



## Finance Department

David P. Schmiedicke, Finance Director

City-County Building, Room 406  
210 Martin Luther King, Jr. Boulevard  
Madison, Wisconsin 53703  
Phone: (608) 266-4521  
Fax: (608) 266-5948

[finance@cityofmadison.com](mailto:finance@cityofmadison.com)  
[www.cityofmadison.com/finance/purchasing](http://www.cityofmadison.com/finance/purchasing)

**Purchasing Services**

### REQUEST FOR QUOTATION

RFQ #: 5247-0-2023-TJ  
For: Concrete Street Light Poles  
Released Date: Wednesday, November 29, 2023  
Due Date: Wednesday, December 13, 2023 @ 2:00 PM CST  
City Agency: Traffic Engineering

#### Method of Delivery Options

Email Quotation to: [bids@cityofmadison.com](mailto:bids@cityofmadison.com)

## 1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

### 1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:  
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

### 1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

### 1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

### 1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

## 1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

## 2 CONTACTS

Technical:	For questions regarding technical specifications.	Gretchen Avilés Piñeiro City of Madison Traffic Engineering (608) 266-4899 <a href="mailto:gavilespineiro@cityofmadison.com">gavilespineiro@cityofmadison.com</a>
Buyer:	For questions regarding instructions, terms & conditions.	Tammy Jones City of Madison Purchasing Services <a href="mailto:bids@cityofmadison.com">bids@cityofmadison.com</a>

## 3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System:	State of Wisconsin and local agencies bid network. Registration is free. <a href="http://vendornet.state.wi.us/vendornet">http://vendornet.state.wi.us/vendornet</a>
DemandStar by Onvia:	National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.
Bid Opportunities:	<a href="http://www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm">www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm</a>
Home Page:	<a href="http://www.demandstar.com">www.demandstar.com</a>
To Register:	<a href="https://www.demandstar.com/app/registration">https://www.demandstar.com/app/registration</a>

Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

## 4 LOCAL VENDOR PREFERENCE

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

[www.cityofmadison.com/business/localPurchasing](http://www.cityofmadison.com/business/localPurchasing)

## 5 SPECIFICATIONS

### I. GENERAL

It is the intent of this specification to describe the minimum functional and design requirements for concrete street lighting poles for the City of Madison, Wisconsin.

All poles shall conform to attachment A drawing number SK9810 and these specifications. A 6-foot bracket arm shall be furnished with 29-foot poles. Exceptions to these specifications shall be submitted with the bid proposal. All parts, items, or features not specifically mentioned, but necessary or regularly furnished in order to provide a complete unit, shall be furnished by the successful bidder and shall conform in strength, quality of material and workmanship to that usually provided by the engineering practice indicated in this specification.

In these specifications, a clockwise or counterclockwise direction is as viewed when looking down from the top of the pole.

The manufacturer's pole specifications shall be submitted with the bid.

### II. GUARANTEE

The City shall be provided with a written guarantee that the poles and bracket arms shall be free from defects of any character in materials, workmanship, and developed defects such as cracks, concrete bond failure, etc. for a period of ten (10) years from the time of delivery. Defects occurring in the first five (5) years from the time of delivery shall require that the manufacturer provide one replacement pole for every one defective pole and provide \$500 for removal, erection or electrical work on replacing the pole. Any defects after five years but prior to ten years from the time of delivery shall require that the manufacturer provide one replacement pole for every one defective pole. Materials shall be supplied under this guarantee within sixty (60) days from the date of written notice by the City or as otherwise agreeable to the City.

### III. MATERIALS

#### A. Aggregates

The aggregates shall be of adequate strength in resisting crushing stresses and impervious to moisture, and of such character as to not deteriorate or change as a result of continued exposure to the weather. Concrete aggregates shall meet all the requirements of ASTM C-33 with a maximum size of one-half (1/2") and so graded as to achieve optimum quality in the finished product. Aggregate color shall provide a light grey finish on the polished pole. The pole color and finish shall be subject to City review and approval.

#### B. Concrete

The concrete mix shall be air entrained (AE) to produce 5%±1% air content in the mix before spinning and achieve a minimum compressive strength of 7000 psi at twenty-eight (28) days. If non-AE concrete is proposed, the manufacturer shall explain to the satisfaction of the City how the finished pole product will effectively resist the freeze/thaw cycles and salt spray typical in Wisconsin. For each truckload purchase order, two cylinders shall be tested for conformance to the compressive strength requirement, with each cylinder composed of the actual mix used in the manufacture of the poles on the order. Two concrete mix samples shall be tested for conformance to air entrainment. Additional testing shall be made if any part of the mix design or materials changes. All testing shall be done by an independent test lab in accordance with ASTM procedures. Concrete test reports shall be furnished to the City no later than 10 days after pole delivery.

**IV. POLE STRENGTH**

All poles shall be designed and manufactured to withstand a ninety-mile-per-hour (90 mph) sustained wind velocity and a one hundred seventeen-mile-per-hour (117 mph) gust velocity with the bracket arm and luminaire in place.

