



**FRANKLIN COUNTY  
PURCHASING DEPARTMENT  
REQUEST FOR BID (RFB) COVER PAGE**

RFB NO: 2022-03

TITLE: Sign Materials

Solicitation Schedule & Deadlines:

October 20, 2021	Solicitation Release/Advertising Date
November 2, 2021 2:00pm	Deadline for Submitting Questions
November 4, 2021 4:30pm	Deadline to post Addendum
<b>November 16, 2021 2:00 pm</b>	Deadline to Submit Response
<b>November 16, 2021 2:30 pm</b>	Opening Date I Time

Responses must be received no later than “Deadline to Submit Response”

**November 16, 2021 2PM**

Franklin County Purchasing Department

Shakara Bray, Purchasing Agent

Meagan Cowsert, Assistant Purchasing Agent

Phone: 636-584-6274    Email: [purchasing@franklinmo.net](mailto:purchasing@franklinmo.net)

Submittal Instructions: Print this Packet in its entirety and complete all pages per instructions. Print the SEALED RESPONSE LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

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

# SUBMISSION CHECKLIST

\_\_\_\_\_ I have reviewed the bid schedule and deadlines, located on the solicitation cover page

\_\_\_\_\_ I have read ALL Terms and Conditions and Bid documents closely

(Located at [www.franklinmo.org](http://www.franklinmo.org))

## THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A RESPONSE

### USE THESE FORMS ONLY

\_\_\_\_\_ Solicitation Cover page

\_\_\_\_\_ Contractual Terms and Conditions Acknowledgement

\_\_\_\_\_ Pricing Form completed and signed

\_\_\_\_\_ I have one original and two copies that are labeled accordingly

\_\_\_\_\_ I have included contact information

\_\_\_\_\_ I have included the COI as requested

\_\_\_\_\_ Affidavit for Work Authorization is completed, Notarized, and supporting information is included

\_\_\_\_\_ Envelope is sealed and label attached

\_\_\_\_\_ W9 is filled out completely & included

## SPECIFIC REQUIREMENTS

1. Contractor must be able to provide Sign Materials to the requesting departments, which meet or exceed the specifications contained in this document. Sign orders may be for individual signs or bulk orders.
2. Unit prices for bulk sign supplies shall include all costs associated with loading and hauling to the Franklin County Highway Department, Union Maintenance Shed, 1360 Riverview Drive, Union, MO 63084. Sign supplies shall be unloaded by Franklin County personnel.
3. Individual sign costs should include cost of shipping to requesting County departments by services such as UPS or Federal Express. The individual signs will be the 6" and 9" Blue Reflective Road Signs. (as indicated on the pricing sheet in blue)
4. Stocked\* sign supplies shall be delivered when requested on an as needed basis and within two (2) weeks of placing the order. Custom orders shall be delivered within (30) thirty days of proof approval. Artwork shall take no longer than three business days for completion.
5. Sign Specifications are outline in document labeled Attachment 2.
6. Drawing of Channel, Modified Channel, or Delineator Steel Marker Post is Attachment 3.
7. Typical sign descriptions and estimated quantities are outlined in the Pricing Forms.
8. Quantities are estimates and will vary.
9. Prior to approval and use of any material delivered, the manufacturer shall submit a certification that the materials furnished comply with all the requirements of this specification and said certification shall include specific test results of the mechanical and chemical properties of the steel conforming to this specification. The certification should be submitted to the Franklin County Purchasing Department, 400 East Locust Street, Rm 004, Union, MO 63084
10. One certification covering all materials will be required for the duration of this contract.
11. The material may be inspected at the source or at a destination as determined by the owner. Acceptance of materials furnished under this specification will be based on an acceptable certification and on inspection by the owner.
12. Franklin County, at its own expense, reserves the right to sample any material, for the purpose of having an independent laboratory test of the material for conformance to specifications. Product that does not meet specifications will cause all of the shipments to be returned at the bidder's expense.

13. Contractor must be able to provide service to all locations/departments necessary. Normal business hours are Monday through Friday 7:00 a.m. – 3:30 p.m. (CST). However, these times must be verified with the requesting department. County observed holidays will be provided upon request. Hours are subject to change.

14. **Contract Period:** The contract period shall be for one year January 1, 2022 thru December 31, 2022. This Contract will have the option to renew on a year by year basis, up to three years in total. The County also reserves the right to terminate and/or cancel the contract in writing prior via a formal contract amendment issued by the Purchasing Department.

