**REQUEST FOR BIDS/PROPOSALS COVERSHEET**

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

Procurement and Contract Services

118 College Drive #5003, Hattiesburg, Mississippi 39406-0001

Date: March 2, 2017

Bid No. 17-29

THE UNIVERSITY OF SOUTHERN MISSISSIPPI is considering the purchase of the following item(s). We ask that you submit your bid and retain one copy for your files. Right is reserved to accept or reject any part of your bid. Your quotation will be given consideration if received in Bond Hall, Room 214 on or before: 2:00 p.m. CST

March 21, 2017

AWARDING CONTRACT - Cash terms will not be used as a basis for awarding contracts; however, the University will accept cash discounts when earned.

**NOTE:** If you cannot quote on the exact material shown, please indicate any exception giving brand name and complete specifications of any alternate. If additional space is required, use a separate sheet or letter of transmittal.

**ITEM** | **QUANTITY** | **UNIT PRICE** | **TOTAL NET PRICE**
--- | --- | --- | ---

**DESCRIPTION**

**BID 17-29**

Decorative Light Poles

We quote you as above-F.O.B. The University of Southern Mississippi. Shipment can be made in _____ days from receipt of order. DATE __________ TERMS _____________________________

Return quotation to Procurement Services at above address.

Signature Required

AA/EOE/ADA
The University of Southern Mississippi
Request for Bids 17-29
Decorative Light Poles

The University of Southern Mississippi is requesting bids for Sternberg or approved equal Decorative Light Poles for the Hattiesburg Campus. Approved equal determination for substituted poles shall meet the performance and functional characteristics and the general appearance and dimensions (+/- 10%) of the above specified poles. Bids will be opened on March 21, 2017 at 2:00 PM CST at the Procurement and Contract Services Conference Room in Bond Hall.

General Comments
This document and all appendices are considered part of the required specifications to the University of Southern Mississippi request for Sternberg or approved equal Decorative Light Poles for the Hattiesburg Campus.

For aesthetic reasons, one major goal of this bid is to ensure a uniform, consistent appearance with light poles already in place. Whenever and wherever items of materials or equipment have been identified by describing a proprietary product, such as the attached specifications, the identification is intended to be descriptive, but not restrictive, and is used to indicate the level of quality and characteristics of products that will be satisfactory to the University. Bids offering equal or alternate materials and equipment will be considered for award provided such items are clearly identified in the bids, and are determined by the University to be of equal value in all material respects to the proprietary items specified. When submitting their bid, bidder should clearly indicate what brand it is offering, and whether it is an “equal” or “alternate” item relative to the recommended specifications in the bid. If not indicated by the bidder, the bid shall be interpreted as offering the items as listed in the bid’s recommended specs.

The University of Southern Mississippi reserves the right to modify any part of the document at its discretion.

The University of Southern Mississippi reserves the right to reject any and all bids, or not make any award at all.

Bid Submittal Deadline
Bids must be received by 2:00 PM, Central Standard Time, on Tuesday, March, 21, 2017. Bids can only be submitted or delivered during the hours of 8:00 AM – 12:00 Noon or 1:00 – 5:00 PM, Monday – Friday.

Prepared By and Contact Information

<table>
<thead>
<tr>
<th>Company Name</th>
<th>FEI No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>City</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Phone</td>
</tr>
<tr>
<td>Fax</td>
<td>Email</td>
</tr>
</tbody>
</table>
RESPONDENTS AGREE TO COMPLY WITH ALL CONDITIONS SHOWN IN THE ATTACHED “REQUEST” FOR BID.” BID MUST BE SIGNED TO BE CONSIDERED FOR AWARD.

Authorized Signature ___________________________________________ Date___________________

Typed/Printed Name of Signer ____________________________________

**Submission Requirements**

One (1) Original and Two (2) Copies of the bid will be due on **Tuesday, March 21, 2017, at 2:00 PM**.

If you are delivering your bid, you need to hand carry the bid package to:

The University of Southern Mississippi  
Procurement Services  
Bond Hall, Room 214  
Hattiesburg, Mississippi

If you are mailing your bid package via U.S. Postal Service, mail to:

The University of Southern Mississippi  
Procurement Services  
118 College Drive #5003  
Hattiesburg, MS 39406-0001

If you are express mailing your bid package via Federal Express or UPS, or any other delivery service which requires the use of a physical address, deliver to:

The University of Southern Mississippi  
Receiving Department  
2609 West 4th Street  
Hattiesburg, MS 39401

Email and/or faxed bids will not be accepted. Late bids will be disqualified. Bids must be signed in order to be qualified for consideration.

