

City of Los Angeles, California

Quotation/ Auction Event Details

ID Number	Format	Type	Page
CITY-EV00004564	Buy	RFx	1
Event Round	Version		
1	1		
Title	Message Brd, Solar Traffic Control Trailer		
Start Time	Finish Time		
05/19/2015 07:14:37 PST	05/22/2015 10:00:00 PST		

Bidder: INTERNAL EVENT DETAILS

Submit To: City of Los Angeles Purchasing Agent
111 E 1ST STREET
ROOM 110
LOS ANGELES CA 90012
United States

Contact: Martha M Medina
Phone: 213/928-9536
Email: martha.medina@lacity.org

Description

Message Brd, Solar Traffic Control Trailer Mountable
Req 3075593 (Federal Grant Purchase)

General Comments

- ATTENTION BIDDERS: IF YOU ARE NOT SUBMITTING A BID.

=====

The City Purchasing Agent is interested to hear from companies that decide to not bid on the City's supplies, materials and equipment needs. If you are not submitting a bid for the attached items, please take a moment to tell us about your decision.

Bidders who do not respond to three Requests for Quotation risk having their Supplier or Bidder status inactivated. A "No Bid" is considered a valid response for this purpose. You only need to return this page with your comments to be considered as responding to the City's request.

Please initial and complete the information below, then submit this page to the Purchasing Agent at the address shown above.

_____ My Company is not submitting a bid for the following reason(s):

COMPANY INFORMATION:

Company Name: _____

Contact Person: _____

Title: _____

Telephone No.: _____

E-Mail Address: _____

Thank you.

- =====
- ***The City to request to the vendor that the trailers be registered to the City with a license plate installed. The name on the registration should be the City of Los Angeles, care of the purchasing agent - 555 Ramirez St. Los Angeles, CA upon full payment, the City shall receive the pink slip for the trailers.***

Delivery location:
Department of Public Works, Bureau of Street Services
2484 E. OLYMPIC BLVD., LOS ANGELES, CA 90021
ATTN: FRED GARCIA (213) 792-7029

PRIOR TO DELIVERY, PLEASE CONTACT:

Delivery contact:
Chang Lin @ (213) 847-0978

Federal Grant Funds: Yes
Please complete all Federal Grant Form as required (attached)

This is NOT AN ORDER

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City of Los Angeles, California

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Email: martha.medina@lacity.org

- SUBMIT YOUR QUOTATION TO: Fax, Email, Postal Service or In Person

City of Los Angeles Purchasing Agent
Los Angeles City Hall South
111 E. First Street, Room 110
Los Angeles, CA 90012-4111
email: Martha.Medina@lacity.org
fax: 213-928-9536

RFQ # on or before 5/22/2015@10:00 a.m.

Quotations delivered to any other location will not be accepted or considered if they are not received by the Purchasing Agent at Los Angeles City Hall South, Room 110, prior to the RFQ Closing Date and Time.

All communications regarding this Request for Quotation shall be directed in writing to the Procurement Analyst listed above. Written communication may be made via e-mail, facsimile, U.S. Mail, or delivery service. Any bidder communicating with City of Los Angeles staff other than the Procurement Analyst may be disqualified, and their Quotation declared non-responsive.

- SUPPLIER CONTACT INFORMATION:

Contact Person: _____

Title: _____

Telephone No.: _____

Fax No.: _____

E-Mail Address: _____

24 Hour Contact No.: _____

- OFF-PEAK DELIVERY AND PICK-UP HOURS:

The City of Los Angeles requires off-peak delivery and pickup of all commodities by City suppliers between the hours of 9:00 AM and 3:30 PM, Monday through Friday, to reduce traffic and vehicle emissions during morning and afternoon commute times. Suppliers are determined in compliance if the actual delivery or pickup time provides for arrival at the City location on or after 9:00 AM and on or before 3:30 PM.

Unless otherwise instructed by authorized City personnel, suppliers are required to schedule deliveries and/or pickups during the off-peak period. City departments sharing facilities that order products from the same supplier shall make every effort to coordinate off-peak deliveries and pickups with the supplier.

