



Request for Quotation (RFQ)

Project: Paint Truck Modification/Refit

Event Number: RFQ2021-0003

Due Date: Wednesday, September 22, 2021 at Close of Business (COB)(5:00 PM)

Vendors must fill in the information below:

Company Name: _____

Address: _____

City/State/Zip: _____

Contact Name: _____

Title: _____

Contact Phone & Cell: _____

Fax: _____

Email: (Point of Contact): _____

The address for the submission of RFQs is as follows:

Mailing Address

Christy Seals
Savannah Airport Commission
400 Airways Avenue
Savannah, GA 31408

Submissions must be date and time stamped by the Savannah Airport Commission (SAC) no later than the due date and time specified to be considered. It is the sole responsibility of the vendor to make sure the submitted is received in the SAC Administration Department by the due date and time. The Commission assumes no responsibility for delivery of RFQs.

1.0 INTRODUCTION:

- 1.1 Project:** The Savannah Airport Commission (SAC) is requesting quotations from qualified companies to complete a modification/refit of current painting truck/equipment (The "Project") per section 2.0 of this RFQ. The modification/refit will adhere to the specifications included within the RFQ with exceptions being allowed of equal or superior alternate. All alternate equipment must be called out and explained for submittal.
- 1.2 Pre-Conference:** None.
- 1.3 Receipt for RFQ and Addendum(s):** It is the sole responsibility of the vendor to ensure that they have received the entire RFQ or any Addendum(s) issued. The Commission reserves the right to, and may amend, modify or cancel this RFQ at any time, at its sole discretion. In the event it becomes necessary to revise or supplement any part of this RFQ, any written amendment shall be emailed to the vendors. It is the vendor's responsibility to check their email daily, and as such, the vendor will be held accountable for any clarifications or amendments to the RFQ. Vendors shall acknowledge receipt of any Amendments to this RFQ by signing and returning the Addendum with the RFQ.
- 1.4 RFQ Submittal:** RFQs must be received in the SAC Administration Offices by the due date and time specified to be considered. RFQs may be sent by email or fax.
- 1.5 RFQ Opening:** The opening of this RFQ will be a public opening. No RFQ information will be available until after an award has been made. Once an award is made, the awarded Vendor(s) will be notified via U.S. Postal Service or via email to the POC specified in the proposal.
- 1.6 Contract Term:** N/A
- 1.7 No Substitution:** There will be no substitution on those products specified as no substitution within this RFQ.
- 1.8 Prices to be Firm:** The vendors warrant that prices offered will remain firm for the term of the contract unless otherwise specified in this document.
- 1.9 Cancellation:** The contract may be cancelled by SAC or the vendor with a (30) thirty-day written notice, unless otherwise specified.
- 1.10 Quantities are Estimated:** No guarantee of any amount is given or implied by SAC as to the total amount that may be purchased from any resulting contract. The Commission reserves the right to increase or decrease quantities to meet the actual needs.
- 1.11 Payment Terms:** Prompt payment discounts will be considered in determining cost, unless otherwise stated. Specify payment terms: **30 Business Days**
- 1.12 Delivery Time:** Vendor must specify timeframe for delivery. Delivery may be a major factor in the evaluation process. Please specify timeframe for delivery to SAC: _____

1.13 Delivery Point: All items supporting this Request shall include delivery to the Savannah Airport Commission, 640 Gulfstream Road, Savannah, GA 31408.

1.14 Contract PO Document: The Commission will consider its executed Purchase Order (PO) as the contract document between SAC and the awarded vendor.

2.0 CRITERIA GENERAL

PAINT MACHINE PARTS (ITEM DESCRIPTION)	QUANTITY
RoadLazer RoadPak HD (Option HD4) Part# 25D283 Includes: 2 Pump RoadPak HD, 1350lb. Bead Tank, Slide-In Mount Frame, 2 Pump/3 Gun HD RoadPak Gun Arm, RoadPak Advanced Controller, RoadPak HD Camera System Simple Guide System, Gun Arm Lift Winch, Rear Seat and Steerable Carriage	1
Laser Guide 3000 RoadPak Kit Part# 17U930	1
RoadPak Bead Gun Kit (1 needed for 4 gun system, 2 needed for 5 gun system) Part# 24G979	1
RoadPak Paint Gun Kit (1 needed for 4 gun system, 2 needed for 5 gun system) Part# 24G980	1
Y Strainer Kit (2 needed) Part# 24G774	2
33 Gallon Paint Tank Kit (2 recommended) Part# 24G769	2
Dual Accessory Frame Kit Part# 24H585	1
Paint Tank Bottom Fitting Kit (2 recommended) Part# 24J149	2

SPECIFICATIONS

This specification describes and defines the minimum requirements of a self-contained, dual color, 4-pump capable, airless, single operator, road marking machine capable of applying individual line widths from 2” to 12” per gun in a single pass. The herein described road marking machine is designed for multiple installation configurations and/or multiple vehicle types for installation and use.

- 2.1** The specified road marking machine shall be designed for single operator road striping or the ability to add a second operator near the guns.
- 2.2** The specified road marking machine shall have the ability to apply all mentioned traffic paint at speeds up to 12 MPH while applying double 4” lines at a wet film thickness of .015 mils.
- 2.3** The specified road marking machine shall be 100% chemically compatible with waterborne traffic, as well as VOC compliant high solids solvent-based formulations.

- 2.4 The intended road marking machine shall be physically sized to allow use with standard 1-ton flatbed trucks, larger truck chassis, and also the use with off-road utility vehicles meet the load range capacity.
- 2.5 The road marking machine power pack module shall occupy no more than 65" length by 40" width footprint.
- 2.6 The road marking machine power pack module must be prewired to accept additional accessories to include: steerable carriage, gun lift winch and guidance laser.

