



**THIS IS NOT
AN ORDER**

REQUEST FOR BIDS/PROPOSALS COVERSHEET
THE UNIVERSITY OF SOUTHERN MISSISSIPPI
Procurement and Contract Services
118 College Drive #5003, Hattiesburg, Mississippi 39406-0001

Date: July 19, 2021

Name: _____

Bid No. 22-01

Company: _____

THE UNIVERSITY OF SOUTHERN MISSISSIPPI is considering the purchase of the following item(s). We ask that you submit your bid and retain one copy for your files. Right is reserved to accept or reject any part of your bid. Your quotation will be given consideration if received in Bond Hall, Room 214 on or before:

Address: _____

2:00 p.m. CT

City/State/Zip: _____

August 24, 2021

TERMS - Bidder should state terms of sale. Our terms are 2% ten days, net 45 days.

These terms will apply per Mississippi law.

AWARDING CONTRACT - Cash terms will not be used as a basis for awarding contracts; however, the University will accept cash discounts when earned.

Buyer: Deidre Edwards

NOTE: If you cannot quote on the exact material shown, please indicate any exception giving brand name and complete specifications of any alternate. If additional space is required, use a separate sheet or letter of transmittal.

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL NET PRICE
		<p style="text-align: center;">RFx # 3160004451</p> <p style="text-align: center;">DESCRIPTION</p> <p style="text-align: center;">Bid 22-01 Pete Taylor Park Sports Lighting System</p> <p>PROPOSAL MUST BE RETURNED TO THE UNIVERSITY IN ACCORDANCE WITH THE SPECIFICATIONS. RFP NUMBER AND DATE OF BID OPENING MUST BE SHOWN ON THE OUTSIDE OF THE ENVELOPE IF USING THAT METHOD.</p>		

We quote you as above - F.O.B. The University of Southern Mississippi.
Shipment can be made in _____ days from receipt of order. DATE _____
Return quotation to Procurement Services at above address.

Signature Required _____

Bid # 22-01
University of Southern Mississippi
Pete Taylor Park Lighting System

1.0 Introduction

The University of Southern Mississippi (USM) is looking to procure a sports lighting system to be used at Pete Taylor Park (baseball stadium).

NOTE: BID is for sports lighting system only. Installation of the system will be outside of this bid and will be done by a final product certified installer within the State of Mississippi contractor license requirements, Insurance and Bonding guidelines. Winning respondent will be involved in the installation process and the cost of involvement should be included in the bid cost of material.

NOTE: All bidder provided materials must be delivered to the University of Southern Mississippi/Physical Plant within eight (8) weeks or sooner of the Purchase Order number being issued.

2.0 Statement and Scope of Work – Sports Lighting System

PART 1 – GENERAL

1.1 SUMMARY

- A. Work covered by this section of the specifications shall conform to contract documents, engineering plans as well as state and local codes.

- B. The purpose of these specifications is to define the lighting system performance and design standards for University of Southern Mississippi for Pete Taylor Park (baseball stadium) using an LED lighting source. The proposal shall include LED luminaires, brackets, mounting hardware, and shop drawings. Removal of existing sports lighting, full installation of new components, all electrical connections, aiming and control system installation shall be procured by the University under a separate contract. The manufacturer shall supply the lighting system to meet or exceed the standards set forth in these specifications. Existing poles shall be reused.

- C. APPLICATION: The lighting systems will be for the following venue(s):
 - 1. University of Southern Mississippi Pete Taylor Park (baseball stadium)

- D. PRIMARY GOALS of this lighting project are:
 - 1. Balance of lighting factors: Minimize spill light to adjoining properties and glare to the players, spectators and neighbors. Minimize uplight component to preserve a dark sky.

Maximize playability and safety to the players.

2. Life-cycle Cost: To reduce operating costs, the preferred lighting system shall be energy efficient and cost effective to operate. System energy consumption is to be maintained over the life of the system and will not increase as the system ages.
3. Control and Monitoring: To reduce system and labor costs and allow for optimal operational flexibility of the lighting system, the customer requires a wireless control system. The system shall be capable of on/off/dimming to reduce energy consumption. The system shall be accessible via Wi-Fi, cellular and/or LAN connectivity and permit multiple user on site/remote control.
4. Dynamic Lighting Control and Color Changing Fixtures: Wireless system shall come pre-programmed with at least 5 different dynamic scene options. In addition, color changing RGBA lights shall be installed at quantities no less than the basis of design to preserve the intended theatrical effect.

