

SOLICITATION  
18-61221-001

PUTNAM COUNTY RECREATION  
LIGHTING PROJECT



Putnam County Board of Commissioners  
117 Putnam Drive, Suite A  
Eatonton, GA 31024

DECEMBER 10, 2018

3:00 P.M.

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
Tel: 706-485-5826 ♦ Fax: 706-923-2345 ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## **PUTNAM COUNTY SOLICITATION # 18-61221-001 Putnam County Recreation Lighting Project**

The Putnam County Board of Commissioners requests sealed bids, good for 60 business days, for a **Putnam County Recreation Lighting Project**.

**Prospective bidders must obtain a bid package from the Putnam County Board of Commissioners. Bids may be obtained:**

- on the county website: [www.putnamcountyga.us](http://www.putnamcountyga.us)
- in person at 117 Putnam Drive, Suite A, Eatonton, GA 31024
- by email at [putnamboc@putnamcountyga.us](mailto:putnamboc@putnamcountyga.us)
- by fax at 706-923-2345
- by telephone at 706-485-5826

**Proposals must be submitted on the proposal form issued by Putnam County and contained in the bid package.**

Proposals must be received by **Monday, December 10, 2018 at 3:00 p.m.** The proposals will be read at that time.

LOCAL AND MINORITY OWNED/OPERATED AND/OR WOMEN OWNED/OPERATED BUSINESSES ARE ENCOURAGED TO SUBMIT PROPOSALS.

PUTNAM COUNTY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, TO WAIVE ANY AND ALL TECHNICALITIES AND TO AWARD THE BID BASED ON THE LOWEST AND/OR BEST INTEREST OF PUTNAM COUNTY.

11/22/2018; 11/29/2018

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
Tel: 706-485-5826 ♦ Fax: 706-923-2345 ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## **INSTRUCTIONS AND SPECIFICATIONS FOR BIDDERS: SOLICITATION # 18-61221-001 PUTNAM COUNTY RECREATION LIGHTING PROJECT PUTNAM COUNTY, GEORGIA**

### SECTION 1 – GENERAL NOTICE

Sealed proposals for a PUTNAM COUNTY RECREATION LIGHTING PROJECT (SOLICITATION: 18-61221-001) will be received by the office of the Board of Commissioners of Putnam County, Georgia, up to the hour of 3:00 P.M. local time, on Monday, December 10, 2018, at which time and place they will be publicly opened and read aloud. Bidders are invited to be present.

### SECTION 2 – BID DOCUMENTS

Copies of the Proposal, Specifications, Plans (if required) and other document forms may be obtained from the office of the County Commissioners. Bidders are required to examine the same and satisfy themselves that all requirements are fully understood. They should also personally inspect the location of the project upon which they are bidding.

### SECTION 3 – BIDDING PROCEDURE

Bids shall be presented in a sealed envelope with the bid number (18-61221-001) and the name of the company or firm submitting clearly marked on the outside of the envelope. **ONE (1) ORIGINAL (PAPER) AND ONE (1) COPY (PAPER) AND A PDF COPY OF THE BID ON A CD OR FLASH DRIVE MUST BE SUBMITTED.** Bids will not be accepted verbally, by fax or email. All appropriate blanks shall be completed. Any interlineations, alteration, or erasure on the specification document shall be initialed by the signer of the bid. Bidder shall not change the proposal form nor make additional stipulations on the specification document. Any amplified or qualifying information shall be on the bidder's letterhead and firmly attached to the bid document. Items in **RED** are requirements for bid consideration.

**Bid prices shall be submitted on the Proposal Form included in the bid document.**

Each bid must be legibly printed in ink or by printer, include the full name, business address, and telephone number of the bidder and be signed in ink by the bidder.

A bid by a firm or organization other than a corporation must include the name and address of each member.

A bid by a corporation must be signed in the name of such corporation by a duly authorized official thereof.

No bidder shall submit more than one proposal nor submit two or more proposals under different names.

**In order to be considered, the outside of the sealed envelope must be clearly marked with the offeror's name, address and phone number, the project number, name of the project for which the proposal is being submitted, and the bid opening date and time of Monday, December 10, 2018 at 3:00 p.m. All proposals shall be delivered by a delivery service or in person to Putnam County Board of Commissioners, 117 Putnam Drive, Suite A, Attn: County Manager, Eatonton, GA 31024, on or before the time and date prescribed above.**

**For your convenience, please use the label on the enclosed "Submittal Requirement" page.**

**Bids received after the time and date established for receiving bids will be rejected.**

#### SECTION 4 – QUALIFICATION OF BIDDERS

**All bidders shall provide a Work Resume and file it with their bid. The resume shall include projects which are similar to the type of work being bid for which the bidder had direct control over and was charged with full responsibility of the outcome.**

#### SECTION 5 – ADDENDA

Addenda are written instruments issued by the County prior to the date for receipt of bids which modify or interpret the specification document by addition, deletion, clarification, or correction.

