

INVITATION FOR BID



Winston-Salem

**VEHICLE EQUIPMENT
LIGHTING & INTERNAL**

WINSTON-SALEM POLICE DEPT.

**Bids Will Be Opened
10:00 AM, Tuesday, November 29, 2016**

**IN
SUITE 324, CITY HALL BUILDING
101 NORTH MAIN STREET
WINSTON-SALEM, NORTH CAROLINA**

**BY THE
CITY/COUNTY PURCHASING DEPARTMENT
324 City Hall Building
Winston-Salem, NC 27101**

Notice to Bidders

Vehicle Equipment for the Winston-Salem Police Dept.

It is the policy of the City of Winston-Salem that an employee, officer, or agent of the City may not participate in any manner in the bidding, awarding, or administering of contracts in which they, or a member of their immediate family, their business partner, or any organization in which they serve as an officer, director, trustee, or employee, have a financial interest.

The successful bidder must comply with all provisions of the Americans with Disabilities Act (ADA) and all rules and regulations promulgated thereunder. By submitting a proposal, the successful bidder agrees to indemnify the City from and against all claims, suits, damages, costs, losses, and expenses in any manner arising out of, or connected with, the failure of the Company, its subcontractors, agents, successors, assigns, officers, or employees to comply with the provisions of the ADA or the rules and regulations promulgated thereunder.

All bids must be firm and not subject to increase, unless specified within the provisions of this Invitation for Bid (IFB) and mutually agreed upon by the City and the bidder.

No special inducements will be considered that are not a part of the original bidding document.

City Rights and Options

The City, at its sole discretion, reserves the following rights:

- To supplement, amend, substitute or otherwise modify this bid at any time
- To cancel this bid with or without the substitution of another bid
- To take any action affecting this bid, this bid process, or the Services subject to this bid that would be in the best interests of the City
- To issue additional requests for information
- To require one or more Service Providers to supplement, clarify or provide additional information in order for the City to evaluate the Responses submitted

Public Records

Any material submitted in response to this IFB will become a “public record” once the bidder’s document(s) is opened and the bidder is determined to be a participant in the solicitation process and shall be subject to public disclosure consistent with Chapter 132, North Carolina Statutes. Bidders must claim any applicable exemptions to disclosure provided by law in their response to this IFB. Bidders must identify materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary and legal. The City reserves the right to make all final determination(s) of the applicability of North Carolina General Statutes § 132-1.2, Confidential Information.

Familiarity with Laws and Ordinances

The submission of a bid on the services requested herein shall be considered as a representation that the bidder is familiar with all federal, state, and local laws, ordinances, rules and regulations which affect those engaged or employed in the provision of such services, or equipment used in the provision of such services, or which in any way affects the conduct of the provision of such services; and no plea of misunderstanding will be considered on account of ignorance thereof. If the bidder discovers any provisions in the IFB documents that are contrary to or inconsistent with any law, ordinance, or regulation, it shall be reported to the City in writing without delay

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Ethics Policy / Code of Conduct

The City of Winston-Salem has establish guidelines for ethical standards of conduct for City representatives and to provide guidance in determining what conduct is appropriate in particular cases. City representatives should maintain high standards of personal integrity, truthfulness, honesty, and fairness in carrying out public duties; avoid any improprieties in their roles as public servants including the appearance of impropriety; and never use their position or power for improper personal gain. In establishing an ethics policy, the City of Winston-Salem desires to protect the public against decisions that are affected by undue influence, conflicts of interest, or any other violation of these policies as well as promote and strengthen the confidence of the public in their governing body. For a complete review of the City Policy click the following link.

<http://www.cityofws.org/Home/Departments/Purchasing/Articles/Bids>

E-Verify Compliance. Per N.C.G.S. 143-133.3 “E-VERIFY. CONTRACTOR shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if the CONTRACTOR utilizes a subcontractor, the CONTRACTOR shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.”