**Payments**

Payments will be made within 45 days (as per Mississippi law §31-7-301 et seq. Miss Code Ann. 1972) from the date of the invoice.

The University may choose to use a VISA® Purchasing Card and E-Payables PAVA process for invoice payments in place of a check to pay for purchases from this solicitation if mutually agreeable.
**Firm Offer**
Each vendor, by submitting a bid response, agrees that the prices submitted for the items below will be firm for at least sixty (60) calendar days after the opening date of the bids.

**Specifications**

<table>
<thead>
<tr>
<th>QTY</th>
<th>Sternberg Part Number*</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>A850ASRLED/5PPT/9315T0/6ARC45TS/MDL03/1-GFI/IUC/1-DBA/BK</td>
</tr>
<tr>
<td>5</td>
<td>1-A850A/5P-INV/CAS6/HS/9522STO/SSCC/250wMHP-MT277v/RE3G/MOGUUHDBA/BK</td>
</tr>
<tr>
<td>2</td>
<td>2-A850A/5P-INV/CAS6/HS/9522STO/SSCC/250wMHP-MT277v/RE3G/MOGUUHDBA/BK</td>
</tr>
<tr>
<td>4</td>
<td>3901LED/3545TLCA/MDL/BKT</td>
</tr>
</tbody>
</table>

* or approved equal

**Additional Information**
Delivery of fixtures must be made on or before May 31, 2017. Fixtures will be installed by USM Maintenance Department.

**Pricing**

<table>
<thead>
<tr>
<th>QTY</th>
<th>Sternberg Part Number*</th>
<th>Delivered Price Per Unit</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>A850ASRLED/5PPT/9315T0/6ARC45TS/MDL03/1-GFI/IUC/1-DBA/BK</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>1-A850A/5P-INV/CAS6/HS/9522STO/SSCC/250wMHP-MT277v/RE3G/MOGUUHDBA/BK</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>2-A850A/5P-INV/CAS6/HS/9522STO/SSCC/250wMHP-MT277v/RE3G/MOGUUHDBA/BK</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>3901LED/3545TLCA/MDL/BKT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* If quoting alternate part, please provide specifications for that item on a separate sheet of paper.

**Questions and/or Clarifications**
Care has been taken to develop this Request for Bids accurately and present it clearly, but in the event any specification or condition appears ambiguous or in error, proposers have a duty to seek clarification of ambiguities or corrections to errors. It is important to remember that if a respondent or interested party protests, but had opportunities to seek clarification and failed to do so, then its interpretation will not be considered reasonable and the specification will not be considered ambiguous. Prospective respondents should make written inquiries concerning BID 17-29 to obtain clarification of any requirements as desired. Responses to these inquiries may be by addendum to the Request for Bids, or individually, depending on whether the answer affects only that proposer or all proposers. The deadline for inquiries shall be 12:00 NOON CST, March 14, 2017. Please direct all inquiries about BID 17-29 in writing via electronic mail as follows:

Questions of a Technical Nature
Anthony Sumrall
Physical Plant
anthony.sumrall@usm.edu
(601)266-6977

Questions Related to Submission Procedures
Deidre Edwards
Procurement and Contract Services
deidre.edwards@usm.edu
(601)266-4132
STREET SIDE

12" DIA. BOLT CIRCLE FOR (4) 3/4" DIA. X 18" LONG ANCHOR BOLTS

BANNER ARMS

ACCESS DOOR

356 ALLOY, CAST ALUMINUM SOLID ROOF AND FINIAL SAME FINISH AS POLE

AB50A 16 1/2" X 24 3/4" ACRYLIC ACORN

84 LED, 96 WATT SOURCE 4500K COLOR TEMP, TYPE 3 DISTRIBUTION

1' - 8"

356 ALLOY, CAST ALUMINUM DRIVER COMPARTMENT .250 WALL THICKNESS

.875 OD BANNER ARMS W/ REMOVABLE BALL END CAP SET FOR 18" X 48" BANNER

18 1/4" TO 4 1/2" DIA. OCTAGONAL ONE PIECE CAST ALUMINUM TAPERED POLE

ACCESS DOOR SECURED WITH STAINLESS STEEL BUTTON HEAD SINGLE PIN SECURITY SCREW

18 1/4" DIA. OCTAGONAL BASE, .750 FLOOR THICKNESS FOUR ANCHOR BOLTS AND ONE GROUND LUG

USM — UNIVERSITY OF SOUTHERN MISSISSIPPI

AB50ARD/SPERT/315TO/6ARC45T3/ML/DBA/BK DESIGNED/PRINTED SC16610

Sternberg

INDEX PAGE
1. **Catalog Number:** 1-A850/5P-INV/CAS6/HS/9522ST0/250MHPMT/RE3G/1-HDBA/SSCC/BK
2. **Job Name:** USM Campus Lighting
3. **Type:** B