Emergency and critical need orders, or other non-conforming deliveries and pickups specifically requested by City departments shall not constitute a violation of this requirement. In addition, circumstances that are outside of the supplier's control and documented by the supplier to the ordering department's or the City Purchasing Agent's satisfaction shall not constitute a violation of this requirement.

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United States
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Phone: 213/928-9536
Email: martha.medina@lacity.org

Noncompliance with this requirement may result in cancellation of a Purchase Order(s) or termination of Contract(s) between the City and the supplier.

If circumstances related to department operations preclude regularly scheduled deliveries between the hours of 9:00 AM and 3:30 PM, Monday through Friday, the affected City department shall notify the supplier of any allowable exception(s). If the department identifies and determines such circumstances as permanent, the department shall notify the City Purchasing Agent of the department's intent to exclude the specific Contract(s) and/or commodities.

- REQUIRED DELIVERY:

The City requires delivery within 7 calendar days after receipt of orders. In no case will quotes be considered that take exception to the required delivery.

Shipping Terms: FOB Destination Ship Via: Supplier's Choice

Buyer: Bernard Tumbucon
Phone number: (213) 847-2860
Fax number: (213) 847-2846
Address: Department of Public Works, Bureau of Street Services
1149 S. Broadway, 4th Floor, Los Angeles, CA 90015
Mail Stop# 550 Email address: bernard.tumbucon@lacity.org

Requestor/Dept. contact: Chang Lin
Phone number: (213) 847-0978
Address: Department of Public Works, Bureau of Street Services
1149 S. BROADWAY, SUITE 400, Los Angeles, CA 90015
Mail Stop# 550 Email address: chang.lin@lacity.org

- PAYMENT DISCOUNT TERMS:

Payment terms are Net 30 Days unless bidder otherwise quotes cash discount terms. The supplier agrees to offer the City any payment discount terms that are offered to its best customers, and apply such discount to payments made that meet the discount terms.

Cash discounts offered for payment less than 25 days will not be considered by the City when evaluating Quotations. All cash discounts shall be taken and computed from the date of delivery or completion and acceptance of the material or service, or from the date of receipt of the invoice, whichever is latest. Partial payments may be made by the City on delivery and acceptance of goods and on receipt of the supplier's invoice.

The bidder shall state their payment terms in the GENERAL QUESTIONS section of this Request for Quotation.

- ADDITIONAL QUANTITIES:

The City desires the option to purchase additional quantities of the requested item(s). State if you will accept orders for additional quantities at the same prices, terms and conditions, providing the City exercises the option before 5/31/2015.

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ROOM 110
LOS ANGELES CA 90012

Contact: United States
Martha M Medina
Phone: 213/928-9536
Email: martha.medina@lacity.org

_____ Option granted _____ Option not granted

If option is not granted, state length of time prices are good and additional orders acceptable.

Prices good until _____.

Any extension(s) beyond above stated expiration date shall be upon mutual consent between the City and the supplier. In addition, any extension(s) agreed upon by both parties shall not exceed three (3) months after the original expiration date.

- SALES/USE TAX DIRECT PAYMENT:

The City of Los Angeles participates in the "State of California Use Tax Direct Payment Permit Program" for purchases and orders placed with out-of-state suppliers. Under this program the City will assess and self pay the California Use Tax equivalent of California Sales Tax directly to the California State Board of Equalization.

The City will neither include nor pay California Sales Tax to out-of-state suppliers on the purchase of materials, supplies, and equipment when the shipment originates outside California and is shipped directly to the City via a common carrier, even if the supplier has a valid California sales tax permit.

The City will include and pay California Sales Tax to those out-of-state suppliers who have a valid California sales tax permit and the shipment originates inside California.

Out-of-state bidder or bidder with a remittance address outside the State of California, whose shipments originate within California, and has a California State Board of Equalization Permit to collect California State Sales Tax shall enter the permit number in the space provided below.

Permit Number: _____ - _____ - _____ - _____

If bidder has no permit number, check below and sign.

No Permit Number: _____

Signature: _____

If shipment originates outside the State of California, bidder shall state below the point of origin:

- OTHER GOVERNMENT AGENCY PURCHASES:

Other government agencies may want to make purchases using the prices, terms and conditions of any contracts resulting from this RFQ. State below if you will allow such purchases.

