NOTICE OF BID

The City of Pigeon Forge, Tennessee is receiving bids on annual Traffic Signal Preventative Maintenance contract for the City of Pigeon Forge, Tennessee.

Requirements include quarterly preventative maintenance of the City’s twenty five (25) traffic signals and response to trouble calls within six (6) hours and emergency in two (2) hours.

Bids will be received at the office of Public Works Director, City Hall, 225 Pine Mountain Road, Pigeon Forge, Tennessee 37863 on or before Tuesday, March 19, 2013, at 2:00 p.m. local time at which time said bids will be publicly opened and read aloud and the contract awarded as soon thereafter as practicable. Please indicate on the outside bottom left corner of your sealed bid envelope your Tennessee Contractors license number and “Bid on Preventative Maintenance Contract.”

Bid packages must be obtained at the Public Works Department, City Hall, 225 Pine Mountain Road, Pigeon Forge, Tennessee 37863.

All bidders must be licensed contractors as required by the “Contractor’s Licensing Act of 1976,” and as passed by the 89th General assembly of the State of Tennessee. Furthermore the Contractor should have the necessary licensing classifications as listed in Rules of Tennessee board for licensing General Contractors Chapter 0680-1. The Bidder’s name, license number, expiration date and that part of the classification which applies to the Bidder must be placed on the sealed envelope containing the executed proposal form, otherwise, the Bid will not be considered.

The City of Pigeon Forge reserves the right to waive any informalities in or to reject any or all bids and to accept the bid deemed favorable to the interest of the City.

Mark Miller
Director of Public Works
CITY OF PIGEON FORGE, TENNESSEE  
Request for Bids  
TRAFFIC SIGNAL MAINTENANCE  

The City of Pigeon Forge will receive sealed bids for the provision of traffic signal maintenance as specified herein. Bids must be received by 2:00 p.m. on March 19, 2013. Late bids will not be considered nor returned.

Bids may be mailed to:     Bids may be delivered to:     
Public Works Department     Public Works Department  
P.O. Box 1350      225 Pine Mountain Road  
Pigeon Forge, TN  37868     Pigeon Forge, TN  37863  

All Bidders must be licensed Contractors as required by the “Contractor’s Licensing Act of 1976,” and as passed by the 89th General assembly of the State of Tennessee. Furthermore the Contractor should have the necessary licensing classifications as listed in Rules of Tennessee board for licensing General Contractors Chapter 0680-1. The Bidder's name, license number, expiration date and that part of the classification which applies to the Bidder must be placed on the sealed envelope containing the executed proposal form, otherwise, the Bid will not be considered.

Section I   GENERAL TERMS AND CONDITIONS  

1.0  The intent of these specifications is to set forth and convey to prospective bidders the general type, charter and quality of the traffic signal maintenance services as desired by the City of Pigeon Forge.  

1.1  Any deviations or variations from these guidelines shall be clearly noted. Adequate information must be provided to allow the City of Pigeon Forge to evaluate the exceptions.  

1.2  Bid evaluation will be made on the following criteria:  

1.3.0  Pricing  
1.3.1  Qualification of vendor to perform services.  

1.3  The City of Pigeon Forge reserves the right to reject all bids and waive informalities in bids.  

1.4  For additional information concerning this request for proposal, contact Mark Miller at 865-429-7312.  

1.5  This agreement will be for a two year period with an option to renew for four additional years, one year at a time, upon mutual consent of both parties. Reimbursement rate increases will be subject to review at each renewal time.
Section II  SPECIFICATIONS

2.0  The City of Pigeon Forge is seeking bids by qualified bidders to provide:
   2.0.1  Preventative Maintenance Inspections,
   2.0.2  Response to trouble calls,

   For the twenty five (25) traffic signals owned by the City of Pigeon Forge. A list
   of these locations is provided as an appendix.

2.1  The successful bidder is required to respond to all trouble calls within six (6)
   hours of notification and to emergency calls within (2) hours.