**Diagram Description:**
- **Fitting Banner Arms:** 15" Sq. Base Plate with 10" Dia. Box Pattern Bolt Circle for (4) 1" Dia. x 38" Long Fully Galvanized Anchor Bolts.
- **Type C:**
  - 35B Alloy, Cast Aluminum Hang Straight Coupling
  - 25B Alloy, Cast Aluminum Easy Access Ballast Compartment
  - Bore to Bore, Spring Mount Glass Reflector, 35 C Type III Distribution
  - Cast Aluminum, 4-Wake Final Same Finish as Pole
- **Socket Type Modular:**
  - WATTAGE: 250
  - LIGHT SOURCE: MH
  - VOLTAGE: MT, GT 208V
  - FUSE: FINISH BLACK

4. **1,050 OD Banner Arms with 2" Removable Cast Aluminum Ball End Cap. Set for 20" x 48" Banner Arms.
5. **10" Dia. Base x 8.57 Dia. Top, 11 Ga., Octagonal Steel Flat Sided Steel Pole Shaft.
6. **35B Alloy, 2 Piece Cast Aluminum Clamshell Base, Mechanically Attached with Stainless Steel Hardware, One Access Door.**
GENERAL
The Model 3901LED decorative LED lighted bollard shall be cast aluminum, one-piece construction. The 11 1/2" diameter cast aluminum fluted base shall be constructed with a 5 1/4" diameter straight fluted cast aluminum shaft. The Model shall be Sternberg Lighting #3901LED, LED lighted bollard or #3901LED-QR quick release LED lighted bollard. The bollard shall be U.L. or E.T.L. listed in U.S. and Canada.*

CONSTRUCTION
The base shall be designed with a sculptured bell shaped bottom, fourteen flute top section and be made of heavy wall cast aluminum. It shall have a 3/4" thick floor cast as an integral part of the base. The bollard cap will be cast aluminum. The overall height of the bollard shall be 42".

ELECTRICAL/LED
The optical assembly shall be constructed of twelve (12) fluted openings with a white acrylic lens. The LED light source shall have an IP65 rated assembly. The assembly shall consist of highly efficient, three (3) sided extruded aluminum heat sink, three (3) LED boards with 6 each high brightness LEDs and a sealed acrylic tube. The bollard shall be supplied with electrical surge protection in accord with IEEE/ANSI C62.41.2 and shall be U.L. or E.T.L. Listed in U.S. and Canada. The LED lighted bollard shall have an L70 expected life of 70,000 hours with the LED life ratings determined in accordance with IESNA LM-80. The electronic LED driver shall be a U.L. Recognized, constant current design with THD <20%.

QUICK RELEASE MOUNTING (Optional)
The Model 3901LED-QR shall have a quick release option which allows quick removal of the bollard for convenience or emergency access. The burial portion shall be made of aluminum extrusion and shall have a keyway and flexible connection system for securing to bollard. The bollard shall have a mated extension and anti-rotation key and padlock slot. The quick release system shall allow for a flush pavement installation after temporary bollard removal.

FINISH
Prior to coating, each assembly shall be chemically cleaned and etched in a 5-stage washing system which includes alkaline cleaning, rinsing, phosphoric etching, reverse osmosis water rinsing and non-chrome sealing to ensure corrosion resistance and excellent adhesion for the finish coating. The finish coating shall be electrostatically applied semi-gloss, super durable polyester powder baked at 400 degrees for a durable and superior, color retentive finish. Our optional antique Verde Green finish and Swedish Iron finish are hand brushed using a 3-step process. The total assembly shall be wrapped in shockproof wrapping or fully enclosed in corrugated cartons.

INSTALLATION
Four, hot dipped galvanized “L” type anchor bolts shall be provided with the post for non-quick release bollard anchorage. Quick release anchorage requires no anchor bolts. A door shall be provided for wiring and anchor bolt access. It shall be secured with tamper-proof, stainless steel hardware. Bollard will be provided with a grounding stud mounted on the base floor opposite the access door.

WARRANTY
Seven (7) year limited warranty. See product and finish warranty guide for details.

