



Date: 9/20/19

Solicitation Information	Agency Contact Information
Solicitation Number: 3500000998	Agency Name: Oklahoma Historical Society
Project Name: Fourteen Flags Plaza	Contact Name: Kristen Johnson
Project Address: 800 Nazih Zuhdi Drive	Mailing Address: 5005 N. Lincoln Blvd STE. 200
Project City: Oklahoma City, OK	Delivery Address: 5005 N. Lincoln Blvd STE: 200
Project Zip Code: 73105	Contact City: Oklahoma City
	Contact Zip Code: 73105
<b>Bids Due (Date):</b> October 30, 2019	Contact Phone: 405-522-5351
<b>Bids Due (Time)</b> 3:00 CST	Contact Fax:
<b>Questions Due:</b> October 23, 2019 3:00 PM CST	Contact Email: Kristen.Johnson@omes.ok.gov

The Oklahoma Historical Society is inviting written bids for all labor and materials described by this solicitation.

Bids will be accepted until the Date and Time specified above. Late Bids will not be accepted.

Method of Responding to this Solicitation: Bids will be accepted by mail, fax, email or hand delivered to the Agency Contact specified above.

The requirements of the proposed contract for construction are described within this Solicitation, and the Solicitation will become a part of any resultant Contract. Bidder will perform work in compliance with all applicable codes, standards, ordinances and laws. The issuance of this Solicitation does not guarantee that the State of Oklahoma will enter into a contract and the State reserves the right to reject any and all bids.

In preparing your bid, please review the attached documents and comply with instructions given:

- Bid Form: Submit your Bid using the form provided.
- Statutory Bid Affidavit: Complete this affidavit and return with your Bid.
- Agreement Between Owner and Contractor: This is the contract that will be used.
- Invoice Affidavit for Construction: After contract award, this document must be submitted with the Contractor's Invoice for Payment
- Scope of Work (SOW): Description and Requirements of the proposed construction contract.

Bidder shall contact the Agency Contact listed above to arrange for a site visit.

If the Bidder has any questions about this Solicitation, please contact the Agency Contact listed above.

This Solicitation and any resulting Contract for Construction is in accordance with 61 O.S. §101- 138, and specifically 61 O.S. §103(B) regarding projects under the statutory amount mandated therein. Any resultant contract will be awarded by the Oklahoma Office of Management and Enterprise Services, Division of Capital Assets Management, Construction and Properties Department.



**To:** Oklahoma Historical Society  
800 Nazih Zuhdi Drive  
Oklahoma City, OK 73105

**From:** \_\_\_\_\_  
(Firm Name)

\_\_\_\_\_  
(Address)

Attn: Kristen Johnson

RE: Solicitation Number 3500000998

\_\_\_\_\_  
(City/State/Zip)

\_\_\_\_\_  
(Telephone No.)

\_\_\_\_\_  
(EIN/TIN Number)

\_\_\_\_\_  
(Email Address)

1. The undersigned, being familiar with the local conditions affecting the cost of the work, with the Solicitation for Bids and in accordance with the provisions thereof, hereby proposes to furnish all labor, materials and equipment necessary for the sums listed herein.
2. In submitting the bid, it is understood that the right is reserved by the State of Oklahoma to reject any and all bids, and it is agreed that this bid may not be withdrawn for a period of thirty (30) days after the date bids are due. Work is to start within ten (10) days after receipt of WORK ORDER or as otherwise provided for in the Solicitation.
3. By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).
4. The bidder also certifies that they are in compliance with the State of Oklahoma Governor's Executive Order 2012-01, filed February 6, 2012 and effective July 1, 2012, that the use of any tobacco product shall be prohibited on any and all properties owned, leased or contracted for use by the State of Oklahoma, including but not limited to all buildings, land and vehicles owned, leased or contracted for use by agencies or instrumentalities of the State of Oklahoma.

If awarded a contract, we propose to complete this work within \_\_\_\_\_ calendar days from the date of receipt of Work Order.