1.2 LIGHTING PERFORMANCE

- A. Illumination levels and design factors: Playing/event surfaces shall be lit to an average target illumination level and uniformity as specified in the chart below. Lighting calculations shall be developed, and field measurements taken on the grid spacing with the minimum number of grid points specified herein.
- B. NOTE – ALL MANUFACTURERS MUST USE 15’x15’ GRID SPACING FOR CALCULATIONS AND MUST INCLUDE CALC GRID THROUGHOUT FOUL TERRITORY AS SPECIFIED
- C. Sports and Recreational Area Lighting requirements and NCAA Lighting Best Practices.
- D. Illumination levels to meet target values in accordance with latest IESNA Sports and Recreational Area Lighting and NCAA Lighting Best Practices.
- E. Mounting Heights and Locations: Existing poles shall be reused. Mounting heights to be field verified by lighting manufacturer.

Area of Lighting	Average Target Illumination Levels	Maximum to Minimum Uniformity Ratio	Grid Points	Grid Spacing
Baseball Infield	100fc	1.4:1	144	15’ x 15’
Baseball Outfield	70fc	1.9:1	424	15’ x 15’
Home Pitcher	63fc	1.6:1	34	15’ x 15’
Parking Lot	7fc	N/A	431	15’ x 15’
Roost Lot	9fc	5:1	110	15’ x 15’

1.3 ENVIRONMENTAL LIGHT CONTROL

- A. Light Control for Luminaires: All luminaires shall utilize multi-layer optical system including silicone TIR and reflector optics designed to minimize glare and spill light while

- maintaining the poles for aerial play. No full-cutoff luminaires shall be permitted.
- B. Photometric Report: A photometric report that shows aiming points of each luminaire shall be provided to demonstrate the capability of achieving the specified performance.

PART 2 – SPORTS LIGHTING SYSTEM DESIGN AND CONSTRUCTION

2.1 ACCEPTABLE MANUFACTURERS

- A. All components shall be designed and manufactured as a system. Luminaires, control and integral driver system shall be provided from the below approved manufacturer. All substitutions must provide a complete submittal package for approval 10 days prior to bid – NO PRICING IS TO BE INCLUDED IN SUBMITTRAL PACKAGE. Any manufacturer considered for substitution must have a minimum of five (5) years' experience in LED sports lighting.
 - 1. Approved Manufacturer – Ephesus Sports Lighting

2.2 SPORTS LIGHTING SYSTEM

- A. WHITE LIGHT/SPORTS LUMINAIRE: The luminaires must be an integral unit with maximum distance of 18 inches between power supply, driver and LEDs to minimize power loss and EMI (electromagnetic interference).
- B. If manufacturers choose to light the facility using uplights for popups and heavily visored lights for field light levels then visored downlight wattages shall be no more than 1200W. Higher wattage fixtures shall not be accepted due to on-field glare perception.
- C. The fixture shall meet the following specifications:
 - 1. General:
 - a. UL Certified for wet locations
 - b. Operating temperature range rating between -40°C and +50°C
 - c. Certified to UL 844 and ANSI C136.31, 3G vibration requirements
 - d. IP Rating: IP66
 - e. Lumen output < 92,000
 - f. Power consumption < 640W
 - g. Efficacy of ≤ 120 lumens/watt
 - h. Correlated Color Temperature (CCT) of 5700K
 - i. CRI of ≥ 70
 - j. L90 lumen depreciation rating > 55,000 hours certified based on IES recommended 6X measured data exploration limitation. No extrapolation beyond 6X permitted
 - k. Weigh ≤ 75 lbs, including power supply, bracket, and controls
 - l. Fixture weight evenly distributed between 2-piece assembly of light head and power/controls box
 - m. Effective projected area (EPA) ≤ 1.8 ft²

- n. Pre-aiming for orientation around the mounting location bolt
- o. Pre-aiming for tilt on the yoke with locking pin with increments under 2°
- p. Luminaires must be listed on the QPL of Design Lights Consortium® to ensure minimum quality and energy-efficiency standards are met for qualification in energy efficient programs.