BUILDING A PART NUMBER

<table>
<thead>
<tr>
<th>BOLLARD MODEL</th>
<th>OPTIONAL CHAIN LOOP</th>
<th>LIGHT SOURCE</th>
<th>DRIVER</th>
<th>OPTIONS</th>
<th>FINISH</th>
</tr>
</thead>
<tbody>
<tr>
<td>3901LED</td>
<td>CL2</td>
<td>3S45TLCA</td>
<td>ML</td>
<td>FHD</td>
<td>VG</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MODELS</th>
<th>LIGHT SOURCES</th>
<th>STANDARDS FINISHES*</th>
</tr>
</thead>
<tbody>
<tr>
<td>3901LED</td>
<td>3S 80TLC 23W</td>
<td>Black Textured</td>
</tr>
<tr>
<td>3901LED-QR</td>
<td>3S 60TLC 23W</td>
<td>White Textured</td>
</tr>
<tr>
<td></td>
<td>3S 45TLC 23W</td>
<td>Park Green Textured</td>
</tr>
<tr>
<td></td>
<td>4500K Type V</td>
<td>Architectural Medium</td>
</tr>
<tr>
<td></td>
<td>3S 55TLC 23W</td>
<td>Bronze Textured</td>
</tr>
<tr>
<td></td>
<td>3500K Type V</td>
<td>Dark Bronze Textured</td>
</tr>
<tr>
<td></td>
<td>TO ORDER CHAIN</td>
<td>*Smooth Finishes are available upon request</td>
</tr>
<tr>
<td></td>
<td>SPECIFY TOTAL LENGTH OF CHAIN REQUIRED FOR PROJECT.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPTIONS</th>
<th>CUSTOM FINISHES</th>
<th>STERNBERG SELECT FINISHES</th>
</tr>
</thead>
<tbody>
<tr>
<td>PEC1 Photocell-Bimetal 120 Volt</td>
<td>Old Iron</td>
<td>VG Verdine Green</td>
</tr>
<tr>
<td>PEC2 Photocell-Bimetal 208-277 Volt</td>
<td></td>
<td>CD Cedar</td>
</tr>
<tr>
<td>PEC2-E Photocell-Electronic 120 Volt</td>
<td></td>
<td>WBR Weathered Brown</td>
</tr>
<tr>
<td>PEC2-E Photocell-Electronic 208-277 Volt</td>
<td></td>
<td>WBR Weathered Black</td>
</tr>
<tr>
<td>LP Low Power/Reduced Output 11W</td>
<td></td>
<td>TT Two Tone</td>
</tr>
<tr>
<td>FHD Dual Fuses and Holder</td>
<td></td>
<td>FGI Ground Fault Interrupter Duplex Outlet</td>
</tr>
</tbody>
</table>

* U.L. listed components only. Bollard is not U.L. or E.T.L. listed with a photocell.

†GFI not available with QR option

See installation template for exact door position.
GENERAL TERMS, CONDITIONS AND INSTRUCTIONS FOR BIDS/PROPOSALS

1.) Failure to examine any drawings, specifications, and instructions will be at bidder’s risk.

2.) Samples of items when called for must be furnished free of expense and if not destroyed in testing, will, upon request, be returned at the bidder’s expense. Request for the return of samples must be made within ten (10) days following opening bids. Each individual sample must be labeled with bidder’s name and manufacturer’s brand name and number.

3.) Bids must be signed and sealed with bidder’s name and address on the outside of the envelope, and the time and date of the bid opening and the bid file number shown in the lower-left corner of the packages; envelopes, express mailing labels, boxes, etc.

4.) In order for your bid to be considered, it must be received and time stamped in our office by 2:00 P.M. of the bid opening date. It is the responsibility of the vendor to ensure their bid is received within the appointed time. If your bid package is not received in Bond Hall, Room 214, by 2:00 P.M. of the bid opening date, it will not be considered.

If you are delivering your bid, you need to hand carry the bid package to:

The University of Southern Mississippi
Procurement Services
Bond Hall, Room 214
Hattiesburg, Mississippi

If you are mailing your bid package via U.S. Postal Service, mail to:

The University of Southern Mississippi
Procurement Services
118 College Drive #5003
Hattiesburg, MS 39406-0001

If you are express mailing your bid package via Federal Express or UPS, or any other delivery service which requires the use of a physical address, deliver to:

The University of Southern Mississippi
Receiving Department
2609 West 4th Street
Hattiesburg, MS 39401
5.) Bids or proposals shall not be modified, corrected, altered, or amended after the specified closing time and the opening of such bids, unless otherwise noted in the request for bids or proposals.

6.) The University of Southern Mississippi reserves the right to reject any and all bids, to waive any informality in bids, and unless otherwise specified by the bidders, to accept any items on the bid. If the bidder fails to state the time within which bids must be accepted, it is understood and agreed that The University of Southern Mississippi shall have 60 days to accept.

7.) Contracts and purchases will be made or entered into with the lowest, responsible bidder meeting specifications.