5. Bid Proposal: To include all labor and materials

Base Bid "A":

\_\_\_\_\_ Dollars

\$ \_\_\_\_\_ (Numbers)

6. Alternates: [If Applicable]

Alternate No. 1:

\_\_\_\_\_ Dollars

\$ \_\_\_\_\_ (Numbers)

**Unit pricing on service contracts:**

7. Price Schedule: Fill out the requested rates and apply that rate to the estimated quantities to establish a comparative basis for contract award. The quantities are estimates only and may not reflect actual contract usage. The State will only assign work based upon need and makes no warranty or guarantee as to any minimum amount that may be authorized under the contract.

Category	Rate	Estimated Quantity	Subtotal Amount
Fourteen Plaza	/ Per Hour	Hours	\$
Three Flags @ East Side of Building	/ Per Hour	Hours	\$
Total estimate of contract cost and basis of award \$ _____			

\_\_\_\_\_  
(Bidder Printed Name)

\_\_\_\_\_  
(Bidder Signature)

\_\_\_\_\_  
(Bidder Title)

\_\_\_\_\_  
(Date)



**State of Oklahoma  
Office of Management and Enterprise Services  
Division of Capital Assets Management  
Construction and Properties**

**Bid Affidavits**

In accordance with 61 O.S. § 108 and § 115, a sworn statement shall accompany any competitive bid submitted for a public construction contract.

STATE OF \_\_\_\_\_ )  
 \_\_\_\_\_ ) ss Project Name: \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_ ) CAP Project No.: \_\_\_\_\_

**NON-COLLUSION STATEMENT**

**A.** For the purposes of a competitive bid for a public construction contract, the undersigned, being first duly sworn, certifies that

1. I am the duly authorized agent of

\_\_\_\_\_,  
 the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;

2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and

**3.** Neither the bidder nor anyone subject to the bidder's direction or control has been a party:

- a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
- b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
- c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

**B.** I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

**BUSINESS RELATIONSHIPS STATEMENT**

**A.** I further certify that the nature of any partnership, joint venture or other business relationships presently in effect or which existed within one (1) year prior to the date of this statement with the Architect, Engineer, or other party of the project is:

\_\_\_\_\_  
*(If none, so state; use additional sheet if necessary.)*

**B.** That any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is:

\_\_\_\_\_  
*(If none, so state; use additional sheet if necessary.)*

**C.** And that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are:

\_\_\_\_\_  
*(If none of the business relationships herein above mentioned exist, then a statement to that effect. Use additional sheet if necessary.)*

If awarded a contract, the bidder affirms that the work will be carried out in conformance with the contract requirements and that all invoices submitted for payment will reflect a true and accurate accounting of the work completed.

\_\_\_\_\_  
 (Bidder Signature) Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 (Bidder Printed Name)

\_\_\_\_\_  
 (Signature of notarial officer)

\_\_\_\_\_  
 (Bidder Printed Title)

(Seal)

My Commission Expires: \_\_\_\_\_

My Commission #: \_\_\_\_\_



**State of Oklahoma  
Office of Management and Enterprise Services  
Division of Capital Assets Management  
Construction and Properties**

**Invoice Affidavit for Construction**  
(For Minor Projects under the Statutory Amount or No Design Consultant)

Progress Payment

Date of Progress Invoice: \_\_\_\_\_

Final Payment

Date of Final Invoice: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss

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

COUNTY OF \_\_\_\_\_ )

CAP Project No.: \_\_\_\_\_

**CONTRACTOR OR SUPPLIER – COMPLETE THIS SECTION** (Choose Appropriate Option)

Option 1: Contract Award is Less than \$50,000 and Affidavit Provided in lieu of Statutory Bonds

Affidavit: The undersigned Contractor or Supplier hereby affirms under oath that to the best of my knowledge, information and belief, the Work or Materials covered by this Invoice for Payment has been completed or materials delivered in accordance with the Contract Documents, that all amounts have been paid by the Contractor or Supplier for Work or Materials for which previous Invoices for Payment, if any, were issued and payments received from the Owner, and that current payment shown herein is now due. In accordance with 61O.S., § 1.(C), the Contractor acknowledges that the execution of this affidavit with knowledge that any of the contents of the affidavit are false, upon conviction, shall constitute perjury, punishable as provided for by law.