2.2  There shall be someone available to respond to any trouble call twenty-four
   hours per day, seven days per week, including all holidays.

2.3  Any missed calls or calls not responded to within six hour response time will be
   reason for immediate termination of this agreement.

2.4  The successful bidder shall provide a complete report within seven working days
   after repairs have been made. The report shall contain as a minimum the
   following information:
   2.4.1  Time reported
   2.4.2  Dated reported
   2.4.3  Location
   2.4.4  Reported problem
   2.4.5  Called in by
   2.4.6  Time repaired
   2.4.7  Date repaired
   2.4.8  Description of complaint
   2.4.9  Complete description of work performed
   2.4.10  Signature of person performing work

2.5  The successful bidder shall perform a Preventative Maintenance inspection at 3
   month intervals beginning in April 2013 at each signalized intersection. During
   the inspection the following items shall be checked as a minimum.
   2.5.1  Loop Operation
   2.5.2  Air Filter
   2.5.3  Fan Operation
   2.5.4  Controller Operation and Timing
   2.5.5  Conflict Monitor Operation
   2.5.6  AC Voltage Level (service)
   2.5.7  Replacement of any signal indications that are burned out
   2.5.8  Pedestrian Push Button Operation
   2.5.9  Associated Traffic Control Signs
   2.5.10 Communication System Operation
2.5.11 General Condition of Installation Components

2.6 The successful bidder shall furnish all labor, equipment and incidental material items for all repairs to the traffic signals, plus any other maintenance repairs necessary including aerial trucks used during these regular Preventative Maintenance inspection. This cost shall be included in the bidder’s lump sum annual fee.

2.7 The contractor will respond to trouble calls from the City of Pigeon forge staff within 6 hours. The contractor will be reimbursed for equipment and labor for this effort and any other miscellaneous requirements of the City of Pigeon Forge on a unit price basis. This includes but is not necessarily limited to:

2.8.1 Damage caused by an act of God, storms, lightening, etc
2.8.2 Vandalism
2.8.3 Damage from any type of accident
2.8.4 Other installations

2.8 The contractor will be reimbursed for significant materials at cost plus % mark up on presentation of vendor’s original invoice. This includes parts such as load switches, flash transfer, conflict monitors, relays, loop detectors, lightening protectors, fans, air filters, hand controls, flasher, cabinet switches, fuses and circuit breakers required by the Preventative Maintenance Program as well as for trouble calls and minor construction.

2.9 A complete report shall be made within thirty days of each Preventative Maintenance inspection describing any problems discovered and all actions taken to correct such problems. The contractor shall maintain thorough records utilizing the forms provided in Appendix F of the ITE “Traffic Signal Installation and Maintenance Manual” or approved alternates. The contractor shall provide copies of the maintenance record forms to the City of a routine basis.

2.10 The successful bidder shall be paid on a monthly basis for the annual Preventative Maintenance charge—provided that all terms and conditions of the contract have been met. Any additional charges shall be invoiced and paid accordingly.

2.11 In the event that loop replacement is necessary the loop shall be replaced with 14 AWX XHHW loop wire and a suitable loop sealant. Loops replaced under this contract shall be warranted for a period of one year regardless of the time remaining on the contract.

2.12 All work performed during this contact shall conform to the State of Tennessee Code, Section 730, Traffic Signal Installation specifications and any special provision noted during the contract period. The successful bidder shall be certified by the International Municipal Signal Association as a Traffic Signal Technician and shall be certified as a Level II Technician by April 1, 2013.
2.13 The bidder is advised that the City of Pigeon Forge may install additional traffic signal installations during the contract period. In that event, additional compensation for the Preventative Maintenance Program will be paid based on proration of the lump sum bid amount indicated in Section 4.0 divided by (current number of signalized locations).