*The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The offeror is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The offeror's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Franklin County. The offeror must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes in the appropriate section titled Pricing.*

## **INSURANCE REQUIREMENTS**

1. The Contractor shall furnish County with a certificate of insurance indicating proof of the following insurance from company's license in the State of Missouri:

A. Worker's Compensation and Employers' Liability: Worker's Compensation Statutory in compliance with the Compensation law of the Sate and Employers' Liability Insurance with a limit no less than \$1,000,000.00 each accident.

B. Comprehensive or Commercial General Liability with a minimum limit of \$1,000,000.00 per occurrence, \$3,000,000.00 aggregate combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include, but not be limited to, the following coverage.

1. Premises – Operations
2. Products and Completed Operations
3. Broad Form Property Damage
4. Contractual
5. Personal Injury

C. Automobile Liability with a minimum limit of \$1,000,000.00 per occurrence, \$3,000,000.00 aggregate Combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include coverage for all the following:

1. Owned Automobiles
2. Hired Automobiles
3. Non-Owned Automobiles

D. The certificate shall list the Certificate Holder and Address as follows: Franklin County, 400 E Locust Street, Room 206, Union, Mo 63084. The services provided to Franklin County shall be listed under "Description of Operations."

E. Such insurance shall include under the General Liability and Automobile Liability policies Franklin County, its employees, elected officials, representatives, and members of its board and/or commissioners as “Additional Insured’s”.

2. The Agreement of Insurance shall provide for notice to the County of amendment or cancellation of insurance policies 30 days before such amendment or cancellation is to take effect.

## **ADDITIONAL REQUIREMENTS**

### 1. E-Verify

Completion of Affidavit of Work Authorization and provide acceptable documentation of enrollment in the program.

### 2. Employment of Unauthorized Aliens Prohibited

a.) Vendor agrees to comply with Missouri Revised Statute Section 285.530.1 in that it shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri.

b.) As a condition for the award of this contract, the Vendor shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. The Vendor shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

c.) Vendor shall require each subcontractor to affirmatively state in its contract with Vendor that the subcontractor shall not knowingly employ, hire for employment or continue to employ an unauthorized alien to perform work within the State of Missouri and shall not henceforth do so. Alternatively, Vendor shall require each subcontractor to provide Contractor with a sworn affidavit under penalty of perjury attesting to the fact that the subcontractor’s employees are lawfully present in the United States.

*The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The offeror is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The offeror's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Franklin County. The offeror must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes in the appropriate section titled Pricing.*

## **OTHER REQUIREMENTS - CONTINUED**

### **Anti-Discrimination Against Israel Act Requirement**

A public entity shall not enter into a contract with a company to acquire to dispose of services, supplies, information technology, or construction unless the contract includes a written certification that the company is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel. This section shall not apply to contracts with a total potential value of less than one hundred thousand dollars or to contractors with fewer than ten employees.





Affidavit of Compliance with Section 34.600 RSMo for Contracts over \$100,000 or for  
Contractors with Ten (10) or more employees

I, \_\_\_\_\_ [Contractor Agent], being duly sworn, attest and  
state, under penalty of perjury, as follows:

1. I am employed by \_\_\_\_\_ [Contractor] and serve as the  
\_\_\_\_\_ [Position with Contractor].
2. I hereby affirm that \_\_\_\_\_ [Contractor]:
  - a) is not currently engaged in and shall not, for the duration of the contract, engage  
in a boycott of goods or services from the State of Israel; or
  - b) is not currently engaged in and shall not, for the duration of the contract, engage  
in a boycott of goods or services from companies doing business in or with Israel  
or authorized by, licensed by, or organized under the laws of the State of Israel; or
  - c) is not currently engaged in and shall not, for the duration of the contract, engage  
in a boycott of goods or services from persons or entities doing business in the  
State of Israel.

Further Affiant Sayeth Not.

\_\_\_\_\_  
[Contractor Agent]

STATE OF MISSOURI     )  
                                  ) ss.  
\_\_\_\_\_ COUNTY        )

Subscribed and sworn to me, a notary public, this \_\_\_\_ day of \_\_\_\_\_, 202\_.