FRAMEWORK AND MOUNTING

- 2.7 The road marking machine's frame shall be constructed with 'pallet' style fork-lift ports on all (4) sides.
- 2.8 The road marking machine's power pack shall also have welded in place lift rings to allow installation and removal with a crane or hoist.
- 2.9 The road marking machine's gun carriage shall have the ability to mount to either a standard 2-inch hitch receiver or attachment directly to power pack module.
- 2.10 Frame shall be silver powder coated. No exceptions.

COMPRESSOR

- 2.11 The compressor shall be rated for 12 CFM at 100 PSI while operating at 1,200 RPM.
- 2.12 Compressor shall be all twin cylinder, air cooled, and of cast iron construction.
- 2.13 Compressor shall have an unloader device and be preset at 90 - 110 PSI.
- 2.14 A safety pop off valve set for 150 PSI shall be installed.
- 2.15 An Auxiliary air tank with 2.5-gallon capacity shall be included.
- 2.16 An auxiliary QD air chuck and air pressure gage shall be mounted on the tank.

ENGINE

- 2.17 The engine shall be four cycle, two cylinder, EFI, air cooled gasoline engine rated for 26.5 HP and be manufactured by Kohler.
- 2.18 The engine shall feature electric start and include a 12 volt fully sealed lead acid battery.
- 2.19 A permanent mount, six (6) gallon fuel tank that is CARB Tier III and EPA Phase 3 evaporative compliant.
- 2.20 The engine shall be of Overhead Valve Design.
- 2.21 The engine shall be pressure lubricated.
- 2.22 The engine shall have an integral 25 amp charging system.
- 2.23 The engine controls shall be an integrated part of the engine. CONTROLS THAT ARE SEPARATE FROM THE ENGINE ARE NOT ACCEPTABLE.

HYDRAULIC SUPPLY SYSTEM

- 2.24 A pressure compensated piston supply pump shall be provided and have a rated capacity of not less than 10 GPM at 2000 PSI.
- 2.25 The pressure compensated piston supply pump shall provide hydraulic discharge pressure up to 2100 PSI and paint pressure up to 2900 PSI.
- 2.26 An 8-gallon capacity oil supply reservoir shall be included and feature an integrated tank filter. The oil supply reservoir shall be of all steel construction.

- 2.27 The hydraulic system shall be a closed loop design.
- 2.28 All hydraulic fittings shall be JIC type.
- 2.29 All hydraulic hose shall have a minimum pressure rating of 3000 PSI.
- 2.30 A single pressure control knob shall simultaneously and uniformly adjust the hydraulic pressure from 0 - 2100 PSI to all airless pumps as selected.
- 2.31 Synthetic hydraulic oil ISO 46 shall be used in the hydraulic system. NO EXCEPTIONS.

AIRLESS PAINT PUMPS

- 2.32 The airless paint pumps shall be hydraulic driven, piston style pump Graco model with minimum displacement .067 gal/cycle. NO SUBSTITUTIONS ALLOWED.
- 2.33 Airless paint pumps shall be 100% chemically compatible with all single component traffic paints and have the ability to effectively apply conventional solvent-based formulations, VOC compliant high solids solvent-based formulations, traditional waterborne formulations, and the new high performance waterborne formulations.
- 2.34 The airless pump packings shall be staggered leather and Ultra High Molecular Weight Polyethylene and have provisions for external adjustment of the upper packing stack. Pumps with spring-loaded packings are not acceptable.
- 2.35 The airless pumps wet cup shall be an enclosed design featuring packing cover protectors to prevent dirt or bead contamination into the wet cup and upper packing area.
- 2.36 A total of two (2) airless pumps shall be provided.
- 2.37 The airless paint pumps shall be rated for continuous individual service flow rate of 5 GPM and the ability to achieve 10 GPM with two pumps. Maximum paint discharge pressure of 2900 PSI.
- 2.38 A liquid filled fluid pressure gauge shall be provided and installed on the outlet of each airless pump.
- 2.39 The airless pumps must be equipped with gallon/stroke counting sensors.

PAINT FILTERS AND INLET STRAINERS

- 2.40 A filter assembly shall be located at the outlet of each airless paint pump. Each filter must be equipped with an integral flush valve returning material back to container.
- 2.41 Each filter assembly shall include a replaceable 30 mesh stainless steel filter element and have filtration area of not less than 18 square inches.
- 2.42 Filters shall be rated for a working pressure of 5,000 PSI.
- 2.43 The filters shall offer chemical compatibility with all solvent and waterborne traffic paints.

PAINT GUNS

- 2.44 Three (3) airless paint guns shall be furnished and be Graco Automatic Double Acting Pneumatic Guns. Spring operated shut off is not acceptable. NO SUBSTITUTIONS ALLOWED.
- 2.45 All wetted gun parts shall be 300 grade stainless steel. The use of 400 grade (410 and 416) stainless steel is NOT ACCEPTABLE.
- 2.46 The fluid outlet shall be ported no less than 3/8" diameter orifice. Paint inlet ports shall also be 3/8".
- 2.47 The packing needle shall feature a no exposed, fully enclosed needle assembly that has provisions for instant packing nut adjustments without any disassembly.

- 2.48 The paint guns shall have a pressure rating of 3,000 PSI.
- 2.49 The actuation air chamber and the fluid section shall be divorced and separate to eliminate the possibility of paint entering the air chamber upon paint seal failure.
- 2.50 Each gun shall include a Graco Reverse-A-Clean (RAC) 5 Switch Tips AND LL5335, LL5439 and LL5643 spray tips.
- 2.51 Provisions shall be made to allow the guns to be easily and simply adjusted in all directions including up/down, side-to-side, and forward and back without the use of tools.
- 2.52 Paint guns must have two (2) inlet ports for quick change over of colors. The changing of colors at the paint gun must be able to be completed without the use of tools.

MATERIAL CONTAINERS AND SIPHON SETS

- 2.53 The road marking machine shall be set up to allow siphoning from 55-gallon drums.
- 2.54 The road marking machine shall come standard with water base siphon hose kits of 1.5 In diameter x 8.5 ft. A solvent resistant kit shall be available for use with oil base materials meeting the same size requirements.
- 2.55 The siphon hose material shall be clear reinforced PVC for waterborne water base materials and reinforced cross-linked polyethylene for oil base solvent materials.

