



SAN JOAQUIN COUNTY
PURCHASING AND SUPPORT SERVICES
PURCHASING DIVISION

David M. Louis, C.P.M., CPPO, CPPB
Director

Jon Drake, C.P.M.
Deputy Director

DATE: November 18, 2009

TO: ALL PROSPECTIVE BIDDERS

RE: BID # 6671 – Equipment for Weatherization

Ladies and Gentlemen:

Enclosed please find an invitation to bid with a bid form and product specification.

Sealed responses are to be received no later than **2:00, PM, PST, Monday, December 7, 2009**. Please return your Bid in a sealed envelope with the Bid number and the date and time of bid opening.

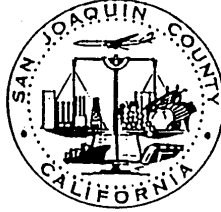
Mail or deliver your response by the above date and time to the following address:

San Joaquin County
Purchasing and Support Services
County Administration Building
44 N. San Joaquin Street, Suite 540
Stockton, CA 95202

If you have any further questions, please contact me at (209) 468-3249 or by Email at jupadilla@sjgov.org.

Sincerely,

Julia Padilla



BID # 6671

EQUIPMENT FOR WEATHERIZATION

Under American Recovery and Reinvestment Act of 2009 (ARRA)

Note: 100% of funding for this project is provided by the American Recovery and Reinvestment Act.

COUNTY OF SAN JOAQUIN

44 N. San Joaquin Street, Suite 540
STOCKTON, CA. 95202

FOR: Aging & Community Services, Weatherization Program
Julia Padilla, Deputy Purchasing Agent, (209) 468-3249, jupadilla@sjgov.org

INSTRUCTIONS TO BIDDERS

Submittal of Bids:

Sealed bids will be received at the Office of the Purchasing Agent at 44 N. San Joaquin Street, Suite 540, Stockton, CA 95202 until **2:00, PM, PST, Monday, December 7, 2009** and will be publicly opened at that time.

ALL MAIL PROPOSALS SHALL BE ADDRESSED AS FOLLOWS:

**Bid No. 6671
Purchasing Agent
County of San Joaquin
Administration Building
44 N. San Joaquin Street, Suite 540
Stockton, CA 95202**

The envelopes shall also have stated therein the name and address of the submitting firm.

HAND DELIVERED COURIER OR PACKAGED DELIVERY SERVICE SHALL BE DELIVERED DIRECTLY TO:

Purchasing Division
44 N. San Joaquin Street, Suite 540
Stockton, CA 95202

BIDS WILL NOT BE ACCEPTED THEREAFTER. ALL BIDS RECEIVED AFTER SAID TIME AND DATE WILL BE TIME-STAMPED AND RETURNED UNOPENED TO THE BIDDER.

NOTE: AS PER THE COUNTIES CONTRACT WITH THE DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT (CSD). CSD MUST APPROVE PURCHASES OR LEASE-PURCHASE OPTION OF VEHICLES AND FIELD EQUIPMENT WITH A TOTAL VALUE GREATER THAN \$5,000.00 (CSD form 558 /Rev. 9/09). THIS FORM WILL BE SUBMITTED FOR APPROVAL. <http://www.csd.ca.gov/layouts/searchresults.aspx?k=csd%20form%20558>

THE COUNTY WILL NOT ACCEPT BIDS SUBMITTED BY FAX OR BY EMAIL

QUESTIONNAIRE

**WARRANTY & SERVICE LOCATION:
(BIDDER TO COMPLETE):**

(Failure to furnish this information will be cause for rejection of bid.) State the warranty and/or guarantee provisions applicable to this equipment or attach warranty form with your bid.

State specific location where service and/or maintenance can be obtained. Specific Instructions on how warranty will work to be included.

GENERAL REQUIREMENTS

1. COMPARISON OF BIDS:

Award will be made to the vendor(s) offering equipment, price, service, delivery and support deemed to be to the best advantage of the County of San Joaquin. The County Purchasing Agent shall be the sole judge in making this determination.

The County of San Joaquin has a 5% local vendor preference; however the preference shall not exceed \$5,000.00 per bid.

2. RIGHT TO REJECT BIDS:

The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.

3. LITERATURE:

Bidders shall submit literature that fully describes items on which they are bidding, not later than the opening date of this bid. Any and all literature submitted must be stamped with vendor's name and address. **Bidders must submit one (1) original, clearly marked "Original" and one (1) copy, clearly marked "COPY" of each bid and all literature.**

4. MAINTENANCE:

The successful bidder shall provide all tools or minor equipment specifically required to maintain equipment supplied. Bidder shall list any special oils, additives or other lubricants needed for maintenance of equipment supplied.

5. PREPARATION OF BID:

Any travel expenses and/or bid preparation cost in regards to this bid is the sole responsibility of the Bidder. All bid documents; prints and any detailed drawings shall be the property of the County once submitted.

6. FACTORY MANUALS:

The successful bidder shall provide (1) parts manual, (1) repair manual and one (1) operator's manual and one (1) safety manual for the units being supplied. **Bidder shall provide a minimum of (1) 4-hour day of training at no cost to the County.** Bidder shall provide a factory trained representative to instruct County personnel in the maintenance & operation of the units being procured. Upon mutual agreement the County & the Bidder shall arrange for such instruction. Failure to meet these requirements shall cause a delay in payment of Bidders invoice.

