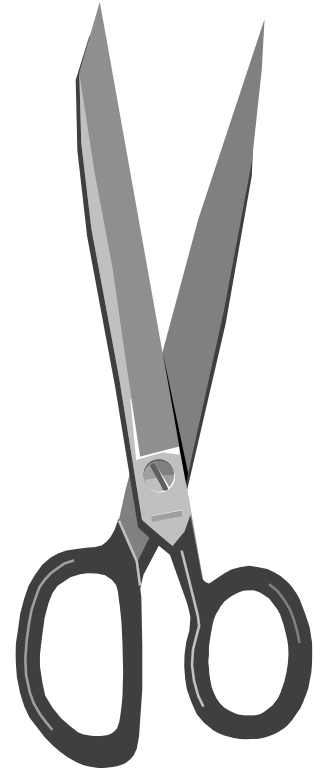


**Cut along the outer border and affix this label to your sealed bid envelope to identify it as a “Sealed Bid”. Neither faxed nor electronically submitted bids will be accepted. Be sure to include the name of the company submitting the bid where requested.**

<b>DELIVER TO:</b>	<b>PURCHASING DEPARTMENT School Board of Polk County 1915 South Floral Ave., PO Box 391 Bartow, FL 33831-0391</b>
<b>SEALED BID DO NOT OPEN</b>	
<b>SEALED BID NO.:</b>	003-SRW-0716
<b>BID TITLE:</b>	VIDEO PRODUCTION AND AUDIO VISUAL EQUIPMENT
<b>DUE DATE/TIME:</b>	JULY 14 , 2015 @ 3:00 PM
<b>SUBMITTED BY:</b>	_____
	Name of company



***Please Note:***

From time to time, addenda may be issued to this bid. Any such addenda will be posted at [www.myvendorlink.com](http://www.myvendorlink.com) It is the vendor’s responsibility to ensure receipt of all addenda.

The awarded vendor(s) must have a completed vendor application and W-9 on file with the School Board Finance Department. The Vendor Application Form is available on the district’s website at <http://www.polk-fl.net/districtinfo/departments/businessservices/finance.htm>. Scroll down to Vendor Application and W-9 Form and follow the instructions.

THE SCHOOL BOARD OF POLK COUNTY, FLORIDA

P.O. BOX 391
BARTOW, FLORIDA 33831-0391

1915 SOUTH FLORAL AVENUE
BARTOW, FLORIDA 33830-7124

INVITATION TO BID

Bid Title VIDEO PRODUCTION AND AUDIO VISUAL EQUIPMENT

Bid File Number 003-SRW-0716 Posted June 18, 2015

Sealed bids will be received until 3:00 PM on July 14, 2015 in the School Board Purchasing Office at the above address. The official clock for the purpose of receiving bids is located in the Purchasing Office. All bids must be date and time stamped by the official clock. Bids will be opened in the Purchasing Offices after the deadline for receiving bids. Any bid received in Purchasing after the deadline indicated above will be date and time stamped and will not be opened. It is vendors' responsibility to see that their bids are properly received at the correct location prior to the deadline. Your bid must be on this form with the Bidder Acknowledgment completed. Inquiries on this bid should be addressed to: Robert Woods telephone (863) 534-0566, FAX (863) 534-7497, Email Robert.woods@polk-fl.net.

BIDDER ACKNOWLEDGMENT

The undersigned, having carefully examined the "Invitation to Bid" with any attached "Special Terms and Conditions" agrees to abide by all conditions of the bid and offers to furnish the items or services as set forth. I further certify that I am authorized to sign this bid.

VENDOR NAME MAILING ADDRESS
PRINT OR TYPE SIGNATURE AND TITLE CITY, STATE, ZIP
WRITTEN SIGNATURE DATE
TELEPHONE NUMBER (TOLL FREE, IF AVAILABLE) FAX NUMBER
E-MAIL ADDRESS FEID NUMBER

NOTE: THE ABOVE BIDDER ACKNOWLEDGMENT MUST BE SIGNED FOR YOUR BID TO BE ACCEPTED.

GENERAL INSTRUCTIONS AND CONDITIONS

- 1. CONTRACT PERIOD: Bids that do not offer prices good until the following date will not be accepted: JULY 31, 2016. Contract(s) awarded from this bid will begin on August 12, 2015 and will run through JULY 31, 2016.
2. F.O.B. DELIVERY POINT: All prices bid must include delivery charges to stated destination(s) as follows: SEE SPECIAL TERMS AND CONDITIONS, ITEM B
3. POSTING OF BID AWARDS: Recommended award of this bid will be posted at the School Board Administrative Offices and at www.myvendorlink.com on or about July 28, 2015 and will remain posted for a period of at least 72 hours. Bid files and tabulations may be examined during normal working hours.
4. PRICES AND TAXES: All prices are normally fixed for the duration of the contract period. Fluctuating or adjustable prices are only acceptable if so stated in the Special Terms and Conditions. The School Board is exempt from State sales and use taxes and Federal excise taxes. (State Exemption No. 85-8013927632C-8)
5. DELIVERY: Deliveries must be made in accordance with specified delivery schedules or as soon as possible after receipt of the purchase order if no delivery schedule is specified or bid. All delivery containers must be marked with the Polk County School Board purchase order number and product item number. Unless stated otherwise, all products being shipped into the Board's warehouse shall be packaged in cardboard cartons so as to prevent damage both in transit and in the warehouse. For all truck deliveries into the warehouse, the Bidder is required to provide

notification AT LEAST 24 HOURS PRIOR TO DELIVERY. For Bartow deliveries, call Warehouse Receiving at (863) 534-0910. Truck drivers will be required to assist in unloading.

