



LAS ANIMAS COUNTY
Invitation for Bid No. 18-F001

FAIRGROUNDS SECURITY CAMERAS

County Contacts:

Ken Bowman – Las Animas County Maintenance Super
Phil Dorenkamp – Las Animas County Admin
Kim Chavez – Las Animas County HR EMS ADA Director
200 East 1st Street Room 106
Trinidad, Colorado 81082
(719)859-2620
(719)845-2562
(719)845-2566
(719)845-2598 fax



Las Animas County IFB No. 18-F001
BID SOLICITATION, OFFER & AWARD

ARTICLE I - PROPOSAL

1.1 Procuring Agency and Contracting Entity

Procuring Agency: Las Animas County

Address: Las Animas County Human Resources
200 East 1st Street, Room 106
Trinidad, Colorado 81082
lasanimascounty@yahoo.com
www.lasanimascounty.net

Phone: (719)859-2620
(719)845-2562
(719)845-2566

1.2 Scope

Las Animas County (County) is seeking sealed bids from qualified contractors/bidders for the installation of 6 new security cameras (cameras), with an option to install up to 2 additional cameras, at various locations within the Las Animas County's Fairground's complex located at 2000 N. Linden, Trinidad CO. 81082. The camera system must be able to record and archive up to 7 days of video for the 6 cameras. The cameras must be able to record both day and night activity.

The archived video must be accessible over the County's network or cell phones or other agreed upon media device. All work and materials must comply with all the latest industry codes and standards. If cameras are attached to existing Fairgrounds structures, they must be attached such that no structural damage occurs. Cameras shall be installed such that there will be no issues with private party privacy (cameras shall not view into neighboring back yards but view only County/public property).

Bid award shall be predicated on the offer of the lowest, responsible TOTAL SUBMITTED BID PRICE within the limits of County funds available and to best serve the County's interests.

1.3 Solicitation Schedule

Sealed Bids will be accepted in the Office of the Las Animas County's Human Resources Office Room 106 (Court House 1st floor eastern wing), 200 East 1st Street, Trinidad, Colorado 81082 up to the hour of **10:00 a.m., Wednesday October 31, 2018**. Submitted Bids will be evaluated and presented to the Board of County Commissioners for award or rejection at their regularly scheduled meeting of **November 6, 2018**.

1.4 Bid Preparation

Bidders **must** utilize the "**BID PROPOSAL, OFFER & AWARD**" form (included with this solicitation package) and complete it in its entirety when submitting its bid to the County. Bids may be delivered to Las Animas County by any of the following 2 methods:

1. **Email**. Email bids lasanimascounty@yahoo.com. The Bidder must include the following statement on the email: “**I hereby waive my right to a sealed bid**”. The subject line shall include “**IFB 18-F001**”.
2. **Mail or Hand Delivery**. Mailed (or hand delivered) bids should be sent in a sealed envelope with the bid number “**IFB 18-F001**” on it addressed to: Las Animas County Human Resources, 200 East 1st Str. Room 106, Trinidad, CO. 81082.

Any deviances from the requirements established in this solicitation may be cause for bid rejection.

1.5 Bid Withdrawal

Any submitted bid, acknowledged and held by the County, cannot be withdrawn after the established bid opening. However, prior to bid opening, a submitted bid can be modified by the Bidder through written correspondence (notifying the County of the wish to make changes to the original bid submission) accompanied by a new sealed bid prepared and submitted in accordance with these solicitation requirements.

1.6 Bid Opening

The County will publicly open bids received at the location, date and time established within this solicitation. All bid information will be made available to the public and competing Bidders.

1.7 Qualification for Award

Bid award will be predicated on the lowest, responsible TOTAL SUBMITTED BID PRICE that will accomplish the work. The County reserves the right to conduct a pre-award survey of any one, each or all Bidders.

1.8 Bid Rejection

The Board of County Commissioners reserves the right to waive any minor informality or irregularity in bids received which, in the Board’s opinion, do not affect the general intent of the bid nor prejudice other Bidders. In addition, the Board can reject, for good and compelling reasons, any and all bids received. Conditional bids, or those which take exception to bid specifications detailed herein, may be rejected.

1.9 Award Procedure

The determination of the successful bid rests solely with the Board of County Commissioners and bid award will be made in an open, public meeting on the date hereinabove established. Bid approval will be recorded in official meeting minutes. **The successful Bidder shall consider the date of approval as the official onset date (notice to proceed) for the Completion Deadline and bond requirements established within this solicitation.**

1.10 Bid Award to Constitute a Contractual Agreement Between Parties

By and through bid submission, successful Bidder affirms that it understands and agrees that the Board of Commissioners’ execution of the “**BID PROPOSAL, OFFER AND AWARD**” constitutes a contractual agreement between the successful Bidder and Las Animas County and thereby binds the successful Bidder to all the performance requirements established within this solicitation.