The poles shall be designed so that when tested in the vertical position, they are capable of sustaining a minimum horizontal load of 800 lbs. applied 24" from the top in any direction, without permanent injury.

**V. CABLE RACEWAY**

Each concrete pole shall have a hollow raceway at least one and one-half inches (1-1/2") in diameter and continuous in a straight line without appreciable offset throughout its entire length. The raceway shall be free from concrete slurry, sharp projections and edges that might damage wire insulation. The cable entrances shall be 0-degrees and 180-degrees clockwise from the handhole side of the pole.

**VI. POLE HANDHOLE**

All poles shall be furnished with a handhole and cable entrance. The handhole shall be 2" x 8" minimum box-type of 50,000 psi high density cast zinc or aluminum and supplied with a close fitting inset cover of the same material or a City-approved alternate. All other metal accessories shall be zinc, aluminum, hot-dipped galvanized steel, or stainless steel. All screws shall be hex head stainless steel.

**VII. POLE FINISH, SEALING AND APPEARANCE**

All surfaces above the cable entrance shall be polished so that the color and surface smoothness are uniform over the entire surface. After polishing, the pole shall be light grey in appearance. The pole color and finish shall be subject to City review and approval. A sample pole section may be requested by the City for review.

All pole face surfaces shall be sealed with a Siloxane penetrating sealer and a high molecular weight acrylic copolymer or other City-approved penetrating sealing compounds to provide protection from water, salt, and other chemical infiltration, but these treatments shall not discolor or fade the pole. The top and bottom of the pole shall be fully coated with bitumastic water proofing material. The water proofing material shall be of such quality and consistency that it will not crack or chip when subjected to extreme cold weather and that it will not flow when subjected to extremely hot weather.

The finish surface of all poles shall be free from visual pits, fins, grooves, patches, or other surface markings not specifically enumerated herein. The top of the pole shall be flat and perpendicular to the longitudinal axis of the pole.

**VIII. POLE MARKINGS**

Every pole shall have a permanent imprinted metal label or other type of marking label or identification acceptable to the City indicating the pole manufacturer and the month and year manufactured. All letters and digits shall be at least one-half inch (2") tall. The marking plate shall be located on the pole handhole face of pole and six inches to twelve inches (6" to 12") above the handhole, as part of the handhole or handhole cover, or as otherwise acceptable to the City. The label shall not have any sharp edges or corners, lie flat and be securely fastened to the pole.

**IX. MANUFACTURING**

These poles shall be constructed with longitudinal steel for prestressing and steel spiral wrap, all of which shall comply with the latest versions of the applicable ASTM Standards. All steel shall be adequately sized to meet the strength requirements of the finished poles. The steel shall be positioned in the mold to ensure a minimum concrete cover over all steel of five-eighths inch (5/8"), except at openings or as designed to meet AASHTO specifications. Where internal coverage over steel cannot be maintained next to required handhole and cable entrance, the reinforcing shall be protected with a vapor proof, non-corrosive sleeve. Spiral reinforcement shall be not less than 0.080 inch diameter wire with a pitch of no more than four inches (4").

Concrete shall be compacted in the mold by the centrifugal spinning process so that the surface is dense, with the coarse and fine aggregate evenly distributed. Steel tendons shall be stressed to 60-70 percent of their ultimate capacity and shall not be released until a compressive strength of at least 3500 psi for concrete is achieved. The spinning process shall provide a cable raceway through the entire length of the pole of a minimum one and one-half inch (1-1/2") diameter free of slurry and sharp projections. Poles shall be steam cured as appropriate and if outdoor ambient temperatures are below 40-degrees F, thereafter stored under cover at a minimum temperature of 50-degrees F until they reach the required compressive strength of 7000 psi. Poles shall not be shipped until the full design strength is achieved.

All materials used and manufacturing processes shall meet applicable ASTM standards.

**X. INSPECTION, ACCEPTANCE AND REJECTION**

Poles will be inspected at the time of delivery to the City of Madison. Poles failing to meet the requirements of this specification will be rejected by the City and the vendor shall immediately remove the pole at vendor's cost. The tolerance for straightness shall be no more than a one inch (1") deviation from absolute straightness from the bottom to the top of the pole. Poles accepted will be paid for in accordance with the terms of the contract.

**XI. DELIVERY AND UNLOADING**

Bids are to include the cost to transport street lighting poles and arms to the City of Madison, Traffic Engineering Shop at 1120 Sayle Street, Madison, WI 53715, or other designated site(s) within the greater Madison area. Delivery to generally one but not more than two sites for each load will be required. The shipper will be responsible for unloading. Provide twenty-four (24) hours minimum advance notice is given to the Traffic Engineering Shop storekeeper, Ed Smith (608-266-9034) with the exact date and time of delivery. Unloading will only occur during the hours of 8 a.m. to 4 p.m. weekdays, excluding City holidays. Deliveries shall be made in full truckload quantities, generally 40 or more poles per load.