Iran Divestment Act; Provider hereby certifies that it is not on the North Carolina State Treasurer’s list of persons engaging in business activities in Iran, prepared pursuant to NCGS §147-86.58, nor will Provider utilize on this agreement any subcontractor on such list.

INSTRUCTIONS FOR BIDDERS

Bidders **MUST** have their bid delivered by the specified time and date. This IFB sets forth the minimum requirements that all submissions shall meet. Failure to submit proposals in accordance with this request may render the proposal unacceptable. Costs incurred by any Bidder in the preparation of his/her response to the IFB are the responsibility of the Bidder and will not be reimbursed by the City of Winston-Salem. Bidders shall not include any such expenses as part of their proposals.

PREPARATION OF BID

It is certified that this proposal is made in good faith and without collusion with any person submitting a proposal for this service or with any officer or employee of the City of Winston-Salem. The undersigned further agrees that in connection with the performance of specified services, not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, political affiliation, or national origin.

Bids **MUST** be on the standard forms as furnished in this bidding document by the City/County Purchasing Department.

All bids must be received not later than November 29, 2016 at 10:00 AM

Proposal Form
Vehicle Equipment –Winston-Salem Police Dept.

Submit proposals to the following location:

US Postal Service address:

City/County Purchasing Department
Post Office Box 2511
Winston-Salem, North Carolina 27102

or

Hand-delivery or FedEx address:

City/County Purchasing Department
101 N. Main Street, 324 City Hall
Winston-Salem, North Carolina 27101

BIDDERS:

The City of Winston-Salem is seeking bids for **Vehicle Equipment per Detailed Specifications included in this document.**

For any questions or comments regarding this Bid please contact Jack Bowman at (336) 727-2385 jbowman@wspd.org or TaWanna A. Gates (336) 747-6938 tawannag@cityofws.org

The undersigned bidder hereby declares that they have carefully examined the specifications contained herein and will provide all labor, materials, equipment, supervision, and insurance applicable to perform the service in accordance with the specifications and the requirements under the following sum to wit:

Winston-Salem Equipment List
16/17 Budget Year
Internal Vehicle Equipment
63 Dodges Charger (2017)
(No Substitutes Allowed)

Below is a synopsis for the Emergency Equipment for 63 Dodge Charger PPVs. The Equipment is a combination of Pro-Guard and Gamber Johnson.

Equipment	Price Per Unit	Qty	Equipment Cost
Gam 7160-0326 Console Box - Charger		63	
GAM MCS-INTCUP		63	
GAM 7160-0430 MCS External Printer Armrest		63	
GAM 7160-0220 Mongoose 9in		63	
GAM 7160-0250-01 Universal Notepad Cradle		100	
GAM 3130-0361 2" Cigarette Knockout Filler Panel		65	
GAM 3130-0155 3" Blank Filler Panel		150	
GAM 3130-0156 4" Blank Face Panel		150	
Federal Signal Smart Siren/Platinum Full Faceplate: 7160-0338		63	
Single Weapon Mount Horizontal On Partition Remington 870 or AR-15 (With Handcuff Key Option) G5000		20 (870) 43 (AR)	
P5604C11A- Partition Center Sliding Polycarbonate Window		63	
Full Lower Extension SP56C11FW		63	
DE2045-1342 LIND Computer Power Supply		85	
S56C06 - Plastic Seat		65	
Charger Holder Stinger (10Hour) #75100		90	
Stinger DC2 Direct Wire Charge Cord # 22050		90	
Total Equipment			

Winston-Salem Emergency Lighting Equipment List
 Federal Signal Equipment
 2016/2017 Fiscal Year
 (No Substitutes Allowed)

Below is a synopsis for the Emergency Lighting Equipment for 16/17 Fiscal Year .