MATERIAL CONTAINERS AND SIPHON SETS

- 2.56 1,350 lb. bead adequately sized for three 55-gallon drums of traffic paint at an application rate of 8 lbs. per gallon. NO EXCEPTIONS ALLOWED.
- 2.57 The high-capacity pressurized bead tank shall have an access port to ensure easy clean-out.
- 2.58 The high-capacity pressurized bead tank shall have two (2) sight glass visual level indicators.
- 2.59 The high-capacity pressurized bead tank shall be load cell compatible to be automated for level indication.
- 2.60 The bead tank and lid assembly shall both be ASME certified and be of all steel construction.
- 2.61 Lid design shall be single locking lever type that shall open inwardly. BEAD TANK DESIGNS WITH REMOVABLE LIDS WITH EXTERNAL CLAMPS ARE NOT ACCEPTABLE.
- 2.62 Bead tank shall have a top lid assembly and filling area of not less than 30" in diameter.
- 2.63 Tank air system shall include over-pressure relief device set at 75 PSI, and air regulator / moisture separator with automatic water drain and air filter assembly.
- 2.64 Bead distribution manifold shall be located at the tank's 2" outlet and then ported to six (6) 1" ID outlets.
- 2.65 Dedicated 1" ID bead hose shall be used to transfer beads from the bead tank outlet to each bead gun.
- 2.66 All bead hose shall be PVC material and clear for easy bead flow diagnostics. NO SUBSTITUTIONS ALLOWED.
- 2.67 A 3/8" three-way valve shall be provided to allow the operator the choice of pressurizing the bead tank or quick relief of the tank's air pressure. Air relief outlet shall be routed to the underside of the road marking machine with the use of adequately sized plastic tubing.

BEAD GUNS

- 2.68** Three (3) bead guns shall be furnished and be Graco Automatic Double Acting Guns. NO SUBSTITUTIONS ALLOWED.
- 2.69** Bead guns shall come complete with “no tools” quick change nozzles in five (5) sizes to allow for accurate and repeatable bead flow rates from 0 to 40 lbs. per minute per gun. Nozzles sizes to include: .170, .203, .234, .281 and .344 inch diameters. An optional .420 inch diameter nozzle must be available.
- 2.70** The bead guns shall have an oversized (spherical) hardened stainless steel ball and seat outlet. The ball and seat shall be hardened to a hardness of not less than 37 - 40 on a Rockwell C scale.
- 2.71** The entire needle assembly shall be completely enclosed and not exposed to external bead and paint contamination.
- 2.72** The needle packing on the pressure bead guns shall be non-adjustable type and not require any packing adjustment throughout the life of the gun. BEAD GUNS THAT REQUIRE NEEDLE PACKING ADJUSTMENT ARE NOT ACCEPTABLE.
- 2.73** The bead gun shall have many common and interchangeable parts with the specified paint guns.
- 2.74** Bead spreader shall be surface hardened to a hardness of 78 to 82 on a 15N scale and then chrome plated.
- 2.75** Air chamber and bead chambers within the gun shall be divorced and separate.
- 2.76** Each bead guns shall have the ability to uniformly apply beads in widths ranging from 2” to 12” in a single pass.

GUN CARRIAGE AND OUTRIGGER

- 2.77** The gun bar shall be a 100% tool-less system to ensure quick adjustments.
- 2.78** The gun bar shall have a 5-gun capacity to allow more lines to be done in a single pass.
- 2.79** The rear seat with steerable carriage shall have precision joystick controller and variable speed adjustment. The rear seat must be height adjustable and have a seat belt.
- 2.80** The carriage shall be a weight forward design with the carriage extending forward from the carriage centerline rather than hanging rearward. Rear hanging carriages are not acceptable.
- 2.81** The carriage outrigger shall allow instantaneous changes from the centerline to edge line
- 2.82** side without the use of tools. Disassembly, unbolting, unscrewing tees or component removal is NOT ACCEPTABLE.
- 2.83** The carriage when in the transport mode shall lock and clamp in the center of the unit and not hang to the side of the vehicle’s chassis and be within the confines of the striping machine.
- 2.84** A safety switch shall be located in the gun carriage storage position (transport position) to disable the paint and bead gun to prevent accidental gun actuation while in the storage position.
- 2.85** The outrigger shall include a gas assist piston to ease the lifting of the carriage once the carriage elevated approximately on foot off the ground.
- 2.86** The outrigger shall be constructed of heavy duty 2” x 2” square tubing that shall be Zinc plated for easy clean up and protection from the elements.
- 2.87** A single 10” highway rated outrigger carriage wheel is to be furnished along with a second wheel option.
- 2.88** The pivot bearing assembly as part of the outrigger wheel shall be of variable resistance type. The variable resistance bearing assembly shall allow moderate turning radii with increased bearing resistance as the wheel radii increases.

- 2.89** The carriage caster wheel shall allow 180° swiveling in either direction from the forward direction for a total 360°.
- 2.90** The carriage shall allow backing up of the vehicle without the requirement of lifting the carriage caster from the road surface.
- 2.91** Paint and bead gun MAC electro-mechanical solenoid actuation valves shall be built into the gun arm to assure the fastest response time. LONGER DISTANCES OR GUN MOUNTED (EXPOSED) MAC VALVES ARE NOT ACCEPTABLE.
- 2.92** All MAC Electro-mechanical valves must be protected within in an all-steel enclosure.
- 2.93** All MAC Electro-mechanical valves must be 4-way, opening and closing guns with air. All single acting, 3-way systems are NOT ACCEPTABLE.
- 2.94** Both the carriage and outrigger assembly shall clamp firmly in place once the correct striping positioning has been determined. Two clamps shall hold the outrigger in position and one clamp shall firmly hold the carriage in position.
- 2.95** All paint, bead, air hose and electrical wiring that runs from the main unit to the gun carriage and outrigger assembly shall be fully enclosed within a protective cover.

