

CITY OF HOMEWOOD
2850 19TH STREET SOUTH
HOMEWOOD ALABAMA 35209
(205) 332-6107

Patrick McClusky
MAYOR

Alex Wyatt
COUNCIL PRESIDENT

DEPUTY FIRE CHIEF
BRANDON BROADHEAD

ASSISTANT CITY CLERK
BO SEAGRIST

DATE: March 5, 2024

INVITATION TO BID

SEALED BIDS MARKED: CITY OF HOMEWOOD BID REQUEST
HOMEWOOD FIRE DEPARTMENT
Fire Alarm and Sprinkler Inspections/Maintenance Bid

SEALED BIDS WILL BE RECEIVED BY THE CITY CLERK AT 2850 19th STREET SOUTH, HOMEWOOD, ALABAMA, 35209. BIDS WILL BE OPENED AT 4:45pm April 22, 2024, AT A MEETING AT HOMEWOOD CITY HALL. **PLEASE MARK BID ENVELOPE CLEARLY**, AS SPECIFIED ABOVE WITH THE BID DATE AND TIME, AND THE BID DESCRIPTION "Fire Department Fire Alarm and Sprinkler Inspections/Maintenance Bid".

NOTE: BID PROPOSALS WILL NOT BE ACCEPTED AFTER 4:30 P.M. ON BID OPENING DATE.

SPECIFICATIONS ARE ATTACHED: QUOTATION SHOULD NOTE ANY EXCEPTIONS TO SPECIFICATIONS. PLEASE READ CAREFULLY. QUESTIONS SHOULD BE DIRECTED TO CAPTAIN MARK SHANNON (205)937-9925.

SPECIFIC NAMES AND NUMBERS - USE OF: USE OF SPECIFIC NAMES AND NUMBERS IS NOT INTENDED TO RESTRICT THE BIDDING OF ANY SELLER AND/OR MANUFACTURER, BUT IS SOLELY FOR THE PURPOSE OF INDICATING THE TYPE, SIZE AND QUALITY OF MATERIALS, PRODUCTS, SERVICE OR EQUIPMENT CONSIDERED BEST ADAPTED TO THE CITY'S INTENDED USE. INCLUDE ALL LABOR AND MATERIALS REQUIRED TO COMPLETE THE JOB AS SPECIFIED.

NO BID: IF UNABLE TO BID, PLEASE AS A COURTESY, MARK ENVELOPE "NO BID" AND RETURN.

BID BOND: A 10% BID BOND MUST ACCOMPANY ALL BIDS.

PERFORMANCE BOND: A 100% PERFORMANCE BOND SHALL BE PROVIDED BY THE SUCCESSFUL BIDDER.

TAX: CITY OF HOMEWOOD IS EXEMPT FROM ALL TAX. PROVIDED, HOWEVER, BIDDER SHALL BE RESPONSIBLE FOR PAYMENT OF ALL SALES, USE, LEASE, AD VALOREM, AND ANY OTHER TAX THAT MAY BE LEVIED OR ASSESSED BY REASON OF THIS TRANSACTION.

NON-COLLUSION AFFIDAVIT: ALL BIDS MUST INCLUDE A "NON-COLLUSION AFFIDAVIT" CERTIFICATION. (SEE ATTACHED)

FREE ON BOARD: ALL EQUIPMENT AND MATERIALS ARE QUOTED Free on Board (FOB) to HOMEWOOD.

DELIVERY: PLEASE QUOTE A FIRM DELIVERY DATE.

Immigration Laws: A RESPONDENT SUBMITTING A RESPONSE TO THIS INVITATION TO BID SHALL AS A CONDITION FOR THE AWARD OF ANY CONTRACT OR GRANT BY THE CITY BE IN FULL COMPLIANCE WITH ALL STATE AND FEDERAL LAWS, RULES AND REGULATIONS RELATING TO ILLEGAL IMMIGRATION. IN PARTICULAR, ANY SUBSEQUENT CONTRACT ENTERED INTO BETWEEN THE SELECTED RESPONDENT AND THE CITY WILL INCORPORATE THE TERMS, CONDITIONS AND PROVISIONS OF CHAPTER 13 OF TITLE 31 OF THE CODE OF ALABAMA (1975) ENTITLED "ILLEGAL IMMIGRATION" AND THE RESPONDENT SHALL FULLY COMPLY WITH ALL TERMS AND CONDITIONS RELATING TO LOCAL, STATE AND FEDERAL LAWS RELATING TO ILLEGAL IMMIGRATION DURING THE TERM OF ANY CONTRACT OR WORK PERFORMED FOR THE CITY AS A RESULT OF THIS INVITATION TO BID.