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

My commission expires: \_\_\_\_\_

# CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

The undersigned Vendor/Contractor has read, understood, and accepted the Terms and Conditions as published on the Franklin County Official Website located at:

<http://www.franklinmo.org>

All terms and conditions as stated shall be adhered to by Vendor/Contractor upon acceptance of contract. Vendor/Contractor enters into this agreement voluntarily, with full knowledge of its effect.

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Vendor/Contractor Signature

Date

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Vendor/Contractor Name and Title

**AFFIDAVIT OF WORK AUTHORIZATION**

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now \_\_\_\_\_ (Name of Business Entity Authorized Representative)  
as \_\_\_\_\_ (Position/Title)

first being duly sworn on my oath, affirm \_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify Federal Work Authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to \_\_\_\_\_ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_ (Business Entity Name)

does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to \_\_\_\_\_ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

\_\_\_\_\_  
Authorized Representative's Signature

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Subscribed and sworn to before me this \_\_\_\_\_ of \_\_\_\_\_, I am  
Day Month, Year

\_\_\_\_\_  
commissioned as a notary public within the County of \_\_\_\_\_, State of \_\_\_\_\_ and my commission expires on Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date

**AFFIDAVIT OF WORK AUTHORIZATION**

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that \_\_\_\_\_ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

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Authorized Business Entity Representative's Name (Please Print)	Authorized Business Entity Representative's Signature
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Business Entity Name	Date
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As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify Federal Work Authorization Program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218 Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify Federal Work Authorization Program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

# PRICING FORM

## 2022-03 SIGN MATERIALS

The offeror shall complete the following pricing table and provide firm, fixed pricing necessary to meet the mandatory requirements of the solicitation. All invoices must reflect discounts applied to final order. All orders are AS NEEDED, no minimum order quantities acceptable.

Type	Description	In x in	Unit	Price	Stock item*
OM-3L	Left Object	10 x 30	EA		
OM-3R	Right Object	10 x 30	EA		
R1-1	Stop	30 x 30	EA		
R1-2	Yield	30 x 30	EA		
R2-1	Speed Limit XX	24 x 30	EA		
R11-1	Road Closed	30 x 30	EA		
R12-1	Weight Limit (Blank) Tons	24 x 30	EA		
W1-1	90 Degree Curve	30 x 30	EA		
W1-2	Gradual Curve	30 x 30	EA		
W1-3	Reverse Curve	30 x 30	EA		
W1-5	Winding Curve	30 x 30	EA		
W1-6	Single Arrow	36 x 18	EA		
W1-7	Double Arrow	36 x 18	EA		
W1-8	Chevron	18 x 24	EA		
W2-1	Cross Road Intersection	30 x 30	EA		
W2-2	T Intersection	30 x 30	EA		
W3-1	Stop Ahead (Symbol)	30 x 30	EA		
W11-3	Deer (Symbol)	30 x 30	EA		
W11-5	Tractor (Symbol)	30 x 30	EA		
W13-1	XX MPH	18 x 18	EA		
W14-1	Dead End	30 x 30	EA		
	No Passing Zones Unmarked	30 x 30	EA		
	Impassable During High Water	30 x 30	EA		
	Watch For Falling Rock	30 x 30	EA		
	Very Dangerous Driveway 500 Foot	24 x 24	EA		
	Letters, White, Pressure Applied	2" Tall	PK		
	Letters, White, Pressure Applied	4" Tall	PK		
	Letters, White, Pressure Applied	5" Tall	PK		
	Light Post – 7 Ft. with Tapered End	1.12 lb.	EA		
	Medium Post – 4 Ft. with Tapered End				
	Break Away Type III Barricade		EA		