Addenda will be mailed or delivered to all who are known by the County to have received a complete set of specification documents.

Copies of addenda will be posted on the county website and will also be available for inspection at the office of the County Manager.

No addendum will be issued later than forty-eight (48) hours prior to the date and time for receipt of bids, except an addendum withdrawing the invitation to bid or an addendum which includes postponement of the bid.

**Bidders shall ascertain prior to submitting their bid that they have received all addenda issued and they shall acknowledge receipt of addenda on the proposal form.**

#### SECTION 6 – BIDDER'S REPRESENTATION

Each bidder by signing and submitting a bid, represents that the bidder has read and understands the specification documents and the bid has been made in accordance therewith.

Each bidder for services further represents that the bidder is familiar with the local conditions under which the work is to be done and has correlated the observations with the requirements of the bid documents.

**NON-COLLUSION AFFIDAVIT:** By submitting a proposal, the bidder represents and warrants that such bid is genuine and not a sham or collusion or made in the interest or in behalf of any person not therein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other firm, person or corporation to refrain from bidding and that the bidder has not in any manner sought by collusion to secure to that bidder any advantage over any other bidder.

**INTEREST OF:** By submitting a proposal, the bidder represents and warrants that neither a commissioner, administrator, manager, employee, nor any other person employed by PUTNAM COUNTY or in any other way connected with the county has, in any manner, an interest, either directly or indirectly, in the bid or in the contract which may be made under it, or in any expected profits to arise therefrom.

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION: By signing and submitting this bid, the bidder certifies that the prices in this bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to bid opening directly or indirectly to any other bidder or to any competitor; no attempt has been made, or will be made, by the bidder to induce any person or firm to submit, or not to submit, a bid for the purpose of restricting competition.

Various professions within the building industry are required by state law to be licensed. These professions include electricians, plumbers, conditioned air contractors, low voltage contractors, utility contractors, and certain residential and general contractors. Putnam County will be complying with state laws and board rules regarding licensure. **No bid or proposal for projects that require a licensed professional will be accepted from unlicensed persons.** In addition, the licensed contractor must be the prime contractor on the project. It is not permissible for an unlicensed individual/firm to subcontract with a licensed contractor. The validity of all licenses will be checked.

#### SECTION 7 – BIDDER’S SECURITY

BID BOND: None

PERFORMANCE BOND: None

#### SECTION 8 – EQUAL OPPORTUNITY

Each bidder agrees that it shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, disability, national origin, age, or marital status. In the employment of persons, bidder shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to race, color, religion, sex, disability, national origin, age, or marital status.

#### SECTION 9 – CLARIFICATION OF SPECIFICATION DOCUMENTS

Bidders shall promptly notify the County Manager of any ambiguity, inconsistency, or error which they may discover upon examination of the specification documents.

Bidders desiring clarification or interpretation of the Specification documents shall make a written request which must reach the County Manager at least seven (7) calendar days prior to the date and time for receipt of bids.

Interpretations, corrections, and changes made to the Specification Documents will be made by written addenda. Oral interpretations or changes to the Specification Documents made in any other manner, will not be binding on the County; and bidders shall not rely upon such interpretations or changes.

#### SECTION 10 – SCHEDULE

The project shall be Substantially Complete within 120 calendar days from the date of issuance of Notice to Proceed. Liquidated damaged of \$500 per day will be assessed if work is not completed within 120 calendar days (excluding weather delays) from the date of the Notice to Proceed. Putnam County Recreation is located at 140 Recreation Road SW, Eatonton, GA 31024.

#### SECTION 11 – BID EVALUATION AND AWARD

The signed bid proposal shall be considered an offer on the part of the bidder. Such offer shall be deemed accepted upon issuance, by the County, of purchase orders, contract award notifications, or other contract documents appropriate to the work.

No bid shall be modified or withdrawn for a period of sixty (60) calendar days after the time and date established for receiving bids and each bidder so agrees in submitting the bid.

Award will be made to the vendor submitting the lowest responsive and responsible bid. The Putnam County Board of Commissioners reserves the right to reject any or all bids, to waive technicalities and

to re-advertise or make an award as deemed in its best interest. The written bid documents supersede any verbal or written prior communication between the parties.

#### SECTION 12 – CONTRACT AND BOND

After the acceptance of the bid, the successful bidder must execute a written Contract between the bidder and the County; such contract will incorporate the County's contract documents and be on forms provided by the County.