2. Integrated and Thermally Isolated Power Supply

- a. Wide input range of 120VAC to 277VAC or 277VAC to 480VAC
- b. Power factor: >0.96 @ 277VAC and >0.95 @ 480VAC
- c. THD (Total Harmonic Distortion) ≤ 20%
- d. Dim to off capacity
- e. Luminaire shall contain two power supplies (drivers) such that if one driver is not operational the other continues to power all the LEDs in the light head
- f. Drivers, control connections and all wiring connections shall be contained in an IP66 enclosure. No exposed connections permitted. No additional junction box permitted.
- g. Driver case temperature shall be maintained at or below 55°C at 40°C ambient in order to preserve long term reliability
- h. Remote ballast solutions shall be evaluated; however, increased install costs shall be taken into account when purchase decisions are made.

3. Optical System:

- a. Luminaire shall incorporate silicone TIR (Total Internal Reflection) optics in combination with reflector optics over each LED source in order to minimize glare perception. Fixture shall have a glass sealed glass cover to protect the optics and LEDs. No exposed optics permitted.
- b. LED light source shall be Chip-on-Board (COB) technology

4. Construction

- a. The light head shall be round in design
- b. Luminaire shall be installed as a 2-piece assembly of light head and power/controls for ease on handling and installation
- c. Power shall be integral to fixture assembly and separated from the LED thermal heatsink by greater than 2 inches to maintain reliability.
- d. Aluminum shall be chromate conversion coated and then two-stage architectural grade powder-coated for long term resistance to corrosion and UV exposure

D. COLOR CHANGING RGBA FIXTURES

LUMINAIRE

1. At least 16 color changing RGBA luminaires must be provided (2 per pole) in order to create the optimal theatrical effect. If submitting an alternate and fixture lumens per

color are lower than as stated in d. below then additional RGBA fixtures must be installed. If, however, lumens per color for alternate fixture are greater than stated in d. below then fixture quantity can't be reduced so the intended theatrical effect is achieved.

2. The luminaires must be an integral unit with maximum distance of 18 inches between power supply, driver and LEDs to minimize power loss and EMI (electromagnetic interference).
3. Each fixture must be factory assembled and vacuum sealed and shall meet the following specifications:
 - a. General:
 - UL Certified for wet locations
 - Operating temperature range rating between -40°C and +55°C
 - Certified to UL 844 and ANSI C136.31, 3G vibration requirements
 - IP Rating: IP66
 - Individually controllable colors of Red, Green, Blue and Amber
 - 10,840 lumens per fixture of Red @ 630nm peak wavelength
 - 12,900 lumens of Green @ 450nm peak wavelength
 - 2,450 lumens of Blue @ 450nm peak wavelength
 - 10,800 lumens of Phosphor Converted Amber
 - Weight ≤ 50lbs, including power supply, bracketry and controls
 - b. Integrated and Thermally Isolated Power Supply:
 - Wide input range of 120VAC to 240VAC or 277VAC to 480VAC
 - Power factor > 0.98 @ 277VAC and > 0.97 @ 480VAC
 - THD (Total Harmonic Distortion) ≤ 17%
 - Pulse width modulation greater than 18 Khz with a flicker index rating < 0.06
 - Ultra-low standby power draw of ≤ 1%
 - No remote ballast solutions are permitted because of parasitic power consumption and high installation costs
 - c. Optics and Lensing:
 - Luminaire shall include custom lensing injection molded from optical grade, impact resistant lens with a UV additive to provide for long-term sunlight exposure
 - Luminaire lensing shall be TIR (Total Internal Reflection) based
 - d. Construction
 - Luminaire shall be round in design and constructed as a single pressure cavity vessel system
 - Enclosure shall include a breathable vent for pressure fluctuation reduction and increased seal life
 - Aluminum shall be chromate conversion coated and then two-stage architectural grade powder-coated for long term resistance to

- corrosion and UV exposure
- Luminaire shall include separate control cards to current balance each LED array into no less than 5 strings for effective lifetime management

