



DeKalb County  
Board of Education

*Wiring students to learn, achieve, and succeed*

**Patrick M. Cripps**  
Director of Schools

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September 23, 2022

To Whom It May Concern:

The DeKalb County Purchasing Committee will accept bids for the DeKalb County School System until **10:00 a.m., Thursday, October 13, 2022**, in the office of the County Mayor, at the DeKalb County Courthouse, Public Square, Smithville, Tennessee, 37166. Bids may be mailed or delivered in person and should be in a sealed envelope -- clearly marked as a "**Double Face Illuminated/Elevated Pole Sign**".

The Purchasing Committee will accept bids as per specifications or approved equivalent.

The DeKalb County Purchasing Committee reserves the right to reject any and all bids.

Sincerely,



Patrick Cripps  
Director of Schools

## Specifications

Remove existing digital display and dispose.

Manufacture and install one(1) double sided 24 x 84", 16mm Watchfire brand or approved equivalent full-color electronic message center with 4G for life of sign data.

Include at least a one(1) year on-site labor warranty and a five(5) year standard warranty on the electronic message center.

Include loading software package in customer's computer, bench testing in terminal and external electronic components at computer inside and at sign outside, plus running Electronic Message Center Sign through all test cycles.

Pan formed polycarbonate on both sides with a design approved by the DeKalb County School System integrating "DeKalb West School", a picture of the bulldog mascot provided by owner, and "Wilson Bank & Trust".

The existing pole and electric are to be reused.

Computer to be furnished by the school system

All permits to be furnished by the school system

BID FORM

SUBMIT BID FORM TO: Matt Adcock, County Mayor  
DeKalb County Purchasing Committee  
DeKalb County Courthouse  
1 Public Square  
Smithville, TN 37166

ITEMS: Items as contained in the DeKalb County Schools Specifications Double Face Illuminated Pole Sign

The bidder acknowledges by his signature that:

1. He has received, read, and understands the specifications and his bid is made in accordance therewith.
2. He has received the following addenda:  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_, 2022
3. He is in agreement to:
  - A. If awarded the bid, comply with all requirements of the specifications.

Show amount in both words and figures for the total cost of a Double Face Illuminated Pole Sign, as per specifications:

\_\_\_\_\_ dollars

\$ \_\_\_\_\_

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

Signature and Title \_\_\_\_\_

Date \_\_\_\_\_ Phone Number \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Bid must be signed by a person or persons authorized to bind the bidder. Failure to complete the Bid Form may be cause for rejection of bid. Bid opening will be 10:00 a.m. on Thursday, October 13, 2022.

If you have any questions about this invitation to bid, please contact the DeKalb County Board of Education, at (615)597-4084. Should any terms or conditions on the attached specifications differ from the Invitation to Bid, the terms and conditions of the Invitation to Bid shall govern the process.

- Items may be awarded to the lowest bid(s) or best overall bid, and DeKalb County School System reserves the right to award this bid on quality, price and availability of product specified, whichever is in the best interest of DeKalb County Schools.
- The use of the name of a manufacturer or any special brand, model or make in describing an item or the use of detailed descriptive specifications pertinent thereto, does not restrict bidders to that manufacturer or specific article or such detailed descriptive specifications; this means or method being used simply to indicate the character, or quality of the article desired; but the article on which bids are submitted must be of such character, quality and design as will serve the purpose for which it is to be used equally as well as that specified; must be the equal of the article described and equally suitable to the needs of the DeKalb County School System. If bidding on other than the make, model, or brand specified or such detailed descriptive specifications, the manufacturer's name and catalogue reference, together with specifications therefore must be given or other information given (CLEARLY STATED ON THE BID SHEET IN EVERY INSTANCE) to enable the Purchasing Agent to determine its suitability, or otherwise. DeKalb County Schools reserves the right, through the Purchasing Agent, to be the sole judge in such determinations. WHEN NO REFERENCE IS MADE BY THE BIDDER TO THE MAKE OR GRADE PROPOSED TO BE FURNISHED IT IS UNDERSTOOD THAT THE SPECIFIC ARTICLE NAMED IN THE BID SHEET WILL BE FURNISHED.
- **All bids are ultimately subject to funding.**
- **Bids are to be valid for a minimum of 120 days.**
- The language of this Invitation to Bid shall be binding unless mutually amended by DeKalb County School System and bidder. Issuance of the purchase order will be the award notice. The terms and conditions of this Invitation to Bid and detailed purchase order shall constitute the entire agreement.
- All invoices must have an approved DeKalb County School System purchase order number. We require one itemized invoice per purchase order, which shall be presented after we receive 100% of the items on the original purchase order.
- Invoice must be reflective of original bid; DeKalb County Schools will not be responsible for added expenses. By submission of bid, vendor certified that all items are equal to or better than the referenced items and agrees to all terms and conditions stated herein.

- The bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully address the full intent and meaning of each aspect of the specifications.
- DeKalb County School System is a tax-exempt organization.
- It is the bidder's responsibility to comply with all local, state and federal laws, regulations, codes, licensing, and other requirements. The bidder must be prepared to substantiate compliance upon request by the Board's representative.
- The desired equipment should reasonably meet or exceed the specifications of the models included in the detailed specifications, which have been provided as a reference. **Any item substituted must be an approved equivalent.**
- The successful bidder must provide full arrangements for delivery, installation, clean up and removal of all debris from the project site. All shipping and delivery cost shall be paid by the vendor and included in the bid price. All items shall be delivered, uncrated, assembled and installed by the vendor, unless otherwise noted.
- Bids will be awarded and purchase orders issued.
- "Contractor shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49-5-413, which requires all contractors to facilitate a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present."
- The successful bidder shall expressly bind itself to defend and hold harmless the school district from all suits or actions of every name and description. The Contractor shall provide Certificate(s) of Insurance (Worker's Compensation and Comprehensive General Liability) with the bid documents.
- All material and supplies used will be asbestos free. The person/company awarded this bid will furnish a written statement and product information to verify/certify that no asbestos was used.
- **This institution is an equal opportunity provider and employer**  
**Nondiscrimination.** DeKalb County School District complies with Titles VI and VII of the Civil Rights Act of 1964, the Equal Pay Act of 1973, Title IX (1972 Educational Amendments), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, related regulations and all other state and federal anti-discrimination laws. DeKalb County Schools also requires all contractors to comply with state and federal anti-discrimination law.