



Ladies and Gentlemen:

The Bibb County School District takes this opportunity to announce that we are requesting bids for Temperature Screening Kiosks

. All bids should be delivered to the Bibb County School District Purchasing Department via portal of Vendor Registry.

Bids will be accepted prior to **July 20th, 2020 at 11 am EST** which time they will open and reviewed by the Procurement Office.

All bids will be evaluated as described in the attached document time is of the essence and any bids received after the announced time and date for submittal whether by mail or otherwise, will be rejected. The time of receipt shall be determined by the time clock stamp in the Purchasing Department.

Late bids received will be so noted in the bid file in order that the vendor's name will not be removed from the subject commodity/service list. Late bids will not be considered.

All Vendors Completing this bid should register online as well, please visit the Bibb County School District website, under Department, Procurement, Vendor Registration.
www.bcsdk12.net.

If you have any questions concerning this bid, please submit them in writing to Elaine M. Wilson, Elaine.wilson@bcsdk12.net. In addition, all communication relating to this bid solicitation, either before or after the bid opens, must be coordinated through the Purchasing Department to Elaine Wilson, via email ONLY; Elaine.Wilson@bcsdk12.net,

Your interest and participation in submitting a bid will be appreciated.

Elaine M. Wilson
Procurement Director



TENTATIVE TIMELINE

IFB BID NUMBER:	IFB 20-27
IFB QUESTION DEADLINE:	07/14/2020
IFB DUE DATE:	07/20/2020 @ 11 AM, EST.
LOCATION AND TIME DUE:	Due online Via Vendor Registry



BIBB COUNTY SCHOOL DISTRICT

A. Background:

The Bibb County School District has over 25,000 students along with 38 Sites, as well as 25 Departments. We are currently seeking a qualified contractor to provide Temperature Kiosk, for district wide locations.

B. Invitation:

The procurement office, on behalf of the Bibb County School District, would like to extend a formal offer to all-qualified contractors according to the specifications indicated within this RFP. All questions pertaining to this RFB should be emailed to the Procurement Director, Elaine M. Wilson, Elaine.wilson@bcsdk12.net.

Please make sure you put the Bid Number (20-27) is in the subject. All questions and answers will be posted under the purchasing menu, located on the Bibb County Board of Education webpage, under vendor registry (www.vendorregistry.com), under Bibb County School District. All questions and answers will be posted under the Bibb County School District Bid Page (Vendor Registry).

C. SPECIFICATIONS

Purpose and Objective

The purpose and intent of this invitation to bid is to secure single fixed prices and establish a term contract for the purpose of delivery temperature kiosk to various locations throughout the district.

All manufacturing warranties will be disclosed among the purchase, all training will be conducted within a 2-week delivery timeframe.

All deliveries and installation will be completed to ensure all parties are aware of the functionality, and necessary information to ensure the kiosk are working appropriately.

Scope of Work

Provide pricing, training, installation of temperature kiosk for district needs, according to the specifications outlined.

Standard features:

- Free standing, pedestal temperature kiosk
- Temperature and facial recognition software
- Wireless connectivity, built-in sound and light alarms
- Adjustable camera height from 3'5" to 7'0"
- Multi-point temperature measurement
- 8" minimum screen size
- 3' temperature detection distance
- Temperature accuracy +/- 1.0F



BIBB COUNTY SCHOOL DISTRICT

- Minimum scan time <2 seconds
- Dustproof & waterproof design
- No touch, no contact surfaces

Optional features:

- Network capabilities
- Multi-tracking capabilities for temperature scans
- Access control capabilities, ID card readers
- Storage capabilities and management options
- Alternative mounting options

Quantities

We are looking for an initial order of 75 machines, they will be delivered to various locations throughout the district. Some of the areas DO not have a lift gate.

Award

This bid may be awarded TO ONE vendor.

Deliveries

Bid prices shall be FOB. Deliveries must be made from 8:00 am to 2:00 pm. All other deliveries must be approved in advance by BCSD warehouse staff. When issued a Purchase Order by BCSD for materials designated as a standard stock item, the vendor must ship the order complete up to the minimum stock quantity within three (3) working days.

All other items should be delivered within seven (7) working days. Vendor shall also notify the BCSD within one (1) business day of receiving the purchase order of any backorders. BCSD reserves the right to cancel backorders and order from other sources. Any failure to comply with the terms and requirements of the bid may result in cancellation of all or part of the award.

We will look at delivering to one location the warehouse if the awardee is able to coordinate the installation for the machines to the various locations.