#### SECTION 13 – INSURANCE

**All bidders shall take special note of the attached insurance sheet titled "Insurance Clause for all County Contracts."**

**The successful bidder must provide proof of insurance in accordance with the contract documents.**

#### SECTION 14 – INDEMNIFICATION

The bidder shall indemnify and hold harmless the County, its members, its officers, and employees from and against all claims, damages, losses, and expenses, including, but not limited to attorney's fees arising out of or resulting from the performance of the contract, provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property other than goods, materials, and equipment furnished under this contract, including the loss of use resulting therefrom; is caused in whole or part by any negligent act or omission of the bidder, any subcontractor, or anyone directly or indirectly employed by any one of them or anyone for whose acts made by any of them may be liable, regardless of whether or not it is caused by a party indemnified hereunder.

In any and all claims against the County or its members, officers or employees by an employee of the bidder, any subcontractor, anyone directly or indirectly employed by any of them or by anyone for whose acts made by any of them may be liable, the indemnification obligation listed above shall not be limited in anyway by any limitation of the amount or type of damages, compensation, or benefits payable by or for the bidder or any subcontractor under worker's or workmen's compensation acts, disability benefit acts, or other employee benefit acts.

#### SECTION 15 – LAWS

The Laws of the State of Georgia shall govern the rights, obligations, and remedies of the Parties under this proposal and any agreement reached as a result of this process.

#### SECTION 16 – INDEPENDENT CONTRACTOR

It is the express intent of the parties that this Contract shall not create an employer-employee relationship, and the Contractor, or any employee or other person acting on behalf of Contractor in the performance of this Contract, shall be deemed to be independent contractor(s) during the entire term of this Contract or any renewals thereof. Contractor shall be responsible for all compensation and benefits payable to Contractor's employee(s) under this Contract and Contractor's employees shall not be entitled to any compensation from County or to any benefits made to their employees, including, but not limited to, overtime, vacation, retirement benefits, workers' compensation, sick leave, or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance, and for payment of all federal, state, local and any other payroll taxes with respect to the employee's compensation.

#### SECTION 17 – CERTIFICATION

By signing and submitting a proposal, the bidder certifies that they have carefully examined the plans for this project and the applicable federal, state, and local regulations and the special provisions included in and made a part of this proposal, and have also personally examined the site of the work. If awarded, the bidder further proposes to execute the contract agreement described in the specifications as soon as the work is awarded.

## SECTION 18 - DRUG-FREE WORK PLACE CERTIFICATION

By signing and submitting a proposal, the bidder certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-free Work Place Act", have been complied with in full. The bidder further certifies that:

(1) A drug-free work place will be provided for the contractor's employees during the performance of the contract; and

(2) Each contractor who hires a subcontractor to work in a drug-free work place shall secure from that subcontractor a written certification that a drug free work place will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of Code Section 50-24-3.

Also, they further certify that they will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

## SECTION 19 – SECURITY AND IMMIGRATION COMPLIANCE

It is further certified that pursuant to O.C.G.A. §13-10-91 I and all contractors and sub-contractors performing work under this Agreement are in compliance with the Federal Work Authorization Program. Prime contractors and sub-contractors may participate in 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"). **Contractor Affidavit, Subcontractor Affidavit (if applicable), and Sub-subcontractor Affidavit (if applicable) must be completed and turned in with your bid.**

It is further certified that pursuant to O.C.G.A. §50-36-1 I am a United States citizen, a legal permanent resident of the United States, or a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. **Affidavit must be completed and turned in with your bid, along with a copy of your driver's license.**

## SECTION 20 – PAYMENTS

Contractor shall be paid by and in accordance with Putnam County payment regulations. Putnam County will strive to take advantage of all discounts offered for prompt payment, therefore, indicate all discounts on monthly invoices. Invoices shall not be submitted more frequently than once a month.

## SECTION 21 – SPECIFICATIONS

### **Lighting System with LED Light Source**

#### **PART 1 – GENERAL**

##### **1.1 SUMMARY**

- A. Work covered by this section of the specifications shall conform to the contract documents, engineering plans as well as state and local codes.
- B. The purpose of these specifications is to define the lighting system performance and design standards for Putnam County Recreation Complex using an LED Lighting source. The manufacturer / contractor shall supply lighting equipment to meet or exceed the standards set forth in these specifications.
- C. The sports lighting will be for the following venues:
  - 1. Football/ Soccer Field
- D. The primary goals of this sports lighting project are:
  - 1. Guaranteed Light Levels: Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore, light levels are guaranteed to not drop below specified target values for a period of 25 years.