1.11 Changes in Work

The County may at any time, as the need arises, order changes in the quantity of work and/or materials desired without invalidating the agreement. If such changes increase or decrease the amount due or in the time required for the delivery of work and/or materials, the Successful Bidder shall deliver the same work and/or material at the unit price or a prorated TOTAL SUBMITTED BID PRICE indicated in the bid. Changes may occur to a maximum of twenty-five (25%) of the awarded price. After exceeding twenty-five percent (25%), the applicable unit price or TOTAL SUBMITTED BID PRICE may be negotiated and an equitable adjustment shall be authorized by a change order.

1.12 Familiarization with Work to be Performed/Delivery Sites

Before the submission of a bid, each prospective bidder shall familiarize himself/herself with the scope of work including all local, state and federal laws, ordinances, rules, regulations and any other

factors affecting work performance. Each bidder shall correlate his/her calculations with the requirements of this solicitation and otherwise satisfy himself/herself with the requirements of the work scope. The submission of a bid shall constitute an offer by the bidder in which he/she has complied with each and every requirement of this solicitation. Each prospective bidder shall satisfy himself/herself with the nature, location, character, structures and utilities to be encountered; as well as the character of construction equipment and facilities needed to complete the project.

1.13 Fees

The successful Bidder shall be responsible for all costs of any applicable licenses and/or permits that may be required by any governmental entity, including inspections, required by such public authorities.

1.14 Award Procedure

Upon its determination of the lowest responsible TOTAL SUBMITTED BID PRICE, the Las Animas County Board of County Commissioners shall sign the “**BID PROPOSAL, OFFER & AWARD**” form submitted by the Successful Bidder.

ARTICLE II - SPECIFICATIONS

2.1 Standards

All work and materials shall be to the latest industry standards and codes including but not limited to the American national Standards Institute, National Electrical Code, National Fire Protection Association, National Electrical Manufacturers Association and Underwriters Laboratories Inc.

2.2 Material Specifications

All materials shall meet or exceed the latest industry standard specifications.

ARTICLE III - TERMS OF AGREEMENT

3.1 General

By submitting a bid, successful Bidder understands that approval and Las Animas County Commissioners' signature upon the "**BID PROPOSAL, OFFER & AWARD**" form creates a contractual agreement between the County and the successful Bidder. Successful Bidder agrees to regard the terms and conditions set forth in this solicitation as contractual terms and conditions.

3.2 Work Hours/Completion Deadline

Work activities shall be performed between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday. No work will be performed after hours, on weekends or holidays except in the event the County deems this time frame not as efficient as other alternatives, at which the County may consider other alternatives. **The successful Bidder must complete the work no later than 3:30 PM, December 14, 2018.**

3.3 Payment

The unit Contract prices for the various Bid items of the Contract shall be for the full compensation for all labor, materials, supplies, equipment, tools and all things of whatsoever nature required for the complete incorporation of the item into the Work the same as though the item were to read “Complete In Place”. Payment will not be made for stockpiled materials, but will be made only for work and/or materials complete in place.

County will retain 5% of bid price until final payment is made.

3.4 Late Completion Penalty

For each and every calendar day work remains incomplete and for which a time extension has not been authorized by the County, the successful Bidder shall be subject to a late completion penalty of three hundred dollars (\$300.00) per day for each day that the project remains incomplete.

ARTICLE 4 – BIDDER RESPONSIBILITIES/INSURANCE/BONDS REQUIREMENTS

4.1 Insurance

Successful Bidder shall, at its sole cost and expense, maintain the following insurance coverage in the limits required by this solicitation throughout the performance of this agreement:

- A. Commercial General Liability insurance with personal injury and property damage limits at a combined limit of no less than \$600,000.00 per occurrence and \$1,000,000.00 general aggregate.
- B. Worker’s Compensation insurance for the Bidders and all employees or subcontractors of the Bidders working under the Contract. If the company is a sole proprietorship, the owner may submit a waiver of any and all claims against the County and State should any personal injury or damage to public property occur.