PROGRAMMABLE ADVANCED CONTROLLER

- 2.96** The road marking machine shall include a Graco Programmable Advanced Controller. NO SUBSTITUTIONS ALLOWED.
- 2.97** The Advanced Controller shall have a single preview screen to display visuals of colors and patterns selected along with application specifications.
- 2.98** The Advanced Controller shall have five toggle control switches to control five guns.
- 2.99** The Advanced Controller shall have four quick select preset buttons above the preview screen.
- 2.100** The Advanced Controller shall have the capability to automate highway edge-lines and highway centerlines in normal mode, highway centerlines with reflective markers in mid-spot mode, marker layout in marker mode and interstate lane markings with shadow in shadow mode.
- 2.101** The Advanced Controller shall have the capability to automate Airport Markings including thresholds, touchdown blocks, runway centerlines and taxiway edge-lines in normal mode. The Electric Advanced Controller can automate zipper patterns in zipper mode.
- 2.102** The Advanced Controller shall have a single, integral emergency system shut down switch, (from the operator's position) shuts down the Advanced Controller, the engine, all airless pumps, the compressor, the hydraulic system, and all other active systems on the road marking machine.
- 2.103** The Advanced Controller shall have a graphic display with large mph/kph displayed in 10ths
- 2.104** of MPH/KPH units. In addition, the main screen display must have: instant MILS, measuring, and paint/cycle settings with up to 8 preset skip cycles for switching between while painting. A progress bar shall continually show the position of guns during skip-line painting.
- 2.105** The Advanced Controller shall have a SYSTEM DELAY ON/OFF feature that in the OFF position shall allow the guns to respond immediately. In the SYSTEM DELAY ON position actuation of the PAINT GUN switches and the RESET/HOLD switch shall be delayed by a preset delay distance.

- 2.106** The Advanced Controller shall have an integral female plug jack port to allow the use of the included remote finger triggering device (with 6' cable and male plug) capable of operating the controller in three distinct modes: Manual, Automatic and Semi-Automatic.
- 2.107** The Advanced Controller shall be protected from reverse polarity and noise spikes.
- 2.108** Operating temperature range for the controller shall be -45-150° F.
- 2.109** Furnished with the system will be a weather resistant 30' control cable to interconnect the road marking machine and the Advanced Controller in the vehicle's cab.
- 2.110** The face of the Advanced Controller shall have a matte finish decal to eliminate glare from the sun or any of the vehicle's interior lights. NO EXCEPTIONS.

MECHANICAL LINE GUIDE ASSEMBLY

- 2.111** A mechanical line guide shall be easily attached to the intended striping vehicle.
- 2.112** The line guide shall be mechanically adjustable up and down, side to side, and be reversible for centerline or edge line striping. All line guide adjustments must be accomplished without the use of hand tools.

WARRANTY

- 2.113** Warranty shall carry a minimum 1 year in material and workmanship coverage. (Coverage does not include normal wear on parts – dies, tires, hopper, etc).

OPTIONAL EQUIPMENT

- 2.114** RoadView HD Camera System: The RoadView HD Camera System shall include a 16 mm high definition camera for a "farther-out" view, and or optional 6 mm high definition camera for a "closer-in" view, 9 inch high definition display and cable and mounting hardware.
- 2.115** The RoadView HD Camera System will mount on the gun arm and will travel from one side of the truck to the other without any adjustments needed.
- 2.116** The RoadView HD Camera System will give the user the view to see behind the paint and bead guns.

LAZERGUIDE 3000 LONG-LINE LASER

- 2.117** The LASERGUIDE 3000 LONG-LINE LASER must be wired into the road striping system such that the engine switch must be on for operation.
- 2.118** The laser must have a blink-mode.
- 2.119** The laser mount must be capable of placing the laser in line with the spray guns.
- 2.120** The laser must be a 532nm Class IIIa Green Laser.
- 2.121** Kit includes Laser, mounting hardware and cables for use with RoadLazer.

GUN LIFT SYSTEM (ELECTRIC WINCH)

- 2.122** The specified road marking machine must have an optional **Gun Lift System** (electric winch) to lift gun arm from operator's position.

ROADPAK ADDITIONAL GUN KIT

- 2.123** The specified road marking machine must have an optional **Additional Gun Kit** for dedicated colors and/or wide line painting up to 60" width lines.
- 2.124** Kit comes with a dual acting paint gun, dual acting bead gun, the hardware and hoses to connect the guns to the system.

33-GALLON PAINT/WATER TANK KIT

- 2.125** Kit includes a 33-gallon (125 liter) paint tank, mounting brackets and fasteners. It can be mounted onto the RoadPak Frame or the Accessory Frame Kit.

BOTTOM FEED FITTINGS KIT

- 2.126** Kit allows user to drill a hole in the bottom of the 33-gallon paint tank and connect fittings so the material can flow out the bottom of the tank rather than being sucked out the top.

ROADPAK ACCESSORY FRAME

- 2.127** Accessory frame kit for two 450 lb. bead tanks or two 33-gallon paint/water tanks or one of each. Kit includes all hardware necessary to connect to RoadPak frame. (Not connectable to the RoadPak frame if the 1350 lb. bead tank is mounted to the RoadPak.)
- 2.128** Accessory frame kit for one 1350 lb. bead tank. Kit includes all hardware necessary to connect to RoadPak frame.

GUN LIFT/WINCH KIT

- 2.129** Kit comes with a winch, the mounting brackets, and the wiring to connect it to a RoadPak System. The winch can easily be moved from one side of the vehicle to the other.

ROADPAK Y-STRAINER KIT

- 2.130** Kit is a Y-strainer that connects inline between the paint drum and the pump inlet.

ARTICULATING POINTER

- 2.131** Dynamic front articulating pointer. Excellent for those hard-to-stripe curves.