## PRICING FORM - Continued

### 2022-03 SIGN MATERIALS

#### REQUIRED PRICING

Type	Description	In x in	Unit	Price	Stock item*
	Type 1 Plasticade		EA		
	24" Cones		EA		
	36" x 36" Mesh/Roll up signs (various messages)		EA		
	Mid-size stands for mesh/roll up signs		EA		
	Medium Post – 8ft. with Tapered End		EA		
	Medium Post – 10ft. with tapered End		EA		
	5 ½" Flat Bracket-Channel post to aluminum sign		EA		
	5 ½" Flat Bracket-U Post to aluminum sign		EA		
	5 ½" Flat Bracket-Cross		EA		
	3 ¾" Flat Bracket- Universal Cross		EA		
	Green Blanks	18 x 6	EA		
	Green Blanks	24 x 6	EA		
	Green Blanks	30 x 6	EA		
	Green Blanks	36 x 6	EA		
	Green Blanks	42 x 6	EA		
	No Parking Anytime	12 x 18	EA		
	No Parking Stopping Standing Anytime	18 x 18	EA		
	Stop Slow Hand Paddles	18 x 18	EA		
	Blanks that are Black	18 x 18	EA		
	Horse Symbol Signs	30 x 30	EA		
	Loose Gravel	30 x 30	EA		
	Fresh Oil	30 x 30	EA		
	Road Closed Due To Flooding	30 x 30	EA		
	30" Round RXR		EA		
	RXR Intersection Symbol Signs	30 x 30	EA		
	One Lane Road Ahead	30 x 30	EA		
	Bridge Closed	30 x 30	EA		
	Franklin Co Maintenance Ends	6 x 9	EA		
	Franklin Co Maintenance Begins	6 x 9	EA		
	Type A, C, and 3-way Barricade Lights		EA		
	Type A, C, and 3-way Solar Led Barricade Lights		EA		
	Pedestrian Cross		EA		
	Bus Stop		EA		
	Red/Yellow Brite-May Post Reflectors, 36"		EA		

## PRICING FORM - Continued

### 2022-03 SIGN MATERIALS

#### REQUIRED PRICING

Type	Description	In x In	Unit	Price w/shipping	Price w/out Shipping	Stock item*
	6" Blue Reflective Road Sign		EA			
	9" Blue Reflective Road Sign		EA			
	XX MPH	18 x 24	EA			
	Dangerous Intersection Sign	30 x 30	EA			
	No Passing zone unmarked	24 x 24	EA			
	Small Chevrons	18 x 18	EA			
	Slow Children Playing	18 x 24	EA			
	Slow Church Zone	30 x 30	EA			
	Uneven Lanes	24 x 24				
	Uneven Lanes	30 x 30				
	No Parking on Bridge	12 x 18				
	No Dumping Violators will be prosecuted	12 x 18				
	Horizontal Alignment	30 x 30				
	Trucks entering	24 x 24				
	Brush Hog Ahead	30 x 30				
	Dead End	24 x 24				
	No Outlet	24 x 24				
	2- Way	6 x 12				
	3-Way	6 x 12				
	4-Way	6 x 12				
	Cross Traffic does not stop	12 x 24				
	Road Closed Due to Flooding (Flip)	30 x 30				
	Very Dangerous Driveway 500 Feet Ahead	30 x 30				

## PRICING FORM - Continued

### 2022-03 SIGN MATERIALS

#### REQUIRED PRICING

Type	Description	In x In	Unit	Price w/ Shipping	Price w/out Shipping	Stock Item
	Cones 18"					
	Brackets Roll up					
	3.5ft (2#) green posts					
	Chevrons	18 x 18				
	Chevron Brackets					
	Letters, Black, Pressure Applied (2" tall)					
	Letters, Black, Pressure Applied (4" tall)					
	Letters, Black, Pressure Applied (5" tall)					
	Mirror Image Chevron Double Faced Signs	18 x 18				
	Mirror Image Chevron Double Faced Signs	18 x 24				
	No Parking, Stopping, standing, anytime	12X18				
	W 1-10 L/R	36x36				
	6ft., 1.12# Delineator Post					
	Bump	24 x 24				
	Bump	30 x 30				
	Hidden Entrance	30 x 30				
	SMV Emblem Orange Triangle					



	Larger Brackets, 12", 90 degree					
	Larger Brackets, 12", 180 degree					
	Larger Brackets - Crosspiece					
	5 1/2 " Post Caps					

*\*Please indicate which items are stock items for your company. The County defines stock items as those items the awarded company is storing on-site and ready to be shipped when order has been placed.*

Disclosure of  
 Subcontractor(s): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### **PRICING FORM - Continued**

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

Authorized Signature \_\_\_\_\_

Printed name and title \_\_\_\_\_

Mailing Address \_\_\_\_\_  
 \_\_\_\_\_

Phone number \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Name Title \_\_\_\_\_

Email Address \_\_\_\_\_

## Preferred method to place order

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*Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary. Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.*

# ATTACHMENT 1

## SEALED RESPONSE LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF PACKAGE

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### SEALED BID RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department  
400 East Locust St, Rm 004  
Union, MO 63084

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SOLICITATION # 2022-03 DATE: **November 16, 2021** 2:00PM

DESCRIPTION: Sign Materials

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

## ATTACHMENT 2

### COMPLETE SPECIFICATIONS

#### Sign Specifications

Signs shall be 0.08inch aluminum. Sign sheeting shall be Prismatic Sheeting Type 3 for all sheeting except orange. Orange sign sheeting shall be Beaded Sheeting Type 3. See MUTCD minimum requirements and Sign Retro Reflectivity Comparison for more information. Signs shall conform to the standards set forth in Missouri's Standard Specifications for Highway Construction 2017 Section 1042 as applicable.