6. **QUANTITIES:** Quantities shown are not guarantees of purchase. The Board may purchase additional quantities during the life of the contract unless the bid sheets are noted, "Bid is for Specified Quantity Only," by the Bidder. The bid sheets must state, "Minimum Reorder Quantities," if applicable.
7. **EQUIVALENT PRODUCTS:** Any manufacturers' trade, brand, model or catalog number listed as a specification is for information purposes and not to limit competition. The Bidder may offer any equivalent current production model which meets or exceeds the specifications unless noted otherwise in the specifications. If an equivalent model is offered, the Bidder must clearly indicate any deviation from the specifications and include complete descriptive literature on alternate item(s) or the items will not be considered.
8. **SPECIFICATIONS:** All items offered must be in accordance with specifications except as noted above. Minor departures from specifications may be considered at the option of the Board. When applicable, all products shall carry evidence of Underwriters' Laboratory (UL) listing and comply with the requirements of the Occupational Safety and Health Act, (OSHA). When applicable, delivered items must be accompanied by a Material Safety Data Sheet (MSDS). If product packing or packaging is to be different than specified in the bid, the Bidder must state any deviation. The bid, lacking any statement to the contrary, will be received as being in complete compliance with specifications. When more than one bid meets all specifications, the Board reserves the right to determine the "Lowest and Best" bid. Bid items are subject to testing at the Bidder's expense. Delivery of items not meeting specifications is cause for removal from the list of acceptable Bidders and no payment will be made for the entire delivery, including usage.
9. **SAMPLES:** When requested, samples will be furnished at Bidder's expense. Requests for sample returns must be made within 30 days of the bid opening. If no return request is made, the samples will become the property of the Board. Failure to submit samples when required may result in non-acceptance of the bid.
10. **SERVICE AND WARRANTY:** Bidder should attach any warranties offered and explain warranties and service provided. These may not be in conflict with warranties required in the specifications.
11. **ACCEPTANCE OR REJECTION:** The right to accept or reject any bids or individual items in the bids and to waive irregularities in bids is reserved by the Board.
12. **DETERMINATION OF BID AWARD BASIS:** Unless specifically excluded by the Bidder, bid awards may be made on either a composite or a line item basis.
13. **MISTAKES:** In case of mathematical errors, the Bidder's unit price shall be considered the bid price. It is the Bidder's responsibility to understand the terms, conditions, and specifications of the bid. Failure to do so will be at the Bidder's risk.
14. **PLACING AND ACCEPTANCE OF ORDERS:** The award of this bid does not constitute an order. Before delivery is made the Bidder must receive a duly executed purchase order or contract. Acceptance by the Bidder is assumed upon issue by the Board of a duly executed purchase order or contract. Inspection and acceptance of items will be at the stated destination(s) unless otherwise provided, and title to and risk of loss or damage is the responsibility of the Bidder until acceptance by the Board.
15. **ASSIGNMENT, INVOICES, AND PAYMENT:** No assignment of an order or monies to be derived there from is acceptable without the prior written approval of the Board. All invoices must be submitted in triplicate to the Board with each purchase order being invoiced separately. Payment shall be made upon presentation of properly prepared invoices. Payment is generally made on the next Friday following the week in which invoicing is completed.
16. **PERFORMANCE:** If the Bidder refuses or is unable to make delivery within a reasonable time, the Board may hold the Bidder responsible for any damages or costs incurred by the Bidder's actions. The Board may withhold payments pending satisfactory compliance with the terms of the agreement. The Bidder shall hold and save the Board and Board employees harmless from liability of any kind in the performance of this contract.
17. **CONTRACT FAILURE:** Should any Contractor fail to enter into a contract with the School Board on the basis of the submitted bid by said Contractor, Contractor acknowledges that Contractor shall be liable to the School Board for the difference between such bid price and the price the School Board pays to secure the merchandise from another source. Failure to pay said amount to the School Board upon demand will result in the company being removed from the bid list for a period of not less than two (2) years from the date of infraction.