2.3 CONTROL SYSTEM

- A. The control and monitoring system shall provide instant on/off/dimming capabilities and meet the following specifications:
1. Wireless control using 802.15.4 mesh network protocol
 2. System alerts to indicate loss of communication with any fixture
 3. Dimming 100% to 10%
 4. Dim to off
 5. Individual light control to reduce energy consumption
 6. Schedule/control system via Wi-Fi, LAN and/or cellular connectivity for remote operation
 7. Store up to 25 pre-programmed scenes assigned to push button controller for manual on-premise operation
 8. Capable of dynamic entertainment scenes (i.e. lights flashing, paparazzi, etc)
 9. IOS and Android compatible wireless control for multiple users
 10. Allow multiple user accounts with ability to assign various system permission levels
 11. Ability to schedule recurring events at fixed times
 12. Capable of in-field firmware/software upgrades
 13. Onsite and/or remote commissioning
- B. Control enclosure to be NEMA 4X molded fiberglass reinforced polyester with internal gasket and stainless steel, quick release latches with ability to padlock for security purposes.
- C. Controller shall be protected against memory loss during power outages. If power failure to the controller occurs during use, lights shall default on to 100%. Once power is restore controller shall resume normal event schedule.

2.4 SAFETY - All system components shall be UL listed for the appropriate application

2.5 ELECTRICAL

- A. The electrical power requirements for the sports lighting system shall meet the following specifications:
1. Electrical Service: 480V
 2. Energy Consumption: The total system kW consumption shall be 129.56 kW or less. System energy consumption will not increase as the system ages.

PART 3 – EXECUTION

3.1 FIELD QUALITY CONTROL

- A. Illumination Measurements: Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner’s Representative, and Manufacturer’s Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with the latest IESNA Sports and Recreational Area Lighting standards.
- B. Correcting Non-Conformance: If, in the opinion of the Owner or his appointed representative, the actual performance levels of the system are not in conformance with the requirements of the specifications and submitted information, the Contractor/Manufacturer shall be required to make adjustments to meet specifications and satisfy Owner.

3.2 WARRANTY AND GUARANTEE

- A. 10-Year Warranty: manufacturer shall supply a signed warranty covering the entire system for 10 years from the date of original shipment. Any parts, except fuses, found to be defective shall be replaced during the entire warranty period. System energy consumption is to be maintained for entire warranty period and will not increase as the system ages.
- B. Manufacturer shall maintain specifically funded financial reserves to assure fulfillment of the warranty for the full term. Warranty does not cover damage due to weather conditions, acts of God, accidents, misuse, misapplication, abuse, negligence, failure of owner’s electrical service or unauthorized modification of any part of the product.
- C. Individual luminaire outages shall be repaired or replaced when the usage of any field is materially impacted.

PART 4 – DESIGN APPROVAL

4.1 SUBMITTAL REQUIREMENTS – Sports lighting system shop drawings shall include:

Item	Description
On-Field Lighting Design	Lighting design drawing(s) showing: <ul style="list-style-type: none"> a. Field Name, date, file number, prepared by b. Outline of area(s) being lighted, illuminance levels at grid spacing specified c. Pole height, number of fixtures per pole, horizontal and vertical aiming angles, as well as luminaire information including wattage, lumens and optics d. Height of light test meter above field surface. e. Summary table showing the number and spacing of grid points; average minimum illuminance levels in foot candles (fc); uniformity including maximum to minimum ratio, coefficient of variance (CV), uniformity gradient (UG); number of luminaires, total system kilowatts; light loss factor

Photometric Report	A photometric report that shows aiming points to demonstrate the capability of the system to achieve the specified performance.
Photometric Files	IES files for each NEMA configuration specified in the sports lighting design.
Control & Monitoring System	Written definition and schematics for wireless control system
Standard Catalog 'Cut' Sheets	Luminaire specification or 'cut' sheets.
Qualifications & Experience	Provide a list of 10 similar projects installed with LED sports lighting. Include project name, location, installation date and reference contact.

