

**STEPHEN F. AUSTIN STATE UNIVERSITY
INVITATION TO BID**

FAILURE TO SIGN WILL DISQUALIFY BID

Bid No.: IRRIGATION-PPD-2

Due Date: June 24, 2010 at 3:00 P.M.

Signature _____ City _____ Zip _____

Show bid opening and bid invitation number in lower left hand corner of sealed bid envelope and return sealed bids to:

Printed Name _____

CONTRACTOR NAME AND ADDRESS

PHONE/FAX

Stephen F. Austin State University

P. O. Box 13030, SFA Station

2124 Wilson Drive

Nacogdoches, Texas 75962-3030

Phone (936) 468-2206

FAX (936) 468-4282 (See 2.3 reverse side)

Name of Firm _____

Phone _____

Mailing Address _____

FAX _____

City _____ State _____ Zip _____

EMAIL _____

See Instruction 2.10 on Back for Contractor ID Number
Is Contractor a State of Texas certified HUB? ☐ Yes

Delivery in _____ Days Cash Disc. _____ % _____ Days

Check all that apply if Preference Claimed under Rule 34 TAC 20.38

☐ Supplies, materials or equipment: produced in TX/offered by TX bidders*

☐ Agricultural products grown in TX

☐ Agricultural products offered by TX bidders*

☐ USA produced supplies, materials or equipment

☐ Products produced at facilities located on formerly contaminated property

☐ Products of persons with mental or physical disabilities

☐ Products made of recycled, remanufactured, or environmentally sensitive materials

☐ Energy efficient products

☐ Rubberized asphalt paving material

☐ Recycled motor oil and lubricants

☐ Products and services from economically depressed or blighted areas

*By signing this bid, bidder certifies that if a Texas address is shown as the address of the bidder, bidder qualifies as a Texas resident Bidder as defined in Rule 34 TAC 20.38.

IF QUOTING OTHER THAN THE REFERENCED ITEM(S) BELOW, BROCHURE AND/OR SPECIFICATIONS SHOULD BE ENCLOSED.
ALL BIDS WILL BE CONSIDERED F.O.B. DESTINATION UNLESS OTHERWISE NOTED.

AWARD NOTICE: Stephen F. Austin State University (SFASU) reserves the right to make an award on the basis of low line item bid, low total of line items, or in any other combination that will serve the best interest of SFASU and to reject any and all bid items in the sole discretion of SFASU.

Item No.	Description	Qty. & Unit	Unit Price	Extension
	Quote price on quantity and unit of measure, extend and show total. If error in extension, unit price shall govern. Items for state use are exempt from state sales and federal excise tax. Do not include tax in your bid.			
	Stephen F. Austin State University is seeking a Contractor to provide all the materials, tools, equipment, labor, supervision, and insurance to install an additional irrigation system for the Early Childhood Research Center to integrate with the existing irrigation system. All specified brands including Rainbird brand irrigation system parts and equipment are specified to interface with the existing Rainbird MaxiCom2 ® computer controlled irrigation system. NO SUBSTITUTIONS allowed. BIDDER QUALIFICATIONS -Bidder shall have minimum 5 years experience with the installation of irrigation systems similar in size or larger -Bidder shall employ a State of Texas licensed Irrigation Technician -3 References of work performed within the past 12 months for projects similar in size and scope PAYMENT BOND If the bid submitted is greater than \$25,000 a payment bond is to be provided in the amount of 100% of the contract	1 LOT		

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amount. This bond is to be made payable to SFASU, is to be drawn on a surety authorized to do business in the State of Texas, and is to be on forms acceptable to the University.

Required bond is to be delivered to the SFASU Purchasing Department within fourteen (14) days of notification award. Failure to submit the bond within the required timeframe will be considered breach of contract, and any contract awards, either verbal or in writing will be considered null and void.

