

Request for Bids (“RFB”) No. 34737



ESB Enterprise DMV Camera Project

Non-Discrimination Notice

ODOT in accordance with the Title VI of the Civil Rights Act of 1964, 78 Stat. 252. 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all Bidders that it will affirmatively ensure that all business enterprises will be afforded full opportunity to submit bids in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Bid Submission Deadline:	March 30, 2021	3:00 PM	Submit Bid Form parts 1 - 4 by email as one PDF attachment
Submit to:	Darren Schmidt, Procurement Specialist		Contact Phone: 503-986-6912
Email:	Darren.s.schmidt@odot.state.or.us		

ESB ONLY:

This Request for Bids is restricted to qualified contractors who have been certified by the State of Oregon as an “Emerging Small Business” (ESB) per the guidelines of the Certification Office for Business Inclusion and Diversity (COBID). Only Bids from certified ESB firms will be considered for award of this contract. To verify your certification, please contact COBID at (503) 986-0075.

EMERGING SMALL BUSINESS ASSISTANCE PROGRAM: This project is part of the Emerging Small Business (ESB) Assistance Program under Oregon Revised Statute (ORS) 200.160 through ORS 200.200 and as such, Contractor shall comply with all requirements, including the following:

ORS 200.170(3) Eligibility for Assistance. The applicant for assistance under ORS 200.005 and 200.160 to 200.200 must perform at least 51 percent of the labor on any public improvement or maintenance project for which assistance is received using the applicant's own workforce. 1991 c.517 3, 6.

Procurement Summary:

Project Scope: Install all cameras, mounts, cabling, electrical, and cable management items needed to run the camera system. ODOT to provide NVR. Label and test (including administration and calibration) Contractor furnished IP video security cameras with multi streaming, displays, mounts, patch cables and miscellaneous supplies to fully connect system to the NVR.

There will Not be an in person pre-bid conference and walk through per State of Oregon Governor’s rule.

COMPLETION DATES (See the General Conditions for definitions of substantial and final completion. A link to the General Conditions is provided in Attachment C.):

Substantial Completion: 4 weeks from NTP
Final Completion: 5 weeks from NTP

The work contemplated under an awarded Contract includes all labor, materials, transportation, equipment and services for, and incidental to, the completion of all work in connection with the project described in the Contract Documents.

Bidding Information:

This procurement is being conducted under procedures for competitive quotes in accordance with ORS 279C.

No public bid opening will be held.

Any questions regarding this RFB should be directed to the procurement specialist identified on page 1, no later than close of business March 26, 2021. Any changes to (addenda) or notices regarding the RFB will be posted on ORPIN.

Statements not binding: Any statements made will not change the Specifications or Contract documents unless an Addendum has been issued by the ODOT Procurement Office and posted on ORPIN website

Bidder must submit the attached Bid Form (Parts 1, 2, 3, and 4) by the deadline specified in order to be considered for award. ALL BIDS MUST BE SUBMITTED BY EMAIL AS ONE PDF ATTACHMENT TO:

darren.s.schmidt@odot.state.or.us Please include the Request for Bid number in the subject line of the email.

Attachments: The following attachments, which are provided in ORPIN in the Attachments Exist folder, are incorporated into this Request for Bid and will be incorporated into any resulting Contract as part of the Contract Documents.

Attachment A – Specifications	Attachment D – Contract Closeout Compliance Checklist
Attachment B – Enterprise DMV Camera Layout	Attachment E – Sample Public Improvement Agreement Form
Attachment C – Terms and Conditions	

Method of Award:

ODOT intends to award a Contract to the lowest responsible bidder whose offer complies with the requirements.

BID FORM

Bidder must submit this form by the deadline indicated on page 1.

Request for Bids No. 34737 – ESB Enterprise DMV Camera Project

Part 1: Bidder Information/ Signature

Bidder (COMPANY) Legal Name:			
Bidder Address:			
Contact Person:		Phone:	
Email:			
CCB #:		CCB Expiration:	
ESB#:			
By signature below, the undersigned Authorized Representative of the Bidder hereby certifies on behalf of Bidder that:			
1. Bidder agrees to and shall comply with all requirements, specifications and terms and conditions included with this Request for Bid (including all Attachments and Addenda, if any) if awarded a contract under this solicitation.			
2. In accordance with ORS 279A.110(4) , Bidder does not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation or national origin. And, pursuant to ORS 279A.110, Bidder has not and Bidder will not discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emerging small business certified under ORS 200.055.			
Authorized Representative Printed Name and Title: _____			
Authorized Representative Signature: _____			

Part 2 - Bidder References Form

REFERENCES FOR COMPARABLE PROJECTS IN SIZE AND SCOPE: If Bidder checked the second checkbox in Part 2, Bidder shall provide on this form a list of three different firms that can be contacted regarding the quality of services that the Bidder provided in the last 4 years on projects of comparable size and scope.