4.0 Points of Contact

For questions of a technical nature, contact:

Mr. David Bounds
 Associate Director for Projects, Operations and Campus Landscape
 USM Physical Plant
david.bounds@usm.edu
 (O) 601-266-6253

For questions of a business nature, and those pertaining to submission procedures, contact the Buyer listed on the Bid Coversheet at:

bids@usm.edu

5.0 Site Visit

Vendors interested in submitting a bid response for the sports lighting system are encouraged to participate in a site visit and walk-thru of the facilities prior to submission to ensure you are familiar with all requirements/constraints. One date and time has been scheduled for the site visit/walk-thru, therefore all vendors interested in this opportunity to participate in this walk-thru must attend at that time and date. No additional site visits/walk-thru will be conducted. The date and time for the site visit/walk-thru will be Tuesday, August 3, 2021 at 10:00 AM CST. All interested vendors should meet at Pete Taylor Park a few minutes prior to that time. Following the walk-through, a question and answer session will be held. All relevant questions and answers that potentially could affect all proposers will be distributed as an addendum to the BID to all vendors who have registered their intent to submit a few days after this date.

6.0 Submission Instructions to Bidders

One (1) original, two (2) copies, and one (1) electronic version (USB jump drive) of the sealed bid response, subject to the conditions made a part hereof, will be received by **2:00 PM CDT on Tuesday, August 24, 2021** in the USM Procurement and Contract Services office, as indicated in the General Terms, Conditions, and Instructions to Bidders described herein. It is the responsibility of the respondent to ensure that the proposal package arrives in the Procurement and Contract Services Office.

Each bid **must** be submitted in a sealed envelope bearing on the outside the name “Bid #22-01 Pete Taylor Park Sports Lighting System,” the name of the Vendor, and the opening date specified on the coversheet.

The proposal should be addressed as follows:

For regular mail:

The University of Southern Mississippi
Attn: Deidre Edwards, Buyer
118 College Drive, Box 5003
Hattiesburg, MS 39406
Bid 22-01

For FedEx, UPS, or other express couriers:

The University of Southern Mississippi
Attn: Deidre Edwards, Buyer
2609 W. 4th Street
Hattiesburg, MS 39401
Bid 22-01

Hand-carried responses should be brought to:

The University of Southern Mississippi
Attn: Deidre Edwards, Buyer
214 Bond Hall
Hattiesburg, MS 39406
Bid 22-01

As an alternative to traditional sealed proposals in envelopes, the University of Southern Mississippi is capable of receiving electronic bid responses. While this option is available, it is not required and we ask that all potential respondents keep in mind that with any electronic system there could be delays or glitches with the submission process; therefore the University *highly encourages traditional sealed responses* which are either mailed or submitted in person. Additionally, the University will not be responsible for issues with

attempted submissions of bids using the electronic method.

Please note that emailed bids will not be accepted.

Should a vendor choose to submit their response electronically, please follow the instructions below using the following website:

https://www.ms.gov/dfa/contract_bid_search/Home/Sell.

On this site you will find helpful links to procurement opportunities, as well as a link to supplier registration. If not already registered in this system, potential bidders will first need to click on ‘Supplier Registration’ and follow the steps outlined (a one-time process). Once registered, suppliers can return to the original website and click on ‘Procurement Opportunities’ where they can either search by keyword for the bid they desire to respond to or leave the search box blank and click ‘Search’ for a listing of all current bids and proposals for the various State of Mississippi offices.

Any bid may be withdrawn prior to scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified will not be considered.

The University of Southern Mississippi reserves the right to accept or reject any or all proposals and to waive any formalities.

Vendors are responsible for examining all specifications, terms, conditions, and instructions of this request. Failure to do so will be at Vendor’s risk.

In order to ensure all interested bidders receive any addenda that may be issued, proposers must email their intent to propose using the Intent to Bid link on the USM Bid Calendar under Bid 22-01 prior to the deadline to submit:

<https://www.usm.edu/procurement-contract-services/current-bids-and-sole-source-notices.php>

7.0 Timeline for Bid

The following dates are for planning purposes only unless otherwise stated in this RFP. Progress towards their completion is at the sole discretion of the University.