INSTALLATION SPECIFICATIONS

SYSTEM PARTS / EQUIPMENT

- Rainbird Valves-- PEB or PGA
- Rainbird Spray Heads – 1800 series
- TSJ Swing Joints
- Rainbird Rotor Heads – 5000 series

All heads shall be sized and spaced to appropriately reach and water all areas of an approximately 24,000 square feet area

PIPING AND VALVE INSTALLATION

- All main line piping shall be schedule 40 or better
- All main lines shall be buried to a minimum depth of 18" to 24" below grade
- All lateral lines shall be buried to a minimum depth of 12" to 18" below grade
- All lateral and other piping beyond the zone valves shall be a minimum of class 200
- Trenching shall be done according to SFA Grounds standards and shall include hand trenching in and around existing tree roots
- Zone wiring shall be 14 gauge or larger, U.L., single strand. White as a common wire and Red as a hot wire
- There are some existing wires that can be used to connect the valves to the controller
- Valve box lids shall be solid, anti-vandal type to prevent breakage and unwanted entry
- Valve boxes shall be installed at finished grade to prevent hazardous conditions to pedestrians
- There shall be two (2) locations for Quick Coupling Valves #QB5RC10 Contact the SFA Irrigation Technician for location
- SFA will be responsible for marking all utility locations

INSTALLATION REQUIREMENTS

- A state licensed Irrigation Technician is required to be on site during installation
- Contractor installed Irrigation system shall include a 1yr parts, material, labor, Next Business Day, on-site warranty
- Written notification of completion and intent to "Release" the system to SFASU Grounds shall be provided to the SFA Irrigation Technician within 5 days upon completion

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SFA Representatives:

Gary Williams – 936-468-4076

Lee Stapleton – 936-468-5107

-A set of “as-built” plans shall be delivered to an SFA Irrigation Technician upon projection completion

-The irrigation contractor is required to provide appropriate training and demonstrations of the system operations to the SFA Irrigation Technician upon completion of work

SFA Irrigation Technician:

Lee Stapleton – 936-468-5107

MANDATORY SITE VISIT

ALL BIDDERS ARE REQUIRED TO VISIT THE JOB SITE WITH THE OWNER’S REPRESENTATIVE PRIOR TO SUBMITTING A BID. Bids submitted by any bidder not registered with Owner’s Representative as having visited the job site will not be considered.

--Site Visit will be on June 16, 2010 at 9:00 am

--Contact: Gary Williams 936-468-4076 or Lee Stapleton 936-468-5107 for site directions.

SPECIFICATIONS AND MEASUREMENTS

Contractor is responsible for all measurements and material quantities. All measurements and quantities stated herein are approximate and the University will not be responsible for any shortages/overages of materials or extra charges due to inaccurate measurements on the Contractor’s part.

COMPLETION DATE

Turnkey completion date shall be July 15, 2010. This includes the “as-built” plans and any necessary training and demonstrations.

REQUIRED SUBMITTALS – failure to submit these documents will disqualify the bid from further consideration.

- Signed Invitation to Bid Form
- Addenda Acknowledgment (if any)

OTHER SUBMITTALS

- Evidence of Insurance required by the University
- Company history to include years in business.
- Name and copy of License of Irrigation Technician
- 3 References for work performed within the past 12months for projects similar in size and scope.

Stephen F. Austin State University reserves the right to check references prior to award. Any negative responses received may be grounds for disqualification of the bid.

SFA reserves the right to enter into an agreement not based only on lowest cost to the University, but which, in the sole opinion of SFA, is deemed to represent the best value to SFA.

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GENERAL TERMS AND CONDITIONS

All work is to be performed in a neat and workmanlike manner, site kept clean at all times, protection provided to avoid damage to landscaping and all adjoining property, including improvements, performed as quickly as possible consistent with best industry construction practices, and guaranteed for one (1) full year from date of completion against all defects.

Contractor shall comply with all local, state, and Federal orders, ordinances, laws, rules, and regulations of duly constituted authorities having jurisdiction over this work.

All work is to be completed July 15, 2010. Failure to complete work (including clean-up) by July 15, 2010 shall be deemed as a breach of contract. Liquidated damages in the amount of \$500.00 per calendar day will be assessed, not as a penalty, but as liquidated damages for such breach of contract.

Safe working conditions must be maintained on and around work site at all times. Barricades and other protective devices are to be used as necessary to prevent injury to persons or property. All reasonable precautions are to be taken.

INSURANCE REQUIREMENTS

The Contractor shall not commence work under this Contract until he has obtained all the insurance required hereunder and certificates of such insurance have been filed with and reviewed by the Owner. Acceptance of the insurance certificates by the Owner shall not relieve or decrease the liability of the Contractor.