2. **Environmental Light Control:** It is the primary goal of this project to minimize spill light to adjoining properties and glare to the players, spectators, and neighbors. The LED design should provide better control than a good HID design.
3. **Life-cycle Cost:** In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance costs shall be eliminated for the duration of the warranty.
4. **Control and Monitoring:** To allow for optimized use of labor resources and avoid unneeded operation of the facility, customer requires a remote on/off control system for the lighting system. Fields should be proactively monitored to detect luminaire outages over a 25-year life cycle. All communication and monitoring costs for 25-year period shall be included in the bid.

## 1.2 **LIGHTING PERFORMANCE**

- A. **Illumination Levels and Design Factors:** Playing surfaces shall be lit to an average target illumination level and uniformity as specified in the chart below. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below. Appropriate light loss factors shall be applied and submitted for the basis of design. Average illumination level shall be measured in accordance with the IESNA LM-5-04 (IESNA Guide for Photometric Measurements of Area and Sports Lighting Installations). Illumination levels shall not to drop below desired target values in accordance to IES RP-6-15, Page 2, Maintained Average Illuminance and shall be guaranteed for the full warranty period.

Area of Lighting	Average Target Illumination Levels	Maximum to Minimum Uniformity Ratio	Grid Points	Grid Spacing
Football/ Soccer Field	20 FC	2.5:1.0	72	30' x 30'

- B. **Hours of usage:** Designs shall be based on the following hours of usage

Area of Lighting	Annual Usage Hours	25-year Usage Hours
Football/ Soccer Field	300	7,500

- C. **Color:** The lighting system shall have a minimum color temperature of 7500K and a CRI of 75.
- D. **Mounting Heights:** To ensure proper aiming angles for reduced glare and to provide better playability, minimum mounting heights shall be as described below. Higher mounting heights may be required based on photometric report and ability to ensure the top of the field angle is a minimum of 10 degrees below horizontal.

# of Poles	Pole Designation	Pole Mounting Height
4	S1-S4	70'

## 1.3 **ENVIRONMENTAL LIGHT CONTROL**

- A. **Light Control Luminaires:** All luminaires shall utilize spill light and glare control devices including, but not limited to, internal shields, louvers, and external shields. No symmetrical beam patterns are accepted.
- B. **Glare Control:** Maximum candela at a distance of 150' should be better than that of a comparable HID design. These values are defined for typical sports fields listed below.

Typical Field Type	Maximum Candela at 150'
Football	<24,000 candela

- C. **Spill Scans:** Spill scans must be submitted indicating the amount of horizontal and vertical footcandles along the specified lines. Light levels shall be taken at 30-foot intervals along the boundary line. Readings shall be taken with the meter orientation at both horizontal and aimed towards the most intense bank of lights. Illumination level shall be measured in accordance with the IESNA LM-5-04 after 1 hour warm up.



- D. The first page of a photometric report for all luminaire types proposed showing horizontal and vertical axial candle power shall be provided to demonstrate the capability of achieving the specified performance. Reports shall be certified by a qualified independent testing laboratory with a minimum of five years experience or by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program for Energy Efficient Lighting Products. A summary of the horizontal and vertical aiming angles for each luminaire shall be included with the photometric report.

#### **1.4 LIFE-CYCLE COSTS**

- A. Manufacturer shall submit a 25-year life cycle cost calculation as outlined in the required submittal information.
- B. Preventative and Spot Maintenance: Manufacturer shall provide all preventative and spot maintenance, including parts and labor for 25 years from the date of equipment shipment. Individual outages shall be repaired when the usage of any field is materially impacted. Owner agrees to check fuses in the event of a luminaire outage.