18. **CONFLICT OF INTEREST:** All Bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the Board. Further, all Bidders must disclose the name of any Board employee who owns, directly or indirectly, any interest of any amount in the Bidders firm or branches.
19. **ATTACHMENTS:** All attached sheets are a part of this bid and any Special Terms and Conditions contained therein which are in conflict with the GENERAL INSTRUCTIONS AND CONDITIONS shall have precedence.
20. **ADDENDUM:** Any changes in this bid shall be in the form of a written addendum by the Purchasing Director. No other person shall be authorized to make changes verbally or in writing. It shall be the responsibility of the bidder to ascertain if any addenda have been issued and to obtain all such addenda. Any Addendum shall be returned with this bid by the Bidder.
21. **EXTENSION:** The Board reserves the option to extend the contract period provided the Bidder is in agreement. The request for extension shall be submitted by the Bidder in writing.
22. **DISPUTES:** Any person who may be adversely affected by an intended decision with respect to the award of any bid, may protest such a decision by following the Bid Protest Procedure of the School Board of Polk County. A copy of the Procedure, which has been prepared in accordance with the provisions of the Florida Administrative Code, is available upon request and is permanently posted at the Administrative Offices of the School Board of Polk County, Florida. Failure to follow the requirements of the bid protest procedures established by the School Board of Polk County, Florida shall constitute a waiver of all protest rights. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.
23. **PREFERENCE FOR DRUG-FREE WORKPLACE:** Whenever two or more bids which are equal with respect to price, quality, and service are received, preference shall be given to a bid received from a business that certifies that it has implemented a drug-free workplace program in accordance with Section 287.087, Florida Statutes. In order to receive preference, a signed certification of compliance must be submitted with the bid response.
24. **AGREEMENT:** This Bid and the Purchase Orders issued hereunder constitute the entire agreement between the School District and the Vendor awarded the bid. No modification of this bid shall be binding on the District or the Bidders.
25. **TERMS AND CONDITIONS:** No additional terms and conditions included with the bid response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this bid. If submitted either purposely through intent or design or inadvertently appearing separately in transmitted letters, specifications, literature, price estimates or warranties, it is understood and agreed the General Conditions and Special Terms and Conditions in this bid solicitation are the only terms and conditions applicable to this bid and the bidders authorized signature affixed to the bidder acknowledgment form attests to this.
26. **PUBLIC ENTITY CRIME & CONVICTED VENDOR LIST:** Per the provisions of Florida Statute 287.133 (2) (a), "a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list". The prospective bidder certifies, by submission and signature of this bid, that neither the bidder, nor its principal, its agent or its representative is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction or otherwise precluded by Florida Statute 287.133 from participating in this contract.
27. **DISCRIMINATORY VENDOR LIST:** Per the provisions of Florida Statute 287.134(2) (a), "An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity." The prospective bidder certifies, by submission and signature of this bid, that neither the bidder, nor its principal, its agent or its representative is presently on the discriminatory vendor list, or otherwise precluded by Florida Statute 287.134 from participating in this contract.

28. **FEDERAL DEBARMENT CERTIFICATION:** Certification regarding debarment, suspension, ineligibility and voluntary exclusion as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, Part 85, as defined at 34 CFR Part 85, Sections 85.105 and 85.110.
- a. The prospective lower tier participant certifies, by submission and signature of this bid, that neither it, nor its principals, its agents or its representatives are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  - b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

29. **SCRUTINIZED COMPANIES:** Per the provisions of Chapter 287.135 Florida Statutes, a company that, at the time of bidding or submitting a proposal for a new contract or renewal of an existing contract, is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List, created pursuant to s. 215.473, is ineligible for, and may not bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of \$1 million or more. The company/vendor certifies by submission and signature of this bid that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List. Any contract for goods or services of \$1 million or more may be terminated at the option of the awarding body if the company is found to have submitted false certification or been placed on either of these lists.

30. **NON-COLLUSION:** The bidder certifies, by submission and signature of this bid, that it warrants that he/she has not employed or retained any company or person other than a bonafide employee working solely for the bidder to solicit or secure this bid and that he/she has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bonafide employee working sole for the bidder, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from this award or making of this bid.

The bidder further certifies that its bid is made without previous understanding, agreement or connection with any person, firm or corporation making a bid for the same item(s) and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

31. **SALES TO OTHER PUBLIC AGENCIES:** With the consent and agreement of the successful bidder(s), purchases may be made under this bid by other public agencies within the State of Florida. Such purchases shall be governed by the same terms and conditions as stated herein. (Check where applicable): Agree to extend pricing to \_\_\_ School Boards and/or \_\_\_ public agencies within the State of Florida.

32. **BID RESPONSES:** If the bid is to be returned via express mail or in a courier envelope, the bid the bid documents should be submitted in a separate sealed envelope within the courier envelope. Express mail or courier envelopes will be opened and discarded. The face of the sealed bid envelope should have attached the label included with the bid package or noted, the Bid File Number and "Attention: Purchasing Department - Sealed Bid." If there is not going to be a bid submitted, return the "No Bid" post card, or return the Invitation to Bid, marked, "No Bid."

33. **TERMINATION OF CONTRACT:** This contract may be terminated without liability to the School Board in whole or in part when it is deemed to be in the best interest of the School Board to so act. Notification of termination must be in writing and issued by the Director of Purchasing or designee. This contract may be terminated upon 30 days written notice. Further, at the discretion of the School Board, the contract may be terminated in a period of less than 30 days in the event of poor performance or violation of the terms and conditions of this contract.

The School Board, upon termination, shall exercise its discretion to complete the balance of the contract consistent with the best interest of the School Board.