8.) A written purchase order or contract award mailed or otherwise furnished to the successful bidder within the time of acceptance specified in the Invitation for Bid results in a binding contract without further action by either party. The contract shall not be assignable by the vendor in whole or in part without the written consent of The University of Southern Mississippi.

9.) Bid files may be examined during normal working hours by bid participants. Non-participants will be prohibited from obtaining any information relative to the bid until the official award has been made.

10.) If purchase orders or contracts are canceled because of the awarded vendor’s failure to perform or request for price increase, that vendor shall be removed from our bidders’ list for a period of 24 months.

11.) No addendum will be issued within a period of two (2) working days prior to the time and date set for the bid opening. Should it become necessary to issue an addendum within the two-day period prior to the bid opening, the bid date will be reset giving bidders ample time to answer the addendum.

12.) Alternate bids, unless specifically requested or allowed, will not be considered.

13.) Bid openings will be conducted open to the public. However, they will serve only to open the bids. No discussion will be entered into with any vendor as to the quality or provisions of the specifications, and no award will be made either stated or implied at the bid opening. After the close of the bid opening meeting, the bids will be considered to be in the evaluation process and will not be available for review by bidders. Proposal openings are not required to be open to the public; however, the resulting award is open for public inspection.

14.) Prices quoted shall be firm for the term of the contract or for the stated time of acceptance.
15.) The bidder understands that The University of Southern Mississippi is an equal opportunity employer and, therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other such discrimination; and the bidder, by signing this bid, agrees during the term of agreement that the bidder will strictly adhere to this policy in its employment practices and provision of products or services.

16.) Bidders must upon request of The University of Southern Mississippi furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The University of Southern Mississippi reserves the right to make the final determination as to the bidder’s ability.

17.) Questions or problems arising from bid procedures should be directed to the Buyer listed on the solicitation at:

   The University of Southern Mississippi
   118 College Drive #5003
   Hattiesburg, MS 39406-0001
   Phone: (601) 266-4131

18.) All items must equal or exceed the specifications listed. The absence of detail specifications or the omission of detail description shall be recognized as meaning that only the best commercial practices are to prevail and that only first quality materials and workmanship are to be used.

19.) It is the intent of the specifications to obtain a product that will adequately meet the needs of the user while promoting the greatest extent of competition that is practicable. It is the responsibility of the prospective bidder to review the entire Invitation to Bid packet and to notify The University of Southern Mississippi if the Specifications, Instructions, General, or Special Conditions are formulated in a manner which would unnecessarily restrict competition.

20.) It shall be incumbent upon the bidders to understand the specifications. Any requests for clarifications shall be in writing and shall be submitted to our Procurement Services office at least five (5) days prior to the time and date set for the bid opening, unless otherwise noted in the bid or proposal specifications.

21.) The minimum specifications are used to set a standard and in no case are used with the intention to discriminate against any manufacturer. Bidders should note the name and the manufacturer and model number of the product they propose to furnish and submit descriptive literature.

22.) Trade names, brand names, and/or manufacturer’s information used in these specifications are for the purpose of establishing quality, unless otherwise noted. Bids on products of other qualified manufacturers are acceptable, provided they are demonstrated as equal to those specified in construction, design and suitability. Each bidder shall
submit with his bid a complete brochure with pictures on each item and shall point out specifically any deviations from the specified items. Failure to do so may disqualify any bid. Please bid as specified or an approved equal.

23.) A copy of the manufacturer’s standard guarantee/warranty shall accompany and become a part of this bid.

24.) There are no federal or state laws that prohibit bidders from submitting a bid lower than a price or bid given to the U.S. Government. Bidders may bid lower than U.S. Government contract price without any liability as The University of Southern Mississippi is exempt from the provisions of the Robinson-Patman Act and other related laws. In addition, the U.S. Government has no provisions in any of its purchasing arrangements with bidders whereby a lower price to The University of Southern Mississippi must automatically be given to the U.S. Government.

25.) All invoices, unless noted otherwise, are to be billed to:

    The University of Southern Mississippi
    Accounts Payable
    118 College Drive #5104
    Hattiesburg, MS 39406-0001

26.) All equipment bid shall be of current production and of the latest design and construction.

27.) Where all, or part(s), of the bid is requested on a unit price basis, both the unit prices and the extension of the unit prices constitute a basis of determining the lowest responsible and responsive bidder. In cases of error in the extension of price, the unit price will govern.

28.) Should the University of Southern Mississippi close due to inclement weather conditions, or any other unforeseen events on the bid opening date, sealed bids will open the following business day at the same time and location.

AA/EOE/ADA1