Evaluation:

The contract, if awarded, will be awarded to the responsible bidder. Product quality, service issues and other factors stipulated above must be met to the satisfaction of the Board for a bid to be considered responsive. Moreover, the Board will award the contract to the next most qualified bidder. Consequently, if the selected bidder is unable to execute a contract and provide delivery within the time parameters specified in this IFB.

D. INTERPRETATION/ADDENDA:

If any questions should arise pertaining to the IFB Documents, the bidders may email the Director of Procurement, Elaine M. Wilson, elaine.wilson@bcsdk12.net, please include the IFB number in



the Subject line, in order to guarantee a response to the question submitted. The questions should be received prior to the deadline within the **TENTATIVE TIMELINE**.

E. ADDITIONAL INFORMATION:

We have provided documentation to be reviewed for these appraisals we asked that if you have any other questions, or concerns. Please mail the Procurement Office, utilizing the email procurement@bcsdk12.net; please make sure you put your bid number in the subject line, and your questions will be addressed in a timely manner. We will stop taking all questions for this IFB on July 2nd, 2020.

F. "Responsive" Bidder Criteria

- Capability of providing report as indicated
- Warranties /Guarantees
- Ability to meet specifications/bid documents as indicated.
- Service and Support Capability
- Documented licensed as required by the State of Georgia
- Applicable Bond Information as needed
- Responsible Award Amount for the Bibb County School District

G. Cancellation/Default of Contract

In the event the successful bidder, through any cause, should fail to fulfill the agreed upon obligations in an effective and timely manner, the Board shall have the right to terminate its contract by specifying the date of termination in a written notice to the selected vendor at least thirty (30) days before that termination date. The Board also reserves the right to procure the articles or services from other sources and hold the defaulting vendor responsible for any excess cost incurred.

H. Indemnity Provisions

Where bidder is required to enter or go onto property to provide services or gather information, the bidder shall be liable for any injury (including death), damage or loss occasioned by negligence of the bidder, his agent, or any person the bidder has designated to visit Board property and shall indemnify and hold harmless the Board, its officers, employees, agents and volunteers from any liability arising offerors should not include an indemnity or hold harmless agreement from the Board in any proposal. The Board will not be bound by any such agreement. Board Policy provides in part: No contract, provision, agreement or term of any procurement, contract or agreement with the Board shall obligate the Board or System to indemnify, save or hold harmless any vendor for any future claim, loss, expense or liability.

I. Errors in Bids

Bidders or their authorized representatives are expected to fully inform themselves as to conditions, requirements, and specifications before submitting bid proposals. Failure to do so will be at the

bidder's own risk. The bidder may withdraw a bid prior to the bid opening date and time by requesting to do so in writing.

J. Standards of Acceptance of Bid Proposal for Contract Award

The Board reserve the right to reject any and all bids and to waive any irregularities or technicalities in proposals received whenever such rejection or waiver is in the best interest of the Board. The Board has the right to disqualify a bid of any bidder as being unresponsive when such bidder cannot document its ability to deliver requested services or when investigation shows it is not in a position to perform the contract.

K. Compliance with Laws

The bidder shall obtain and maintain all licenses, permits, liability insurance, worker's compensation insurance and comply with any and all other standards or regulations required by Federal, State, or County statutes, ordinances and rules during the performance of any contract between the Board and the bidder. Any such requirement specifically set forth in any contract document between the bidder and the Board shall be supplementary to this section and not in substitution thereof.

L. Company Background and Experience

- Offeror will describe their background, relevant experience and qualifications including, but not limited to the following:
- Provide adequate and product as outlined
- Provide acceptable Delivery timeframes as requested
- Provide a Sample as requested

M. PREPARATION OF PROPOSAL:

Each proposal should be prepared as best as possible, however only content related to the specifications of this project should be addressed.

N. PACKAGING OF PROPOSAL: N/A Submit ONLINE only

O. EVALUATION PROCESS

The evaluation of proposals received on or before the due date and time will be evaluated by Procurement, and the Safety Committee prior to the award.

P. MANDATORY REVIEW REQUIREMENTS

Proposals which pass the administrative review will then be reviewed by the Technical Evaluation Team to ensure all requirements are satisfied as requested.

Q. REJECTION OF PROPOSALS/CANCELLATION OF IFB

The Board reserves the right to reject any or all proposals, to waive any irregularity or informality in a proposal, and to accept or reject any item or combination of items, when to do so would be to the advantage of the Board. It is also within the right of the Board to reject proposals **that do not contain all elements and information requested**



in this document. The Board reserves the right to cancel this IFB at any time. The Board will not be liable for any cost/losses incurred by the Offerors throughout this process.