PROOF OF COVERAGE MUST BE SUBMITTED WITH BID FORM OR PRIOR TO BID AWARD or INCLUDE A COPY WITH EMAIL SUBMISSION

4.2 Safety and Accident Prevention

The Successful Bidder shall take all reasonable precautions during the performance of work to protect from all hazards to life and property and shall comply with all health, safety and fire protection regulations and requirements.

4.3 County’s Right to Correct Deficiencies:

If the Successful Bidder should neglect to prosecute the Work properly, or fail to perform any provisions of the Contract, the County, after ten (10) days' Written Notice to the Successful Bidder, may, without prejudice to any other remedy he may have, make good such deficiencies and may deduct the cost thereof from payments then or thereafter due the Successful Bidder.

4.5 Final Acceptance

Final payment for any/all work will not be made until the County determines that the scope of work is complete and satisfactory and a final inspection is complete and any and all deficiencies are corrected to the County’s satisfaction.

Construction Notes:

All material items shall be manufactured according to the highest traditions of the industry and shall meet all commercial standards of quality. The County shall be the sole judge of acceptable products. Unacceptable products will be replaced.

County currently has Wi Fi service at its Road and Bridge’s office in the “Old Armory” building located in the Fairground’s Complex. If bidder’s camera system uses Wi Fi, it must be compatible and usable with Windows 10.

Bidder should be prepared to attend the Board of Commissioners meeting on November 6, 2018 to explain their system if requested.

If Bidder has more than one camera system, please complete a Bid Proposal, Offer & Award form for each system

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**LAS ANIMAS COUNTY IFB No. 18-F001
 BID PROPOSAL, OFFER & AWARD**

The undersigned Successful Bidder, having examined and being fully aware of the requirements of IFB No. 18-F001, hereby proposes to install 6 security cameras as specified in the Bid specifications at the cost indicated below:

BASE BID – 6 SECURITY CAMERAS AT LAS ANIMAS COUNTY FAIRGROUNDS

| Bid Item | Description | Unit | Unit Price | Extended Total |
|----------|---|------|------------|----------------|
| 1 | All materials, labor, equipment to install and make fully operational 6 security cameras at the locations | LS | \$ | \$ |
| 2 | All materials, labor, equipment to install and make fully operational 2 additional cameras | LS | \$ | \$ |

Please complete the following table regarding the cameras:

| | Description/Y or N | Comment |
|--|--------------------|---------|
| 5 MP Resolution | | |
| Can recorded video be zoomed | | |
| Vandal proof | | |
| No audio | | |
| Capable of Live Streaming | | |
| Wi Fi, Cell or other media connection | | |
| How is video retrieved from cameras | | |
| Power system for cameras (battery, 120v) | | |

Comments: _____

Total bid price 6 cameras only (excluding 2 camera option): \$ _____

 Company Name

18-F001 – 6 SECURITY CAMERAS AT LAS ANIMAS COUNTY FAIRGROUNDS

Total Bid Price 6 cameras only (excluding 2 camera option): \$ _____

OFFEROR: _____

Company Name

Street Address

City, State, Zip

Telephone Number

Authorized Signature

Authorized Printed Name

The Las Animas County Board of County Commissioners hereby accepts the Offer indicated above effective as of the date below.

Mack R. Loudon, Commissioner

Date

Luis A. Lopez II, Commissioner

Dean A. Moltre, Commissioner

18-F001 – 6 SECURITY CAMERAS AT LAS ANIMAS COUNTY FAIRGROUNDS



Camera 1: there are a walk through and overhead door on the eastern side of building E. The desired view for this camera is to these doors and the areas east of them

Camera 2: there are a walk through and overhead door on the western edge of building E. The desired view for this camera is to these doors and the areas west of them, camera location is building P

Camera 3: there is an east-west lying stone wall north of building H. The desired view for this camera is facing west to view this stone wall, preferable as much of a western view along this wall as possible

Camera 4: there is a walk through door on the south facing wall of the building north of building R. The desired view for this camera is toward this walk through door.

Camera 5: there are fuel tanks and a road that passes through an opening in a north-south stone wall in an easterly direction from building W. The desired view for this camera is toward the opening, encompassing as much of the fuel tank location as possible.

Camera 6: there are restrooms and a playground area in a southeasterly direction from building O. The desired view for this camera is toward the restrooms and playground area.

Options:

Camera 7: the entrance and exit gates to the Fairgrounds lie in a westerly direction from building B. The desired view for this camera is toward the entrance and exit gates.

Camera 8: at the north end of the building north of building R and west of building S is an overhead door. The desired view for this camera is toward this overhead door encompassing as much of the surrounding area as possible

County will consider alternative camera locations to those listed above.