### **PART 2 – PRODUCT**

#### **2.1 SPORTS LIGHTING SYSTEM CONSTRUCTION**

- A. Manufacturing Requirements: All components shall be designed and manufactured as a system. All luminaires, wire harnesses, drivers and other enclosures shall be factory assembled, aimed, wired, and tested.
- B. Durability: All exposed components shall be constructed of corrosion resistant material and/or coated to help prevent corrosion. All exposed carbon steel shall be hot dip galvanized per ASTM A123. All exposed aluminum shall be powder coated with high performance polyester or anodized. All exterior reflective inserts shall be anodized, coated, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All exposed hardware and fasteners shall be stainless steel of 18-8 grade or better, passivated and coated with aluminum-based thermosetting epoxy resin for protection against corrosion and stress corrosion cracking. Structural fasteners may be carbon steel and galvanized meeting ASTM A153 and ISO/EN 1461 (for hot dipped galvanizing), or ASTM B695 (for mechanical galvanizing). All wiring shall be enclosed within the cross-arms, pole, or electrical components enclosure.
- C. System Description: Lighting system shall consist of the following:
1. Galvanized steel poles and cross-arm assembly.
  2. Non-approved pole technology:
    - a. Square static cast concrete poles will not be accepted.
    - b. Direct bury steel poles which utilize the extended portion of the steel shaft for their foundation will not be accepted due to potential for internal and external corrosive reaction to the soils and long-term performance concerns.
  3. Lighting systems shall use concrete foundations. See Section 2.3 for details.
    - a. For a foundation using a pre-stressed concrete base embedded in concrete backfill the concrete shall be air-entrained and have a minimum compressive design strength at 28 days of 3,000 PSI. 3,000 PSI concrete specified for early pole erection, actual required minimum allowable concrete strength is 1,000 PSI. All piers and concrete backfill must bear on and against firm undisturbed soil.
    - b. For anchor bolt foundations or foundations using a pre-stressed concrete base in a suspended pier or reinforced pier design pole erection may occur after 7 days. Or after a concrete sample from the same batch achieves a certain strength.
  4. Manufacturer will supply all drivers and supporting electrical equipment
    - a. Remote drivers and supporting electrical equipment shall be mounted approximately 10 feet above grade in aluminum enclosures. The enclosures shall be touch-safe and include drivers and fusing with indicator lights on fuses to notify when a fuse is to be replaced for each luminaire. Disconnect per circuit for each pole structure will be located in the enclosure.
  5. Manufacturer shall provide surge protection at the pole equal to or greater than 40 kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2\_2002.
  6. Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.
  7. All luminaires, visors, and cross-arm assemblies shall withstand 150 mph winds and maintain luminaire aiming alignment.

8. Control cabinet to provide remote on-off control and monitoring of the lighting system. See Section 2.4 for further details.
9. Manufacturer shall provide lightning grounding as defined by NFPA 780 and be UL Listed per UL 96 and UL 96A.
  - a. Integrated grounding via concrete encased electrode grounding system.
  - b. If grounding is not integrated into the structure, the manufacturer shall supply grounding electrodes, copper down conductors, and exothermic weld kits. Electrodes and conductors shall be sized as required by NFPA 780. The grounding electrode shall be minimum size of 5/8 inch diameter and 8 feet long, with a minimum of 10 feet embedment. Grounding electrode shall be connected to the structure by a grounding electrode conductor with a minimum size of 2 AWG for poles with 75 feet mounting height or less, and 2/0 AWG for poles with more than 75 feet mounting height.
- D. Safety: All system components shall be UL listed for the appropriate application.
- E. All poles must be made to fit existing concrete bases
- F. Provide (2) additional fixtures for parking lot and (1) additional fixture for batting cage area
- G. Provide (3) 1500-Watt HID fixtures for existing baseball field poles B1, B2

## **2.2 ELECTRICAL**

- A. Electric Power Requirements for the Sports Lighting Equipment:
  1. Maximum total voltage drop: Voltage drop to the disconnect switch located on the poles shall not exceed three (3) percent of the rated voltage.

## **2.3 STRUCTURAL PARAMETERS**

- A. Wind Loads: Wind loads shall be based on the 2015 International Building Code. Wind loads to be calculated using ASCE 7-10, an ultimate design wind speed of 115 mph and exposure category C.
- B. Pole Structural Design: The stress analysis and safety factor of the poles shall conform to 2013 AASHTO Standard Specification for Structural Supports for Highway Signs, Luminaires, and Traffic Signals (LTS-6).
- C. Foundation Design: The foundation design shall be based on soil parameters as outlined in the geotechnical report.
- D. Foundation Drawings: Project specific foundation drawings stamped by a registered engineer in the state where the project is located are required. The foundation drawings must list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole. These drawings must be submitted at time of bid to allow for accurate pricing.

## **2.4 CONTROL**

- A. Instant On/Off Capabilities: System shall provide for instant on/off of luminaires.
- B. Lighting contactor cabinet(s) constructed of NEMA Type 4 aluminum, designed for easy installation with contactors, labeled to match field diagrams and electrical design. Manual off-on-auto selector switches shall be provided.
- C. Remote Lighting Control System: System shall allow owner and users with a security code to schedule on/off system operation via a web site, phone, fax or email up to ten years in advance. Manufacturer shall provide and maintain a two-way TCP/IP communication link. Trained staff shall be available 24/7 to provide scheduling support and assist with reporting needs.

The owner may assign various security levels to schedulers by function and/or fields. This function must be flexible to allow a range of privileges such as full scheduling capabilities for all fields to only having permission to execute "early off" commands by phone. Scheduling tool shall be capable of setting curfew limits.