Federal Signal Equipment	Price Per Unit	Qty	Equipment Cost
INTG44-1383824342, INCLUDES SSP2000B, ES100C, ESB-CHGR15, HKB-LPCHGR11. Integrity Bar Light, Smart Siren Platinum System, Dynamax Speaker and 2017 Dodge Charger Speaker Bracket, Hook Kit for 2017 Dodge Charger Light Bar		63	
INTG44-1383824342, INCLUDES SSP2000B, ES100C, Integrity Bar Light, Smart Siren Platinum System, 2008-2011 Ford Crown Victoria Hook Kit for Light Bar		10	
MPS650-RB, Side Window Micropulse Hood Mount Red/Blue License Plate LED		230	
MPS600-RB, Micro-Pulse Red/Blue Flush Mount LED		360	
MPSM6-LB, Brackets for MPS600 Lights		240	
329252-RBRB, Spectralux Dual ViporS2 in Red/ Blue Dual Color		80	
Bracket, Rear View Mirror/Headliner/Dual Model# 350701-03		15	
ES100C, Dynamax Speaker		25	
ESB-U		25	
650003, Siren, 650 Series, 100W, Microphone Push-Button Controlled, Full-Feature, Wail-to-Priority Tone Activation, (8) 10A Relay Outputs		25	
NMP3 06-1130-ND, 250MA 5V Relay		65	
NMP091231, Relay 40 AMP		65	
MBDC11BB, Whelan Mirror Kit, 2017 Dodge Charger		15	
Total Equipment			

GRAND TOTAL FOR ALL ITEMS INCLUDED IN THIS BID \$ _____

BID AUTHORIZATION AND SIGNATURE

Bids are to be signed by an officer of the company authorized to bind the submitter to its provisions. Failure to manually sign the appropriate bid form will disqualify the bidder and the bid will not be considered. This proposal must also be notarized.

Company

Telephone Number

Authorized Signature

Witness

Typed Name and Title

Federal Identification #

Address, (P.O. Box or Street) City, State, Zip

E-Mail Address

On this ____ day of _____, 20____ before me _____
(name)

to me personally known, being duly sworn, did execute the foregoing proposal, and did so state that

he/she was properly authorized by _____
(Company name)

SEAL

to execute the proposal and did so on his/her free act and deed.

Notary Public _____ My commission expires _____

CITY OF WINSTON-SALEM
GENERAL CONDITIONS AND INSTRUCTIONS

1. The specified item(s) shall be delivered F.O.B. to Winston-Salem, North Carolina, according to the address stated on the Purchase Order unless stated otherwise in the special conditions.
2. The Purchase Order Number, Item Number, and Inquiry Number shall be affixed to the outside of each packing crate or carton and items not in packing material.
3. The City reserves the right to reject any and all shipments if the supplier fails to meet all terms and conditions of the contract award.
4. Suppliers of equipment requiring service connections must visit the field site to check buildings, measurements, and conditions.
5. The supplier is responsible for all errors, omissions, and deviations from the contract requirements in shop drawings when such drawings are submitted by the supplier and approved by the City.
6. The successful bidder must provide one electronic copy (preferred) or two (2) printed sets of operating instructions, recommended maintenance schedules, parts lists, and descriptive literature for the City, if applicable.
7. After the installation is completed, the supplier shall instruct the designated City, personnel in the proper use of the equipment.
8. On notification by the customer, the supplier must remove all equipment and reconstruct or refurbish any defects or work rejected by the City. The expense of removing, reconstruction, replacing, or refurbishing unfit, unsound, or damaged work or material shall be the responsibility of the supplier.
9. Payment will be made within thirty (30) days after acceptance by the City. If partial payments are provided for, final payment will be made after acceptance by the City.
10. In the case of installed equipment, twenty-five percent (25%) of the total contract award shall be withheld until the equipment and installation is accepted by the City. With-holding twenty-five percent (25%) of the contract award shall not affect the discount terms of the contract.
11. All equipment will be guaranteed against defects in materials and workmanship for a period of not less than one year from the date the equipment is put into service, and accepted by the City. Copies of all guarantees and warranties are to be attached to the bids.
12. The City reserves the right to reject any or all bids, and to waive informalities.
13. In accordance with State Law (G.S. 143-129), the award will be made to the lowest responsible bidder taking into consideration quality, performance and time specified in the proposal for the performance of the contract.
14. Taxes:
Federal: The City is exempt from Federal Excise Taxes. The City, will issue Federal Excise Exemption Certificates or Internal Revenue Tax Exemption Number only upon request of the contractor. Issuance of the certificate does not mean that the contract is entitled to a tax refund. All requests for refunds are to be handled by the contractor. The City, will not guarantee any Federal Tax refunds to the contractor.
State: Applicable North Carolina Sales and Use Taxes are NOT to be shown on bids, but are to be added to invoices as a separate item.
15. All supplies, materials, and equipment must be new and in first class condition. Bids offered on inferior or "second-line" equipment will not be accepted.
16. Alternate items that are not outlined in the attached specifications may be bid, but must be accompanied by complete factory specifications and descriptive pamphlets, and must be clearly designated as an alternate bid.
17. If a bidder cannot meet the minimum requirements of the detailed specifications, he must outline and itemize each instance by a letter of transmittal and detail the item he offers.
18. All bids must be firm and not subject to increase.
19. The supplier shall give the City the benefit of any industry-wide price reduction during the contract period.