***** SPECIFICATIONS SUBJECT TO CHANGE WITHOUT NOTICE. *****

3.0 GENERAL REQUIREMENTS:

3.1 Terms and Conditions: By signing this document, the vendor further agrees to abide by all the terms and conditions contained in this Request. Any exceptions to the requirements of this request or the SAC terms and conditions of this request shall be noted in writing, with detailed explanation, and included with this request on the attached exceptions sheet. The contractor acknowledges that taking exceptions may subject this request to rejection.

3.2 Discussions and Questions: All questions must be submitted in writing and directed to the Savannah Airport Commission’s Purchasing Department at purchasing@savannahairport.com to be considered. The vendor shall not attempt to discuss any aspects of the request with any other party except for the email address described in 3.2 of the RFQ. No verbal agreements will be considered during the bid/quote process. The Commission reserves the right to reject the bid/quote of any vendor violating this provision.

3.3 Completeness: All requested information and required forms must be completed, signed, and submitted with this document to constitute a proper bid/quote. The entire package must be returned, complete with all required forms, signature, and information. Failure to complete or comply with any part of the specifications or requirements in this request may constitute a basis or rejection. It is within the right of the Commission to reject any request that does not contain all elements and information requested in this bid/quote.

3.4 RFP Procurement Schedule

Questions From Bidders Are Due	(NLT) No Later Than 2pm on September 10, 2021
SAC Issues Addendum to Answered Questions (if applicable)	September 15, 2021
Bidder’ Final Responses Are Due to SAC	COB, September 22, 2021
SAC Evaluates Responses	September 23- October 14, 2021
SAC Makes Contact With the "Successful Bidder"	NLT October 28, 2021
SAC Makes Contact With the "Unsuccessful Bidder(s)"	NLT October 28, 2021

3.5 Errors: Vendors or their authorized representative are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids/quotes. Vendors are cautioned not to obliterate, erase, or strike-over any printed material as set forth in this request. In quoting prices, wherever vendor has made an error and has corrected, all such corrections should be initialed by the person signing this request. If errors occur in the extension of prices in the request, the unit prices shall govern. Failure to comply with this provision may result in rejection of this request. All documents submitted must be legible.

3.6 Changes/Modifications: No changes or modifications shall be made to any Savannah Airport Commission forms or your request may be considered null or void.

- 3.7 Compliance with Laws:** The vendor shall obtain and maintain all licenses, permits, liability insurance, workman’s compensation insurance, and maintain compliance with any other federal, state, or local requirements during the term of the contract with SAC.
- 3.8 Specifications:** Whenever mention is made of any article, material, or workmanship to be in accordance with any laws, ordinances, codes, regulations, etc., these requirements shall be construed to be the minimum requirements of these specifications.
- 3.9 Multiple Request:** Depending upon product/service being requested, the vendor may be required to submit more than one request. Any alternate requests must be brought to the Savannah Airport Commission’s attention and noted on submitted documentation as a separate and alternative request.
- 3.10 Invoicing:** The Commission normally will pay properly submitted vendor invoices within thirty (30) days of receipt providing goods and/or services have been delivered, installed (if required), and accepted as specified. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order (PO) with reference to the PO number and submitted to the correct address for processing.
- 3.11 Preparation for Delivery of Product:**
- (A) Packaging – N/A
 - (B) Marking – N/A
 - (C) Shipping – N/A
- 3.12 Description of Materials:** Requests for materials, supplies, vehicles, and/or equipment should be accompanied by copies of detailed factory specifications, ratings, technical data, including accurate descriptions on which requests are based.
- 3.13 Brand Name:** If and wherever brand names, make, manufacturers, trade names, vendor catalogs, or model numbers are stated, they are for the sole purpose of establishing a grade or quality of material.
- 3.14 “OR EQUAL” Interpretation:** It is the vendor’s responsibility to prove to SAC that each item offered by the vendor is equal to the grade or quality of material specified. The vendor shall clearly indicate the product, including brand, catalog, model number, etc. being offered and shall supply sufficient data in detail to enable an intelligent comparison to be made with the brand or manufacturer specified. Failure to submit the required information may be sufficient grounds for rejection of bid/quote. The Commission shall be the sole judge concerning the merits of the request submitted.
- 3.15 Quality:** All materials used for the manufacture or construction of any supplies, materials, equipment, or service shall be new unless otherwise specified. All materials shall be of the best quality, and to the highest grade of workmanship that meet the specifications in this document. Materials or service must comply with all applicable Federal, State, or OSHA requirements.

- 3.16 Acceptance of Material:** The materials delivered shall remain on the property of the vendor pending physical inspection and acceptance to the satisfaction of SAC. In the event the material supplied to SAC is found to be defective or does not conform to specifications, the Commission reserves the right to cancel the order upon written notice to the vendor and return the product(s) to the vendor at the vendor's expense, and to invoke the provisions of the section titled "Default".
- 3.17 Default:** This contract may be cancelled by the Commission in whole or in part via written notice, upon the vendor's non-performance or violation of contract terms. An award may be made to the lowest quoting vendor for material or services specified, and purchases may be made on the open market. The defaulting vendor shall be liable for costs to the Commission in excess of the defaulted contract prices. The vendor shall continue the performance of this contract to the extent any part is not terminated under the provisions of this clause.
- 3.18 Guarantee:** The vendor shall unconditionally guarantee the materials and workmanship on all materials and/or services for the vendor's specified guaranteed period, unless otherwise stated. Within the guarantee period, if any defects occur which are due to faulty materials and/or services, the vendor shall replace any faulty materials and/or improve the services to the complete satisfaction of the Commission. These repairs, replacements, or adjustments shall be made only at a time least detrimental to the operation of the Commission's business.
- 3.19 Samples and Demonstrations:** Samples may be requested. When requested, samples must be received by the Commission no later than seven (7) days after a formal request is made, unless otherwise authorized. The Commission may request full demonstration of any item(s) prior to the award of any contract. In some instances, the Commission may require that samples be submitted with your bid/quote. Samples shall be an exact and true representative sample of the actual material offered. Each sample shall be properly tagged or labeled with the name of the vendor, manufacturer, and the SAC project number. Samples shall be provided at no cost to the Commission. Samples not used for testing purposes will be returned to the vendor at the vendor's expense upon request.
- 3.20 Add/Delete Items:** During the term of the contract, items may be added and/or deleted to this contract upon agreement between the successful vendor and SAC.
- 3.21 Adequate Stock:** The successful vendor shall be required to maintain an adequate stock for immediate delivery upon notification. All orders placed against the contract must be delivered promptly per delivery specified by the vendor.
- 3.22 Additional Information:** Prior to the final selection, vendors may be required to submit additional information which may be necessary to further evaluate the vendor's request and/or qualifications. If such information is required, the vendor will be notified and will be permitted approximately seven (7) days to submit the information requested.
- 3.23 Reimbursement:** The Commission will not reimburse the vendor for any costs associated with the preparation and submittal of any request, or for any travel and/or per diem costs that are incurred.

