

# Request for Proposal

## REPLACEMENT OF SNELLVILLE POLICE DEPARTMENT ENTRY GATES FOR SECURED PARKING LOT

**Bid# PD20220907**



### City of Snellville

c/o Melisa Arnold  
City Clerk  
2342 Oak Road  
Snellville, GA 30078  
(770) 985-3503  
(770) 985-3525, Fax  
[marnold@snellville.org](mailto:marnold@snellville.org)



**DOCUMENTS  
AND  
SPECIFICATIONS**

**REPLACEMENT OF SNELLVILLE POLICE DEPARTMENT ENTRY GATES  
BID NUMBER PD20220907**

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**DIVISION 0**

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**REQUEST FOR PROPOSAL  
FOR  
Replacement of Snellville Police Department Entry Gates  
(PD20220907)**

September 7, 2022

The City of Snellville (City) is soliciting competitive sealed bids from qualified contractors to provide all labor and materials required for the replacement of two 6' x 25' entry gates at the Snellville Police Department located at 2315 Wisteria Drive, Snellville, 30078.

Sealed bids will be received by the City of Snellville Administration Department, 2342 Oak Road, Snellville, Georgia 30078 until 2:00 P.M. local time on September 19, 2022 and then opened publicly at 2:10 P.M. Any Proposal received after 2:00 P.M. will not be accepted and will be returned unopened to the Bidder. The Bidder envelope must be plainly marked on the outside with the Bid number PD20220907, name of Bidder, and date and time of opening.

Bid documents may be obtained from the Administration Department, (770) 985-3500. Questions concerning this solicitation may be directed to Melisa Arnold at (770) 985-3503 or via email at [marnold@snellville.org](mailto:marnold@snellville.org). no later than Wednesday, August 31, 2022 at 5:00 p.m. The Department contact is Lt. J. McKinney at [jmckinney@snellville.org](mailto:jmckinney@snellville.org) or 770-985-3563.

Sincerely,

CITY OF SNELLVILLE, GEORGIA

Greg Perry  
Chief of Police  
City of Snellville



REQUEST FOR BIDS  
BID# PD20220907

SEPTEMBER 7, 2022

The City of Snellville (City) is soliciting competitive sealed bids from qualified contractors to provide all labor and materials required for the replacement of two 6' x 25' entry gates at the Snellville Police Department located at 2315 Wisteria Drive, Snellville, 30078.

Sealed bids will be received by the City of Snellville Administration Department, 2342 Oak Road, Snellville, Georgia 30078 until 2:00 P.M. local time on September 19, 2022 and then opened publicly at 2:10 P.M. Any Bid received after 2:00 P.M. will not be accepted and will be returned unopened to the Bidder. The Bidder envelope must be plainly marked on the outside with the Bid number PD20220907, name of Bidder, and date and time of opening.

Questions concerning this bid can be directed to City Clerk, Melisa Arnold via e-mail at [marnold@snellville.org](mailto:marnold@snellville.org). Bid specifications can be obtained from the Administration Department, 2342 Oak Road, Snellville, Georgia between the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday or downloaded from the City of Snellville Bid Page at [www.snellville.org](http://www.snellville.org). The Department contact is Lt. J. McKinney at [jmckinney@snellville.org](mailto:jmckinney@snellville.org) or 770-985-3563.

Sincerely,

CITY OF SNELLVILLE, GEORGIA

Greg Perry  
Chief of Police  
City of Snellville

**PD2208001**



## **INVITATION TO BID**

Sealed bids for the replacement of two entry gates at the Snellville Police Department are solicited as follows:

### **PROJECT DESCRIPTION:**

The project consists of the replacement of two entry gates into the secured parking lot of the Snellville Police Department. The gates will be 6' x 25' to the specifications designated by the City of Snellville, Georgia.

**OWNER:** City of Snellville  
2342 Oak Road  
Snellville, Georgia 30078  
(770) 985-3500

**ATTN:** Melisa Arnold, City Clerk

### **RECEIPT OF BIDS:**

Sealed bids will be received at City Hall until 2:00 P.M. prevailing local time September 19, 2022 and bids will be publicly opened by the City of Snellville at 2:15 P.M.

### **BID DOCUMENTS:**

Bid specifications can be obtained from the Administration Department, 2342 Oak Road, Snellville, Georgia between the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday or downloaded from the City of Snellville Bid Page at [www.snellville.org](http://www.snellville.org).

### **BIDDER'S GENERAL QUALIFICATIONS:**

All Bidders must submit, with the proposal, written evidence of Bidder's qualifications to perform the work.

**BID EXPIRATION:** Bids shall remain valid and shall not be subject to withdrawal for a period of ninety (90) calendar days after the Bid opening.



**AWARD, WAIVER AND REJECTION OF BIDS:**

All portions of the Bid Form must be completed in full. The Bid will be awarded pursuant to the requirements of applicable state and federal laws and regulations. To the extent permitted by such laws and regulations, Owner reserves the right to reject any or all Bids, to waive any informality or irregularity in any Bid received, and to accept the Bid deemed by it to be in the best interest of the City of Snellville.

