

January 15, 2019

To: All Bidders

The Cook County Board of Education solicits your bid to provide 19 buses with a 4 camera 1080P security system, including a windshield camera, and bus stop arm camera kit. System must include Built-in WIFI Module, Panic Button, and a 1TB Hard Drive. Quote should also include installation of the systems onsite.

Vendors are instructed to read carefully all terms and conditions stated within the attached pages before completing their bid.

Responses to this bid shall be submitted electronically to [jsparks@cook.k12.ga.us](mailto:jsparks@cook.k12.ga.us) or may be mailed or hand delivered to the Cook County Board of Education, 1109 N Parrish Ave., Adel, Georgia 31620 prior to 3pm on Friday January 18, 2019.

Bids will be opened January 22, 2019 at 10:00 am at the Cook County Bus Shop, 801 Alabama Lane, Sparks, GA 31647.

Bids received after the stated time will be considered a “None Response” and will not be opened.

The Cook County Board of Education reserves the right to accept or reject any and all bids, to waive any irregularity in bids received, to award the entire bid to one contractor or to make awards by group or by line item whichever is in the best interest of Cook County Board of Education. Additionally, the Cook County Board of Education may unilaterally terminate this contract in whole or in part, for the Board of Education’s convenience, availability of unobligated funds, or because of failure of the contractor to fulfill the contract obligations in any respect.

Your interest and participation are solicited and appreciated.

Sincerely,

Jackie Sparks

Finance Director

Enclosures

# *BIDDERS DECLARATION*

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications.

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

**That the bidder has liability insurance including workers’ compensation. A declaration of insurance form shall be included in the bid package.**

**That the successful bidder, prior to the award of the bid, shall provide an Immigration Requirement Form (Georgia Security and Immigration Compliance Act OCGA 13-10-90.)**

That the Cook County Board of Education reserves the right to reject any or all bids and to accept that offer which will, in its opinion, best serve the public interest. The Cook County Board of Education reserves the right to waive any technicalities and formalities in the bid.

That by submission of this bid the contractor acknowledges that the Cook County Board of Education has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the contractor.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

**BIDDER:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Title

**AFFIX CORPORATE SEAL (If Applicable)**

***CERTIFICATE OF NON-DISCRIMINATION***

In connection with the performance of work under this contract, the contractor agrees as follows:

The contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The contractor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the contractor’s non-compliance with this non-discrimination clause, the contract may be canceled or terminated by the Cook County Board of Education. The contractor may be declared, by the Cook County Board of Education, ineligible for further contracts with the Cook County Board of Education until satisfactory proof of intent to comply shall be made by the bidder.

The contractor agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BIDDER**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TITLE**

***NON-COLLUSION AFFIDAVIT***

The following affidavit is to accompany the bid:

**STATE OF** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COUNTY OF** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Owner, Partner or Officer of Firm**

**Company Name, Address, City and State**

being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached offer. Affidavit further states as bidder, that they have not been a party to any collusion among contractors in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of the Cook County Board of Education or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between contractors and any official of the Cook County Board of Education or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

**FIRM NAME** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TITLE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Subscribed and sworn to before me this\_\_\_\_\_ day of 20\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTARY PUBLIC**

***GENERAL TERMS AND CONDITIONS***

**CCBOE 0002**

**January 22, 2019**

**10:00 am**

1. Bids should be mailed in ample time to assure delivery prior to the closing date and time.

For mailing purposes please address to:

Cook County Board of Education

Attn: Mrs. Jackie Sparks

1109 N Parrish Ave.

Adel, Georgia 31620

For email purposes please mail to jsparks@cook.k12.ga.us

1. Bids must be sealed within an envelope marked as shown in the cover letter. Any bid received after the designated time of closing will be considered a “NONE RESPONSE.”
2. No awards of any kind are made at the time of the closing. A copy of the tabulations and/or the awards will be available upon request for any vendor who submitted an offer. This information may be obtained after the bid has been awarded.
3. Bids submitted must include any and all costs. The Cook County Board of Education will pay no additional charges.
4. Successful contractor shall be required to describe all exceptions to our specifications. If no substitutions are indicated, it will be assumed the offer submitted is based on our specifications.
5. Time of delivery is a part of this consideration and must be stated in definite terms and must be adhered to completely. Delivery must be complete on or before the specified date and in the manner specified.
6. No partial payment will be made. The total amount of each purchase order will be paid only after the completion of the project and approved by Cook County Board of Education and its designee. The final inspection and approval must be made by an authorized representative of the Cook County Board of Education.