- 3.24 Gratuity:** The vendors shall not offer gratuities, favors, or anything of monetary value to any official, employee or agent of the Commission as a means of influencing consideration of this request.
- 3.25 Cost:** The Commission is under no obligation to award this project to the vendor offering the lowest cost request. Evaluation criteria in this document shall be used in determining the award.
- 3.26 Submitted Material:** All requests, responses, inquiries, or correspondence relating to, or in-reference to this document submitted by vendors shall become the property of the Commission when received. Once an award is made, all excess copies of the vendor's request may be destroyed.
- 3.27 Outside Estimates:** The Commission reserves the right to obtain an outside estimate, or to have the product or service provided outside of this contract when it is in the best interest of the Commission.
- 3.28 Confidentiality/Proprietary Information:** All information submitted in or within your request will be subject to the Georgia's Open Records Act (GORA). There is no guarantee that any such information would be exempt from disclosure under the GORA, and SAC is under no obligation to determine whether such information is exempt from disclosure. Therefore, vendors should not include in or with a request any information considered to be confidential or proprietary.
- 4.0 SPECIAL CONDITIONS:**
- 4.1 Mandatory Requirements:** The Commission has established certain requirements with respect to solicitations to be submitted by vendors. Whenever the terms "shall", "must", "will" or "is" are used in the package, the specifications being referred to is a mandatory requirement. Failure to meet any requirement(s) may cause rejection of the vendor's package.
- 4.2 Tax Exempt:** The Commission is exempt from State Sales Tax. If a tax-exempt certificate is necessary, please contact the SAC Purchasing Department.
- 4.3 Demonstrated Capability:** The vendor must attach and make part of this request information on the vendor's demonstrated capability within the last three (3) to five (5) years in successfully performing jobs similar in size and complexity as requested in this document. A past-history of three (3) successful projects is desirable.
- 4.4 References:** The vendor must provide and make part of this request information regarding size and age of business, number of employees, experience, and a minimum of three (3) customer references for similar type products or services. Customer references must include company name, contact person, physical address, phone number, and email address.
- 4.5 Minority Business:** The Commission encourages all small and minority business enterprises to participate. The minority form must be completed and submitted with this request.
- 4.6 Indemnification:** Seller/vendor agrees for itself and its contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitor and licenses to indemnify, protect, save and hold harmless the Buyer/SAC, its members, directors, officers, employees, and agents

against any expense, loss or liability paid, suffered or incurred, including any environmental fines and/or penalties, as a result of any breach by Seller/Vendor, Seller's/ Vendor's agents, servants, employees, patrons, contractors or subcontractors, suppliers, customers, visitors or licenses of any covenant or condition of any agreement with Buyer/SAC or as a result of the seller's/buyer's work or a product or service provided by seller/vendor or the seller's/vendor's use, occupancy or presence on buyer's/SAC's property or the carelessness, negligence or improper conduct of seller/vendor, seller's/vendor's contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors, or licenses. Such indemnification shall be to the extent caused in whole or in part by negligent acts or omissions by the seller/vendor, its contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors or licensees. Seller/vendor agrees to defend buyer/SAC from any legal or equitable actions brought against buyer/SAC based on the work or a product or service provided by seller/vendor or the carelessness, negligence or improper conduct of seller/vendor, seller's/vendor's contractors, subcontractors, suppliers, employees, agents, servants, patrons, customers, visitors, or licensees and pay all expenses and attorney fees in connection therewith. Nothing herein shall be construed as requiring seller/vendor or any other person, firm or corporation to indemnify against any portion or percentage of such claim or loss, if any, caused by the negligence of buyer/SAC, its members, directors, officers, agents or employees.

- 4.7 Changes and Alterations:** The Commission reserves the right to make any alterations in the contract as may be necessary due to changing conditions found during the project. The vendor shall not claim forfeiture of contract by reasons of such changes by the SAC Representative. If such changes increase or decrease the amount of the work or materials, the vendor will be paid according to the quantity of product actually delivered at the prices established for such work under the contract. Any alterations or changes that diminish the scope of work or materials shall not constitute a claim for damages or for the loss of anticipated profits. Any alterations from the original job estimate provided by vendor must be submitted in writing and must be approved by the designated SAC Representative.
- 4.8 Bonding:** Bonding is not required.
- 4.9 Statutory Affidavit:** Statutory Affidavit is not required.
- 4.10 Cure and Cover Clause:** If a successful vendor fails, or SAC concludes that there is a reasonable likelihood that the vendor will not be able to timely perform its obligations under this contract, SAC may (in addition to any other contractual, legal, or equitable remedies) proceed to take any of the following actions after a five (5) day written notice to the vendor.
- (A) Withhold any monies then or next due to the vendor; or
 - (B) Terminate the contract and obtain the deliverables (or equivalent) or portion thereof (or equivalent) from a third party, pay the third party for the same, and withhold the amount so paid from any money then or thereafter due party vendor and hold vendor liable for any amounts paid to the third party (or parties) to the extent that withholding payments to the vendor does not cover SAC's cost of cover.