Yes _____ No _____

EXISTING CITY OF LOS ANGELES SUPPLY CONTRACTS:

Bidders shall state if they have an existing supply contract(s) for the same or similar items with the City of Los Angeles. In addition to City Purchasing

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City of Los Angeles, California

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United States
Contact: Martha M Medina
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Email: martha.medina@lacity.org

Agent contracts, bidders shall include contracts with the Department of Airports, the Harbor Department and the Department of Water and Power.

Do you have an existing supply contract with the City?

☐ Yes ☐ No

If yes, please provide the following information:

Contract 1-
Department: _____

Contract Number: _____

Description: _____

Estimated Annual City Purchases: _____

Contract 2-
Department: _____

Contract Number: _____

Description: _____

Estimated Annual City Purchases: _____

If you have more than two (2) City contracts, please provide additional information on a separate document attached to your bid.

- STANDARD PRODUCT WARRANTY:

The manufacturer's standard warranty shall be included with all products delivered to the City of Los Angeles. If an express warranty does not exist for the products delivered, the bidder shall state the product's warranty for defects in material and labor/workmanship.

Warranty for material defects: _____ years

Warranty for labor/workmanship defects: _____ years

In no case shall the bidder's warranty period be less than, but may be longer than any express warranty or implied warranty of merchantability or fitness for use.

BUSINESS INCLUSION PROGRAM VOLUNTARY OUTREACH:

It is the policy of the City of Los Angeles to provide Minority-owned Business Enterprises (MBEs), Woman-owned Business Enterprises (WBEs), Small Business Enterprises (SBEs), Emerging Business Enterprises (EBEs), Disabled Veteran Business Enterprises (DVBES), and all Other Business Enterprises (OBEs) an equal opportunity to participate in the performance of City contracts. All bidders are encouraged to reach out to MBEs, WBEs, SBEs, EBEs, DVBES, and OBEs, especially when subcontracting opportunities are available.

- ON-LINE BIDDER INFORMATION AND FORMS:

All companies wishing to bid on City of Los Angeles purchases are directed to the Los Angeles Business Assistance Virtual Network - www.labavn.org - to register as bidders and to complete the City's Equal Benefits Ordinance; Non-Discrimination/Equal Employment Practices/Affirmative Action Program; and Slavery Disclosure Ordinance Affidavits.

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LOS ANGELES CA 90012

Contact: United States
Phone: Martha M Medina
213/928-9536
Email: martha.medina@lacity.org

Questions regarding the Affidavits and compliance with the City's requirements should be directed to the Bureau of Contract Administration, (213) 847-2625 or (213) 847-2631, or via e-mail to bca.eeoe@lacity.org .

LIQUIDATED DAMAGES FOR LATE DELIVERY:

Delivery delays beyond the Contract/Purchase Order delivery date will result in added expense to the City. The City of Los Angeles shall be paid damages for such delay. Inasmuch as the amount of damage is extremely difficult to ascertain, the supplier agrees to compensate the City in the amount of \$100.00 per calendar day beyond the delivery date specified. This amount shall be fixed as liquidated damages that the City will suffer by reason of such delay, and not as a penalty. The City shall have the right to deduct and retain the amount of such liquidated damages from any monies due the supplier.

The supplier shall be entitled to a reasonable extension of time for unavoidable delay in delivery due to causes not reasonably foreseeable by the parties at the time of the Contract/Purchase Order execution, and that are entirely beyond the control and without the fault or negligence of the supplier, including, but not limited to, acts of God or the public enemy, war or other national emergency making delivery temporarily impossible or illegal, acts or omissions of other suppliers, strikes and labor disputes not brought on by any act or omission of the supplier, fire, flood, epidemics, quarantines, or freight embargoes.

DELIVERY INSTRUCTIONS:

Supplier shall contact the ordering department for specific delivery instructions prior to making deliveries. Ordering department contact is Delivery location:

Department of Public Works, Bureau of Street Services
2484 E. OLYMPIC BLVD., LOS ANGELES, CA 90021
ATTN: FRED GARCIA (213) 792-7029

PRIOR TO DELIVERY, PLEASE CONTACT:

Delivery contact: Chang Lin @ (213) 847-0978

DELIVERY TIMES:

All deliveries between 9 a.m. and 2 p.m. Monday through Thursday; no Friday deliveries.