34. **SOLICITATION OF DISTRICT EMPLOYEES:** Bidders/vendors and others involved with this bid are prohibited from making any offer of any value to any employee of the School Board who is directly or indirectly involved in the development, solicitation or evaluation and subsequent recommendation for award of this bid.

35. **PUBLIC RECORDS/CONTRACTS FOR SERVICES AS DEFINED IN F.S. 119.0701:** Each School Board contract for services, as defined in F.S. 119.0701, shall include a provision that requires contractors and subcontractors to comply with all applicable public records laws.

36. **CONE OF SILENCE:** A Cone of Silence is hereby established for all competitive selection processes including Invitations to Bid (ITB), Requests for Proposal (RFP) and Invitations to Negotiate (ITN) for the provision of goods and services. The Cone of Silence is designed to protect the integrity of the procurement process by shielding it from undue influences prior to the recommendation of contract award. Pursuant to School Board Policy 6324, the School Board of Polk County enacts a Cone of Silence that commences after the advertisement of the ITB, RFP or ITN. The Cone of Silence terminates at the time the Board acts on a written recommendation from the Purchasing Department or Facilities Department regarding contract award. All provisions of School Board Policy 6324 are applicable to this solicitation.

**SCOTT CLANTON**  
**DIRECTOR, PURCHASING AND PRINTING SERVICES**

**NOTE: The Bidder Acknowledgment on Page 1 MUST be signed for your bid to be considered.**  
**Rev. Pur. 1/2014**

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Special Terms and Conditions

- A. **FLORIDA PREFERENCE:** Pursuant to §287.084 Florida Statute, award recommendations shall make appropriate adjustments to pricing when considering bids or proposals from Proposers having a principal place of business outside the State of Florida. All Proposers must complete and submit Attachment 1/Bidder's Statement of Principal Place of Business (page 22) with the response to this solicitation. Failure to comply shall render a bid or proposal non-responsive to the terms of this solicitation. Refer to:  
[http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&Search\\_String=&URL=0200-0299/0287/Sections/0287.084.html](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0200-0299/0287/Sections/0287.084.html) for additional information regarding this Statute.

Vendors who have previously submitted a completed Bidder's Statement of Principal Place of Business, containing the required information in Attachment 1, to another agency within the State of Florida may elect to provide a copy of that statement rather than submit a new one. The previously submitted statement must have been completed within the past 12 months and contain current information in order to be considered.

- B. **DELIVERY:** The items listed below are for individual school needs and various capital outlay projects. Delivery of items ordered for individual schools will require delivery to school locations throughout Polk County. Items ordered for capital outlay projects will be delivered to a single warehouse location.
- C. **APPROVED BRANDS/MODELS:** The Brands and Models specified in this bid have been evaluated and used in our system and have been determined to best suit the needs of The School Board of Polk County based on features, functionality and compatibility with existing units. Therefore, **no substitutes** are allowed on this bid. Please bid only the **Approved Brands and Models** as specified. Replacement model numbers for discontinued items should be indicated where appropriate. Vendors wishing to submit items for future evaluation may do so by contacting the Instructional Television Manager.
- D. **AUTHORIZED DEALERS:** Each vendor must submit with their bid, any documentation related to dealer exclusivity. Letters must be submitted on manufacturer's company letterhead to the Director of Purchasing, in order to be considered.
- E. **USE OF OTHER CONTRACTS:** The School Board reserves the right to utilize any other District contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, any other school board, or any other community college/state university system cooperative bid agreement, in lieu of any offer received or award made as a result of this bid, if it is in its best interest to do so. The School Board also reserves the right to separately bid any single order or to purchase any item on this bid if it is in its best interest to do so.
- F. **BASIS FOR AWARD:** Bidders whose bids, past performance, or current status do not reflect the capability, integrity or reliability to fully and in good faith perform the requirements of the Contract may be rejected as non-responsive.
- G. **LINE ITEM CORRECTIONS:** The use of correction fluid or erasures to correct line item bid prices and/or quantities are not acceptable. Corrections must be by strikethrough (~~strikethrough~~) of the incorrect figures, writing in of correct figures and initialing of the corrections by the originator. Correction fluid or erasure corrected bids will be considered non-responsive for the corrected items only.
- H. **MINIMUM ORDER:** Bids requiring minimum quantity and/or dollar purchases will not be considered, as there will be many instances when orders are placed for only one item.