If policies are not written for the amounts specified below (except Worker's Compensation and Employer's Liability), Contractor shall carry Excess Liability insurance for any difference in amounts specified. If Excess Liability insurance is provided, it shall follow the form of primary policy.

This insurance shall not be canceled, limited in scope of coverage, or non-renewed until after thirty (30) days prior written notice, or ten (10) days for non-payment of premium, has been given to the Owner.

Contractor's insurance shall be deemed primary with respect to any insurance carried by Stephen F. Austin State University for liability arising out of operations under this Contract.

Stephen F. Austin State University, its officials, directors, employees, representatives and volunteers shall be named

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as additional insured. This is not applicable to the workers' compensation policy.

The workers' compensation and employers' liability policy will provide a waiver of subrogation in favor of the Owner.

The workers' compensation insurance coverage must include the responsibility of the Contractor to provide coverage for every worker either under the Contractor's policy or under the policy provided by a subcontractor. The Contractor's policy shall provide that, in the event that a subcontractor's policy fails to provide worker's compensation coverage of a worker that such insurance coverage is provided by the Contractor's policy.

Unless otherwise provided for herein, the Contractor shall provide and maintain, until the Work covered in this Contract is completed and accepted by the Owner, the minimum insurance coverage as follows:

TYPE OF COVERAGE	LIMITS OF LIABILITY
1. Workers' Compensation	Statutory
2. Employer's Liability	\$500,000 each occur/aggregate
3. Comprehensive General Liability	a. \$1,000,000 each occur b. \$3,000,000 general aggregate c. \$3,000,000 products/completed operations aggregate
4. Comprehensive Automobile Liability	a. \$1,000,000 each accident, combined single limit

Contracting Specialist:
Sonja Hendry-Witt
936-468-4472

**ITEMS BELOW APPLY TO AND BECOME PART OF TERMS AND CONDITIONS OF QUOTATIONS.
ANY EXCEPTIONS THERETO MUST BE IN WRITING AND SUBMITTED WITH INVITATION TO BID.**

1. **BIDDER AFFIRMATIONS:** Signing this bid with a false statement is a material breach of contract and shall void the submitted bid or any resulting contracts. By signature hereon affixed, the bidder hereby certifies that:
 - 1.1 The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted bid.
 - 1.2 Pursuant to 15 U.S.C. Sec. 1, et seq. And Tex. Bus. & Comm. Code Sec 15.01, et seq. neither the bidder or the firm, corporation, partnership, or institution represented by the bidder, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of this State or the Federal antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business.
 - 1.3 Pursuant to Texas Government Code, Title 10, Subtitle D, Section 2155.004(a), the bidder has not received compensation for participation in the preparation of the specifications for this solicitation.
 - 1.4 If applicable, pursuant to Texas Family Code, Title 5, Subtitle D, Section 231.006(d), regarding child support, the bidder certifies that the individual or business entity named in this bid is not ineligible to receive the specified payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Furthermore, any bidder subject to Section 231.006 must include names and Social Security numbers of each person with at least 25% ownership of the business entity submitting the bid. This information must be provided prior to award.
 - 1.5 Pursuant to Texas Government Code, Title 10, Subtitle D, Section 2155.004(b), the Contractor certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.
 - 1.6 Bidder agrees that pursuant to Section 403.0551, Texas Government Code, any payments due under this contract will be applied towards any debt, including but not limited to delinquent taxes and child support, that is owed to the State of Texas or any agency of the State of Texas, until such debt or delinquent taxes are paid in full.
 - 1.7 Bidder certifies that they are in compliance with Texas Government Code, Title 6, Subtitle B, Section 669.003, relating to contracting with executive head of a State agency. If Section 669.003 applies, the bidder will complete the following information in order for the bid to be evaluated:

Name of former Executive:	
Name of State Agency:	
Date of separation from State Agency:	
Position with bidder:	
Date of employment with bidder:	
 - 1.8 Bidder agrees to comply with Texas Government Code 2155.4441, relating to the use of service contracts for products produced in the State of Texas.
- 1.9 By signature hereon, the Respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes owed the State of Texas.
2. **BIDDING REQUIREMENTS:**
 - 2.1 Bids should be submitted on this form. Each bid shall be placed in a separate envelope completely and properly identified. When sending bids via overnight delivery, bidder is advised to confirm whether SFA delivery location is a guaranteed AM delivery.
 - 2.2 SFA offers facsimile service as a convenience only. The only telephone number for FAX submission of bids is 936-468-4282. The University shall not be responsible for bids received late, illegible, incomplete, or otherwise non-responsive due to failure of electronic equipment or operator error. Confirmation of facsimile bids is not required.
 - 2.3 Bids must be time stamped at SFASU on or before the hour and date specified for the bid opening. Late bids will not be considered under any circumstances. Late bids properly identified will be returned to the bidder unopened.
 - 2.4 Bids are requested to be firm for acceptance for a minimum of 30 days from opening date. Bid cannot be altered or amended after opening time. No bid can be withdrawn after opening time without the approval of the University based on a written acceptable reason.
 - 2.5 Telephone quotations are not acceptable when in response to this Invitation To Bid.
 - 2.6 Stephen F. Austin State University reserves the right to accept or reject all or any part of any bids, to waive minor technicalities, to re-advertise if deemed necessary, and to award the bid to best serve the interests of the University.
 - 2.7 All electrical items must meet all applicable OSHA standards and regulations, and bear the appropriate listing from US, FMRC or NEMA.
 - 2.8 All items shall be new, in first class condition, with containers suitable for shipment and storage. New shall not be construed as excluding recycled or remanufactured products.
 - 2.9 Any catalog, brand name or manufacturer's reference used in this bid is descriptive (not restrictive).
 - 2.10 Stephen F. Austin State University will not be bound by any oral statement or representation contrary to the written specifications of this ITB and any associated addenda.
 - 2.11 Bids should give Payee ID Number, full firm name and address of bidder. The Payee ID Number is the taxpayer number assigned and used by the Comptroller of Public Accounts of Texas. If this number is not known, complete the following:

	Enter Federal Employer's Identification Number
	Sole Owner should also enter SSN# below
5. **PAYMENT** - Contractor shall submit an itemized invoice showing Purchase Order Number. Payment will be made Net 30 from date of receipt of goods/services or invoice, whichever is later. Late fees will be incurred in accordance with Texas Government Code 2251.
6. **DELIVERY:**
 - 6.1 Bids should show the number of days required to place material in designated location under normal conditions. Failure to state delivery time obligates bidder to complete delivery in 14 calendar days. A five day difference in delivery promise may break tie bids. Unrealistic short or long delivery promises may cause the bid to be disregarded.
 - 6.2 Delivery shall be made during normal working hours only, unless prior approval for early or late delivery has been obtained.
 - 6.3 If delay is foreseen, contractor shall give written notice. The University has the right to extend delivery date if reasons appear valid. Contractor must keep the University advised at all times of status of order. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the University to purchase supplies elsewhere and charge full increase, if any, in cost and handling to defaulting contractor.
 - 6.4 No substitutions or cancellations are permitted without prior written approval.
7. **ALTERNATE DISPUTE RESOLUTION:** Pursuant to Chapter 2260 of the Texas Government Code, any dispute arising under a contract for goods and services for which this chapter applies must be resolved under the provisions of this chapter.
8. **PUBLIC INFORMATION ACT:** Information, documentation, and other material in connection with this solicitation or any resulting contract may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act").
7. **NOTE TO BIDDERS:**
 - 7.1 Any terms and conditions attached to a solicitation will not be considered unless specifically referred to on this solicitation and may result in disqualification.
 - 7.2 The Contractor shall defend, indemnify and hold harmless the State of Texas, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connected with, or resulting from any acts or omissions of contractor or any agent, employee, subcontractor, or supplier in the execution or performance of this contract.
 - 7.3 Contractor understands that acceptance of funds under this contract acts as acceptance of the authority of the State Auditor's Office or any successor agency, or Stephen F. Austin's Internal Audit Services, to conduct an audit or investigation in connection with those funds. Contractor further agrees to cooperate fully with the State Auditor's Office or its successor, or Stephen F. Austin's Internal Audit Services in the conduct of the audit or investigation, including providing all records requested. Contractor will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through Contractor and the requirement to cooperate is included in any subcontract awards.
3. **TIE BIDS** - Awards will be made in accordance with Rule 34 TAC 20.36 (b) (3) and 20.38 (preferences).
4. **PATENTS OR COPYRIGHTS** – The Contractor agrees to protect Stephen F. Austin State University from claims involving infringement of patents or copyrights.