Option 2: Contract Award is Greater than \$50,000 and Statutory Bonds have been provided

Certification: The undersigned Contractor or Supplier hereby certifies that to the best of my knowledge, information and belief, the Work or Materials covered by this Invoice for Payment has been completed or materials delivered in accordance with the Contract Documents, that all amounts have been paid by the Contractor or Supplier for Work or Materials for which previous Invoices for Payment, if any, were issued and payments received from the Owner, and that current payment shown herein is now due.

\_\_\_\_\_  
(Company Printed Name)

\_\_\_\_\_  
(Authorized Representative Printed Name)

\_\_\_\_\_  
(Authorized Representative Printed Title)

\_\_\_\_\_  
(Authorized Representative Signature)

**(NOTARIZE ONLY IF OPTION 1 ABOVE IS CHECKED)**

Subscribed and sworn to (or affirmed) before me on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Signature of notarial officer)

(Seal)

My Commission Expires: \_\_\_\_\_

My Commission #: \_\_\_\_\_

**CERTIFICATION OF SUPERVISORY OFFICIAL** (Owner's Representative)

In accordance with the Contract Documents, based on on-site observations and the data comprising the Invoice for Payment, the Supervisory Official certifies to the Owner that to the best of the Supervisory Official's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified. Attach Copy of Approved Invoice.

\_\_\_\_\_  
(Using Agency Name)

\_\_\_\_\_  
(Authorized Representative Signature)

\_\_\_\_\_  
(Representative Printed Name)

\_\_\_\_\_  
(Representative Title)

\_\_\_\_\_  
(Date)

If this Affidavit is for Final Payment, forward one copy with final Invoice to DCAM/CAP to close out project.

# Scope of Work

## 14 Flags Plaza

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### 1.0 Statement of Needs

- 1.1 The Oklahoma History Center has a need to fourteen LED fixtures lighting the flags on the 14 Flags Plaza.
- 1.2 The Oklahoma History Center has a need to install three LED fixtures lighting the three flags on the east side of the building.
- 1.3 The fixtures provided by the Oklahoma History Center to be installed is a Barron Lighting Group #AXL-15-4K-Y-S, 102/277V, .18A, 15 Watt LED.
- 1.4 Contractor will provide a 5 year parts and labor warranty, not to include LED fixtures.
- 1.5 There will be a mandatory site visit scheduled at a later time to answer any questions bidding contractors may have.

### 2.0 Scope of work

#### 2.1 Fourteen Flags Plaza

- 2.1.1 The electrical service for the existing fourteen in ground lights shall be disconnected at the junction box at the west end of the plaza.
- 2.1.2 A trench will be excavated from that junction box to the east end of the plaza. (Approximately 240')
- 2.1.3 PVC conduit of sufficient size to carry service to 14 fixtures shall be laid in the trench.
- 2.1.4 Install one (1) ¾" schedule 80 conduit contiguous to the back of each sign in front of the flag.
- 2.1.5 Install one (1) single weatherproof Bell box on the base of support for the sign in front of each flag.
- 2.1.6 Install LED fixture on the back of the base of support for sign aiming up towards the flag.
- 2.1.7 Install wire from existing circuit to each LED fixture.
- 2.1.8 Refill trench with dirt.

#### 2.2 Three Flags at East Side of Building

- 2.2.1 The electrical service for the existing six underground fixtures shall be disconnected at the farthest west fixture.
- 2.2.2 Contractor will supply and install a mounting post in the center of the flagpoles. Mounting post shall be weather and rust resistant with a cap.
- 2.2.3 A trench will be excavated from the designated underground fixture to the mounting post.
- 2.2.4 PVC conduit of sufficient size to carry service to three LED fixtures shall be laid in trench.
- 2.2.5 Install one (1) ¾" schedule 80 PVC conduit contiguous to the fixture mounting post.
- 2.2.6 Install three (3) single weatherproof Bell boxes on the mounting post for LED fixtures.
- 2.2.7 Install three LED fixtures on mounting post to aim at three flag displays.
- 2.2.8 Install wiring from junction to the the three LED fixtures.
- 2.2.9 Backfill trench with dirt.

