



City of Oxford  
145 HAMRIC DRIVE EAST  
P.O. BOX 3383 • OXFORD, ALABAMA 36203  
WWW.OXFORDALABAMA.ORG

ALTON CRAFT  
Mayor

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COUNCIL PRO TEMPORE

CITY CLERK  
Alan Atkinson  
256-835-6100

April 30, 2020

**INVITATION TO BID, SPECIFICATIONS AND GENERAL PROVISIONS**

The City of Oxford will on Tuesday, May 12, 2020 at 11:00 a.m., Central Time, receive competitive sealed bids for the purchase of Christmas Lights and Decorations for the Oxford "Festival of Lights" Light Show Decorations. Sealed bids with "Oxford Festival of Lights", and the date and time bids are to be opened, written or typed on the outside of the envelope or package in which the bid is contained, must be submitted to the City of Oxford, City Hall, City Clerk's Office, 145 Hamric Drive E, Oxford, Alabama 36203, no later than 11:00 a.m., Central Time, May 12, 2020. At the foregoing time on the foregoing date all responses to this invitation to bid will be publicly opened and read aloud in the City of Oxford Conference Room in City Hall located at 145 Hamric Drive E, Oxford, AL.

**GENERAL PROVISIONS:**

Each vendor is to submit their bid for unit prices and total cost as indicated on the specification sheet provided in substantially the same form as provided. Any variations from (deletions or additions) to the specifications should be noted.

The City of Oxford, Alabama is a tax exempt body.

Expenses for the development and delivery of bids are entirely the responsibility of the vendor and shall not be chargeable to the City of Oxford (herein sometimes referred to as the "City").

All bids and proposal materials submitted shall become the property of the City.

Each bidder is expected to examine all documents, forms, specifications, standard provisions and all instructions. Failure to do so will be at the bidder's risk.

Any bid not received in writing at the City of Oxford, 145 Hamric Drive East, Oxford, Alabama 36203, by the date and time specified will be declared a late bid and rejected. The City of Oxford will not be responsible for any delays in delivery. It is solely the responsibility of the bidder that his/her/its bid reaches the bid opening on time. Any bid received after the date and time specified for receipt of bids will be returned unopened.

**Bids or alterations of bids by wire, email, facsimile transmission or telephone will not be accepted.**

Bid openings are open to the public.

The City of Oxford reserves the right to reject any and all bids and to waive any defect or informality in any bid or the bidding process.

Except as otherwise provided or allowed by law, if the City of Oxford accepts a bid in response to this Invitation to Bid, it will accept the bid of and award the contract to the lowest, responsive, responsible bidder. Factors, which will be considered in determining the lowest responsive, responsible bidder, are meeting and conformity to specifications, price, quality, bidder's ability to provide services and maintenance, and the past performance of bidder on contracts with other entities, and such other factors as are provided or allowed by law.

**Alabama Immigration Law Compliance Contract:** The selected bidder agrees that it will fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, which makes it unlawful for an employer in Alabama to *knowingly* hire or continue to employ an alien who is or has become unauthorized with respect to such employment or to fail to comply with the I-9 requirements or fails to use E-Verify to verify the eligibility to legally work in the United States for all of its new hires who are employed to work in the State of Alabama. Without limiting the foregoing, the selected bidder shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien. The selected bidder shall also enroll in the E-Verify Program prior to performing any work, or continuing to perform any ongoing work, and shall remain enrolled throughout the entire course of its performance hereunder, and shall attach to its affidavit the E-Verify Program for Employment Verification and Memorandum of Understanding and such other documentation as the City may require to confirm the selected bidders' enrollment in the E-Verify Program. The selected bidder agrees not to knowingly allow any of its subcontractors, or any other party with whom it has a contract, to employ in the State of Alabama any illegal or undocumented aliens to perform any work in connection with the Project, and shall include in all of its contracts a provision substantially similar to this paragraph. If the selected bidder receives *actual knowledge* of the unauthorized status of one of its employees in the State of Alabama, it will remove that employee from the project, jobsite or premises of the City and shall comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. The selected bidder shall require each of its subcontractors, or other parties with whom it has a contract, to act in a similar fashion. If the selected bidder violates any term of this provision, this agreement will be subject to immediate termination by the City. To the fullest extent permitted by law, the selected bidder shall defend, indemnify and hold harmless the City from any and all losses, consequential damages, expenses (including, but not limited to, attorneys' fees), claims, suits, liabilities, fines, penalties, and any other costs arising out of or in any way related to the selected bidder's failure to fulfill its obligations contained in this paragraph.