20. The unit price as well as total price for each item must be listed for purposes of individual evaluation.
21. The City reserves the right to hold bids open for a period of sixty (60) days after bid opening before making awards.
22. No special inducements will be considered that are not a part of the original bidding document.
23. **BID DEPOSIT REQUIREMENTS:** A bid bond is not required for this bid.
24. **PERFORMANCE BOND REQUIREMENTS:** A performance bond is not required for this bid.
25. The City in each case refers to the City of Winston-Salem and/or the City/County Utility Commission, an Agency of the City of Winston-Salem.
26. It is the policy of the City of Winston-Salem that a City employee, officer or agent of the City may not participate in any manner in any contracts or subcontracts, for materials, goods, personal services or construction in which contract or subcontract he, or any member of his immediate family, business partner or any organization in which they serve as an officer, director, trustee or employee, has a financial interest.
27. **Bids are to be submitted in a sealed envelope on the form provided; Facsimile Transmission (Fax Machine) bids are not acceptable.**
28. **Equal Employment Opportunity / ADA:** The Contractor shall not discriminate against any employee or applicant for employment because of race, creed, color, religion, national origin, political affiliation, gender, age or disability. The contractor shall comply with all applicable laws and regulations regarding the American with Disabilities Act(www.ADA.gov) as amended from time to time and all rules and regulations promulgated thereunder and other laws and regulations pertaining to equal employment. The Contractor hereby agrees to indemnify the Owner from and against all claims, suits, damages, costs, losses and expenses in any manner arising out of or connected with the failure of the contractor, its subcontractors, agents, successors, assigns, officers or employees to comply with the provisions of the ADA or rules and regulations promulgated thereunder. The Contractor agrees to act affirmatively in its employment and promotion practices, and in the general treatment of its employees
29. **Ethics Policy / Code of Conduct:** The City of Winston-Salem has establish guidelines for ethical standards of conduct for City representatives and to provide guidance in determining what conduct is appropriate in particular cases. City representatives should maintain high standards of personal integrity, truthfulness, honesty, and fairness in carrying out public duties; avoid any improprieties in their roles as public servants including the appearance of impropriety; and never use their position or power for improper personal gain. In establishing an ethics policy, the City of Winston-Salem desires to protect the public against decisions that are affected by undue influence, conflicts of interest, or any other violation of these policies as well as promote and strengthen the confidence of the public in their governing body. For a complete review of the City Policy click the following link.

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The following information is requested for statistical purposes only. The provision or omission of this information will neither affect nor influence the award of these contracts. Bidder further certifies that:

We are a Historically Underutilized Business (HUB) certified by State of North Carolina.

We are a minority business enterprise.
 are not a minority business enterprise.

If yes, please identify in the appropriate box below:

- Black
- Hispanic
- Asian American including Indian Subcontinent and Pacific Islands
- Native American Indian including Eskimos and Aleuts

We are a woman-owned business concern.
 are not a woman-owned business concern