BCSD NONDISCRIMINATION

The contractor, by the submission of a proposal or the acceptance of a contract, does agree that he will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor shall take appropriate action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, rates of pay or other forms of compensation and training. In the event of the contractor's noncompliance with the nondiscrimination policy of the BCSD, any contract or purchase order may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible to transact further.

UTILIZATION OF MINORITY AND SMALL BUSINESS ENTERPRISES AND LOCAL AND MINORITY LABORERS

Minority and Small Business Subcontractors. The Owner has adopted a policy indicating its desire to increase the opportunity for participation by minority business enterprises and small business concerns in all its construction projects. The Contractor acknowledges this policy and agrees that it will actively solicit and encourage bids from qualified subcontractors identified by the Minority Assistance Corporation or other agencies as minority business enterprises. The Contractor shall also actively encourage and solicit bids from subcontractors who qualify as small business concerns.

Utilization of Minority and Local Labor. It is the policy of the Owner that the contractor and all subcontractors shall, consistent with efficient contract performance, utilize to the maximum extent possible minority and local laborers and mechanics as on-site employees. The Contractor acknowledges this policy and agrees that the on-site labor force of contractors and all subcontractors shall include a meaningful representation of skilled and unskilled local and minority laborers and mechanics, consistent with the efficient performance of this contract. Meaningful representation for minorities means the employment of minority laborers and mechanics in at least the same proportion that minorities are represented in a discrete construction skill or craft in Bibb County and all adjacent counties, provided such individuals are available at the time of need. Meaningful representation of local laborers and mechanics means that at least 75% of the on-site work force of contractor and all subcontractors, taken as a whole, shall reside in the Bibb County and surrounding counties, provided such individuals are available at the time of need.

DRUG-FREE WORKPLACE

By submission of a proposal, the Offeror certifies that he/she will not engage in the unlawful manufacture, sale distribution, dispensation, possession, or use of a controlled substance or drug during the performance of the contract and that a drug-free workplace will be provided for the contractor's employees during the performance of the contract. The Offeror also certifies that he will secure from any subcontractor who works on the contract, written certification of the same drug free workplace requirements. False certification or violation by failing to carry out requirements of O.C.G.A. 50-24-3 may cause suspension, termination of contract, or debarment of such Offeror.

CERTIFICATION OF NONCOLLUSION

By submitting a proposal the Offeror certifies: "that this proposal is made without prior understanding, agreement, or connection with any corporation firm, or person submitting a proposal for the same materials, supplies, or



equipment, and is in all respects fair and without collusion or fraud. That collusive pricing is understood to be a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.”

IMMIGRATION REFORM AND CONTROL ACT

Offerors must abide by all federally mandated laws enforced by United States Department of Homeland Security which are established to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA) P.L. 99-603), in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

AUTHORIZED OFFICIAL

It is agreed that all conditions of the proposal shall be abided and that the person signing this proposal is authorized to sign the proposal for the Offeror.

SOLICITATION TERMINATION

In any event in which this solicitation is terminated or cancelled, in whole or in part, or all proposals are rejected, there shall be no liability on the part of BCSD for any costs incurred by Offerors or potential Offerors in relation to the solicitation.

RIGHTS AND REMEDIES

The rights and remedies of BCSD provided above shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

INSURANCE

When the selected contractor has been identified, he will be notified of the necessity to provide required insurance. Proof of insurance shall be provided within 15 days of the date of written notification to the contractor.

Worker’s Compensation and Employer’s Liability Insurance

The contractor shall procure and maintain Worker’s Compensation and Employer’s Liability Insurance in the following limits. Such insurance is to cover each and every employee who is or may be engaged in work under the contract.

Worker’s Compensation Limits: Statutory

Employer’s Liability Limits:

Bodily Injury by Accident	\$ 100,000 each accident
Bodily Injury by Disease	\$ 100,000 each employee
Bodily Injury by Disease	\$ 100,000 policy limit

Contractor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the workers compensation and employer’s liability or commercial umbrella liability insurance obtained by Contractor pursuant to this agreement. The Waiver of Our Right to Recover from Others Endorsement, ISO Form SC 00 03 13 shall be attached to the policy showing the Owner listed in the Schedule.

Commercial General and Umbrella Liability Insurance

The Contractor shall procure and shall maintain commercial general liability (CGL) and if necessary, commercial umbrella insurance with a limit of not less than \$250,000 each occurrence, as shall protect him and any Subcontractor performing Work covered by this Contract from claims for damages for bodily injury, including



accidental death, as well as from claims for property damages, which may arise from operations under the Contract Agreement, whether such operations are by himself or by any Subcontractor or by anyone directly or indirectly employed by either of them.

