



Hamblen County Highway Department

3373 Herbert Harville Drive
Morristown, TN 37813

REQUEST FOR BIDS FOR ROAD SIGNS

DETAILED SPECIFICATIONS

Sealed bids for the purchase of the Road Signs most commonly used by the Hamblen County Highway Department will be received at the Hamblen County Highway Department until **2:00 p.m., Wednesday, May 29, 2024** and opened immediately thereafter. The signs will be ordered as needed throughout the year.

Bid prices must be final and include all transportation fees and any other charges, as applicable. Vendors shall bid on the items listed on the Proposal Bid Form.

All traffic signs shall conform to the latest revised specifications set forth by the MUTCD manual with regard to the thickness of the metal, the type and size of the lettering, and the required reflectivity (SECTION 2A.09, Table 2A-3). Street/Road signs shall conform in the same manner to include upper (6") and lower case lettering (4.5").

GENERAL CONDITIONS

Sealed Bids will be received by the Hamblen County Highway Department until **2:00 p.m., Wednesday, May 29, 2024** and opened immediately thereafter. Any questions regarding this bid should be directed to Barry Poole or Jeff Wisecarver at (423) 586-3273.

The term of the bid shall be from July 1, 2024 thru June 30, 2025

A. SUBMISSION OF A BID:

1. Bids shall be sealed in an envelope, and the outside of the envelope should be marked with "Sealed Bid" and the title of the bid item. Mailed bids should be sent to the attention of Superintendent Barry Poole at the Hamblen County Highway Department, 3373 Herbert Harville Drive, Morristown, TN 37813. **No fax copies will be accepted.**
2. The bid submitted shall consist of the **original** Hamblen County Highway Department Proposal Bid Form and Anti-Collusion Statement.
3. All bids shall contain the signature of an authorized representative of the bidder in the space provided on the Proposal Bid Form.
4. All bids shall be typed or printed in ink. The bidder may not use erasable ink. All corrections made to the bid shall be initialed.
5. Bidder should be aware that the awarded bidder(s). will be under contract for a year from the date of notification of award.

- B. **BIDS RECEIVED LATE:** It is the bidder's responsibility to ensure his bid is received by Superintendent Barry Poole at Hamblen County Highway Department prior to the opening date and time specified above. Any bid received after the opening date and time will be promptly returned to the bidder unopened. The Hamblen County Highway Department will not be responsible for bids received late because of delays by a third party delivery service; i.e., U.S. Mail, UPS, Federal Express, etc.

- C. **BID CALCULATION ERRORS:** In the event there is a discrepancy between the total bid amount or the extended amounts and the unit prices bid, the unit prices will prevail and the corrected sum will be considered the bid price.
- D. **PAST PERFORMANCE:** All vendors will be evaluated on their past performance and prior dealings with the Hamblen County Highway Department (i.e., failure to meet specifications, poor workmanship, late delivery, etc.)
- E. **WITHDRAWAL OF BID:** No bid may be withdrawn for a period of 90 days after the scheduled time for receiving bids. Such a request to withdraw should be made in writing to the Hamblen County Highway Superintendent who will approve or disapprove of the request.
- F. **COUNTY RESERVES THE RIGHT:** The Hamblen County Highway Department reserves the right to waive minor informalities in any bid; to reject any or all bids with or without cause; and/or to accept the bid that in its judgment will be in the best interest of the Hamblen County Highway Department.
- G. **ACCEPTANCE:** The materials and/or services delivered under the bid shall remain the property of the Seller until a physical inspection and actual usage of the materials and/or services is found to be acceptable to the County. The materials and/ services are to be in compliance with the terms herein, fully in accord with the Bid Specifications and of the highest quality. In the event the materials and/or supplies furnished to the County are found to be defective, or do not conform to the Bid Specifications, the County reserves the right to cancel the order upon written notice to the seller and return such to the seller, at the seller's expense.
- H. **SUBSTITUTIONS:** Whenever in the Bid Specifications a brand name or make is mentioned, it is the intention of the Hamblen County Highway Department only to establish a grade or quality of material and not to rule out other brands or makes of equality. However, if a product other than what is specified is bid, it is the vendor's responsibility to name such product with his bid and to prove to the County that said product is equal to the product specified. The Hamblen County Highway Department shall be the sole judge as to whether a product being offered by the vendor is actually equivalent to the one being specified in the Bid Specifications. (Note: This paragraph does not apply when it is determined that the technical requirements of this bid require only a specific product, as stated in the Bid Specifications.)
- I. **RULES, REGULATIONS, LAWS & LICENSES:** The awarded vendor shall observe and obey all rules, regulations and laws of the federal, state and local government, which may be applicable to the supply of this product or service.
- J. **QUALIFICATION OF BIDDERS:** Bids will be considered only from firms normally engaged in the sale and distribution or provision of the services, as specified herein. Bidders shall have adequate organization, facilities, equipment and personnel to ensure prompt and efficient service to the Hamblen County Highway Department. The County reserves the right, before recommending award, to inspect the vendor's facility; or to take any other action necessary to determine that the vendor's ability to perform is satisfactory. The Hamblen County Highway Department reserves the right to reject bids where evidence submitted or investigation and evaluation indicates an inability of the bidder to perform.
- K. **MATERIAL SAFETY DATA SHEETS:** As applicable, it is the awarded vendor's responsibility to provide the Hamblen County Highway Department with Material Safety Data Sheets on bid materials.
- L. **MISCELLANEOUS:** If a conflict exists between the General Conditions and the Bid Specifications, then the Bid Specifications shall prevail.
- M. **WAIVER OF CLAIMS:** Upon final payment by the County or expiration of the contract term, the awarded vendor shall have no more than 30 days to present or file any claims against the Hamblen County Highway Department concerning this bid. After that time period, the County will consider the vendor to have waived any right to claims against the County concerning this bid.
- N. **REQUIRED SUBMITTALS:** Any submittals requested should be returned with the bid response. This information may be accepted after the bid opening, but no later than 7 calendar days after request.
- O. **INSURANCE:** As applicable, the insurance shall be provided as detailed in Bid Specifications.