Controller shall accept and store 7-day schedules, be protected against memory loss during power outages, and shall reboot once power is regained and execute any commands that would have occurred during outage.

- D. Remote Monitoring System: System shall monitor lighting performance and notify manufacturer if individual luminaire outage is detected so that appropriate maintenance can be scheduled. The controller shall determine switch position (manual or auto) and contactor status (open or closed).
- E. Management Tools: Manufacturer shall provide a web-based database and dashboard tool of actual field usage and provide reports by facility and user group. Dashboard shall also show current status of luminaire outages, control operation and service. Mobile application will be provided suitable for IOS, Android and Blackberry devices.

Hours of Usage: Manufacturer shall provide a means of tracking actual hours of usage for the field lighting system that is readily accessible to the owner.

- 1. Cumulative hours: shall be tracked to show the total hours used by the facility
- 2. Report hours saved by using early off and push buttons by users.

- F. Communication Costs: Manufacturer shall include communication costs for operating the controls and monitoring system for a period of 25 years.

### **PART 3 – EXECUTION**

#### **3.1 SOIL QUALITY CONTROL**

- A. It shall be the Contractor's responsibility to notify the Owner if soil conditions exist other than those on which the foundation design is based, or if the soil cannot be readily excavated. Contractor may issue a change order request / estimate for the Owner's approval / payment for additional costs associated with:
  - 1. Providing engineered foundation embedment design by a registered engineer in the State of Georgia for soils other than specified soil conditions;
  - 2. Additional materials required to achieve alternate foundation;
  - 3. Excavation and removal of materials other than normal soils, such as rock, caliche, etc.

#### **3.2 DELIVERY TIMING**

- A. Delivery Timing Equipment On-Site: The equipment must be on-site six to eight weeks from receipt of approved submittals and receipt of complete order information.

#### **3.3 FIELD QUALITY CONTROL**

- A. Illumination Measurements: Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner's Representative, and Manufacturer's Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with IESNA LM-5-04.
- B. Field Light Level Accountability
  - 1. Light levels are guaranteed not to fall below the target maintained light levels for the entire warranty period of 25 Years.
  - 2. The contractor/manufacturer shall be responsible for an additional inspection one year from the date of commissioning of the lighting system and will utilize the owner's light meter in the presence of the owner.
  - 3. The contractor/manufacturer will be held responsible for any and all changes needed to bring these fields back to compliance for light levels and uniformities. Contractor/Manufacturer will be held responsible for any damage to the fields during these repairs.
- C. Correcting Non-Conformance: If, in the opinion of the Owner or his appointed Representative, the actual performance levels including footcandles and uniformity ratios are not in conformance with the requirements of the performance specifications and submitted information, the Manufacturer shall be required to make adjustments to meet specifications and satisfy Owner.

### **3.4 WARRANTY AND GUARANTEE**

- A. 25-Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for 25 years from the date of shipment. Warranty shall guarantee specified light levels. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty does not cover weather conditions events such as lightning or hail damage, improper installation, vandalism or abuse, unauthorized repairs or alterations, or product made by other manufacturers.
- B. Maintenance: Manufacturer shall monitor the performance of the lighting system, including on/off status, hours of usage and luminaire outage for 25 years from the date of equipment shipment. Parts and labor shall be covered such that individual luminaire outages will be repaired when the usage of any field is materially impacted. Owner agrees to check fuses in the event of a luminaire outage.

For additional information, please contact Recreation Director Scott Haley at 706-485-8565 or onsite at 140 Recreation Road SW, Eatonton, GA 31024.

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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Tel: 706-485-5826 ♦ Fax: 706-923-2345 ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## **INSURANCE CLAUSE FOR ALL COUNTY CONTRACTS**

The Contractor shall indemnify and hold harmless, to the fullest extent allowed by law, Putnam County, Georgia, its members, its officers and employees from and against all losses, claims, damages and expenses, including court-ordered attorney's fees, arising out of or resulting from the performance of the contract that results in bodily injury, sickness, disease, death or injury to or destruction of tangible property, including the loss of use resulting therefrom and is caused in whole or in part by the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

Contractor shall not commence work under this contract until he has obtained all insurance required under this Section and such insurance has been approved by PUTNAM COUNTY, nor shall the Contractor allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been so obtained and approved.