Additional Contract Requirements

- A. Contractor shall provide documentation to the City establishing that the contractor, business entity, or employer is enrolled in the E-Verify program.
- B. “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 there from.”

All inquiries concerning these specifications should be directed to:

Alan Atkinson  
City Clerk  
alan.atkinson@oxfordal.gov  
P.O. Box 3383  
Oxford, AL 36203  
Phone: 256-832-1562

BID FORM

PLEASE WRITE OR TYPE ON OUTSIDE OF ENVELOPE OR PACKAGE CONTAINING THE BID: **“Oxford Festival of Lights”**, and the DATE AND TIME BIDS ARE TO BE OPENED.

*One original and one copy of completed bid and the other information requested in the invitation to bid are to be submitted in sealed envelope or package containing your bid.*

PLEASE MAIL OR HAND DELIVER BIDS TO: City of Oxford, Attention: City Clerk’s Office, 145 Hamric Drive E (P.O. Box 3383), Oxford, Alabama 36203, such that your bid is received by the City of Oxford NO LATER THAN TUESDAY, MAY 12, 2020 AT 11:00 A.M., CENTRAL TIME.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

(Signature of bidder or authorized representative of bidder)

PRINTED NAME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

COUNTY: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**TOTAL BID AMOUNT:** \_\_\_\_\_

THE CITY OF OXFORD RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

Please put your completed Bid Form as the first page of your bid.

DELIVERY: \_\_\_\_\_ CALENDAR DAYS FROM DATE OF ORDER

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
<b>LIGHTS</b>				
Large Red Ornamental Balls	2	0		
Cust Festival of Lights Arch (A) 60X30	1	3752		
Custom 34' Waving Santa (A) 27X34	1	1245		
Silhouette Menorah Pole Mount 5X5.5	1	134		
Silhouette Nativity Star Pole Mount 4.5X8	1	80		
Silhouette Star of David Pole Mount 5.5X6	1	88		
Silhouette Bells w/Bow Pole Mount 5X6	1	111		
Silhouette Holly Candle Pole Mount 5X7	1	115		
Silhouette Candle w/Poinsettia PM 4.5X8	1	136		
Silhouette Lamp w/Holly PM 5X7	1	101		
Silhouette Kwanza Pole Mount 4.5X8	1	175		
Silhouette Presidential Snowflake 4'	8	768		
Silhouette Snowflake 3'	8	432		
Partridge With Pear 4X7 .5	1	104		
Two Turtle Doves (A) 6.5X7	1	163		
Three French Hens (A) 5X7	1	193		
Four Calling Birds (A) 7X7.5	1	232		
Five Golden Rings 3X6.5	1	112		
Six geese Laying (A) 6.5X8	1	264		
Seven Swans Swimming (A) 6X7	1	345		
Maid With Milk (A) 7.5X6.5	1	188		
Dancing lady(A) 7X7	1	232		
Leaping Lord (A) 6.5X9	1	239		
Piper (A) 4.5X8.5	1	197		
Drum 7X9.5	1	267		
Female Tennis Player 4X13	1	467		
Male Tennis Player 5X9	1	290		

## CHRISTMAS LIGHTS BID SPECIFICATIONS

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
Tennis Net & Ball (A) 30X15	1	385		
Jogger (A) 4X9	1	488		
Bike Rider (A) 14X13.5	1	430		
Mountain Bike Rider (A) 14X14	1	425		
Santa Playing Softball (A) 49X18	1	805		
Soccer Player Goal (A) 46X18	1	805		
Elf Volley Ball (A) 62X21	1	1580		
N FL Pass & Receiver (A) 54X21	1	810		
Ginger Bread Boy 3X5	1	103		
Gingerbread Girl 3.5X5.5	1	124		
Ginger bread House 10X8.5	1	365		
Gumdrop Tree 4X6	2	208		
Candy Ca ne Lollipop 7X10	3	338		
Wrapped Candy 2X5	2	104		
Candy Canes 4.5X10	2	236		
Lollipops 2X6	2	102		
Candy Cane Factory 40X20	1	2960		
Dancing Candy Canes (A) 6X7	2	330		
Hansel and gretel 10X10	1	511		
Witch with Oven 14.5X19	1	790		
Ginger bread Gazebo 14X24	1	1060		
Toy Bear 7X8	1	254		
Package 2X2	1	36		
Package 3X3	1	53		
Toy Train (A) 28X9	1	1065		
Top 4X6	1	73		
Ball 5X5	1	102		
Blocks 7.5X7	1	191		
Rocking Horse 6.5X4	1	124		
Toy Duck 6X4	1	74		
Toy Drum 4.5X4.5	1	138		