RFP Posted	July 19, 2021
Site Visit	August 3, 2021
Prospective Respondents Written Inquiries Deadline	August 10, 2021

Responses to Inquiries Deadline (Estimated)

August 13, 2021

Proposal Submission Deadline – 2:00 p.m. CDT

August 24, 2021

**THE UNIVERSITY OF SOUTHERN MISSISSIPPI
PROCUREMENT SERVICES
118 COLLEGE DRIVE #5003
HATTIESBURG, MS 39406-0001**

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS FOR BIDS/PROPOSALS

- 1.) Failure to examine any drawings, specifications, and instructions will be at bidder' s risk.
- 2.) Samples of items when called for must be furnished free of expense and if not destroyed in testing, will, upon request, be returned at the bidder' s expense. Request for the return of samples must be made within ten (10) days following opening bids. Each individual sample must be labeled with bidder' s name and manufacturer' s brand name and number.
- 3.) Bids must be signed and sealed with bidder' s name and address on the outside of the envelope, and the time and date of the bid opening and the bid file number shown in the lower-left corner of the packages; envelopes, express mailing labels, boxes, etc.
- 4.) In order for your bid to be considered, it must be received and time stamped in our office by 2:00 P.M. of the bid opening date. It is the responsibility of the vendor to ensure their bid is received within the appointed time. If your bid package is not received in Bond Hall, Room 214, by 2:00 P.M. of the bid opening date, it will not be considered.

If you are delivering your bid, you need to hand carry the bid package to:

The University of Southern Mississippi
Procurement Dept. (Bid)
Bond Hall, Room 214
Hattiesburg, Mississippi

If you are mailing your bid package via U.S. Postal Service, mail to:

The University of Southern Mississippi
Procurement Dept. (Bid)
118 College Drive #5003
Hattiesburg, MS 39406-0001

If you are express mailing your bid package via Federal Express or UPS, or any other delivery service which requires the use of a physical address, deliver to:

The University of Southern Mississippi
Procurement Dept. (Bid)
2609 West 4th Street
Hattiesburg, MS 39401

- 5.) Bids or proposals shall not be modified, corrected, altered, or amended after the specified closing time and the opening of such bids, unless otherwise noted in the request for bids or proposals.
- 6.) The University of Southern Mississippi reserves the right to reject any and all bids, to waive any informality in bids, and unless otherwise specified by the bidders, to accept any items on the bid. If the bidder fails to state the time within which bids must be accepted, it is understood and agreed that The University of Southern Mississippi shall have 60 days to accept. The University of Southern Mississippi reserves the right to make an award to this bid on an all or none basis, or on a line by line basis, whichever serves the best interest of The University of Southern Mississippi.
- 7.) Contracts and purchases will be made or entered into with the lowest, responsible bidder meeting specifications.
- 8.) A written purchase order or contract award mailed or otherwise furnished to the successful bidder within the time of acceptance specified in the Invitation for Bid results in a binding contract without further action by either party. The contract shall not be assignable by the vendor in whole or in part without the written consent of The University of Southern Mississippi.
- 9.) Bid files may be examined during normal working hours by bid participants. Non-participants will be prohibited from obtaining any information relative to the bid until the official award has been made.
- 10.) If purchase orders or contracts are canceled because of the awarded vendor's failure to perform or request for price increase, that vendor shall be removed from our bidders' list for a period of 24 months.
- 11.) No addendum will be issued within a period of two (2) working days prior to the time and date set for the bid opening. Should it become necessary to issue an addendum within the two-day period prior to the bid opening, the bid date will be reset giving bidders ample time to answer the addendum.
- 12.) Alternate bids, unless specifically requested or allowed, will not be considered.
- 13.) Bid openings will be conducted open to the public. However, they will serve only to open the bids. No discussion will be entered into with any vendor as to the quality or provisions of the specifications, and no award will be made either stated or implied at the bid opening. After the close of the bid opening meeting, the bids will be considered to be in the evaluation process and will not be available for review by bidders. Proposal openings are not required to be open to the public; however, the resulting award is open for public inspection.
- 14.) Prices quoted shall be firm for the term of the contract or for the stated time of

acceptance.

- 15.) The bidder understands that The University of Southern Mississippi is an equal opportunity employer and, therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other such discrimination; and the bidder, by signing this bid, agrees during the term of agreement that the bidder will strictly adhere to this policy in its employment practices and provision of products or services.
- 16.) Bidders must upon request of The University of Southern Mississippi furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The University of Southern Mississippi reserves the right to make the final determination as to the bidder's ability.
- 17.) Questions or problems arising from bid procedures should be directed to the Buyer listed on the solicitation at:

The University of Southern Mississippi
118 College Drive #5003
Hattiesburg, MS 39406-0001
Phone: (601) 266-4131

