

BIDDERS COMPANY NAME

REQUEST FOR PROPOSAL

6515

SELF-CONTAINED BREATHING APPARATUS & ACCESSORIES

For

CITY OF ANN ARBOR

POLICE DEPARTMENT

Prepared By:

Washtenaw County Purchasing
Administration Building
220 N. Main, B-35
Ann Arbor, MI 48104

Crystal A. Wake, C.P.M., CPPB
Senior Buyer
(734) 222-6760





WASHTENAW COUNTY

Finance Department

Purchasing Division

220 N. Main, Ann Arbor, MI 48107-8645
Phone (734) 222-6760, Fax (734) 222-6764

REQUEST FOR PROPOSAL # 6515

December 21, 2010

Washtenaw County Purchasing Division on behalf of the Washtenaw County Sheriff's Office Emergency Services Division is issuing a Sealed Request for Proposal (RFP) #6515 for Self-Contained Breathing Apparatus for the City of Ann Arbor Police Department.

Sealed Proposals: Vendor will deliver **one (1) original** and **two (2)** copies to the following address:

**Washtenaw County
Administration Building
Purchasing Division
220 N. Main St. Room B-35
Ann Arbor, MI. 48107**

by 4:00 p.m. on MONDAY JANUARY 11, 2010

Proposals received after the above cited time will be considered a late bid and are not acceptable unless waived by the Purchasing Manager.

- Please be sure the envelope is clearly marked "**SEALED RFP #6515**".
- Please direct purchasing and procedural questions regarding this RFP to Crystal A. Wake at **734-222-6761** or wakec@ewashtenaw.org.
- Please direct any technical questions regarding this RFP to Ben Pinette at **734-973-4872** or pinetteb@ewashtenaw.org.

Thank you for your interest.

RFP 6515 – SELF-CONTAINED BREATHING APPARATUS & ACCESSORIES

I. PROPOSAL

Definitions: “County” is Washtenaw County in Michigan.

“Bidder” an individual or business submitting a bid to Washtenaw County.

“Contractor” one who contracts to perform work or furnish materials in accordance with a contract.

Purpose of Proposal: The Washtenaw County Sheriff's Emergency Services Division on behalf of the City of Ann Arbor Police Department is in need of Hazardous Materials Self-Contained Breathing Apparatus's and Accessories. Scott Health and Safety brand name only due to compatibility with existing equipment.

Proposal Terms:

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Contractors qualifications and capabilities to provide the specified service, and other factors that the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

B. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by the County to be in the best interests of the County even though not the lowest bid.

C. Proposals must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

D. In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions. To be considered, **three (3) copies**, the one **(1) original and two (2) copies** (one copy unbound and suitable for photocopying) must be at the County on or before the date specified.

E. Proposals should be prepared simply and economically providing a straight-forward, concise description of the vendor's ability to meet the requirements of the RFP. Proposals shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the proposal.

F. In the event, the County receives two or more bids from responsive, responsible bidders, one or more of whom are Washtenaw County vendors and the bids are substantially equal in price, quality and service, the County shall award the contract to the most responsive, responsible Washtenaw County vendor. For purposes of this section, Washtenaw County vendor means a company which has maintained its principal office in Washtenaw County for at least six (6) months. Maintaining a Washtenaw County P.O. Box is not, in and of itself, sufficient to discretion under this section to determine if a company qualifies as a Washtenaw County vendor and if two or more bids are substantially equal.

RFP 6515 – SELF-CONTAINED BREATHING APPARATUS & ACCESSORIES

II. PROPOSAL SPECIFICATIONS

The proposal shall include all the following information (failure to include all the information could result in disqualification):

- A. Contractor's Qualifications, years in business, experience in providing the level and type of equipment specified in the proposal.
- B. Bank references with name and phone number of contact person.
- C. At least three (3) current references using similar equipment listed in the proposal. Include company name, contact name and phone number.

III. TERMS AND CONDITIONS

Award: Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price (See "Low Bid" following), quality of service, the Contractors' qualifications and capabilities to provide the specified service, and other factors which the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs. Washtenaw County may award the entire proposal to one bidder or it may be split between several bidders. Whichever is in the County's best interest.

Low Bid: Low Bid will be determined by response given on the Bid Sheet to the most responsive and responsible bidder.

Term: The term will be for a one (1) year period from the date of award.

Delivery Location: City of Ann Arbor Police Department, 100 N. Fifth Avenue, Ann Arbor, MI 48104.

RFP 6515 – SELF-CONTAINED BREATHING APPARATUS & ACCESSORIES

BID SHEET

Self-Contained Breathing Apparatus (SCBA) must be NIOSH certified CBRN approved and NFPA 1981 compliant. Must include: Harness, EZ Flo Regulator, RIC/UAC, and Heads-Up Display. ALL equipment is Scott Health and Safety brand name and we will not accept alternates due to compatibility with existing equipment.

<u>QTY.</u>	<u>DESCRIPTION</u>	<u>EACH</u>	<u>TOTAL</u>
8	Swat-Pak Special Edition Self-Contained Breathing Apparatus	\$ _____	\$ _____
8	AV-3000 SCBA Facepiece w/Kevlar Head Harness	\$ _____	\$ _____
8	60 Minute 4500 PSI Carbon Air Cylinder With Valve Assembly	\$ _____	\$ _____
Optional:			
8	Hard Carrying Case (for Swat-Pak & Carbon Air Cylinders)	\$ _____	\$ _____
1	Instructional class for proper use, care, and Maintenance of equipment	\$ _____	\$ _____

NOTE: All Totals must include delivery and handling charges. No extra charges for delivery should apply. See page 2 for delivery location.

RFP 6515 – SELF-CONTAINED BREATHING APPARATUS & ACCESSORIES

SIGNATURE SHEET

Signature _____	Company Name _____
Print Name _____	Company Address _____
Title _____	City _____ St. _____ Zip _____
Telephone/Fax# _____	Email Address _____
Federal Tax ID# _____	

The above individual is authorized to sign on behalf of company submitting proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.

By checking this box we hereby certify that we are a Washtenaw County company as defined in Section I.,F. above . If proven otherwise you may be subject to Disbarment and/or Suspension of doing business with Washtenaw County.