4.11 The Savannah Airport Commission Reserves the Right:

- (a) to award bids/quotes received on individual items, or on the entire list of items; and
- (b) to reject any or all bids/quotes or any part thereof; and
- (c) to waive any irregularities and/or technicalities on the bids/quotes; and
- (d) to accept the bid/quote that is in the best interest of SAC; and
- (e) to obtain clarification or additional information; and
- (f) to purchase either selected items, or to not select any vendor or purchase any goods and/or services resulting from this request; and
- (g) to reject any vendor who has previously failed to perform properly or complete on time projects of a similar nature, or
- (h) to reject any vendor whom investigation shows vendor is not in a position to perform the project and/or service as specified in this document.

4.12 Basis of Award: The basis of evaluation will be low bid/quote considering price, vendor availability to seek or exceed SAC's specifications and requirements. The bid/quote is subject to be awarded to the most responsive and responsible vendor whose bid/quote is evaluated to be the most advantageous to the Commission, considering price and other factors. The award can be made to one or multiple vendors, whichever is in the best interest of the Commission. Other suppliers and tertiary suppliers may be selected to fill orders or provide contracted services if the primary supplier cannot make provision to the Commission when time is of the essence.

SECTION 5.0 – Exceptions Sheet

5.0 SATISFACTION OF DBE / GOOD FAITH EFFORT

5.1 SATISFACTION OF DBE - The process by which SAC determines whether an Offeror has met Commission's DBE goal is set forth in the guidelines below:

- (A)** A bid shall be considered non-responsive unless a bidder meets either the DBE goal established for the contract or demonstrates good faith effort to meet the DBE goal.
- (B)** In order to meet the DBE goal of a solicitation, a bidder entity must submit the following information:
 - 1. The names and addresses of each DBE that will participate in the contract
 - 2. A description of the work that each DBE will perform
 - 3. The percentage of the contract value that each DBE will receive
 - 4. Written documentation, in a form acceptable to the Commission, of the bidder's commitment to use each DBE whose participation the bidder submits to meet the contract goal; and
 - 5. Written confirmation, in a form acceptable to the Commission, from each DBE that it will participate in the contract as indicated by the bidder.
 - 6. The bidder should submit the above information as follows:
 - (a) Under sealed bid procedures, the information should be provided with the sealed bid response; or
 - (b) Under requests for letters of interest or requests for proposals, the information should be provided with the initial letter of interest or proposal.

5.1 DETERMINATION OF GOOD FAITH EFFORT

- (A)** A bidder shall not be denied award of a contract due to failure to meet the assigned contract goal if the bidder provides documentation demonstrating the bidder's good faith effort to meet the goal, as determined by the Commission. In making such determination, the Commission shall consider the quality, quantity, and extent of the various efforts that the bidder has made to meet the goal.
- (B)** The efforts that may be considered by the Commission include, but are not limited to:
 - 1. Soliciting through activities such as attendance at pre-bid meetings, advertising, or written notices, the interest of certified DBEs (or DBEs eligible for certification) that have the ability and capacity to perform the contract work. The bidder must solicit this interest in a timely manner to allow the DBEs to respond to the solicitation. The bidder must take appropriate steps to follow up initial solicitations of DBEs.

2. Identifying the portions of the contract that could reasonably be performed by a DBE in order to increase the likelihood that the DBE goals will be achieved. This may include, where appropriate and commercially practicable, separating contract work items into segments more appropriate for participation by DBEs.
3. Providing each interested DBE with adequate information about the plans, specifications, and requirements of the contract in a timely manner.
4. Negotiating in good faith with each interested DBE. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and explaining why an agreement could not be reached with an interested DBE to perform the work. The fact that there may be some additional costs involved in subcontracting with DBEs is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such additional costs are reasonable, as determined by SAC in his or her sole discretion.
5. In determining whether a bidder has made a good faith effort, the Commission may also consider the level of participation proposed by the bidder and the level of participation proposed by other bidders. The closer the bidder's proposed participation is to the goal or to the proposed participation by other bidders, the greater the indication of good faith by the bidder.



SECTION 6.0 –Exceptions Sheet

Deviations and/or exceptions from original text, terms, conditions, or specifications shall be described fully. If the commodity(ies) and/or service proposed in the response to this bid/quote is in any way different from that contained in this bid/quote, the vendor is to clearly identify by specification section number and item, all such differences in the space below. Otherwise, it will be assumed that the vendor's offer is in total compliance with all aspects of the bid/quote.

Below are the exceptions to the stated specifications:

Name of Vendor: _____

Printed Name of Authorized Person: _____

Signature of Authorized Person: _____

Title of Authorized Person: _____ Date: _____

SECTION 7.0 – LOCAL PARTICIPATION

Local Vendor Definition

A bidder or business shall be considered a local vendor if it meets all the following requirements:

- a) The bidder or business must operate and maintain a regular place of business with a physical address within the corporate limits of the City, and
- b) The bidder or business must include with the bid or quotation submission a current city business tax certificate issued by the City for at least one year prior to the issuance of the requested competitive quote, bid, or proposal by the City (a post office box or temporary office shall not be considered a place of business). It is the responsibility of the vendor to provide the required certificate to meet the requirements as a local vendor. If the said certificate is not submitted, a non-local status will be applied.
- c) The bidder or business performs quantifiable services in the ordinary course and scope of its business with the skills, qualifications, and expertise necessary to execute its contractual obligations to the City.