Life expectancy of sheeting needs to be supplied.

Letters shall be bid per package of 25.

#### Sign Post and Bracket Specifications

The posts shall be re-rolled or an equivalent steel conforming to the mechanical requirements of ASTM A 499, Grade 60 and to the chemical requirements of ASTM A1. The posts shall be painted green. The posts shall be of the length specified in the bid request with a tolerance in length of minus one inch and plus two inches.

The weight per foot before punching or galvanizing shall comply with the following:

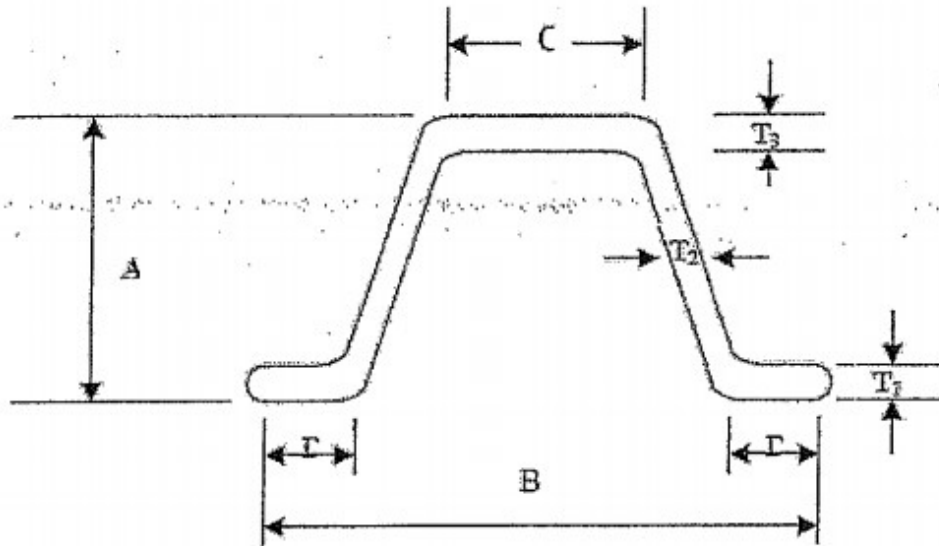
<u>Post Type</u>	<u>Pounds per Foot</u>
Heavy Post	2.60 +/- 0.20
Medium Post	2.03 +/- 0.23
Light Post	1.30 +/- 0.20

The cross-section dimensions shall comply with the details shown on Drawing "A" of this specification.

All holes shall be 3/8" in diameter, spaced along the centerline of the web. Posts shall have holes one-inch center to center for the entire length of the post, beginning one inch from the end of the post.

Brackets shall include all the hardware necessary for mounting.

# ATTACHMENT 3



DRAWING 'A'

CHANNEL, MODIFIED CHANNEL, OR DELINEATOR STEEL MARKER POST  
Dimensions (inches)\*

A	B	C	D	T1	T2	T3
<u>HEAVY POST</u>						
1-1/4 TO 1-5/8	2-1/2 TO 3-1/4	1 TO 1-3/8	1/2 TO 3/4	5/32 TO 7/32	3/32 TO 7/32	5/32 TO 7/32
<u>MEDIUM POST</u>						
1-1/4 TO 1-5/8	2-1/2 TO 3-1/4	3-1/32 TO 1-3/8	15/32 TO 23/32	7/64 TO 11/64	7/64 TO 11/64	7/64 TO 11/64
<u>LIGHT POST</u>						
7/8 TO 1-1/4	1-15/16 TO 2-3/16	5/8 TO 1	3/8 TO 5/8	3/32 TO 5/32	3/32 TO 5/32	3/32 TO 5/32

\*Tolerances shown hereon are absolute. No further dimensional tolerances will be acceptable.