BUSINESS LICENSE: SUCCESSFUL BIDDERS, UPON ISSUANCE OF PURCHASE ORDER, WILL FURNISH PROOF OF A HOMEWOOD BUSINESS LICENSE.

BIDS WILL BE OPENED PUBLICLY AT 4:45PM IN THE CITY HALL ON THE 2ND FLOOR. WE WILL BE HAPPY TO HAVE YOUR REPRESENTATIVE PRESENT AT THE OPENING OF THE BIDS. THE MAYOR AND THE CITY COUNCIL EXPRESSLY RESERVE THE RIGHT TO REJECT ANY AND ALL BIDS, OR PARTS OF BIDS, AND TO MAKE THE AWARD OR AWARDS AS TO THE BEST INTEREST OF THE CITY OF HOMEWOOD.

Bo Seagrist
ASSISTANT CITY CLERK

INSTRUCTIONS TO BIDDERS

- 1. BIDS MUST BE IN BY 4:30 P.M., ON APRIL 22, 2024 IN THE CITY CLERK'S OFFICE, HOMEWOOD CITY HALL.**
- 2. BIDS WITHOUT A 10% BID BOND WILL BE REJECTED.**
- 3. BIDS MUST HAVE TWO COPIES OF THE NON-COLLUSION AFFIDAVIT OR THEY WILL BE REJECTED.**
- 4. BIDS WILL BE OPENED AT 4:45 P.M. ON APRIL 22, 2024 IN THE CITY HALL ON THE SECOND FLOOR.**
- 5. AN AWARD IS USUALLY MADE AT THE NEXT FULL COUNCIL MEETING.**
- 6. ORDER WOULD BE PLACED FOLLOWING COUNCIL APPROVAL.**
- 7. A 100% PERFORMANCE BOND IS REQUIRED**
- 8. ALL REFERENCES TO A SPECIFIC BRAND OR DESIGN ARE FOR THE PURPOSE OF INDICATING THE TYPE, SIZE AND QUALITY OF MATERIALS, PRODUCTS, SERVICE OR EQUIPMENT CONSIDERED BEST ADAPTED TO THE CITY'S INTENDED USE. BIDDER SHOULD LIST ALL EXCEPTIONS AND PROVIDE A CLARIFICATION AS TO THE QUALITY OR EQUALNESS OF THE PROPOSED EXCEPTION OR EQUAL PRODUCT.**
- 9. CONTRACTORS/VENDORS SHALL HAVE A CITY OF HOMEWOOD BUSINESS LICENSE.**
- 10. FIRE ALARM AND SPRINKLER CONTRACTORS/VENDORS SHALL HAVE STATE CERTIFICATION TO WORK OR OPERATE IN THE STATE OF ALABAMA PER STATE LAW. THIS INCLUDES ANY NICET LEVEL REQUIREMENTS PER THE STATE OF ALABAMA DEPARTMENT OF INSURANCE (STATE FIRE MARSHAL'S OFFICE).**
- 11. ANY QUESTIONS CONCERNING BIDS SHOULD BE DIRECTED TO CAPTAIN MARK SHANNON (205)937-9925.**

BID BOND NOTICE

The Bidder further declares that accompanying this proposal is a certified check or satisfactory bid bond in the sum of ten percent (10%) of this proposal, and it is hereby agreed that in case of withdrawal of this proposal without consent of the Owner within (60) days after the bid opening, or that in case of failure on the part of the undersigned to execute the contract as aforesaid and to deliver same and the required security for the faithful performance of the contract, (executed in the form annexed hereto) to said Owner within ten days from the date a notice of acceptance of this proposal is given to the undersigned personally, or by mail to be addressed as herein stated, then the undersigned Bidder will be deemed to have abandoned the contract, and thereupon the amount of such check or bond shall be absolutely due and payable thereunder to the Owner.

**INDIVIDUAL OR
FIRM NAME** _____

BY: _____

TITLE: _____

BIDDER'S ADDRESS: _____
(STREET)

(CITY) (STATE) (ZIP CODE)

BIDDER'S STATE LICENSE NUMBER: _____

NOTE:

IF THE BIDDER IS A CORPORATION, GIVE THE FOLLOWING INFORMATION:

STATE IN WHICH IT IS INCORPORATED: _____

ADDRESS OF PRINCIPAL OFFICE: _____

NON-COLLUSION AFFIDAVIT

STATE OF: _____ PROJECT: _____

COUNTY OF: _____ LETTING DATE: _____

I hereby certify that _____
(Name of contracting firm)

has not either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

SIGNED: _____
(Name of contracting firm)

BY: _____

Sworn to and subscribed before me this _____ day of _____ Year _____

(NOTARY PUBLIC)

MY COMMISSION EXPIRES: _____

(SEAL)

NOTE: Proposals will not be accepted unless this form of certificate is used. This certificate must be submitted in duplicate and two original copies are included for your convenience. Please leave attached in your bid form.