- (1) Comprehensive Form
- (2) Contractual Insurance
- (3) Personal Injury
- (4) Broad Form Property Damage
- (5) Premises - Operations
- (6) Completed Operations

This coverage shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under the contract. Policy coverage must be on an occurrence basis.

*****Bidders shall provide two (2) copies of submitted bid proposals containing all pertinent documentation. The Board assumes no responsibility or obligation to respondents and will make no payment for any costs associated with the preparation or submission of the bid proposal. Bidders are encouraged to review carefully all provisions and attachments of this document prior to submission. Each bid proposal constitutes an offer and may not be withdrawn except as provided herein. *****

APPENDIX I

BID TABULATION PAGE

THE QUANTITIES SHOWN IN THIS BID DOCUMENT ARE ESTIMATES. ACTUAL QUANTITIES PURCHASED MAY VARY.

Product Info	Product Specification	Delivery Fee to Various Locations	Delivery Fee to ONE location

APPENDIX II
OFFEROR AFFIRMATION FORM:

Company Name: _____

IFB Name: _____

IFB Number: _____

After careful examination of the solicitation document in its entirety, _____ and any addendum(s) issued, the undersigned proposes to satisfy all requirements in accordance with said documents.

For Consideration of this proposal, the undersigned hereby affirms that:

1. He/She is a duly authorized official of the offeror.
2. NO changes were made to the original IFB document,
3. The proposal is being submitted on behalf of the offeror in accordance with any terms and conditions set forth in this document.
4. The offeror will accept any awards made to it as a result of the proposal submitted here in for a minimum of one hundred and twenty (120) days following the date of submission.
5. The offeror will accept the terms and conditions set forth in the contract template attached here to.

If notified in writing by mail or delivery of the acceptance of the award, the undersigned agrees to furnish and deliver to the assigned procurement professional within five (5) days of the request, a certification of insurance indicating the coverage specified within this solicitation.

A contract shall be established which will set forth the terms of this agreement. The contract shall be interpreted, constructed, and give effect in all respects according to the laws of the State of Georgia.

Nondiscrimination in Employment: We, the supplier of goods, materials, equipment and services covered by this bid or contract, have not discriminated in the employment, in any way, against any person or person, or refused to continue the employment of any person or persons on account of their race, color, sex, religion, national origin, marital status, sexual orientation, age, or disability.

Respectfully Submitted,

Company Name

Authorized Official Name

Signature

Title:

Date:

E-mail Address:

The legal name of the bidder is: _____

APPENDIX III

Non-Collusion Affidavit

(Form must be completed and returned with bid.)

Bibb County Board of Education, Macon, GA 31201

I state that I am _____ of _____

Title

Name of Company

And that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid and I state that this bid is made in good faith.

I state that:

1. The price(s) and amounts of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder, or potential bidder; neither the approximate price(s) have been disclosed nor will they be disclosed before bid opening to any other contractor, bidder or potential bidder.

2. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complimentary bid.

_____, its affiliates, subsidiaries, officers,

Name of Company

Directors and employees are not currently under investigation by any government agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Bibb County Board of Education of the true facts relating to submission of bids for this contract.

Name/Date

Title or Position

Signature



BIBB COUNTY SCHOOL DISTRICT

APPENDIX III

OFFEROR'S CHECKLIST

PROPOSAL NO.: _____

- The proposal has been signed by an authorized principal or authorized official of the firm.
- No conditions, restrictions or qualifications have been placed by the company on this proposal that would have the proposal declared non-responsive.
- We are prepared to provide the insurance required in this solicitation.
- All forms
- E-verify Affidavit

COMPANY NAME

TYPE OR PRINT NAME OF PERSON COMPLETING CHECKLIST

SIGNATURE OF PERSON COMPLETING CHECKLIST

DATE

COMPANY FEDERAL ID NUMBER

COMPANY E-MAIL ADDRESS

READ AND COMPLETE THIS CHECKLIST BEFORE SUBMITTING THE PROPOSAL

RETURN WITH PROPOSAL



APPENDIX V

Certificate Regarding Debarment, Suspension, Ineligibility

(Form must be completed and returned with bid.)

The Bibb County School District is a recipient of Federal monies. As such we require that participating vendors not be debarred, suspended, ineligible or excluded from doing business with the Federal government or any agency thereof.

The prospective participant certifies, by submission of the bid, that neither it, nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in this transaction by any Federal department or agency.

Organization Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

