



Real Entertainment. Real Events. Real Exciting!

October 31, 2019
Date

NOTICE TO BIDDERS

We are requesting bids for the following:

BACKLIT CAN SIGNS

Attached are the specifications.

Bidders shall state whether the product(s) and service(s) 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, Southwest Corner of the River Spirit Expo, 4145 East 21st Street, Tulsa, Oklahoma 74114 until 11:00 a.m. on November 14, 2019. **Bids shall be submitted in an envelope clearly labeled "Backlit Can Signs".**

Bids will be opened by the TCPFA in the Expo Square Administrative Office, 4145 East 21st Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on November 14, 2019.

"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 Agent

Backlit Can Sign Specifications for Concession Stand Remodels

Tulsa County Public Facilities Authority (TCPFA) is requesting sealed bids to secure a vendor to provide backlit can signs for concessions stand remodels. This bid will be in effect for one (1) year beginning on the award date and have the option to renew for additional one (1) year periods.

Requirements: Vendors shall take the following into consideration whiling bidding –

- Vendors shall submit a price for each sign listed on the pricing sheet based on the attached spec sheet.
- Pricing shall be inclusive of all charges, i.e., the production, delivery and installation of the sign.
- Vendors shall produce proofs to be approved before production begins.
- Vendors shall submit a lead time from the time they receive a purchase order to the time they expect to have the sign ready for installation.
- Vendor may incur a fine of \$100 per day if sign is not delivered and installed by the agreed upon date. TCPFA will submit a PO and request an ETA. Vendor will be required to have the sign installed by the date provided.
- Vendor shall submit a copy of any required agreement with the bid. Terms and conditions will be reviewed and will be taken into consideration while evaluating bids.
- TCPFA reserves the right to award this work by item or in total.
- Additional signs may be requested during the term of this bid.

Insurance: Once awarded vendors must provide current Certificates of Insurance for both General Liability and Workers Compensation insurance coverage with limits of not less than \$1,000,000/\$1,000,000/\$1,000,000, excess umbrella liability of \$1,000,000 and showing TCPFA as additional insured. Installation of signs will not be allowed until certificates are on file.

Questions: Vendors with questions shall contact Jessica Booth, Purchasing Agent, via email at jessica@exposquare.com before 12:00 p.m. on November 12, 2019.

Vendors are asked to register their participation with Jessica Booth by emailing their company information. Registering will ensure vendors are included in addendums and any other changes that may occur.

Bid Submission: Bids are due by 11:00 a.m. on November 14, 2019. Bids shall be mailed or hand delivered to the TCPFA Administrative Offices located at 4145 East 21st Street, Tulsa, OK 74114. Bids shall be in a clearly labeled, sealed envelope and include the following:

- Bid Submission Form
- Affidavit for Filing with Competitive Bid (Signed and Notarized)
- Any applicable agreements that will be required

**Bid Submission Form
For
Backlit Can Signs**

Description

Price

Coop's Chicken & Chips

\$ _____

Franks' Famous Dog House

\$ _____

Average Lead Time after Receipt of PO

(Finalized dates will be confirmed as Each Sign Order is placed)

