



July 20, 2017

Date

## NOTICE TO BIDDERS

We are requesting bids for the following:

### PAINT SERVICES

Attached are the specifications.

Bidders shall state whether the services proposed strictly meet these specifications and if not, they shall list each variation there from.

Sealed bids shall be delivered to the office of the Tulsa County Public Facilities Authority Administrative Office, Southwest Corner of the River Spirit Expo, 4145 East 21<sup>st</sup> Street, Tulsa, Oklahoma (74114) until **11:00 a.m. on August 8, 2017**. Bids shall be submitted in an envelope clearly labeled "Paint Services".

Bids will be opened and read aloud by the TCPFA in the River Spirit Expo Administrative Office, 4145 East 21<sup>st</sup> Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on August 8, 2017.

**"Affidavit for Filing with Competitive Bid" form must be signed, notarized, and returned with bid or bid will not be accepted.**

The Tulsa County Public Facilities Authority reserves the right to reject any and all bids and waive informalities or minor irregularities in any bid.

Respectfully yours,

A handwritten signature in black ink that reads "Jessica Booth".

Jessica Booth  
Purchasing Coordinator

## **Specifications for Paint Services**

**Intent:** The purpose of this bid is to secure a bid for electrical services for the Tulsa County Public Facilities Authority (TCPFA). This bid shall be for a one (1) year period beginning on August 17, 2017 with an option to renew for (1) year.

**General Requirements:** The TCPFA has the need to secure a paint vendor for projects as needed and for ongoing paint maintenance. Paint services will be needed in various locations on various types of materials, which may include but are not limited to, exterior of buildings, interior walls, arena walls, curbs, railings, electrical boxes and metal steps. Vendors shall keep the following in consideration while bidding this service:

- Vendor must labor, paint and paint supplies.
- Vendor must use Sherwin Williams' paint that has been approved by TCPFA.
- Vendor must supply ladders and/or lifts as needed.
- Vendor must supply barricades and signage if necessary to keep from disturbing wet paint.
- Vendors will be required to provide "not to exceed" amounts on projects as requested by TCPFA.
- Vendors will be required to do the necessary prep work to ensure paint will adhere to surfaces properly.
- Vendor must warranty the work performed for at least one (1) year. If paint begins to chip, peel or crack within the warranty period, vendor will be required to redo the work free of charge.
- Vendor will be required to work around events. This means, depending on the project, that a vendor may be required to work Monday thru Thursday and then come back the following week to complete the project. All projects will be based around regular business hours unless previously discussed with TCPFA staff.

**Insurance Requirements:** Vendor shall carry and keep in force at all times General Liability in the amount of \$1,000,000, worker's compensation insurance and automobile insurance if driving company vehicles on TCPFA grounds. Certificates of insurance will be required before any work begins. TCPFA will also need to be listed as additionally insured on those certificates.

**Past Projects:** If vendors have not previously worked with TCPFA, vendors must include a list of past projects completed within the last two years. Contact names and a phone number and/or email address must be included.

**Questions:** All questions regarding this bid must be directed to Jessica Booth in writing by August 4, 2017 by 5:00 p.m. Email questions to [Jessica@exposquare.com](mailto:Jessica@exposquare.com).

**Price Sheet for Paint Services**

**\*Bid responses must include price sheet, list of past projects and affidavit for filing with competitive bid**

**Price per hour per person: \$** \_\_\_\_\_

**Cost Plus** \_\_\_\_\_ **% on materials**

**Vendor:** \_\_\_\_\_

**Representative:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

TULSA COUNTY PUBLIC FACILITIES AUTHORITY  
AFFIDAVIT FOR FILING WITH COMPETITIVE BID

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Tulsa County Public Facilities Authority official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any Tulsa County Public Facilities Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission expires \_\_\_\_\_, \_\_\_\_\_.

**NOTE:**

Each competitive bid submitted to a county, school district or municipality must be accompanied by this properly completed Affidavit as required by 74 O.S. 1981 § 85.24. Bidder shall be disqualified if Affidavit:

1. Is not properly completed.
2. Does not accompany bid.