

# CITY OF SHREWSBURY FIRE DEPARTMENT



## INVITATION TO BID

Sealed bids will be received by the City of Shrewsbury Fire Department, 4400 Shrewsbury Avenue, Shrewsbury, Missouri 63119 until 10:00 a.m. Central Time, on Friday September 4, 2020, for the purchase of "Scott AV-3000 HT four strap facepieces" as specified in this document. Bids must be clearly marked "**Scott Facepieces**" on the outside of a sealed envelope, and either mailed or hand delivered to the above address. Faxed, emailed, or other electronically transmitted bids will not be accepted. Request for Bids documents are on file and may be obtained at the Shrewsbury Fire & Rescue Department, 4400 Shrewsbury Avenue, Shrewsbury, Missouri 63119 or downloaded at <http://www.cityofshrewsbury.com/bid-opportunities.htm>

The City of Shrewsbury reserves the right to reject any and/or all bids, to waive any informality in the award of the bid, and to accept any bid which, in its opinion, may be for the best interest of the City. Upon acceptance of a bid, the City reserves the right to negotiate with the submitter for changes in quantities, components or features.

**Clarifying Questions or requests for Further information may be obtained from:**

**Fire Chief Chris Amenn at 314-645-5077 or [camenn@cityofshrewsbury.com](mailto:camenn@cityofshrewsbury.com)**

# **SHREWSBURY FIRE DEPARTMENT**

## **Request for Bids for Scott AV-3000-HT Facepieces**

### **Intent of Specifications**

Sealed bids will be received by the City of Shrewsbury Fire Department, 4400 Shrewsbury Avenue, Shrewsbury, Missouri 63119 until 10:00 a.m. Central Time, on Friday September 4, 2020 for the purchase of Scott AV-3000 HT Facepieces as specified in this document.

For the purposes of this request for bids, the term "City" refers to the City of Shrewsbury "Bidder" or "Vendor" refers to the entity submitting a bid in response to this request for bids.

### **Payment**

Invoices for equipment shall be submitted to the Shrewsbury Fire Department. Payment will be made within thirty (30) days of receipt and approval of the invoice. Failure to submit timely invoices may result in DELAY OF PAYMENT.

### **General Bid Policies**

The City of Shrewsbury reserves the right to reject any or all bids, to waive any informalities or irregularities in a bid received and to accept any bid which it determines to be for the best interest of the City. The objective of the bid process is to select the overall lowest and best bid. Some Invitations to Bid may require specific brand, model, or specifications for the purpose of standardization with other similar equipment currently owned and operated by the city of Shrewsbury Fire Department, and or for the purpose of interoperability with contracted mutual -aid departments, where standardization is critical due to operational and deployment considerations. This will be clearly indicated in the bid specifications and itemized Bidder Equipment List

### **TERMS AND CONDITIONS**

1. Bids must be submitted on the bid form supplied by the City and bear the handwritten signature of an authorized representative of the firm to be considered valid. Each bid will be placed in a separate envelope. Be sure the envelope is completely and properly identified and sealed. Telephone bids or fax bids will not be accepted. Unless otherwise stated by the City, no bidder may withdraw his bid within a period of sixty (60) days after the date set for the opening of bids.
2. Failure to examine any specifications and instructions will be a bidder's risk. If bidder is in doubt as to the true meaning of any part of the specifications and instructions or other documents, he should submit a written request for an interpretation to the Fire Chief. An interpretation of the documents will be made only by addendum issued by the City to each firm to whom an invitation was forwarded. The City will not be responsible for explanation or interpretations of bid documents except as issued in accordance herewith.

## **TERMS AND CONDITIONS CONTINUED**

3. Where a brand or trade name appears in the specifications, it is understood that the brand or trade name referred to, or its approved equivalent, shall be furnished. If no mention is made of any exceptions, it is assumed that he is bidding on the article mentioned and not an approved equivalent.
4. If standardization of equipment is required to operational and deployment considerations, it shall be listed in the specifications below as: NO ALTERNATIVES OR SUBSTITUTIONS WILL BE CONSIDERED DUE TO STANDARDIZATION REQUIREMENTS.
5. New Products: The complete assembly and all components shall be new and standard model of the latest design in current production. Except as may be specified herein, the equipment and components shall include all features and comply with all performance specifications as advertised or otherwise represented by the contractor and the manufacturer. "Refurbished" equipment may be accepted only if specifically noted in the specification below.
6. The bidder is requested to attach brochure-type information on the supplies furnished. All guarantees and warranties should be clearly stated.
7. Taxes: The City is exempted from Federal excise taxes and state and local sales taxes and bidders must quote prices which do not include such taxes. An exemption certificate will be furnished upon request.
8. Bids and modifications or corrections thereof received after the closing time specified will not be considered. The City is not responsible for delays in delivery by mail, courier, etc.
9. Any exceptions to these terms and conditions or deviations from written specifications will be shown in writing and attached to the bid form.
10. Any alteration, erasure, addition to or omission of requested information, change of the specifications, or bidding schedule, is made at the risk of the bidder and may result in the rejection of the bid, unless such changes are authorized by the specifications.
11. Charges for boxing or cartage will not be allowed unless previously agreed upon.
12. Default in promised delivery and failure to comply with specifications authorizes the City to purchase supplies elsewhere and charge the difference to defaulting Vendor.
13. Bidder agrees to defend and save City from and against all demands, claims, suits, costs, expenses, damages and judgments based upon infringement of any patents relating to goods specified in this order or the ordinary use or operation of such goods by City or use or operation of such goods in accordance with bidders direction.