- 18.) All items must equal or exceed the specifications listed. The absence of detail specifications or the omission of detail description shall be recognized as meaning that only the best commercial practices are to prevail and that only first quality materials and workmanship are to be used.
- 19.) It is the intent of the specifications to obtain a product that will adequately meet the needs of the user while promoting the greatest extent of competition that is practicable. It is the responsibility of the prospective bidder to review the entire Invitation to Bid packet and to notify The University of Southern Mississippi if the Specifications, Instructions, General, or Special Conditions are formulated in a manner which would unnecessarily restrict competition.
- 20.) It shall be incumbent upon the bidders to understand the specifications. Any requests for clarifications shall be in writing and shall be submitted to our Procurement Services office at least five (5) days prior to the time and date set for the bid opening, unless otherwise noted in the bid or proposal specifications.
- 21.) The minimum specifications are used to set a standard and in no case are used with the intention to discriminate against any manufacturer. Bidders should note the name and the manufacturer and model number of the product they propose to furnish and submit descriptive literature.
- 22.) Trade names, brand names, and/or manufacturer's information used in these

specifications are for the purpose of establishing quality, unless otherwise noted. Bids on products of other qualified manufacturers are acceptable, provided they are demonstrated as equal to those specified in construction, design and suitability. Each bidder shall submit with his bid a complete brochure with pictures on each item and shall point out specifically any deviations from the specified items. Failure to do so may disqualify any bid. Please bid as specified or an approved equal.

- 23.) A copy of the manufacturer's standard guarantee/warranty shall accompany and become a part of this bid.
- 24.) There are no federal or state laws that prohibit bidders from submitting a bid lower than a price or bid given to the U.S. Government. Bidders may bid lower than U.S. Government contract price without any liability as The University of Southern Mississippi is exempt from the provisions of the Robinson-Patman Act and other related laws. In addition, the U.S. Government has no provisions in any of its purchasing arrangements with bidders whereby a lower price to The University of Southern Mississippi must automatically be given to the U.S. Government.
- 25.) All invoices, unless noted otherwise, are to be billed to:

The University of Southern Mississippi
Accounts Payable
118 College Drive #5104
Hattiesburg, MS 39406-0001
- 26.) All equipment bid shall be of current production and of the latest design and construction.
- 27.) Where all, or part(s), of the bid is requested on a unit price basis, both the unit prices and the extension of the unit prices constitute a basis of determining the lowest responsible and responsive bidder. In cases of error in the extension of price, the unit price will govern.
- 28.) All bidders/respondents are on notice that USM is a public agency of the State of Mississippi and is subject to the Mississippi Public Records Act, Miss. Code Ann. § 25-6-1, *et seq.* If a public records request is made for any information provided to the USM pursuant to this solicitation, USM shall promptly notify the Disclosing Party of such request. The Disclosing Party shall promptly institute appropriate legal proceedings to protect its information. No party to this agreement shall be liable to the other party for disclosures of information required by court order or required by law. For clarity, documents are not considered public record unless and until an award is made from such solicitation.
- 29.) Should the University of Southern Mississippi close due to inclement weather conditions, or any other unforeseen events on the bid opening date, sealed bids will open the following business day at the same time and location.

- 30.) As an alternative to traditional sealed bids in envelopes, the University of Southern Mississippi is capable of receiving electronic bid responses. While this option is available, it is not required and we ask that all potential respondents keep in mind that with any electronic system there could be delays or glitches with the submission process; therefore the University highly encourages traditional sealed bids which are either mailed or submitted in person. Should a vendor choose to submit their response electronically, please follow the instructions below using the following website: https://www.ms.gov/dfa/contract_bid_search/Home/Sell. On this site you will find helpful links to procurement opportunities, as well as a link to supplier registration. If not already registered in this system, potential bidders will first need to click on ‘Supplier Registration’ and follow the steps outlined (a one-time process). Once registered, they can return to the original website and click on ‘Procurement Opportunities’ where they can either search by keyword for the bid they desire to respond to or leave the search box blank and click ‘Search’ for a listing of all current bids and proposals for the various State of Mississippi offices.

With regard to construction bids, there is one additional step required during the bid submission process. Along with the bid response and other attachments, contractors will also need to attach their Certificate of Responsibility (COR), or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$ 50,000.00). If their COR or such statement is not attached, the bid will be invalid and not considered.

AA/EOE/ADA