## CHRISTMAS LIGHTS BID SPECIFICATIONS

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
Toy Drum 7X6	1	198		
Top 5X8	1	136		
Rag Doll 7X8	1	187		
Jack In The Box 4.5X8	1	226		
Teddy Bear with Presents 10.5X10.5	1	241		
Marching Soldier (A) 5X12	1	240		
Toy Soldier (A) 9X18	1	319		
Colossal Stocking 11X15.5	1	434		
Children Building Snowman 15X15	1	604		
Sliding Penguin (A) 18X16	1	473		
Igloo 13X10	1	525		
Swan 9X8	2	900		
Fountain (A) 8X20	1	518		
Old Man Winter (A) 46X30	1	655		
Sno Woman n 4X7	1	138		
Sno Man 4X7	1	122		
Sno Child 4X3	1	74		
Snowman Blowing Tree (A) 17.5X8.5	1	630		
Penguin Top Hat 4X7	1	97		
Penguin Scarf 4X6	1	128		
Penguin Fishing (A) 7X7	1	253		
Swinging Penguin (A) 42X26	1	1894		
Baby Tree With Scarf (A) 4X6	1	131		
Fishing Penguin n (A) 29X17	1	724		
Snowboard Half Pipe (A) 36X22	1	2130		
Star W/Stable 21X22	1	495		
Mary 4X6	1	20		
Christ Child 3.5X4.5	1	95		
Joseph 4.5X6.5	1	120		
Shepherd w/Sash 4.5X9	1	158		
Shepherd 3.5X8	1	131		

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
Wiseman w/U rn 6X7	1	196		
Wiseman on Camel 9X10	1	295		
Wiseman w/Box 5X8	1	232		
Camel 9X7.5	2	194		
Angel 10X12	1	258		
Donkey 6.5X4	1	120		
Sheep 4X3	2	53		
Tall Palm Tree 6X10.5	1	164		
Elf With Paintbrush (A) 6X11	1	200		
Elf With Hammer (A) 5.5X11	1	220		
Elf with Wreath 6.5X6	1	184		
Elf Walking with Package 6X7.5	1	194		
Bears Decorating Tree (A) 23X21	1	1045		
Bear On A Ba ll (A) 6X19	1	494		
Elf Scissors Cut Ribbon 8X5X10.5	1	361		
Elves Ribbon Package 14X9	1	513		
Elf with Box of Lights 6X8.5	1	293		
Elf Holding Two Packages 8.5X9.5	1	248		
Elves Building Toys (A) 14X7.5	1	577		
Elf with Candy Cane 5(9)	1	224		
Elves Cottage 15X15	1	596		
9' Directional Elf	2	220		
Bear on Toy Horse (A) 14X13	1	592		
Mother Polar Bear Sitting 8X12	1	257		
Playing Polar Bear Cubs 11X7	1	163		
Santa's Flight School (A) 124X36	1	5630		
Flight School Instructor 15.5X10.5	1	684		
Treadmill trainer 14X11.5	1	557		
Barbell Animated Trainer 11X9	1	379		
Good Night Santa Marquee 42X24	1	1460		
Penguin Snowball Toss (A)	1	289		

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
Tiny Penguin	1	86		
Tiny Penguin	1	80		
Tiny Penguin	1	80		
Ice Skating Bear Falling (A)	1	810		
Snowboarding Snowman (A)	1	1165		
Marching Band (A)	1	1389		
OXFORD "O" CUSTOM	1	0		
<b>TOTALS</b>				

ITEM	QTY	LIGHTS	COST \$ EACH	COST \$ TOTAL
<b>CHRISTMAS VILLAGE</b>				
3D Classic Red/Silver Ornament				
includes Red and Silver Garland and White LED Rope Lights	1			
3D Classic Sky Ornament				
includes Blue and Silver Garland and White LED Rope Lights	1			
3D Red Spiral Ornament				
includes Red and Gold Garland and White LED Rope Lights	1			
3D Long Pendant Ornament, Size 4' includes Red & Gold Garland and Hanging Ornaments & White LED Rope Lights	1			
Bulk Spool of C-7 Lights Line				
18 GA Green with C-7 sockets set on 12" centers, 1,000' total length	1			
Bulk Spool of 18 GA Black Line				
No Sockets, 500' Total Length	1			
Package of Male Quick Connect Plugs 50 Per Package	1			
Package of Female Quick Connect Plugs 50 Per Package	1			