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Having carefully examined the "General Conditions", the "Detailed Specifications", all of which are contained herein, the Undersigned proposed to furnish the following which meet these specifications:

If applicable, the undersigned acknowledges receipt of Addenda numbers:

PROVIDE PRICING FOR THE ITEMS LISTED BELOW:

SIGNS	SIZE	COLOR	COST EACH
STREET NAME SIGN	9X18"	GREEN/WHITE	WITH BORDER: \$ WITHOUT BORDER: \$
STREET NAME SIGN	9X24"	GREEN/WHITE	WITH BORDER: \$ WITHOUT BORDER: \$
STREET NAME SIGN	9X30"	GREEN/WHITE	WITH BORDER: \$ WITHOUT BORDER: \$
STREET NAME SIGN	9X36"	GREEN/WHITE	WITH BORDER: \$ WITHOUT BORDER: \$
STOP SIGN	30X30"	RED/WHITE	
STOP AHEAD SYMBOL -	30X30"	YELLOW/RED/BLACK	
20, 25, 30, 35 & 40 MPH SPEED LIMIT SIGN -	18x24"	BLACK/WHITE	
OBJECT MARKERS – Left or Right	12X36"	YELLOW/BLACK	
CHEVRON	18X24"	YELLOW/BLACK	
DEAD END	24X24"	YELLOW/BLACK	
DANGEROUS INTERSECTION	24X24"	YELLOW/BLACK	
SLOW	24X24"	YELLOW/BLACK	
T-INTERSECTION SYMBOL (HOLE IN EACH CORNER)	24X24"	YELLOW/BLACK	
R/R CROSSING SYMBOL (CIRCLE)	30X30"	YELLOW/BLACK	
SLOW CHILDREN @ PLAY & SYMBOL -	18X24"	YELLOW/BLACK	
TURN RIGHT OR LEFT 90°	24X24"	YELLOW/BLACK	

SIGNS	SIZE	COLOR	COST EACH
CAUTION DRIVEWAYS AHEAD	24X24"	YELLOW/BLACK	
WARNING NARROW ROAD	30X30"	YELLOW/BLACK	
EQUESTRIAN SYMBOL	24X24"	YELLOW/BLACK	
CATTLE SYMBOL	24X24"	YELLOW/BLACK	
TRACTOR SYMBOL	24X24"	YELLOW/BLACK	
DEER SYMBOL	24X24"	YELLOW/BLACK	
NO DUMPING	18X24"	BLACK/WHITE	
THIS IS A NEIGHBORHOOD WATCH COMMUNITY & SYMBOL	18X12"	BLACK/WHITE/ ORANGE	
END OF ROAD MARKER W/9 REFLECTERS	18X18"	RED	
REDUCE SPEED AHEAD	18X24"	BLACK/WHITE	
CURVE RIGHT OR LEFT	30X30"	YELLOW/BLACK	

COMPANY NAME: _____

DATE: ____/____/____

SIGNATURE: _____

Bidder shall submit his/her bid on the County's Proposal bid form and Anti-Collusion Statement, which shall include the firm name and authorized signature. Any blank spaces on the Proposal Bid Form, qualifying notes or exceptions, counter offers, lack of required submittals, or signature, on County's Form may result in the Bidder/Bid being declared non-responsive by the County.

THE TERM OF THE SIGN BIDS WILL BE JULY 1, 2024 THRU JUNE 30, 2025.



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ANTI-COLLUSION STATEMENT

BY SIGNING THIS FORM THE BIDDER AGREES THAT HE HAS NOT DIVULGED TO, DISCUSSED, OR COMPARED HIS BID WITH OTHER BIDDERS AND HAS NOT COLLUDED WITH ANY OTHER BIDDER OR PARTIES TO A BID WHATSOEVER.

NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM QUALIFIED BIDDER'S LIST.

COMPANY NAME _____

BY (Printed): _____

BY (Signature): _____

TITLE: _____

FEDERAL ID # OR S.S.# _____

ADDRESS: _____

FAX: _____

CELL: _____

E-MAIL ADDRESS: _____