SECTION 8.0 – DBE PARTICIPATION

All M/WBEs listed **must be certified as a minority-owned or women-owned business** by the City of Savannah or a federally-recognized or state-level certifying agency (such as USDOT, State DOT, SBA 8(a) or GMSDC) that utilizes certification standards comparable to the City of Savannah **prior** to the due date of this bid. **Other business certifications that do not specify majority woman or minority ownership may not be substituted. Proof of M/WBE certification from the certifying agency is required to accompany the bid.** A firm that has submitted an application for M/WBE certification but has not been certified is not qualified as a certified M/WBE and will not be recognized as such during the Commission’s evaluation process. To expedite verification, please provide accurate phone numbers for all M/WBEs listed and ensure firms understand contact will be made following bid submittal.

Name of Proposer: _____ Event No. _____

Project Title: _____

NOTE: Proof of M/WBE certification must be attached for all firms listed.

Name of M/WBE Participant	Name of Majority Owner	Telephone	Address (City, State)	Type of Work Sub-Contracted	Estimated Sub-contract Value	MBE or WBE	Certified? (Y or N)	Certifying Agency? (City of Sav. or Other)
					%			
					%			
					%			
					%			
					%			
					%			

MBE Participation Value: _____ % WBE Participation Value: _____ % M/WBE Participation Value: _____ %

The undersigned will enter into a formal agreement with the M/WBE Subcontractors/Proposers identified herein for work listed in this schedule, conditioned upon executing a contract with the Savannah Airport Commission. The Prime’s subcontractor that subcontracts work must enter into a formal agreement with the subcontractor identified herein for work listed in this schedule. The Prime may count toward the goal any tier of M/WBE subcontractors and/or suppliers that will be utilized in the contract work. However, when an M/WBE subcontracts part of the work, the value of the subcontracted work may **only** be counted toward the goal **if the tier subcontractor is an M/WBE**. Any work an M/WBE firm subcontracts to a non-M/WBE firm **will not count toward the M/WBE goal**. It is the responsibility of the Prime contractor to advise all M/WBEs of this requirement and to ensure compliance by subcontractors.

Joint Venture Disclosure

If the prime bidder is a joint venture, please describe the nature of the joint venture, the level of work and the financial participation to be provided by the Minority/Female joint venture firm in the space provided below.

Joint Venture Firms	Level of Work	Financial Participation

Printed name (company officer or representative): _____

Signature: _____

Date: _____

Title: _____

Email: _____

Telephone: _____

Fax: _____



SECTION 9.0 – Vendor Certification

By responding to this request, the offeror understands and agrees to the following:

1. That the submitted request constitutes an offer, which when accepted in writing by SAC, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and SAC; and
2. That the offeror has read the specifications and requirements shown or referenced in this request and that the offeror’s request is made in accordance with the provisions of such specifications and requirements; and
3. That the offeror guarantees and certifies that all items included in the offeror’s request meet or exceed any/all such stated request specifications and requirements; and that if rewarded a contract, the offeror will deliver goods/services that meet or exceed the request specifications and requirements.
4. That the request submitted by the offer or shall be valid and held open for a period of (90) ninety days from the final request due date, and that the request may be held open for an additional period of time subject to the offeror’s consent; and
5. That this request is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a request for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The offeror understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
6. That this request must be complete, signed in all spaces provided; returned in its entirety, and submitted with all required information, attachments, and forms to receive consideration for award.

Company Name: _____

Address: _____

Contact Name/Title: _____

Contact Phone & Cell _____

Fax: _____

Email: _____

Authorized Signature: _____

Printed Name of Signature: _____

Emergency Contact: _____

Emergency Phone: _____

SECTION 10.0 – SAVANNAH AIRPORT COMMISSION INSURANCE REQUIREMENTS

- A. With no intent to limit Vendor's liability or the indemnification provisions set forth herein, Vendor shall procure and maintain during the term of this Agreement the following minimum limits:
1. General Liability Insurance - no less than One Million (\$1,000,000) Dollars each occurrence, Combined Single Limit ("CSL"), bodily injury and property damage, including Employer's non-ownership liability, patent infringement and intellectual property rights protection, and hired auto coverages as applicable, which shall not be subject to cancellation or change until after thirty (30) days written notice shall have been given to Commission, as well as:
 2. Umbrella - \$5,000,000 (covers all liability lines).
 3. Worker's Compensation in compliance with Georgia Statutory Limits, including an All States Endorsements.
- B. Vendor must maintain on file in the Commission office during the term of this agreement an original signed copy of Vendor's Certificate of Insurance reflecting the above limits and naming the Mayor and Aldermen of the City of Savannah and the Savannah Airport Commission, its directors, officers, employees, and agents as additional insured, and shall be delivered to Commission by Vendor within ten (10) days of request by Commission.
- C. Indemnification
- Vendor shall protect, defend, and indemnify Commission and its officers, agents and employees from and against any and all liabilities, losses, suits, claims, judgments, fines or demands arising by reason of injury or death of any person, or damage to any property, including all reasonable costs for investigation and defense thereof (including but not limited to attorney fees, court costs, and expert fees), of any nature whatsoever arising out of or incident to this Agreement and/or the use or occupancy of the Commission or the acts or omissions of Vendor's officers, agents, employees, Vendors, sub-Vendors, licensees, or invitees regardless of where the injury, death or damage may occur unless such injury, death or damage is caused by the sole negligence and the willful misconduct of the Commission or any of its officers, employees, Vendors or agents. The Commission shall give to Vendor reasonable notice of any such claims or actions. The Vendor shall also use counsel reasonably acceptable to Commission in carrying out its obligations hereunder. The provisions of this Section shall survive the expiration or early termination of this Agreement.
- D. All insurance policies shall contain a standard cross-liability provision and shall stipulate that no insurance held by Commission will be called upon to contribute to a loss covered thereunder. Commission shall have no liability for any premiums charged for such coverage, and the inclusion of Commission as an additional insured is not intended to and shall not make Commission a partner or joint venture partner with Vendor in Vendor's operations on the Premises. Such policies shall also insure Vendor against the risks to which it is exposed as the Vendor of the business authorized under this Agreement, shall be for full coverage and shall contain provisions on the part of the respective insurers waiving the right of such insurers to subrogation.