**FAILURE TO EXECUTE THIS AFFIDAVIT
SHALL BE CAUSE FOR REJECTION OF THIS BID.**

CONTRACT TERM & ESCALATION PROVISION

Once approved, these inspection prices are locked and cannot be escalated for 3 years. The contact period shall be from MAY 1, 2024 TO APRIL 30, 2027 for a total of three years.

- 1) This Bid and award shall constitute a contract between the bidder and The City of Homewood for a period of three years within the date and terms aforementioned.
 - a. **Contract Period:** The contract period shall be in full force for the period from MAY 1, 2024 TO APRIL 30, 2027 for a total of three years.
 - b. **Escalation Provision:** Beginning the first anniversary after the effective date of the BID, the rates and charges set forth in this Agreement can be increased effective as of that anniversary and each anniversary thereafter by an amount equal to the percentage increase in the Consumer Price Index for all Urban Consumers (Professional Services) ("CPI"), published by the United States Bureau of Labor Statistics, from the immediately preceding calendar year times the rates and charges in effect for the immediately preceding calendar year. Bidder must notify the Fire Chief in writing 30 days prior to contract anniversary of the intended price increase. Bidder must include CPI data to support price increase.

- 2) The Bids shall include all prices or costs per inspection per building such as routine and non-routine/maintenance. Types of inspections are as follows:
 - a. Fire alarms
 - b. Automatic Fire Sprinkler Systems
 - c. Monitoring
 - d. Backflow Preventers
 - e. Maintenance Costs per response and per hour
 - f. Maintenance Costs shall show the breakdown for responding during business hours 7:00-5:00 Monday through Friday
 - g. Maintenance Costs shall show the breakdown for after-hours including nights, weekends and holidays.

- 3) Prices shall be submitted for annual **Fire Alarm** inspections for the following buildings:
 - a. Fire Station No. 1
 - b. Fleet Maintenance
 - c. Rec Center
 - d. Public Safety Building
 - e. Patriot Park Pool
 - f. Western Athletic Complex
 - g. Senior Center
 - h. City Hall
 - i. Traffic
 - j. Lee Center

- 4) Prices shall be submitted for **Automatic Fire Sprinkler Systems** as follows based off of 3 quarterly inspections and the annual inspection for the following buildings:
- a. Fire Station No. 1
 - b. Fleet Maintenance
 - c. Rec Center
 - d. Public Safety Building
 - e. Patriot Park Pool
 - f. Western Athletic Complex
 - g. Senior Center
 - h. City Hall
 - i. City Hall monthly pump test
 - j. City Hall annual pump test
 - k. Dry Trip City Hall
 - l. City Hall Standpipe
- 5) Prices shall be submitted for annual price for **Fire Alarm Monitoring** for the following buildings:
- a. Fire Station No. 1
 - b. Fleet Maintenance
 - c. Rec Center
 - d. Public Safety Building
 - e. Patriot Park Pool
 - f. Western Athletic Complex
 - g. Senior Center
 - h. City Hall
- 6) Prices shall be submitted for annual test of **Backflow Preventers** for the following buildings:
- a. Fire Station No. 1
 - b. Fleet Maintenance
 - c. Public Safety Building
 - d. Rec Center
 - e. Patriot Park Pool**
 - f. Western Athletic Complex
 - g. Senior Center**
 - h. City Hall
- **They share the same backflow preventer.
- 7) Prices shall be submitted for **Annual Fire Extinguishers** inspections for the following buildings:
- a. Fire Station No. 1
 - b. Fire station 2
 - c. Fire Station 3
 - d. City Hall
 - e. Fleet Maintenance
 - f. Public Safety Building
 - g. Rec Center

- h. Patriot Pool
- i. Western Athletic Complex to also include concession stands in ball fields.
- j. Senior Center
- k. Traffic Department
- l. Street and sanitation
- m. Lee Community Center

- 8) Prices shall be submitted for Annual Ansul Inspections for the following buildings:
- a. Fire Station 1
 - b. Fire Station 2 (Guardian System)
 - c. Fire Station 3 (Guardian System)
 - d. Senior Center
 - e. Rec Center
 - f. Western Athletic Complex also includes two concession stands in the ball fields.
 - g. Fleet Maintenance (Guardian System)
 - h. Patriot Pool
 - i. Lee Community Center (Guardian System)
- 9) Vendors/Contractors shall provide their own tools and equipment including but not limited to ladders, lifts and/or scaffolds. It is against The City of Homewood's policy to allow nonemployees to be on city owned ladders, lifts and/or scaffolds.