AUTHORIZED DISTRIBUTOR/DEALER (Affidavit of Self-Certification):

Bidder must be an authorized distributor/dealer for the manufacturer(s) being quoted.

Yes: _____ No: _____

The manufacturer will be responsible for any default of the supplier that is not corrected by the supplier in a timely and efficient manner. This responsibility includes replacing incorrect or defective parts, trouble shooting, and correcting problems that are traceable to the manufacturer.

If the bidder indicates above that it is an authorized distributor/dealer, the bidder shall self-certify by affixing its signature below and hereto declares under penalty of perjury under the laws of the State of California that the representation made herein is true and correct. Knowingly and willfully providing false information is a violation and could subject you to contract termination or debarment from transacting business with the City. Business owners claiming authorization by the manufacturer must self-certify.

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United States
Contact: Martha M Medina
Phone: 213/928-9536
Email: martha.medina@lacity.org

Company Name _____ Authorized Signature _____

Address _____ Name and Title _____

County, State, ZIP _____ City Date _____

General Questions

Question _____

The City's delivery terms are FOB Destination.
Are you quoting FOB Destination?
If not, state your FOB point in the Comments Section.

Yes

Yes No

Response Comments

The City's delivery terms are Freight Prepaid.
Does your bid price include freight costs?
If not, state your freight costs in the Comments
section.

Yes

Yes No

Response Comments

What is your delivery time After Receipt of the Order?

Yes No

Response Comments

The City of Los Angeles (the City) provides a bid preference for City certified and approved Small Local Businesses (SLB) on purchases less than \$100,000. The City also provides a bid preference for City certified and approved Local Business Enterprises (LBE) on purchases greater than \$150,000.

Bidders shall state if they are certified and approved by the City as an SLB or LBE by providing the information requested BELOW:

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City of Los Angeles, California

Quotation/ Auction Event Details (cont.)

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United States
Contact: Martha M Medina
Phone: 213/928-9536
Email: martha.medina@lacity.org

SMALL LOCAL BUSINESS:

Certification/SLB Key #: _____

Expiration Date: _____

LOCAL BUSINESS ENTERPRISE:

Expiration Date: _____

NOTE: FAILURE TO PROVIDE THIS INFORMATION MAY RESULT
IN YOUR QUOTATION NOT BEING CONSIDERED FOR THE BID
PREFERENCE.

Yes No

Response Comments

Payment terms are Net 30 Days unless the bidder quotes
cash discount terms. Cash discounts offered for
payment less than 25 days will not be considered by the
City when evaluating Quotations.
What are your payment terms?

Yes No

Response Comments

Line Details

Line: 1 **Item ID:** **Line Qty:** 2 **UOM:** each

Description: MESSAGE BOARD 96L3, 96X48, FULL MATRIX LED, 120W SOLAR, (4)6V BATT, HYDRAULIC LIFT & ROTATE -
ITEM# 103315

Comments:
- Model 96L3 Message Board Trailer: Hi-Way Safety Item 103315 or
equal.

Note: If an equal product is bid, one must state below, as well
as include specification or brochure with product info, for bid
spec evaluation.

Brand, model and/or cat. no: Unit Price Extended Price

_____ \$ _____ \$ _____

Required Spec for Trailer:

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Contact: Martha M Medina
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Must be 126" Overall Trailer Length
Must have (4) 6 volt deep cycle batteries
Must have hydraulic lift to easily raise, lower & rotate message board.

Question

What is your unit price?

Response Comments

Line: 2 **Item ID:** **Line Qty:** 2 **UOM:** each

Description: SOLAR PANEL, 50 WATT, DASOL - ITEM# 100141

Comments:
- Solar Panel, 50 watt, Dasol , Item 100141 or equal.

Note: If an equal product is bid, one must state below, as well as include specification or brochure with product info, for bid spec evaluation

Brand, model and/or cat. no: Unit Price Extended Price

_____ \$ _____ \$ _____

Question

What is your unit price?

Response Comments

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City of Los Angeles, California

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United States
Contact: Martha M Medina
Phone: 213/928-9536
Email: martha.medina@lacity.org

Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

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City of Los Angeles, California

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