



**City of Conway
Invitation and Bid No. 2007-17**

INVITATION

TO THE VENDOR ADDRESSED:

Bidders are invited to furnish the items listed herein in accordance with the terms and conditions attached. Sealed bids must be in the hands of the Mayor not later than 10 am, Wednesday, February 21st, 2007 at which time all bids will be opened and read in the Downstairs Conference Room in City Hall. Unsigned bids will be rejected. Successful bidders will receive purchase order, if necessary, after City Council approval within 30 days after the opening date shown above.

**Conway Park & Recreation
Installation of Roll-up Curtains
Basketball Courts / McGee Center**

We prefer product to be manufactured by Performance Sports Systems to allow consistency between the two (2) Conway Sports Centers but equivalent manufacturer will be considered.

OVERHEAD STRUCTURE

- The Model 4030 Roll-Up Divider Curtain is to be supported from the roof structure by directly attaching to the underneath side of the roof truss or by attaching to 3 ½” O.D. horizontal and 2 ⅜” O.D. vertical structure tubing supplied by the manufacturer.
- Bridge pipe will be required if truss spans exceed 14’.
- Superstructure shall be furnished with standard black finish.

MATERIALS

- The lower 8’ shall be solid 18oz. polyester reinforced, fire retardant and mildew resistant vinyl fabric.
- Seams shall be electronically welded with a full contact weld.
- Upper portion of curtain shall be 9oz. vinyl coated polyester mesh.
- Curtain shall stop 2” above finished floor.

DRIVE / SUPPORT STRUCTURE

- Manufacturer's Model 4002 Hoist shall drive a continuous 2 $\frac{3}{8}$ " O.D. drive shaft.
- Drive shaft shall be supported by a carrier assembly spaced no greater than 14' center-to-center.
- The carrier shall consist of a formed bracket with two rubber wheels on which the drive shall rotate.
- Curtain shall be raised using polyester belts of equal lengths with a minimum tensile strength of 1,000 lbs. per inch of supporting width.
- Belts shall have a thread surface of a minimum 4" to adequately support the 3 $\frac{1}{2}$ " O.D. bottom rolling tube.
- Motors shall utilize a flush mounted keyed switch to raise and lower the divider curtain.
- Key switch shall be mounted on ground floor so that curtain is in full view of authorized operator at all times.
- All other electrical, junction and synchronizer boxes will be furnished and installed by a certified electrical contractor.

Bid Number: 2007-17
P&R – Installation of Rollup Curtains/McGee Center

Total Cost of Bid \$ _____

Unsigned bids will be rejected:

Authorized Agent Bidding on this project:

Company Name

Company Representative Name

Representative's Signature

Address Email Address

City State Zip

Telephone Number Fax Number

Date

City of Conway
TERMS AND CONDITIONS
Important – Read Carefully

By Submission of bid, bidder certifies that he has read all terms and conditions and that bid is submitted in accordance therewith.

1. Prices quoted will be considered to be net prices unless otherwise stated by the bidder. Cash discounts requiring payments in less than 30 days will not be considered in making awards.
2. Prices quoted shall be FOB Conway unless otherwise specifically stated on proposal. In either case, delivery charges must be prepaid.
3. All fees and taxes shall be included in prices quoted.
4. Bidder certifies that he will make delivery of items for which he bids within 10 days after receipt of award – unless otherwise specifically stated. Time of delivery in excess of 10 days may be considered a factor in making awards.
5. In case of default of contractor in making deliveries as per contract, the City may procure the articles or services from other sources and hold the contractor responsible for all excess costs occasioned thereby. Bidder's record as to satisfactory performance under previous contracts will be considered a factor in making awards and retention on bid lists.
6. The City reserves the right to reject any or all bids, in part or in whole and to waive information in bids received.
7. If not otherwise specified, bidder must furnish brand names with catalog number, if any, on items which are offered as "equal." In all such cases the burden of establishing equality is upon the bidder and failure to do so within a reasonable time may result in rejection. Alternative bids will not be considered unless no other type bid for the item is received.
8. In the case of equal or tie bids, preference will be given to Arkansas bidders. Other than as stated in the first sentence, awards on tie bids will be made at the discretion of the purchasing official. In such cases, "splitting" will be avoided and awards of previous contract(s) to one or more of the bidders will not be a factor.
9. In the event that bidder is unable to furnish all of an item, bids on portions thereof may be considered.
10. Final inspections and acceptance or rejection will be made after delivery. Items rejected because of non-conformance shall be removed and replaced immediately with those which meet specifications, all at the expense of the contractor. In the event that necessity requires the use of non-conforming items, payment therefore will be made at a proper reduction in price which shall be not greater than contractor's actual cost by purchase, fabrication, manufacture or other production method plus transportation paid to carriers. All costs in connection with testing items that do not meet specifications shall be paid by contractor.
11. Quality, time of performance, probability of performance, and location of bidder will be factors in awards of all contracts.
12. The City reserves the right to purchase any, all or none of the items listed, in combinations thereof that may be in the best interest of the City of Conway.
13. The City reserves the right to change any specifications, terms and/or conditions at any time, with adequate notice in writing to bid invitees of those changes, if any.
14. The City is qualified for "GSA" pricing schedules, if available and applicable.
15. The City reserves the right to waive any informalities or minor defects, but this shall not be construed to indicate waiver of any specification, term and/or condition unless in the best interest of the City in the judgment of the City.
16. **CONSTRUCTION/INSTALLATION:** Any construction work that is worth \$20,000 or more must comply with Arkansas Code Annotated § 22-9-204.
17. **PROHIBITED INTEREST CONDITION:** No official of the City authorized on behalf of the City to specify, plan, design, negotiate, make, accept or approve, or take part in specifying, planning, negotiating, making, accepting or approving any construction or material purchase contract or any subcontract in connection with any purchase made by the City of Conway shall become directly or indirectly interested personally in the purchase in the purchase or any part thereof.
18. **EQUAL OPPORTUNITY IN EMPLOYMENT:** All qualified bidders will receive consideration without regard to race, color, religion, sex, age, disability or national origin.