A. Workers' Compensation Insurance and Employer's Liability Insurance:

The Contractor shall take out and maintain during the life of this contract the applicable statutory Worker's Compensation Insurance, and in the case of any work sublet, the Contractor shall require the subcontractor similarly to provide statutory Worker's Compensation Insurance for the latter's employees. Coverage shall be provided by an insurance company authorized to write such insurance in all states where the Contractor will have employees located in the performance of this contract, and the Contractor shall require each of his subcontractors similarly to maintain Employer's Liability Insurance similarly to the Contractor.

Worker's Compensation – Required limits:

Coverage A – Coverage will include Statutory requirements

Coverage B – Employers Liability

\$100,000 Each Person

\$100,000 Each Person by Disease

\$500,000 Policy Limit – Disease

B. General Liability Insurance

1. The Contractor shall maintain during the life of this contract, Commercial General Liability Insurance, naming and protecting him and Putnam County against claims for damages resulting from (a) bodily injury, including wrongful death, and (b) property damage which may arise from operations under this contract whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. The insurance requirements are:

Commercial General Liability with limits of:

\$1,000,000 Each Occurrence

\$1,000,000 Personal Injury

\$2,000,000 Products/Completed Operations

\$2,000,000 General Aggregate

2. Coverage shall include Contractual Liability coverage insuring the contractual exposure as addressed in this contract.
  3. There shall be no exclusion or limitation for the Explosion (X), Collapse (C) and Underground (U) hazards.
  4. **Putnam County shall be named as Additional Insured.**
  5. The Commercial General Liability coverage shall be endorsed with the Designated Construction Project(s) General Aggregate Limit endorsement.
- C. Automobile Liability Insurance: The Contractor shall take out and maintain during the life of the contract such Automobile Liability Insurance as shall protect him against claims for damages resulting from (a) bodily injury, including wrongful death, and (b) property damage which may arise from the operations of any owned, hired, or non-owned automobiles used by or for him in any capacity in connection with the carrying out of this contract. The minimum acceptable limits of liability to be provided by such Automobile Liability Insurance shall be as follows:
- Bodily Injury and Property Damage \$1,000,000 Combined Single Limit
- D. Builder's Risk Insurance: ***(For Building Construction Contracts Only)*** Unless otherwise specified where buildings are to be constructed under this contract, the Contractor shall provide coverage for all direct physical loss (also known as "Special Causes of Loss"). Such insurance shall be written on a Replacement Cost basis covering such building in the amount equal to one-hundred percent (100%) of the contract amount (minimum) as specified herein. Losses, if any, shall be made payable to PUTNAM COUNTY and Contractor as their interest may appear. A certificate of insurance evidencing such insurance coverage shall be filed with PUTNAM COUNTY by the time work on the building begins and such insurance shall be subjected to the approval of PUTNAM COUNTY.
- E. Minimum Scope of Insurance: All Liability Insurance policies shall be written on an "Occurrence" basis only. All insurance coverage is to be placed with insurers authorized to do business in the State of Georgia.
- F. Certificate of Insurance: All Certificates of Insurance shall be filed with PUTNAM COUNTY on the standard ACCORD CERTIFICATE OF INSURANCE form showing the specific limits of insurance, coverage modifications and endorsements required by the preceding Sections A, B, C, D and showing PUTNAM COUNTY as an additional insured where required. Such certificate shall specifically state that insurance policies are to be endorsed to require the insurer to provide PUTNAM COUNTY thirty days notice of cancellation, non-renewal or any material reduction of insurance coverage.

***The original certificate shall be provided to the Putnam County Board of Commissioners as designated and mailed to: 117 Putnam Drive, Suite A, Eatonton, GA 31024.***

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
Tel: 706-485-5826 ♦ Fax: 706-923-2345 ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## **PROPOSAL FORM SOLICITATION 18-61221-001 PUTNAM COUNTY RECREATION LIGHTING PROJECT**

**To: The Putnam County Board of Commissioners**

Pursuant to the invitation to bid and the instructions to Bidders and according to the specifications attached, the below stated bidder proposes the following prices for the Putnam County Recreation Lighting Project:

\_\_\_\_\_ **does hereby propose the following:**  
**(Name of Bidder)**

### **PART 1 – LIGHTING EQUIPMENT**

\$ \_\_\_\_\_ **(Base Bid)**

#### **OPTIONS:**

a) _____	\$ _____
b) _____	\$ _____
c) _____	\$ _____

### **PART 2 – LIGHTING INSTALLATION**

\$ \_\_\_\_\_ **(Base Bid)**

#### **OPTIONS:**

a) _____	\$ _____
b) _____	\$ _____
c) _____	\$ _____

**Grand Total: \$** \_\_\_\_\_

**Additional sheet may be attached for detailed breakdown.**

\_\_\_\_\_

Signatures on the following page

**MARK OUTSIDE OF BID ENVELOPE AS FOLLOWS:**

**The offeror's name, address, telephone number, the Solicitation # and name, the date Monday, December 10, 2018 at 3:00 p.m. and addressed as follows:**

**Putnam County Recreation Lighting Project  
Attn: Paul Van Haute, County Manager**

I hereby acknowledge receipt of the following checked amendments of the Proposal, Plans and/or Specifications, etc.:

Amendment No's: 1\_\_\_\_, 2\_\_\_\_, 3\_\_\_\_, 4\_\_\_\_, 5\_\_\_\_, I understand that failure to confirm the receipt of amendments is cause for rejection of bids.