- I. **SUBSTITUTIONS:** It is understood that during the life of the bid, manufacturers will discontinue some items. Only the manufacturer's direct replacement model upgrade at the bid price or less will be considered for substitution by successful bidders. Successful bidders must submit written notification of discontinued items to the Instructional Television Manager. This notification must also include any applicable replacement model numbers and verification of bid price.
- J. **EQUIPMENT REPAIR INFORMATION:** For some of the items awarded, successful bidders will be asked to provide at no charge, one service manual, one schematic, and one parts list which includes information stating where parts can be obtained, for our Electronic Equipment Repair Services. The requested information must be sent to the attention of the Electronic Equipment Repair Services Manager within 30 days of notification. Failure to provide the requested information within the specified time will result in a suspension of additional purchase orders and possible removal from the bid award for these items.
- K. **SALES PROMOTIONS:** It is understood that sales promotions may occur during the course of this agreement. Incentives offered by a manufacturer or vendor may include special pricing, rebates, and offers of additional equipment at no charge. The School Board of Polk County shall receive the benefit of all such promotions. The Instructional Television Manager; must be notified in writing of these promotions.
- L. **BID OPENING:** All responses to this sealed bid are subject to release as public records consistent with Chapter 119 Florida Statutes. Sealed bids will be received and publicly opened. Only names of respondents will be read at bid openings. Pricing and other contents of bid responses will not be disclosed at bid openings. Reference Section 119.071(1)(b), F.S. and Section 286.0113, F.S.
- M. **RESTRICTIONS ON CONTACTING THE DISTRICT:** Pursuant to School Board Policy 6324, upon the issuance of this Invitation to Bid, all contact with the District must be made through the designated contact person listed in page 1 of this Invitation to Bid. Potential vendors, service providers, bidders, lobbyists or consultants must limit communication with the designated contact to the means specified in this Invitation to Bid. Other District employees and representatives of the District are instructed not to answer questions regarding the bid or otherwise discuss the contents of the bid with potential bidders or their representatives. Any contacts made with other District employees or representatives of the District (including school principals, Board members or member-elects) will be reported to the Purchasing Department. Potential Bidders shall not, under the penalty of law, offer any gratuities, favors or anything of monetary value to any officer or employee of the District or representative of the District in connection with this competitive procurement.

Violation of this policy by a particular bidder, proposer, respondent and/or representative may, at the discretion of the District, result in rejection of said bidder, proposer, respondent and/or representative's bid, proposal or offer and may render any contract award to said bidder, proposer or respondent voidable.



**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7010590 (1)	each	<b>CASE - CAMCORDER.</b> Approved Brand/Model: Pearstone Pro Camcorder Case with wheels (HDC-1010W) <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015361 (2)	each	<b>CAMCORDER.</b> Approved Brand/Model: Canon XA10. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7013352 (3)	each	<b>CAMCORDER - DIGITAL.</b> Records onto SDHC card. Approved Brand/Model: Sony PXW-X70 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7000902 (4)	each	<b>CAMERA - DESKTOP.</b> Composite input, composite and SVHS outputs. Approved Brand/Model: Avermedia 300AF+ <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014721 (5)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia W30. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014722 (6)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia U15 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7015331 (7)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia F50HD. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015332 (8)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia PL50. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014791 (9)	each	<b>CAMERA - DIGITAL DESKTOP.</b> Approved Brand/Model: Avermedia F15 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015333 (10)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia F70W. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015334 (11)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Avermedia M70. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014726 (12)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Elmo TT12id. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014727 (13)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Elmo MO-1. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7015352 (14)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Hover Cam Ultra 8. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015353 (15)	each	<b>CAMERA - DESKTOP.</b> Approved Brand/Model: Hover Cam Neo 3. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014871 (16)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Ken-A-Vision Model 7880 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7215141 (17)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Ken-A-Vision Model 7880C <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015142 (18)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Lumens DC125 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015143 (19)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Lumens DC170 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014872 (20)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Recordex AFX120 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7014873 (21)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Recordex SC5i+ <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7015144 (22)	each	<b>CAMERA-DIGITAL DESKTOP</b> Approved Brand/Model: Recordex SC5zAF <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7013353 (23)	each	<b>CAMERA - DIGITAL DESKTOP.</b> Approved Brand/Model: Dukane ImagePro Cam9000 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7015145 (24)	each	<b>CAMERA - DIGITAL DESKTOP.</b> Approved Brand/Model: Hover Cam Solo 8 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7015335 (25)	each	<b>CAMERA - DIGITAL STILL IMAGE.</b> Approved Brand/Model: Canon Powershot ELPH 160 (Red) 0143C001 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7006445 (26)	each	<b>CAMERA - DIGITAL STILL IMAGE.</b> Approved Brand/Model: Nikon CoolPix S3700 (Silver) Model 26478 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7005458 (27)	each	<b>CAMERA - DIGITAL STILL IMAGE.</b> Approved Brand/Model: Nikon CoolPix L30 (Red) <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7011375 (28)	each	<b>CAMERA - DIGITAL SLR - STILL IMAGE - KIT.</b> Approved Brand/Model: Nikon D5200 camera body with 18-140mm VR DX lens. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014293 (29)	each	<b>CAMERA - DIGITAL SLR - STILL IMAGE - KIT.</b> Approved Brand/Model: Nikon D3200 DSLR camera body, with 18-55mm and 55-200mm lenses. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
<b>(ITEMS 30 - 31) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR</b>			
7015336 (30)	each	<b>CAMERA - ROBOTIC.</b> Approved Brand/Model: Panasonic AW-HE120 (Black) <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014314 (31)	each	<b>CAMERA - ROBOTIC - CAMERA CONTROLLER</b> Approved Brand/Model: Panasonic AW-RP50 Camera Controller for Panasonic AW-HE120 Robotic Camera. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014732 (32)		<b>CARD, MEMORY</b> Approved Brand/Model: Kingston 32 SDHC Card Class 10 - Model: SD10V32GB <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014733 (33)		<b>CARD, MEMORY</b> Approved Brand/Model: Kingston 16GB SDHC Card Class 10 - Model SD10V/16GB <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7000932 (34)	each	<b>COMPACT DISC PLAYER - LISTENING STATION</b> Five headphone jacks, built-in 7 watt speaker. Approved Brand/Model: Eiki 8080A. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7011428 (35)	each	<b>DVD/CD DUPLICATOR</b> 10 disc duplicator. Approved Brand/Model: Microboards CopyWriter Pro Duplicator 13549 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7011429 (36)	each	<b>DVD/CD DUPLICATOR, DISC PRINTER</b> Approved Brand/Model: Microboards G4 Autoprinter 22019 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7001141 (37)	each	<b>HEADSET, A/V.</b> For listening stations. Removable vinyl ear cushions, minimum 60" cord, ¼" phone plug. Approved Brand/Model: Califone 2924AV. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015354 (38)	each	<b>HEADSET, A/V.</b> Approved Brand/Model: Califone 610-41. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7013663 (39)	each	<b>HEADSET, A/V.</b> Approved Brand/Model: Califone 3068AV. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7014301 (40)	each	<b>HEADSET W/MICROPHONE.</b> Approved Brand/Model: Califone 3066AV with microphone <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7011523 (41)	each	<b>HEADSET</b> 3.5mm plug. (No Mic) Approved Brand/Model: Califone 3060AV-BL <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