Name of Firm:			
Reference Contact Person:			
Telephone:	Fax:	Email:	
Alternate Reference Contact Person:			
Telephone:	Fax:	Email:	
Project Title:			
Project Date:	Project Location:		
Project Description:			

Name of Firm:			
Reference Contact Person:			
Telephone:	Fax:	Email:	
Alternate Reference Contact Person:			
Telephone:	Fax:	Email:	
Project Title:			
Project Date:	Project Location:		
Project Description:			

Name of Firm:			
Reference Contact Person:			
Telephone:	Fax:	Email:	
Alternate Reference Contact Person:			
Telephone:	Fax:	Email:	
Project Title:			
Project Date:	Project Location:		
Project Description:			

Part 3: Pricing Submittal

Bidder company name: _____ City/State: _____

The Bidder proposes to furnish all material, equipment and labor, and perform all work for ODOT, in strict accordance with the Request for Bids and Specifications, on the basis of the following prices:

The quantities listed are estimated. Contractor will be paid based on actual, measured quantities.

IMPORTANT:

- ODOT will provide and install the Network Video Recorder (NVR), cabling and electrical connections.
- Contractor shall supply security cameras, displays, mounts and patch cables for a fully functioning system as noted on Attachment A – Specification.
- ESB firm must be certified to install specified security system specified in Attachment A – Specification and Attachment B – Enterprise DMV Camera Project.

BID ITEMS					
ITEM	ITEM DESCRIPTION	EST. QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Install all cameras, mounts, cabling, electrical, and cable management items needed to run the camera system. ODOT to provide NVR. Label and test (including administration and calibration) Contractor furnished IP video security cameras with multi streaming, displays, mounts, patch cables and miscellaneous supplies to fully connect system to the NVR.	1	LS		
TOTAL BID					

Part 4: Request for Taxpayer ID Number (TIN)

This form must be submitted with each Bid, Proposal, Small Procurement/Direct Appoint, or Highway prequalification application.

Indicate below what this TIN Request applies to:

- Bid or Proposal in response to Solicitation # _____
- Direct Appointment, Small Procurement, Sole Source or Emergency Contract
- Highway Prequalification Application

Legal Name of firm: _____

DBA: _____

DBA: _____

TIN #: _____

If your TIN is a social security number, do NOT enter it. Note that it's an SSN and return the form without filling it in the number. An ODOT representative will contact you to get your SSN over the phone.

The ODOT Procurement Office requires a TIN with each submission of a Bid, Proposal, Small Procurement/Direct Appoint, or Highway pre-qualification application. This number assists with maintaining the integrity of ODOT data systems by avoiding duplicate and incorrect entries. This form does not take the place of IRS Form W-9.

AWARD REQUIREMENTS (for selected Bidder only)

Upon award of a contract, ODOT may request and require the selected Bidder to submit the following:

Business Registry Number/Registered Agent Name

If selected for award, Bidder must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing a contract. Bidder must obtain and maintain a current Oregon Secretary of State business registry number (unless operating under the Bidder's [real and true name](#)). See [process for obtaining a business registry number](#). All Corporations and other business entities (domestic and foreign) must have a Registered Agent in Oregon. See requirements and exceptions regarding [Registered Agents](#). For more information, see [Starting a Business](#) and [Laws and Rules](#). The titles in this subsection are available at the following Internet site:

<http://www.filinginoregon.com/index.htm>.

Tax ID Number

Provide Taxpayer Identification Number (TIN) and backup withholding status on a completed W-9 form (<http://www.irs.gov/pub/irs-pdf/fw9.pdf>).

Certificates of Insurance

Provide certificates of insurance to ODOT for required insurance coverage, if any.

Conflict of Interest ("COI") Disclosures

Provide all required conflict of interest disclosures, if any, per the ODOT COI Guidelines and COI Disclosure Form available at the following link:

<http://www.oregon.gov/ODOT/Business/Procurement/Pages/PSK.aspx>

Bidder Responsibility

Complete and provide a signed **Responsibility Inquiry form**:

<http://www.oregon.gov/ODOT/Business/Procurement/Pages/PSK.aspx> (under Forms section, Misc. Procurement Related Forms).