***SPECIFICATIONS***

***& BID FORM***

***CCBOE 0002***

***January 22, 2019***

***10:00 am***

***Interior Cameras – 3 EACH***

170 degree HD 1080 P Low Profile Camera with Noise Gated Microphone, Vandal Resistant Casing, Scratch-Resistant, Anti-Glare Glass Lens Cover, Infared, Including All Wiring/Cables/Brackets

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 19 Each

**Exterior Camera - 1 EACH**

360 degree 1080 P HD Low Profile Camera, 3 megapixels, noise gated microphone, Vandal-Resistant Casing, Scratch-Resistant, Anti-Glare Glass Lens Cover, Infared, Including All Wiring/Cables/Brackets

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_19 Each

**SAV Camera**

5MP Right Side SAV Camera 1080 P HD, 25 degree vertical angle adjustable at Installation, Super-Infared, Water Resistant, Vandal-Resistant Casing, Scratch Resistant, Anti-Glare Polarized Glass Lens Cover, Including All Wiring/Cables/Brackets

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 19 Each

**DVR System**

12 Channel HD Mobile Digital Recorder, 1 TB Platter Hard Drive with SD Card Slot for Redundant Recording, 12 Channels, with 8 channels D1, WD1, 720 P up to 1080 P plus 4 channels IP up to 1080P, Built In WIFI Module, Built in GForce Sensor, Vandal Resistant Locking Front Cover, Panic Button

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_19 Each

**PLEASE STATE TOTAL MATERIALS AND INSTALLATION PRICE**

**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**STARTING DATE OF PROJECT ARO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COMPLETION DATE OF PROJECT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cook County Board of Education**

**Finance Department**

**1109 N Parrish Ave.**

**Adel, GA 31620**

GENERAL INSTRUCTIONS AND INFORMATION TO PROSPECTIVE BIDDERS:

* Type or print, legibly, in ink. All signatures must be in ink and original. Signature stamps are not acceptable.
* FAX copies of application are not acceptable.
* Complete all items on this application.
* Failure to respond to three consecutive invitations to bid will result in your company being removed from active

status to inactive status and no further invitations to bid will be mailed to you. A return of “no bid” response is acceptable and will indicate your desire to remain an active vendor.

* Future changes in your company name, address, telephone number, authorized representative, or ownership must be submitted to this department, in writing, on company stationery and signed by an authorized company representative.
* Your application will be reviewed upon receipt, and based on the information contained therein, your company will be placed on the appropriate category list(s).
* Failure to comply with the above stated instructions will result in your application being rejected.

## VENDOR APPLICATION

(Pre-qualification information)

**Complete Vendor Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Federal Tax ID No:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Social Security No.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If Company) (If individual)

**Business License Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **E-Verify Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Regular Mailing Address: Remit To Address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Previous Vendor Name(s) and Address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you ever done business with Cook County under any of the above names?

Yes\_\_\_\_\_\_\_\_ No\_\_\_\_\_\_\_\_ If yes, which ones.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Business\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your company is organized as:

\_\_\_Individual \_\_\_ Partnership \_\_\_ Corporation \_\_\_ Other (Specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Names and signatures of persons authorized to sign bids and contracts:

Name Title Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been bonded?

If yes, name and address of Bonding Company.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever had a bond revoked? \_\_\_\_\_\_\_\_If yes, briefly state the reason why:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is any litigation pending against you or your company? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, briefly state the reason why: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is your inventory stocked in the State of Georgia? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If not, where is it stocked?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Give three current or recent customers/clients for whom similar goods or services have been provided.

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

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

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

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

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

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

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

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

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

I, the undersigned, hereby certify that the above information is a complete and true statement of the facts.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of person authorized to sign this application Title Date