Vendor: _____

Representative: _____

Email Address: _____

Phone Number: _____

Address: _____

Coop's Chicken & Chips Can Sign Specs

Sign Description: One backlit can sign for "Coop's Chicken" concession

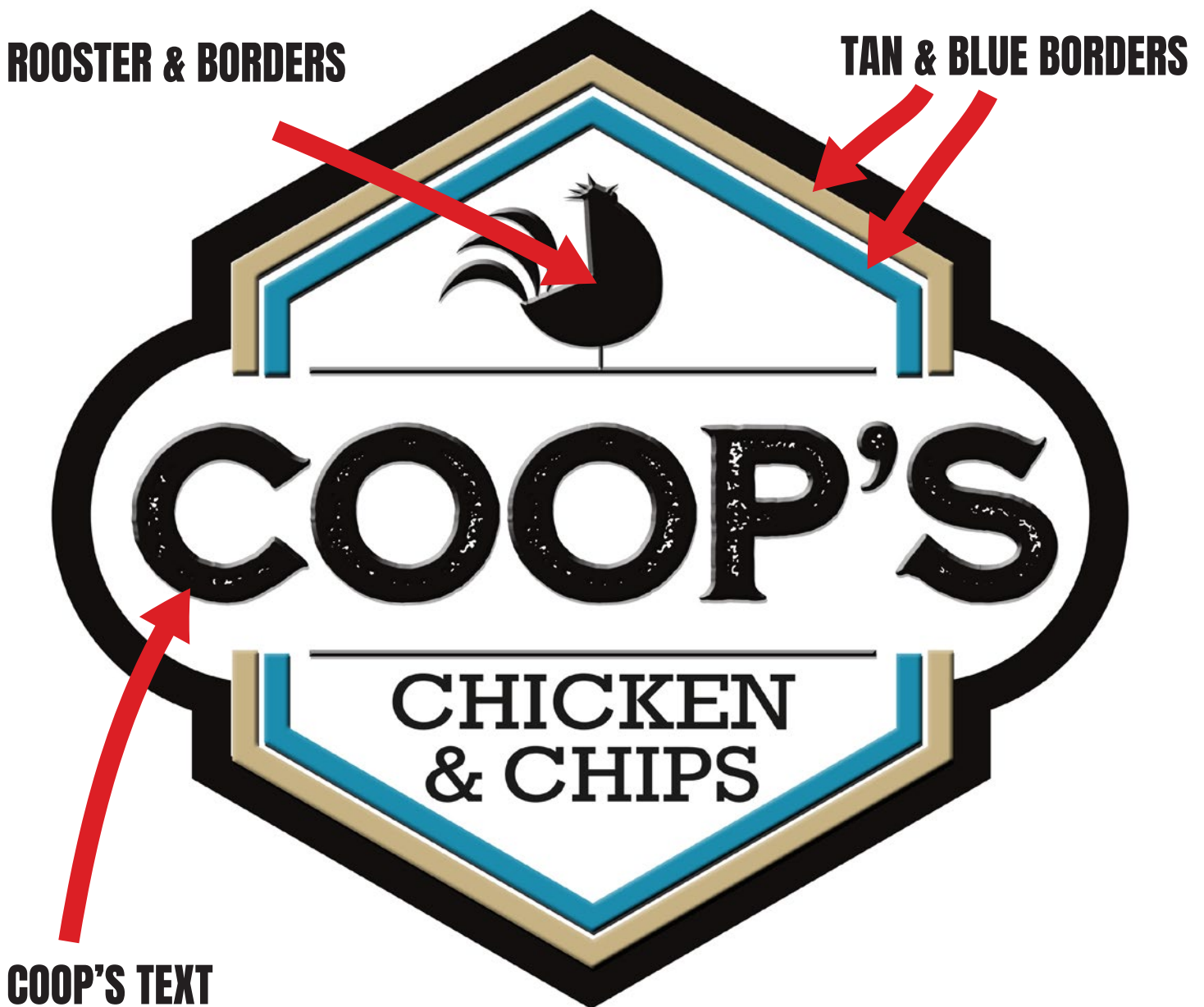
Art Notes: Sign is a key component in branding this concession

Quantity: 1

Single Sided: Yes

Sizes: Overall size is 90" wide x 83" tall
Can contoured that matches logo shape.
Can to be black color
(approx. 1in. bleed has been added to art)

NOTE: Sign Face should be dimensional with raised portions as specified below:



Franks' Famous Dog House Can Sign Specs

Sign Description: One backlit can sign for "Frank's" concession

Art Notes: Sign is a key component in branding this concession

Quantity: 1

Single Sided: Yes

Sizes: Overall size is 118" wide x 64" tall
Can contoured that matches logo shape.
Can to be black color
(approx. 1in. bleed has been added to art)

NOTE: Sign Face should be dimensional with raised portions as specified below:

RED SWASHES

RED BORDER



ALL TEXT

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.