The undersigned signatory for the bidder represents and warrants that he has full and complete authority to submit this proposal to the County and to enter into contract with Putnam County.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
BY (SIGNATURE)

\_\_\_\_\_  
STREET ADDRESS or P. O. BOX

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
CITY, STATE

\_\_\_\_\_  
ZIP CODE

\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
TELEPHONE NO.

\_\_\_\_\_  
FAX NO.

\_\_\_\_\_  
(DATE)

\_\_\_\_\_  
EMPLOYERS FEDERAL I.D. NO or  
SOCIAL SECURITY NUMBER

\_\_\_\_\_  
Email

The Bidder(s) whose signature(s) appears on this document, having personally appeared before me, and being duly sworn, deposes and says that the above statements are true and correct.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary signature: \_\_\_\_\_

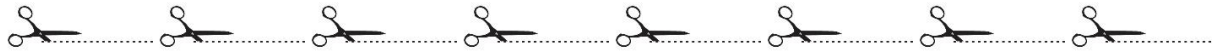
My commission expires: \_\_\_\_\_ (seal)



# IMPORTANT SUBMITTAL REQUIREMENT

Submittals must be properly labeled to ensure they are not inadvertently opened before the designated time. Affix the label below to the outside of the sealed submittal envelope or delivery package.

If this label is not used (i.e. in case of some delivery services), it is the bidder's responsibility to ensure that all required information (offeror's name, address and phone number, the project number, name of the project for which the proposal is being submitted, and the bid opening date and time) is on the OUTSIDE of the delivery package. Submissions that do not comply may be rejected.



FROM:

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

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

\_\_\_\_\_

Phone: \_\_\_\_\_

Bid/Proposal #: 18-61221-001

Bid/Proposal Name: Putnam County Recreation Lighting Project

Bid Opening Date/Time: Monday, December 10, 2018, 3:00 PM

TO:

PUTNAM COUNTY BOARD OF COMMISSIONERS

ATTN: COUNTY MANAGER

117 PUTNAM DRIVE

SUITE A

EATONTON, GA 31024

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax ♦ [www.putnamcountygga.us](http://www.putnamcountygga.us)

## Contractor Affidavit Under O.C.G.A. § 13-10-91(b)(1)

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 engaged in the physical performance of services on behalf of the Putnam County Board of Commissioners has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

Putnam County Board of Commissioners

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in

\_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

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

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

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

My Commission Expires:

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax ♦ [www.putnamcountygga.us](http://www.putnamcountygga.us)

## Subcontractor Affidavit Under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with \_\_\_\_\_ (name of contractor) on behalf of the Putnam County Board of Commissioners has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Subcontractor

\_\_\_\_\_  
Name of Project

Putnam County Board of Commissioners

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in

\_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

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

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

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

My Commission Expires:

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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706-485-5826 ♦ 706-923-2345 fax ♦ [www.putnamcountygga.us](http://www.putnamcountygga.us)

## Sub-subcontractor Affidavit Under O.C.G.A. § 13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with \_\_\_\_\_ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and \_\_\_\_\_ (name of contractor) on behalf of the Putnam County Board of Commissioners has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to \_\_\_\_\_ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to \_\_\_\_\_ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Sub-subcontractor

\_\_\_\_\_  
Name of Project

Putnam County Board of Commissioners

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in

\_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

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

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

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

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

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
[www.putnamcountyga.us](http://www.putnamcountyga.us)

## SAVE Affidavit

**(U.S. Citizens are only required to provide this affidavit one time)**

By executing this affidavit under oath, as bidder to Putnam County Georgia as referenced in O.C.G.A. § 50-36-1, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

**Please check one box only**

- 1) ☐ I am a United States citizen
- 2) ☐ I am a legal permanent resident of the United States
- 3) ☐ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency

My alien number issued by the Department of Homeland Security or other federal immigration agency is:

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

Signature of Applicant: \_\_\_\_\_

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

Date \_\_\_\_\_

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

Notary Public Signature: \_\_\_\_\_

Affix Notary stamp/seal here

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