

JSU Bid # 18-07-13-0047

Issue Date: 7/10/2018

Description: Single-wide Manufactured Homes

Return Original Bid To: Jacksonville State University

Room 324 Bibb Graves Hall

Jacksonville, AL 36265

Questions should be directed to Denise Hunt, Director of Procurement & Fixed Assets, at 256-782-5152.

This bid will be opened at 4:00 PM CST on Friday, July 13, 2018.

1. Pursuant to the provisions of the State of Alabama Competitive Bid law, Jacksonville State University will receive sealed bids for the procurement of equipment, materials, or services described/specified on the attached documents. Jacksonville State University is exempt from Federal Excise and State Sales Tax.
2. **Bids should be sealed and have the bid number and opening date clearly marked on the outside of the bid package. Contractors must be licensed under provisions of Title 34, Chapter 8 Code of Alabama. Per Section 34-8-8 (b) All owners receiving bids pursuant to this chapter shall require the person, firm, or corporation to include his or her current license number on the bid. The owner shall reject all bids that do not contain the current license number of the general contractor submitting the bid. Bids should be typed or printed legibly in ink. Bids must be signed in ink.**
3. Bids must be received in the Office of Procurement by the date and time listed above. **Bids cannot be faxed or emailed. Bids received after the time listed above will not be accepted for any reason.**
4. **All bid prices must include shipping charges** (FOB Jacksonville State University) unless bid is for services only.
5. References to name brands are for design, quality, and identification purposes only and are not intended to exclude vendors or restrict bidding. If a substitution is offered, please indicate any differences.
6. Alabama law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting and remitting Alabama state and local sales, use and and/or lease tax on all taxable sales and leases into Alabama. **By submitting this bid, the bidder is hereby certifying that they are in full compliance with State of Alabama Act No. 2006-557 and acknowledges that the awarding authority may declare the contract void if the certification is false. Vendor should submit documentation of registration with the Federal E Verify system with bid response. Vendor should also submit the original State of Alabama Vendor Disclosure Statement with bid response. A bid cannot be awarded without these documents.**
7. Bidder certifies by submitting a response to this bid request that neither the company nor any of its employees who will provide or perform services under this contract have been debarred, suspended or otherwise declared ineligible from receiving Federal contracts and subcontracts.

Jacksonville State University reserves the right to accept or reject all bids or any portion thereof and unless specified by the bidder, to accept any or all items in the bid. In the event the University elects to award on an "all or "none Basis", this will be stated in the bid specifications.

By signing this contract, the contracting parties **affirm**, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

Company Name _____ Telephone _____
 Address _____ Fax _____
 City _____ State _____ Zip Code _____
 Email Address _____

Signature of Company Official _____ Date _____
 Printed Name of Official _____

Jacksonville State University is soliciting sealed bids for the purchase of twenty (20) 14' x 60' (approximately), 2-bedroom, 2-bathroom single-wide manufactured homes, with the option to purchase additional homes, until 4:00 p.m. on Friday, July 13, 2018. These homes will be delivered and set-up on JSU property. Dealers will be responsible for all permits, materials, and labor for the entire project to include complete set-up.

Submit two (2) copies of your proposal to the following address:

**Jacksonville State University
Office of Procurement & Fixed Assets
Attn: Denise Hunt
Room 324 Bibb Graves Hall
Jacksonville, AL 36265**

Vendor must accept a purchase order as contract for the work to be performed. The State of Alabama Competitive Bid Law requires a performance bond (or cashier's check) for this bid. A performance bond or check equivalent to 5% of the bid price will be required from the **awarded vendor** prior to a purchase order being issued. The bond funds will be returned to the vendor upon the successful completion of the project.

All material and workmanship must comply with the Manufactured Homes Construction and Safety Standards Act of 1974 and all other state and federal laws and guidelines, which provide directions for the manufactured housing industry. Homes must meet all zone requirements for the State of Alabama. This includes wind resistance, insulation, and any other construction aspects that fall under zone requirements. Terms of all warranties, including construction materials (flooring, roofing, etc.), shall accompany the bid.

Cost of each home delivered to site must include:

- Delivery and set up of the home on site
- Heating and Air unit
- Basic vinyl skirting
- 2 sets of basic steps

Documentation to be submitted with bid response:

1. Original notarized State of Alabama Disclosure Statement
2. E Verify Memorandum of Understanding
3. Mobile Home Dealer License
4. General Liability insurance coverage- \$1,000,000 each occurrence
5. Workers' Compensation- \$250,000 each occurrence
6. Bid proposal with itemized cost and total cost
7. Layout and spec sheet of home

Bids not containing ALL listed items will be deemed incomplete and unacceptable.

All qualified proposals meeting required terms and specifications will be evaluated and approval made by Jacksonville State University to constitute the most responsible bid for the services requested. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder.

Delivery time will be a factor in awarding this bid as delivery needs to be by August 17, 2018.

Total Bid Amount for 20 Homes \$ _____

Unit Price Per Additional Home \$ _____



State of Alabama Disclosure Statement

Required by Article 3B of Title 41, Code of Alabama 1975

ENTITY COMPLETING FORM

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

This form is provided with:

Contract Proposal Request for Proposal Invitation to Bid Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

Yes No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

STATE AGENCY/DEPARTMENT	TYPE OF GOODS/SERVICES	AMOUNT RECEIVED

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

Yes No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

STATE AGENCY/DEPARTMENT	DATE GRANT AWARDED	AMOUNT OF GRANT

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF PUBLIC OFFICIAL/EMPLOYEE	ADDRESS	STATE DEPARTMENT/AGENCY

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF FAMILY MEMBER	ADDRESS	NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE	STATE DEPARTMENT/ AGENCY WHERE EMPLOYED

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

NAME OF PAID CONSULTANT/LOBBYIST	ADDRESS

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature _____ Date _____

Notary's Signature _____ Date _____ Date Notary Expires _____

Article 3B of Title 41, Code of Alabama 1975 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.