2.14 The contractor shall be trained and thoroughly knowledgeable in operation of Transyt Corporation’s software and have the necessary computer hardware to access the City’s system from a remote site for diagnostics and testing. Contractor must be competent in remote monitoring and diagnostics via CLMATS software and Aldis grid smart technology. Proof of training will be required the day of bid opening.

2.15 The successful bidder shall provide a certificate of insurance to the City of Pigeon Forge indicating general liability and worker’s compensation insurance coverage for the entire contract period. General liability coverage shall be in the minimum amount of $1,000,000.

2.16 The contractor shall supply the names and certifications of staff members that will work on our system.

Section III

Lines 1 & 2 Preventive Maintenance must be performed by IMSA Level II qualified staff.

1. Routine Maintenance and Testing of Intersection per year, per location,

   $__________________________
   (Four times a year)

2. Maintenance of School Zone Flashers once a year, per location,

   $__________________________

3. Approved repairs and/or modifications will be performed at the contractor’s exact cost of materials + ___________% mark-up.

Rates for Extra Work:

   Line 3.1) IMSA Certified III employee $__________________________ per hour

   Line 3.2) IMSA Certified II employee $__________________________ per hour
<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3</td>
<td>Staff Technician</td>
<td>$______________ per hour</td>
</tr>
<tr>
<td>3.4</td>
<td>Engineering/Design Services</td>
<td>$______________ per hour</td>
</tr>
<tr>
<td>3.5</td>
<td>Bucket Truck</td>
<td>$______________ per hour</td>
</tr>
<tr>
<td>3.6</td>
<td>Other Truck</td>
<td>$______________ per hour</td>
</tr>
<tr>
<td>3.7</td>
<td>Loop Saw</td>
<td>$______________ per lineal foot</td>
</tr>
</tbody>
</table>

Line 4) Repairs and/or Modifications performed after 4:30 pm and on weekends shall be billed at the above rates + $______________ per hour.

Bidder’s Signature: ________________________________

Bidder: ________________________________

Address: ________________________________

Phone Number: ________________________________

E-mail: ________________________________
Traffic Signal Inventory

Parkway/Lazy Lane
Parkway/Music Road
Parkway/Sugar Hollow Road/Henderson Chapel Road
Parkway/Teaster Lane
Parkway/Christmas Tree Lane
Parkway/Community Center Lane
Parkway/Wears valley Road
Parkway/Bell Island
Parkway/Factory Merchants Mall
Parkway/Jake Thomas Road
Parkway/Pine Mountain Road
Parkway/Old Mill Avenue
Parkway/Dollywood Lane
Parkway/Conner Heights

Off Parkway

Dollywood Lane/Veterans Boulevard/Upper Middle Creek
Teaster Lane/Veterans Boulevard
Veterans Boulevard/Goldrush Road
Veterans Boulevard/Jayell Road
McCarter Hollow Road/Dollywood Entrance
Teaster Lane/Jake Thomas Road
Teaster Lane/East Wears Valley Road (at mall)
Wears Valley Road/McGill Street
Wears Valley Road/Henderson Springs Road/High Valley Drive
Wears Valley Road/Waldens Creek Road

School Zones

Wears Valley – Pigeon Forge Middle & High Schools
Waldens Creek – Pigeon Forge Primary School
Bidder shall submit a list of three (3) contracts of similar size which have been in service for three (3) years or longer.

**Reference #1**
Name of Firm
Contact Person:
Email address: Phone:
Nature of Contract:
Services Provided:
Dollar amount $(over the life of the contract)
Contract start date: Contract end date:

**Reference #2**
Name of Firm
Contact Person:
Email address: Phone:
Nature of Contract:
Services Provided:
Dollar amount $(over the life of the contract)
Contract start date: Contract end date:

**Reference #3**
Name of Firm
Contact Person:
Email address: Phone:
Nature of Contract:
Services Provided:
Dollar amount $(over the life of the contract)
Contract start date: Contract end date: