replaceable element with dust ejector
Lube oil filter type(s)	Single spin-on, full flow
Standard cooling system	104°F (40°C) ambient radiator

### Alternator Specifications

Design	Brushless, 4 pole, drip proof revolving field
Stator	Double layer concentric, 2/3 winding pitch
Rotor	Single bearing, flexible disc
Insulation System	Class H per NEMA MG1-1.65 (208/480 VAC)
Standard Temperature Rise	105/40°C prime (208/480 VAC)
Exciter type	PMG (permanent magnet generator)
Phase Rotation	A (U), B (V), C (W)
Alternator Cooling	Direct drive centrifugal blower fan
AC Waveform total harmonic distortion	<1.5% no load, non-distorting balance linear
Telephone influence factor (TIF)	<50 per NEMA MG1-22.43
Telephone harmonic factor (THF)	<2%

### Power Capability Specifications (Assume Power Factor = 0.80 for 3 Phase amps)

<u>240 V, 1 phase Amps</u>	<u>208 V, 3 phase Amps</u>	<u>480 V, 3 phase Amps</u>	<u>240 V, 3 phase Amps</u>
542	694	301	601A

### Electrical Power Panel Specifications

<u>Model Voltage</u>	<u>120 V Duplex</u>	<u>240 V Twist</u>	<u>Load Lug Connection</u>	<u>Load Lug Circuit</u>
120/480 Volt	<u>Receptacles</u>	3-50 Amp	<u>(stud diameter)</u>	<u>breakers</u>
	2-20 Amp GFCI		½ inch	800 Amp

### Control System

#### *Power Command Control:*

- Integrated automatic voltage regulator and engine speed governor
- Control components designed to withstand the vibration levels typical in generator sets

*Standard Control Description:*

- Cycle cranking control
- Digital display panel
- Idle mode control
- Menu switch
- Panel backlighting
- Reset switch
- Run-off-auto switch
- Self-diagnosis

*Standard Performance Data Warnings:*

- High coolant temperature
- High DC voltage
- Low coolant temperature
- Low DC voltage
- Low oil pressure
- Over current
- Weak battery
- Over speed
- Under frequency
- Intake manifold temperature OOR high/low
- Intake manifold temperature high
- Water in fuel OORH/OORL
- General engine fault
- Coolant level OOR high/low

*Standard Protection Functions:*

- Warnings
- High coolant temperature
- High DC voltage
- Low coolant temperature
- Low DC voltage
- Low oil pressure
- Over current
- Weak battery

*Shutdowns:*

- Emergency stop local/remote
- Fail to crank
- High AC voltage
- High coolant temperature
- Low coolant level
- Low AC voltage
- Low oil pressure
- Over current
- Over speed
- Under frequency
- Intake manifold temperature high
- Fail to start/stop
- Over frequency
- Alternator reconnecting switch operated (breaker closed)
- High DPF soot level

*Agency Approvals:*

- NFPA 110 for Levels 1 or 2 systems
- ISO 8528-4: 1993 Compliance, Controls and Switchgear
- CE Marketing
- EN 50081-1, 2 Residential/Light Industrial Emissions or Industrial Emissions
- EN 50082-1.2
- ISO 7637-2, Level 2: DC supply surge test
- Mil Std 202C, Method 101 and ASTM B117: Sault Fog Test
- Designed and manufactured in ISO 9001 certified facilities. UL 508 suitable for use on generator sets that are UL 2200 Listed.

*Standard Generator Electrical Features:*

- Multiple voltage selector switch (480/277 VAC/3 phase or 240/139 VAC/3 phase or 240/120 VAC/1 phase)
- Adjustable to 208/120 VAC/3 phase
- Single phase convenience receptacles
- Distribution panel with L1, L2, L3 neutral and ground
- Main line shunt trip type circuit breaker
- Auto start-stop with remote contacts
- Over current sensing
- 3 available auxiliary connections

*Additional Features:*

- Auxiliary fuel valves for external tank operation
- Tank style coolant heater
- Battery disconnect switch
- Cam lock distribution panel
- 110 Volt, 7 Amp battery charger

**Dimensions**

	<b>Length mm (in.)</b>	<b>Width mm (in.)</b>	<b>Height mm(in)</b>	<b>Weight w/out fuel kg (lbs)</b>	<b>Weight w/fuel kg (lbs)</b>	<b>Fuel Capacity liters (gal)</b>
<b>Generator</b>	<b>3700 (146)</b>	<b>1450 (57)</b>	<b>1700 (67)</b>	<b>2892 (6376)</b>	<b>3713 (8186)</b>	<b>965 (255)</b>
<b>w/Trailer</b>	<b>5740 (226)</b>	<b>2140 (84)</b>	<b>2309 (91)</b>	<b>3677 (8106)</b>	<b>4498 (9916)</b>	<b>965 (255)</b>

**Trailer Information**

DOT approved hydraulic brake trailer with heavy duty enter mounted jack and LED light package.

<b>Tire Size</b>	<b>Tire Type</b>	<b>Load Range</b>	<b>Number Tires</b>	<b>Lug Pattern</b>
<b>235/85-R16</b>	<b>Radial</b>	<b>2755 lbs – each</b>	<b>4</b>	<b>8 hole</b>

BIDDER OFFER

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Trailer Mounted 200 kW Generator

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Total Price: \_\_\_\_\_

APPROXIMATE DELIVERY TIME: \_\_\_\_\_

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BID SUBMITTED BY:

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

By signing this document, the bidder is stating that he or she is not an employee of Augusta, Georgia.

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AUGUSTA RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS

**THIS FORM MUST BE RETURNED WITH YOUR SUBMITTAL**