14. Give both unit price and extended total. Price must be stated in units of quantity specified in the bidding specifications. In case of discrepancy in computing the amount of the Bid, the unit price of the Bid will govern. All prices shall be F.O.B. destination, freight prepaid (unless otherwise stated in special conditions). Each item must be bid separately, and no attempt is to be made to tie any item or items in with any other item or items. If a bidder offers a discount on payment terms, the discount time will be computed from the date of satisfactory delivery at place of acceptance and receipt of correct invoice at the office specified. Payment terms shall be Net 30 if not otherwise specified. Pre-payment terms are not acceptable.
15. By submission of a signed bid, the bidder certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended, and all regulations promulgated thereunder.
16. Contracts and purchases will be made or entered into with the lowest, responsible, compliant bidder meeting specifications for the particular grade or class of material, work or service desired in the best interest and advantage to the City of Shrewsbury. Responsible bidder is defined as a bidder whose reputation, past performance, and business and financial capabilities are such that he would be judged by the appropriate City authority to be capable of satisfying the City's needs for a specific contract or purchase order.
17. The City reserves the right to determine the low bidder either on the basis of the individual items or on the basis of all items included in its INVITATION TO BID, unless otherwise expressly provided in the INVITATION TO BID. The City reserves the right to accept any item or group of items of any kind and to modify or cancel in whole or in part, its INVITATION TO BID.
18. All contracts or purchase orders issued for this award will be governed by the laws of the State of Missouri
19. The City, in accordance with its governing directives, reserves the right to reject any and all bids, to waive any informality or irregularities in bids and unless otherwise specified by the bidder, to accept any item.
20. Training: Successful Vendor shall provide a minimum of one four-hour Train-the Trainer Session on the proper operational use, inspection, and maintenance of all equipment supplied with this bid.
21. Delivery: Maximum delivery time is 45 days after receipt of purchase order. If longer time is required, please note estimated time for delivery on bid form.

## **REQUIRED EQUIPMENT SPECIFICATIONS**

### **Item # 1 Scott AV-3000 HT 4 strap facepiece with no voice amp bracket**

1. The AV 3000 HT Facepiece shall be compatible with the departments existing Scott Air-Pak 75 Model # TC-13F-212 CBRN Breathing apparatus. (2007 NFPA Standard)
2. The AV 3000 HT Facepiece shall be compatible with the departments current (closed) voice amp bracket for use with existing voice amps
3. The successful bidder shall be responsible for removing the departments existing EPIC voice amps and brackets from the existing masks and installing on the newly purchased masks
4. The department will be purchasing a variety of sizes of masks based on fit test as described below. (19 to be issued to active members) In addition, two spare masks of each size shall be purchased.

### **Item # 2 Closed Style Voice Amp Bracket**

1. Closed Style voice amp bracket shall be provided for spare masks to be purchased, and as needed to replace existing brackets that may be damaged or deemed not compatible.

### **Item # 3 Fit Test**

1. The successful bidder shall be responsible for fit testing 19 members to determine the proper size facepiece
2. The successful bidder shall be responsible for quantitative fit testing of 19 members with the actual facepiece they will be issued. This will serve as their annual required facepiece fit test.
3. The successful bidder will supply documentation of each quantitative fit test for the department's records.

**NO ALTERNATIVES OR SUBSTITUTIONS WILL BE CONSIDERED DUE TO STANDARDIZATION REQUIREMENTS.**

**End of Detailed Specifications**

**See Itemized Bidder Equipment List on next page.**

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# VENDOR BID FORM

VENDOR NAME \_\_\_\_\_

<b>Itemized Bidder Equipment List</b>				
<b>Item #</b>	<b>Estimated Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extended Amount</b>
1	25	<b><u>Scott AV-3000 HT 4 strap Facepiece</u></b> <b><u>Sizes to be determined by vendor fit test, with 2 spares of each size provided.</u></b>  No Exceptions or other manufacturers permitted		
2	Minimum 6 More as determined needed at time of mask issue	<b><u>Scott AV 3000 HT Closed Style Voice Amp bracket</u></b>  No Exceptions or other manufacturers permitted		
3	19	<b><u>OSHA / NFPA Facepiece qualitative fittest with documentation supplied to department</u></b>		

End of Itemized Bidder Equipment List

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<b>Vendor Name</b>	
<b>Street Address</b>	
<b>City</b>	
<b>State</b>	
<b>Zip Code</b>	
<b>Vendor Contact Person</b>	
<b>Vendor Contact Primary Phone Number</b>	
<b>Vendor Contact Secondary Phone Number</b>	
<b>Does the bidder take any exceptions to the city's Invitation to bid, including the requested specifications?</b>	<input type="checkbox"/> Yes, See Enclosed <input type="checkbox"/> No Bidder takes no Exceptions
<b>Are the City's preferred payment terms (net 30 days from date of delivery or date of invoice, whichever is later) acceptable to bidder?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No Bidder requests the following payment terms <hr/>
<b>Estimated time of delivery:</b>	_____ Days after Receipt of Order
<b>Receipt acknowledged of any and all issued addenda to this solicitation</b>	<input type="checkbox"/> Addendum Number ____ Received date _____ <input type="checkbox"/> Addendum Number ____ Received date _____ <input type="checkbox"/> No Addenda received.
<b>Signature of bidder's authorized representative:</b> I have received and read, and do understand and consent, to all instructions, terms and conditions, including those imposed by reference, which apply to this procurement solicitation and compliance with which is required as a condition precedent to consideration of the bid submitted herewith.	<hr/> (Signature)
<b>Title of Bidders Authorized Representative</b>	
<b>Date of Signature</b>	