**INTERACTIVE WHITEBOARDS AND PERIPHERALS**

**SMARTBOARD INTERACTIVE WHITEBOARDS AND PERIPHERALS (ITEMS 42 - 55) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.**

The successful bidder will provide the following at no additional charge for each new SMART Board purchased:

- USB cable
- Set of 2 styluses (pens)
- Smart Pen Tray
- Wall-mount kit (includes SMART Board driver and Smart notebook)
- 4 hours of on-site training. All trainers must have completed the SMART Masters training class and be able to deliver comprehensive instruction. Training shall include, but not be limited to the following:

Introduction to SMART Board components and functionality  
 Connecting and setting up the SMART Board  
 Downloading SMART Software  
 Presentation Techniques  
 Using and customizing SMART Board tools  
 Using the SMART Collections, Clip Art and Shapes and other resources  
 Using PowerPoint, Excel, and Word applications with the SMART Board  
 Using the Internet with a SMART Board  
 Educational Activities using the SMART Board  
 How to obtain assistance with the SMART Board

- **2 year warranty without registration.**

Approved Brand/Model: SMART Technologies  
**NO SUBSTITUTES**

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.	DESCRIPTION	UNIT PRICE
7015148 each (42)	<b>WHITEBOARD, INTERACTIVE, WITH 3-YEAR EXTENDED WARRANTY.</b> 77" diagonal. Approved Brand/Model: SMART SBM680 77" Dual Touch Board and EWY3-SBM 3 year extended warranty.  Delivery _____ Days ARO	_____ ea.
7013666 each (43)	<b>RECEIVER, STUDENT RESPONSE SYSTEM, SMART, LE</b> Approved Brand/Model: SMART SRP-LE-RCV-1  Delivery _____ Days ARO	_____ ea.
7013667 each (44)	<b>REMOTE, STUDENT RESPONSE SYSTEM, SMART, LE</b> Approved Brand/Model: SMART SRP-LE-RMT-1  Delivery _____ Days ARO	_____ ea.
7013668 each (45)	<b>CASE, STUDENT RESPONSE SYSTEM, SMART, LE</b> Approved Brand/Model: SMART SRP-LE-CC  Delivery _____ Days ARO	_____ ea.
7013672 each (46)	<b>REMOTE, STUDENT RESPONSE SYSTEM, SMART, PE</b> Approved Brand/Model: SMART SRP-PE-RMT-1  Delivery _____ Days ARO	_____ ea.
7006534 each (47)	<b>SMART SYMPODIUM - 15".</b> Approved Brand/Model: SMART SSID-350  Delivery _____ Days ARO	_____ ea.
7000688 each (48)	<b>FLOORSTAND, ROLLING, FOR SMART 77' AND 87" INTERACTIVE WHITE BOARDS</b> Approved Brand/Model: SMART FS-SB  Delivery _____ Days ARO	_____ ea.
7010665 each (49)	<b>AUDIO SYSTEM</b> USB audio system for SMART Board 600 and 800 series without SMART projector. Approved Brand/Model: SMART Model SBA  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_