## Form A: Price Proposal

**RFQ #: 5247-0-2023-TJ Concrete Street Light Poles**

*This form must be returned with your response.*

Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

Item	Quantity	Description	Unit Price	Extended Price
1.	40	29' Poles with 6' arm  in conformance with the specifications described in this solicitation.  Days to Delivery ARO:	\$	\$
<b>Total</b>			\$	

*ARO: After Receipt of Order*

Above bid submitted by:

---

COMPANY NAME



# Form B: Bidder Information

## RFQ #: 5247-0-2023-TJ Concrete Street Light Poles

*This form must be returned with your response.*

### BIDDER INFORMATION

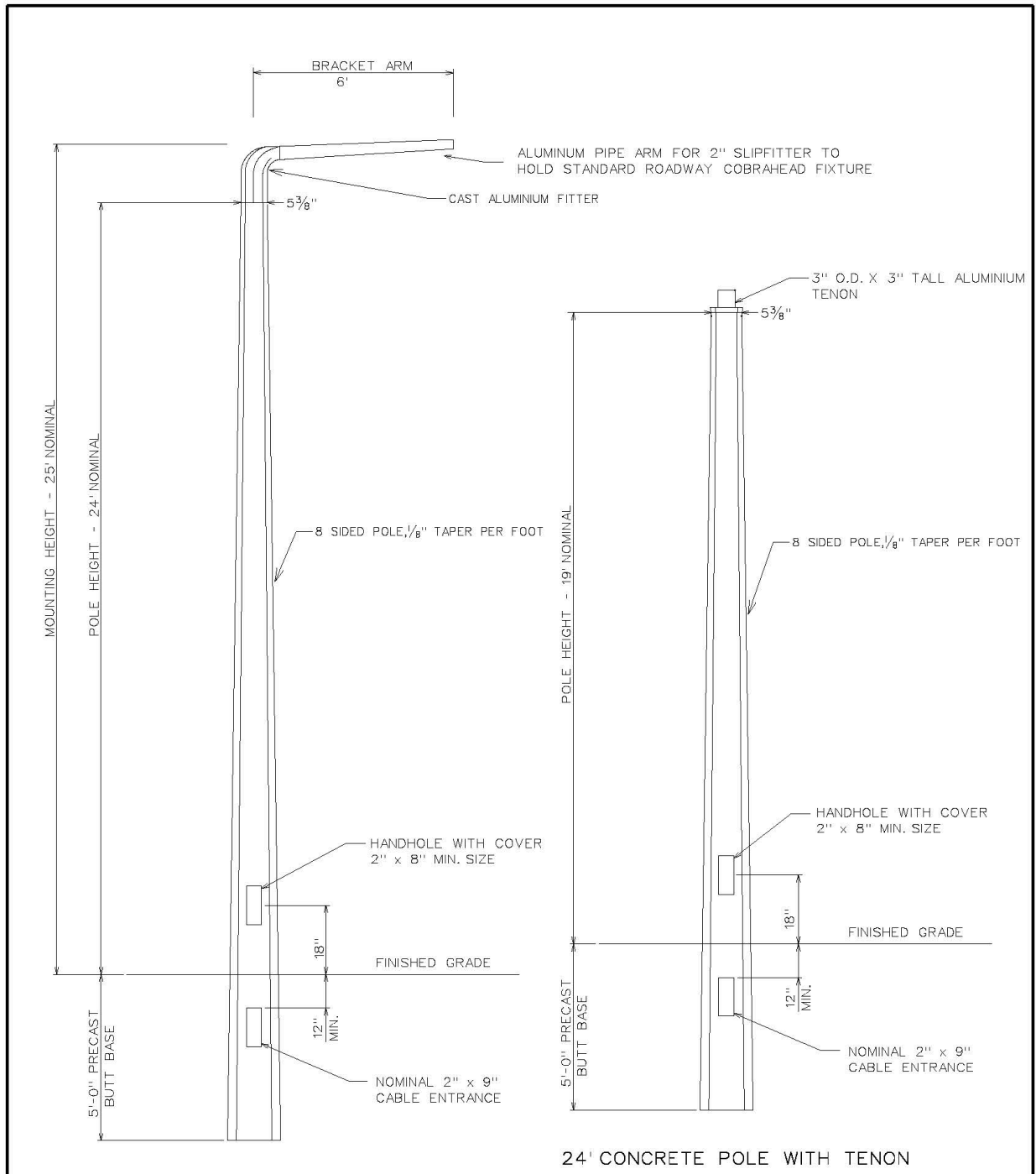
COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME		TITLE	
EMAIL			
SIGNATURE		TELEPHONE NUMBER	
DATE		FAX NUMBER	

### LOCAL VENDOR STATUS

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

CHECK ONLY ONE:

- Yes**, we are a local vendor *and* have registered on the City of Madison website under the following category: \_\_\_\_\_ [www.cityofmadison.com/business/localPurchasing](http://www.cityofmadison.com/business/localPurchasing)
- No**, we are not a local vendor or have not registered.



<b>CONCRETE POLE STYLES</b>  CITY OF MADISON, WISCONSIN DEPARTMENT OF TRANSPORTATION DIVISION OF TRAFFIC ENGINEERING	DWG. NO. <b>SK 9810</b>
	<b>1 OF 1</b> 10-24-2002