**DEFINITIONS:**

Terms used in the "Invitation" which are defined in the Bid Documents shall have the meanings assigned to them by the Bid Documents.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*City of Snellville*

**END  
INVITATION**



## SCOPE OF WORK

BID NUMBER: **PD20220907**

BID DATE: SEPTEMBER 7, 2022

Snellville Police Department is seeking proposals for the replacement of two 6' x 25' entry gates located at 2315 Wisteria Drive, Snellville, 30078.

### SPECIFICATIONS:

Scope of work includes but is not limited to the following:

#### Wisteria Drive Side:

1. Remove existing drop arm.
2. Relocate gooseneck pedestal and control wire.
3. Install one new 6 5/8" bollard. Leave existing bollard.
4. Move existing fence around to secure area.
5. Install one 6' x 25' black ornamental gate (to match as close to existing fence.)
6. Install three 4" x 4" square black post.
7. Install one Viking model H10 gate opener.
8. Install one safety photo eye required by UL 325.
9. Install one safety Miller edge required by UL 325.
10. Cut and seal safety loops and free exit loops.

#### Clower St. Side:

1. Remove existing drop arm.
2. Move existing fence around to secure area.
3. Install one 6' x 25' black ornamental gate (to match as close to existing fence.)
4. Install three 4" x 4" square black post.
5. Install one Viking model H10 gate opener.
6. Install one safety photo eye required by UL 325.
7. Install one safety Miller edge required by UL 325.
8. Cut and seal safety loops and free exit loops.
- 9.

# BID FORM

BID NUMBER PD20220907

BID DATE: September 7, 2022

SUBMITTAL DATE: \_\_\_\_\_

BY: \_\_\_\_\_

PROJECT: REQUEST FOR BID FOR REPLACEMENT OF TWO 6' X 25' ENTRY GATES  
AT SNELLVILLE POLICE DEPARTMENT FACILITY.

THIS BID IS SUBMITTED TO: City of Snellville  
2342 Oak Road  
Snellville, Georgia 30078  
(770) 985-3503  
ATTN: Melisa Arnold, City Clerk

1. This Bid will remain subject to acceptance for ninety (90) calendar days after the day of Bid opening.
2. In submitting this Bid, BIDDER represents that:
  - (a) BIDDER has examined and carefully studied the Bidding Documents and the following Addenda (receipt of all which is hereby acknowledged):  

No. _____ Dated _____	No. _____ Dated _____
No. _____ Dated _____	No. _____ Dated _____
  - (b) BIDDER has given City written notice concerning conflicts, errors, or discrepancies discovered in Bid Document Package and written resolution by City is acceptable to BIDDER.
  - (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other BIDDER or over OWNER.
  - (d) Must provide evidence of General Liability coverage. The City should be named on the General Liability and Auto Liability policies as additional insured. The General Liability policy should be primary and non-contributory. It should also provide a Waiver of Subrogation in favor of the City of Snellville.
  - (e) Must provide warranty coverage information on hardware and labor for installation.



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## **BID SCHEDULE**

**NOTE 1. Failure to return the Bid Schedule as part of Bid Document may result in rejection of bid.**

**Bid Form**

**Bid Number: PD20220907**

**Bid Date:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Bidder's Signature:** \_\_\_\_\_

**BID PRICING SCHEDULE**

Bidder submits the following price for the replacement of two 6' x 25' entry gates located at the Snellville Police Department facility the Pricing must be all inclusive.

<b>DESCRIPTION</b>	<b>QTY</b>		<b>TOTAL PRICE</b>
Replacement of two entry gates into the secured parking lot at the Snellville Police Department			
<b>Hardware</b>			
<b>Labor</b>			
<b>TOTAL =</b>			



CITY OF SNELLVILLE
NONCOLLUSION AFFIDAVIT

For Project: \_\_\_\_\_

Bid Date: \_\_\_\_\_

State of \_\_\_\_\_ )

ss.

County of \_\_\_\_\_ )

\_\_\_\_\_ being first duly sworn, deposes and says that:

- (1) Signer is the [Owner, Partner, Officer, Representative or Agent] (circle one) of \_\_\_\_\_, the Bidder that has submitted the attached Bid.
(2) Signer is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
(3) Such Bid is genuine and is not a collusive or sham Bid;
(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this signer, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm, or person to submit a collusive or sham Bid in connection with the Work for which the attached Bid has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or to fix any overhead, profit, or cost elements of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against City of Snellville, or any person interested in the proposed Work;
(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any other of its agents, representatives, owners, employees or parties in interests, including this affidavit.

Subscribed and sworn to before me

\_\_\_\_\_

BY: \_\_\_\_\_
(Signature)

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_
(Title)

My commission expires \_\_\_\_\_.

END

NONCOLLUSION AFFIDAVIT