**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7010668 (50)	each	<b>USB ACTIVE EXTENSION CABLE - 16' .</b> For SMART 600 series interactive white boards. Approved Brand/Model: SMART Model USB-XT  Delivery _____ Days ARO	_____ ea.
7010669 (51)	each	<b>CABLE, USB, STANDARD REPLACEMENT - 16' .</b> For SMART 600 series interactive white boards. Approved Brand/Model: SMART Model 93-00828-20  Delivery _____ Days ARO	_____ ea.
7010670 (52)	each	<b>STYLUSES, REPLACEMENT.</b> <b>Set of 4 (Black, Red, Blue, Green) with eraser.</b> Approved Brand/Model: SMART Model R-PENER  Delivery _____ Days ARO	_____ ea.
7010671 (53)	each	<b>CABLE, REPLACEMENT.</b> <b>(from computer to Smart Board) for Series 600 Boards.</b> Approved Brand/Model: SMART Model USB-FRU  Delivery _____ Days ARO	_____ ea.
7010672 (54)	each	<b>SYSTEM ON MODULE.</b> <b>For SB 640, 660, and 680.</b> Approved Brand/Model: SMART Model SYSON6-NA  Delivery _____ Days ARO	_____ ea.
7010673 (55)	each	<b>CONNECTOR, BLUETOOTH, WIRELESS.</b> <b>Compatible with all SB600 series boards.</b> Approved Brand/Model: SMART Model WC6-D  Delivery _____ Days ARO	_____ ea.

**LIGHTING (ITEMS 56 - 58) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.**

7000908 (56)	set	<b>LIGHTING KIT.</b> Includes 3 light stands, 3 reflecting umbrellas and 3 EMD Tota 750 watt lamps and soft carrying case. Approved Brand/Model: Lowel Light Trans Kit - Model: T1-923LBZ, soft case(includes 3 EMD lights). <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ set
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Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7005489 (57)	each	<b>LIGHTING - STUDIO</b> Approved Brand/Model: Lowel Estudio 4 FLE-400CM with Overhead Mount. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7005491 (58)	each	<b>LIGHTING - STUDIO</b> Approved Brand/Model: Lowel Estudio 6 FLE-600CM with Overhead Mount <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7000916 (59)	each	<b>MICROPHONE - HAND-HELD, UNIDIRECTIONAL DYNAMIC.</b> Includes built-in wind screen. Approved Brand/Model: Shure SM-58 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7015343 (60)	each	<b>MICROPHONE - LAPEL.</b> Approved Brand/Model: Shure SM93. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7000874 (61)	each	<b>MICROPHONE - LAPEL - UNIDIRECTIONAL CONDENSER.</b> With both battery pack and phantom power option. Approved Brand/Model: Shure MX184. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7000915 (62)	each	<b>MICROPHONE - LAPEL - OMNIDIRECTIONAL DYNAMIC.</b> For connection directly to camcorder. Approved Brand/Model: Shure SM11-CN. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7015344 (63)	each	<b>P.A. SYSTEM - PORTABLE.</b> Includes: LIB-7500MU1 speaker with MP3 player and dual wireless receiver, LIB-7501 companion speaker, 2 x WH-6000 handheld microphone transmitters, 2 x SS-550 speaker stands, companion speaker cable, 2 x rechargeable batteries, AC cable, and 6 year warranty. Approved Brand/Model: Anchor Liberty Dual Package LIB-DPDUAL-HH. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7014303 (64)	each	<b>LISTENING CENTER.</b> Approved Brand/Model: Califone 1776PLC <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7014304 (65)	each	<b>LISTENING CENTER.</b> Approved Brand/Model: Califone 1776PLC-6 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.

**PLEASE NOTE THE REQUIREMENTS BELOW CONCERNING ALL VIDEO/COMPUTER PROJECTORS**

**Pricing on all video/computer projectors must include the following:**

- A 5 year manufacturer's warranty for parts and labor.
- A 3 business day replacement or loaner guarantee throughout the warranty period.

**Successful bidders must provide the following for each awarded projector:**

- A DVI-VGA adaptor for each input and output that is a DVI connection
- All documentation from the manufacturer necessary to enable our Electronic Repair Service to become an authorized repair center for the awarded brand.

**PROJECTORS (ITEMS 66 - 67) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.**

7015146 (66)	each	<b>PROJECTOR- VIDEO.</b> Approved Brand/Model: Eiki LC-XNS2600 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
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Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7015147 (67)	each	<b>PROJECTOR- VIDEO.</b> Approved Brand/Model: Eiki LC-XNB4000N <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7014893 (68)	each	<b>PROJECTOR- VIDEO.</b> 3000 ANSI lumens. 3LCD. Approved Brand/Model: Epson Powerlite 965 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7015346 (69)	each	<b>PROJECTOR- VIDEO.</b> Approved Brand/Model: Epson Brightlink 595WI <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7015362 (70)	each	<b>PROJECTOR- VIDEO.</b> Approved Brand/Model: Sony VPL-E200 <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
<b>SCREENS AND BRACKETS (ITEMS 71 - 73) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.</b>			
7010658 (71)	each	<b>SCREEN - PROJECTION</b> For classrooms. 60" x 80". Approved Brand/Model: Dalite 40194 Model B <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7010659 (72)	each	<b>SCREEN - PROJECTION</b> For media centers. 69" x 92". Approved Brand/Model: Dalite 74653 Model B <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.

Please state company name and authorized signature \_\_\_\_\_

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7014887 (73)	pair	<b>SCREEN - PROJECTION - WALL - BRACKETS - 6".</b> Fixed, for above wall screens. Approved Brand/Model: Dalite 40932 (pair). <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	pr.
7009948 (74)	each	<b>TELEPROMPTER, VGA REVERSER BOX</b> Approved Brand/Model: Q-Gear Reverser TEBOX <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.

