

INVITATION TO BID



PURCHASING DEPARTMENT

P. O. BOX 1125

216 E. CENTRAL AVENUE

SECOND FLOOR

VALDOSTA, GEORGIA 31601

BID # 17-25

FOR: Historic Monuments at Cemetery

BID OPENING DATE: May 29, 2025

TIME: 10:00A.M. EST

PURCHASING DEPARTMENT

(229) 259-3525 • Fax (229) 259-5460

Historic Monuments at Cemetery

QUOTES DUE BACK NO LATER THAN May 29, 2025, at 10:00 A.M. EST.

ALL WORK WILL BE COMPLETED BEFORE May 29, 2026

The City of Valdosta has 25 historic monuments that have fallen into disrepair due to hurricane Helene at Sunset Hill Cemetery that we would like (repair and replaced) realignment and stabilization of the monuments. The cemetery is located at 1100 N. Oak Street, Valdosta, GA. Although we would like all of the monuments repaired on the list to be done, funding may not allow for all monuments, but we plan to work through the list starting at #1 until all are done or we have depleted all current funding. The City reserves the right to select certain monuments out of order if funding does not allow for all monuments to be repaired. The cemetery is located at 1100 N. Oak Street, Valdosta, GA. **You must schedule an appointment and go to the location to physically look at the work to be done and meet with Mark Coppage, Cemetery Supervisor. He can be reached at 229-333-1815 to schedule an appointment to view the work areas at work site (shown each monument) to be repaired. Quotes without a site visit will not be considered responsive.**

The city wants special epoxy for stonework, Drilled and pinned with fiberglass rebar, crane truck, leveling equipment, and best practice to be done. The utmost of care must be taken in the work area to protect the building, monuments, fencing, other vegetative growth, and any other items that might be in close proximity to the work area. Some of the monuments are very old and irreplaceable. All cost associated with any damage will be at contractor's expense. Award will be made to the vendor quoting the best price or the vendor that includes the best value. The City reserves the right to refuse all bids or award the bid in the City's opinion to be in our best interest.

You must provide copies of the following documents with your quote to be considered:

- _____ W-9
- _____ E-Verify Certificate
- _____ Workers Compensation Insurance
- _____ \$1,000,000 in General Liability Insurance
- _____ Automotive Insurance

Quote package must be completely filled out. Return this entire quote package with all required documentation as explained.

PROPOSAL

We/I have examined the specifications and agree to furnish the City of Valdosta with the equipment/services accordingly. Shipping is FOB Valdosta, GA and figured into unit price. Any deviations from the specifications will be marked exception on the bid sheet. We/I propose to furnish the City of Valdosta with said equipment/ service for:

Repairs and Replacement of Monuments at Cemetery

Total for all headstones list: \$ _____

Date: _____

Company Name: _____

Address: _____

Phone Number: _____ Cell: _____

Fax: _____

Signature: _____ Title: _____

Printed Name: _____

Email: _____ Delivery: _____ Days After Receive Order

Is your company currently on any State or Federal Debarment list? Yes ____ No ____

Will your company accept a credit card for payment? Yes ____ No ____

E-Verfiy Number: _____ Include a copy in package

Include a W-9 in package.

Payment is made approximately 30 days after receipt of goods unless paid by credit card.

The list of historic monuments is as follows you must perform a site visit to be considered:

	PRICE
1. Harrell A105 6 10 (repair)	\$ _____
2. Ashley C309 9 6 (repair)	\$ _____
3. Turner C102 5 89 (repair)	\$ _____
4. Briggs C308 8 11 (repair)	\$ _____
5. McGehee A203 23 3 (replace)	\$ _____
6. Hinson A203 23 6 (replace)	\$ _____
7. Braswell A204 32 3 (replace)	\$ _____
8. Peacock A105 36 2 (replace)	\$ _____
9. Mansor E106 31 5 (replace)	\$ _____
10. Ousley C202 65 6 (replace)	\$ _____
11. Scandrett C301 1 6 (replace)	\$ _____
12. Peacock A105 36 1 (replace)	\$ _____
13. Jordan A203 23 6 (replace)	\$ _____
14. Touchton A105 6 5 (replace)	\$ _____
15. Kelly C201 53 1 (replace)	\$ _____
16. Clark M-1 R-5 1 (replace)	\$ _____
17. Coppage D105 19 8 (replace)	\$ _____
18. Belote B212 8 7 1 (replace)	\$ _____
19. Belote B212 8 7 2 (replace)	\$ _____
20. Gordon R-6 R-6 12 (replace)	\$ _____
21. Croy C313 13 5 (replace)	\$ _____
22. Dennis E106 31 5 (replace)	\$ _____
23. Well C313 13 6 (replace)	\$ _____
24. Bondurant C201 6 331 (replace)	\$ _____
25. Keller C404 4 3 (replace)	\$ _____

TOTAL \$ _____

NOTICE TO DEALERS/VENDORS

1. Any prices bid by dealer/vendor on any items offered to the City of Valdosta shall be the price effective at the date of delivery.
2. No delivery date of "ASAP" (As Soon As Possible) shall be considered acceptable on items that have a maximum delivery date listed in the specifications.
3. The City of Valdosta reserves the right to accept alternate bids on any or all items where maximum delivery date, as listed in the specifications is not met by dealer/vendor.
4. Signature below of authorized agent for dealer/vendor shall constitute recognition and acceptance of all conditions of the sale as listed above.
5. All shipping is to be FOB Valdosta, GA 31601 and included in total price unless otherwise stated in the bid document.
6. Please be aware that private and public mail carriers are not always reliable on next day delivery in our area. Please assure your response is sent in plenty of time to reach us. As you know, late responses are not acceptable. If you utilize the US Postal Service and mail your response to the physical address, the chances are high it will be diverted to our post office box so allow extra time for delivery. Private carries will deliver to the physical address but include "Purchasing, 2nd Floor" in your delivery address and be aware that although you pay overnight fees, overnight delivery is not always successful although you are told the delivery time will be met.

