

**ELECTRONIC DISPLAY SOLICITATION
INFORMATION FOR VENDORS / PROPOSAL REQUIREMENTS
RFP# 18-40**

The City of Sikeston is soliciting proposals for an Electronic Display at the Sikeston Recreation Complex.

Proposals MUST be made in a sealed envelope with **“SEALED PROPOSAL: SIKESTON RECREATION COMPLEX ELECTRONIC DISPLAY**

It is the responsibility of the vendor to ensure that proposals are delivered to the City of Sikeston City Clerk’s office before 2:00pm local time Wednesday, May 16, 2018. Please send proposals to the following address:

City of Sikeston
City Clerk’s Office
105 E. Center Street
Sikeston, MO 63801

The award of any contract(s) will be made on the basis of the lowest and best proposal, as determined by the City of Sikeston. The proposal submitted is not a legally binding contract. The City of Sikeston reserves the right to cancel this solicitation at any time prior to making an award based on this solicitation. The City of Sikeston reserves the right to reject any and all proposals, and to waive any informality in proposals. Upon opening, all proposals become public record. Proposals must be good for sixty (60) days from date of submittal deadline.

The City of Sikeston is exempt from Federal Excise, State and local taxes on all purchases and will provide a certificate of exemption upon request.

Proposals are for the Sikeston Recreation Complex, located at 501 Campanella, Sikeston, MO 63801. The location of the sign will be at the North Entrance of the Recreation Complex on the North East side of the Campanella and Ingram Road crossing. The Sikeston Recreation Complex is overseen by the City of Sikeston Parks and Recreation Department.

The Contractor is required to provide the following attributes for the Electronic Display:

1. Double Sided
2. Full Color
3. 20 MM Pixel Stitch
4. Size preferred is 3’ tall x 8’ wide- Call to verify brand specific size
5. Non backlit custom Topper/ID Sign- Please describe

Additional services that are requested to be included in your proposal are:

1. Description of Display
 - a. Please include a picture
2. Display Option
 - a. Pixel Matrix Size- Please describe
 - b. Live Area Size- Please describe
 - c. Color Depth- Please describe
3. Control Software
 - a. Type
 - b. Supported browsers

- c. Onsite software training provided by Manufacturer Representative or Installer who has been trained on software by the Manufacturer.
4. Costs
 - a. Display
 - b. Freight
 - c. Installation
 - d. Other
5. Installation
 - a. Contractor is to install all necessary power sources needed to operate the board. Power sources and installation of sources are to meet City codes.
 - i. Power supply will be provided by the City
 - b. Electrical supply requirements
6. Remote Communication Method
 - a. Specify if radio, fiber or broadband communication method is used to communicate with the display from remote locations
 - b. Include the speed at which the display downloads
 - c. Closest building to the display is an estimated 3600 feet at the Clinton Building.
7. Warranties
 - a. Parts and labor
 - b. Wireless control
 - c. Software
8. Method and Recourse to Address Concerns and Discrepancies
9. Completed Non-Kickback/Non-Collusion Affidavit (See Attached)- This is a requirement.

Proposals and information that address the requested services are to be submitted in the order above, and then add any other information the vendor wants to include.

Each vendor must provide:

1. Complete Contact Information
 - a. Physical and Mailing addresses of vendor
 - b. Phone Numbers (Office, Fax, Salesperson)
 - c. Company website and social media links
 - d. Contact Person
 - e. Contact Person Email
 - f. Name and Title of Person Authorized to Sign Contract
2. References of Other Customers and Their Contact Information

The successful vendor must provide E-Verify Documentation prior to award.

Questions concerning this solicitation should be directed to Dustin Care, Director of Parks and Recreation for the City of Sikeston during the business hours of 8am to 5pm Central time, Monday through Friday. The office phone number is (573) 475-3775, and the email is dcare@sikeston.org.

Bidder's signature MUST appear on this form. Signature of bidder indicated he/she understands and will comply with the terms and conditions set forth within the Invitation for Bid.

Non-Kickback and Non-Collusion Affidavit

I, being of lawful age and a duly authorized agent for _____, regarding the attached bid, proposal, or contract with the City of Sikeston, Missouri for alcohol and substance abuse testing and training services, do hereby swear/affirm that this affidavit is true and correct.

Furthermore, I swear/affirm that neither I, nor the firm, company or corporation, or any other employer for whom I am an authorized agent in this matter, has been a party to any collusion, among bidders or other competitors in restraint of freedom of competition by causing or contributing to cause anyone to refrain from bidding, or by being a party to any agreement or understanding among or between any persons, firms, or corporations to bid at a fixed or determinable price.

Furthermore, I swear/affirm that neither I, nor the firm, company or corporation, or any other employer for whom I am an authorized agent have been a party to any collusion with any city official or employee of the City of Sikeston as to quantity, quality, or price in this prospective bid, contract or proposal; or any other terms of said undertaking; nor have I or we been a party to any discussion between other competitors and any official of the City of Sikeston concerning the exchange of money or other things of value for special consideration in the letting of this bid, proposal or contract.

I do hereby swear/affirm that the work, contractual undertaking, services or materials as described by this invoice or other billing claim has been delivered, completed, or supplied in accordance with the specifications, orders, bids, requests, or contract furnished and executed by the City of Sikeston, Missouri for the above mentioned bid. Furthermore, no consideration, either directly or indirectly, has or will be made to any elected official, officer or employee of the City of Sikeston or any other person, firm or corporation to obtain payment of the claim or to procure the contract or purchase order pursuant to which this claim is made.

Bidder's Signature

STATE OF _____)
) SS
COUNTY OF _____)

On this ____ day of _____, 2018, before me personally appeared _____, to me known to be the person(s) described in and who executed the forgoing instrument and acknowledged that they executed the same as their free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in _____ County, _____, the day and year first above written.

Signature, Notary Public

My Commission expires: _____