**LISTEC TELEPROMPTER COMPONENTS (ITEMS 75 - 77) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.**

7014315 (75)	each	<b>TELEPROMPTER, TRIPOD MOUNT</b> 17". Includes EZprompt Software for Windows. Approved Brand/Model: Listec ENZ-1717PT-EZ <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7014316 (76)	each	<b>TELEPROMPTER, TRIPOD MOUNT</b> 17". Software not included. Approved Brand/Model: Listec ENZ-1717PT <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7014317 (77)	each	<b>TELEPROMPTER, STAND ALONE</b> 17". Includes EZprompt software, tripod and dolly Approved Brand/Model: Listec ENZ-17SAPTD-EZ Stand Alone Teleprompter <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.
7013687 (78)	each	<b>TRIPOD.</b> Approved Brand/Model: Manfrotto 755XB tripod with MVH5000AH head. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	ea.

**BID FORM AND SPECIFICATIONS**

MATERIAL NO.		DESCRIPTION	UNIT PRICE
7013688 (79)	each	<b>TRIPOD.</b> Approved Brand/Model: Manfrotto 755XB MDEVE tripod with 700RC2 head. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
<b>TRIPODS (ITEMS 80 - 81) WILL BE AWARDED AS A COMPOSITE TO A SINGLE VENDOR.</b>			
7014738 (80)	each	<b>TRIPOD.</b> Includes Vision Blue Head (V4092-0001), pozi-loc 2 Stage Tripod (3819-3), Floor Spreader (3363-3) and Soft Carry Case (3358-3) Approved Brand/Model: Vinten Vision Blue VB-AP2F Tripod System <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014740 (81)	each	<b>TRIPOD, DOLLY</b> Approved Brand/Model: Vinten PD114 Dolly <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014891 (82)	each	<b>SWITCHER, VIDEO, PRODUCTION</b> Approved Brand/Model: BlackMagic ATEM Television Studio Model SWATEMTVSTU. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.
7014894 (83)	each	<b>VIDEO CAPTURE/PLAYBACK DEVICE</b> Approved Brand/Model: Blackmagic Intensity Shuttle w/ Thunderbolt. <b>NO SUBSTITUTES</b>  Delivery _____ Days ARO	_____ ea.

**NOTE: Sign the "Bidder's Acknowledgment" section on Page 1 of our "Invitation To Bid". Return the original of the Invitation to Bid and retain a photocopy for your files.**

**BIDDER'S STATEMENT OF PRINCIPAL PLACE OF BUSINESS**

*(To be completed by each Bidder)*

Name of bidder: \_\_\_\_\_

Identify the state in which the bidder has its principal place of business: \_\_\_\_\_

**INSTRUCTIONS:** IF your principal place of business above is located within the State of Florida, provide the information as indicated above and return this form with your bid response. No further action is required. **IF** your principal place of business is outside of the State of Florida, the following must be completed by an attorney and returned with your bid response. Failure to comply shall be considered to be non-responsive to the terms of this solicitation.

**OPINION OF OUT-OF-STATE BIDDER'S ATTORNEY ON BIDDING PREFERENCES**

*(To be completed by the Attorney for an Out-of-State Bidder)*

**NOTICE:** Section 287.084(2), Fla. Stat., provides that "a vendor whose principal place of business is outside this state must accompany any written bid, proposal, or reply documents with a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that state [or political subdivision thereof] to its own business entities whose principal places of business are in that foreign state in the letting of any or all public contracts." See also: Section 287.084(1), Fla. Stat.

**LEGAL OPINION ABOUT STATE BIDDING PREFERENCES**

*(Please Select One)*

\_\_\_\_\_ The bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

\_\_\_\_\_ The bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: [Please describe applicable preference(s) and identify applicable state law(s)]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES**

*(Please Select One)*

\_\_\_\_\_ The bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision.

\_\_\_\_\_ The bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: [Please describe applicable preference(s) and identify applicable authority granting the preference(s)]: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of out-of-state bidder's attorney: \_\_\_\_\_

Printed name of out-of-state bidder's attorney: \_\_\_\_\_

Address of out-of-state bidder's attorney: \_\_\_\_\_

\_\_\_\_\_

Telephone Number of out-of-state bidder's attorney: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Email address of out-of-state bidder's attorney: \_\_\_\_\_

Attorney's states of bar admission: \_\_\_\_\_

To help ensure that you include all the submittals necessary to complete a thorough evaluation of your bid response, we suggest that you use this checklist as a reminder to yourself, by placing a check in each box in the "Verified" column indicating that the item is included in your bid response packet. Please include this checklist along with your bid response. Items checked "Required" must be submitted with your bid response or your bid will be declared non-responsive. Items checked "Requested" should be submitted with your bid response to facilitate the bid evaluation process, and must be on file prior to bid award.

Verified	Required	Requested	Description of Submittal	Page Number
	✓		Completed and signed Bidder Acknowledgement	1
	✓		Completed Bid Form and Specifications	8 - 21
	✓		Bidder's Statement of Principal Place of Business	22