Dealer/Vendor

Authorized Agent

GENERAL SPECIFICATIONS

It is the intent of these specifications to furnish the City of Valdosta with the following requisitioned equipment, according to the attached. It is clearly understood that the following are minimum specifications and are made in order to show the exact quality through specifications of the equipment proposed.

The City of Valdosta reserves the right to accept any or all bids or to choose the bid considered to be in their best interest.

The final decision of purchase will be made upon the award of the City of Valdosta Mayor and Council if the item or items total are greater than \$25,000.

Cooperative Procurement

By signing this bid package, Vendor agrees it will permit piggyback purchases to this bid/contract for other government entities where governmental discounts apply such as city, county, local authorities, agencies, non-profits, boards of education, or other governmental agencies not listed offering the same prices, terms, and conditions offered to the City of Valdosta. Piggybacking shall only be available where competition was used to secure the contract and only for a period of 12-months following award date, or during renewals or extension periods of the contract. Also, the piggybacking will only be for the item(s) in the original bid/quote as they are specified with the exception of very minor changes. Changes such as engine size, pump size, different body style, etc. will not be allowed. This provision shall not apply to any contract where otherwise prohibited or mandated by state law.

NO BID WILL BE CONSIDERED IF RECEIVED AFTER THE DATE AND TIME SPECIFIED.

Be sure to put the Bid Number on the outside of your return envelope.

INSTRUCTIONS TO BIDDERS

1. Proposals must be made upon the form of the proposal attached hereto. They must be enclosed in a sealed plain envelope, **with the bid number written on the outside of envelope** and endorsed with the title of the proposal and must be filed with the Purchasing Agent of the City of Valdosta, located at 216 E. Central Ave 2nd floor. In the event you choose to mail your proposal, it should be mailed to Teresa Davis, P.A., P.O. Box 1125, Valdosta, Ga. 31603. Failure to follow these instructions will result in an automatic disqualification.
2. No bidder will be allowed to withdraw his proposal for any reason whatsoever after the bids have been opened.
3. The specifications represent the minimum general size, weight, capacity, and performance characteristics desired in the equipment to be purchased. These requirements are not intended to prevent obtaining fair prices or to eliminate competition, but to insure, if possible, that all bids submitted shall not be subject to correction or alteration after the bid has been filed, opened, and publicly read. In view of an unusual wide disparity in details of design and manufacture, complete descriptive literature and manufacturer's specifications must be submitted on each type of equipment offered. The City of Valdosta reserves the right to evaluate any or all bids, particularly where there is a range in specifications. Special consideration will be given to the ready availability of repair parts and service.
4. Federal or State taxes are not applicable to Georgia Municipalities under the United States Code Title 26 and Georgia Exemption Certificate Number 3-465-686-300-1.
5. It is expressly understood by the bidder that written notice of the award or purchase order by the City of Valdosta will constitute an agreement and consummate the transaction and will serve together with the proposal, the advertisement, these instructions, and the detailed specifications, as the entire form of contract between the parties.
6. The bidder agrees that the City of Valdosta reserves the right to reject any or all proposals, or to accept the part of the bid considered to be in the best interest of the City.
7. Specifications referred to minimum, therefore unless otherwise indicated by the bidder, the city will assume proposals meet or exceed all specifications.
8. The names of a certain brand, make or definite specifications are to demote quality standard of the article desired, but do not restrict bidders to be specific brand, make or manufacturer named; it is to set forth and convey to prospective bidders the general style, type, character and quality of the article desired.
9. The award of the contract will be made to the lowest responsible bidder taking into consideration quality performance and the time specified in the proposals for the performance of the contract. The City of Valdosta reserves the right to reject all bids as appears in its own best interest and to waive technicalities. In cases of a tie, the bid in the best interest of the city will be awarded.

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF _____

COUNTY OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding. Affiant also states as bidder, that they have not been a party to any collusion with any officer of the City of Valdosta or any of their employees as to quantity, quality or price in the prospective contract; and that discussions have not taken place between bidders and any office of the City of Valdosta or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

Firm Name

Signature

Title

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contract No. and Name: _____

Contractor's Name: _____

City of Valdosta Georgia Contractor Affidavit

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Valdosta, Georgia has registered with and is participating in a federal work authorization program*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Valdosta, Georgia, the Contractor will secure from subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Valdosta Georgia at the time the subcontractor(s) is retained to perform such service.

EEV / E-Verify TM User Identification Number

Date of Authorization

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 2025

[NOTARY SEAL]

Notary Public

My Commission Expires: _____

*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Contract Act of 1986 (IRCA), P. L. 99-603