7. PRE-DELIVERY AND INSPECTION:

Prior to delivery, equipment shall be completely inspected and serviced by the delivering dealer and/or the manufacturer's pre-delivery service center.

The County will inspect equipment, upon delivery, for workmanship, appearance, proper functioning of all equipment and systems, and conformance to all requirements of bid specifications. In the event deficiencies are detected, the equipment will be rejected and it shall be the delivering dealer's responsibility to pick up the equipment, make the necessary corrections and re-deliver the equipment for a re-inspection and acceptance.

8. PAYMENT:

The bidder agrees to provide equipment and other requirements as stated in this Request for Bid. The County agrees to pay bidder according to the terms and conditions stated in the contract or purchase order.

Should deficiencies be detected in equipment supplied, payment, or the commencement of a discount period, (if applicable) will not be made until the defects are corrected and accepted by the County of San Joaquin.

9. PAYMENT DISCOUNTS:

Any discount offered by the bidder must allow for payment after receipt and acceptance of material/equipment and correct invoice, whichever is later. In no case will discount be considered in the evaluation of bids, which require payment in less than thirty (30) days.

10. WARRANTY:

Units shall be warranted against defects in materials and workmanship. The Bidder shall guarantee to replace and install, at their expense, all parts/components where breakage or defects are found due to defective materials and/or to poor workmanship. The guarantee shall be for a period of (1) year(s) after acceptance of the units. All replacement parts shall be new; no used or surplus parts are to be used as replacements.

11. DELIVERY INSTRUCTIONS:

All equipment shall be bid - FOB DESTINATION / FULL FREIGHT ALLOWED - delivered to the following address:

**H.S.A. / Aging & Community Services
Weatherization Program
Attn: Christine Dolen
161 S. Sutter Street, Stockton
Stockton, CA 95201**

12. DEBARMENT CERTIFICATION:

The bidder certifies by signing the BID/SIGNATURE SHEET of this original document and any amendment signature page(s) that the bidder is not presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation, or otherwise excluded from or ineligible for participation under federal assistance programs. The County will verify this by reviewing <https://www.epls.gov/> prior to award of the contract.

13. DEVIATIONS:

Failure on the part of the bidder to comply with all requirements and conditions of the price request and this specification may be cause for rejection of bid. No exceptions to, or deviations from, this specification will be considered unless the bidder specifically states each exception or deviation. If no exceptions or deviations are stated, the bidder will be required to furnish equipment exactly as specified herein. The burden of proof of compliance with this specification is the responsibility of the bidder.

While it is not the intent of these specifications to eliminate prospective bidders, bidders must note any deviations from the specifications in order that the County may evaluate the equipment.

14. BID INSTRUCTIONS:

Bids, to receive consideration, shall be made in accordance with these instructions:

- (a) Bids shall be made only upon the forms provided in the Bid Documents, with all items properly filled out. Non-erasable permanent ink shall be used; when requested on Bid Sheet, signatures of all persons signing shall be in long-hand; and completed forms shall be without interlineations, alterations or erasures.
- (b) The person signing this bid hereby represents and warrants that he/she is fully authorized to bind the biddee.
- (c) Bids shall not contain any recapitulation of the work to be done. Alternate proposals will not be considered unless specifically called for. No oral, telephonic or telegraphic proposals or modifications will be considered. Bid forms shall have no blank spaces. A bid price shall be indicated for each bid item, or the word "None" entered.
- (d) Before submitting a Bid, each Bidder shall carefully examine and read the Specifications and all other parts of the Bid Documents, be fully informed as to all existing conditions and limitations, and shall include in the Bid a sum to cover the costs of all items included and necessary to perform fully the entire contract.
- (e) Bids must be delivered to the County. Each Bid must be in a sealed envelope. All Bids must be received by 2:00 PM; Each Bid Proposal must be submitted on the Bid Form(s) obtained from the County.
- (f) It is the Bidder's responsibility to see that the Bid is received in proper form, time and place. If any Bid is received after the scheduled closing time for receipt of Bids, it shall be returned to the Bidder unopened.

(This space intentionally left blank.)

15. EQUIPMENT STANDARDS:

The equipment supplied shall be new (unused), current model year production and equal in style, quality and appointments to those offered to the general public. The equipment shall be supplied with all accessories as considered standard equipment for make and model specified. Unit(s) shall be delivered complete and functionally ready to operate. Unit(s) offered shall meet the following MINIMUM or specific specifications.

16. REPLACEMENT OF DAMAGED PRODUCT:

The Contractor shall be responsible for replacing any item received in damaged condition at no cost the County. This includes all shipping costs for returning non-functional items to the contractor for replacement.

17. PRICING/AWARD:

All pricing submitted shall be firm fixed prices for all items in "Bid/Signature Sheet". All pricing must be quoted FOB Destination, Freight Prepaid and add.

In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded.

Award(s) will be made to the lowest responsive, responsible bidder on an item-by item basis or in an aggregate at the County's discretion. The County has the right to delete items or options from the bid specifications.

18. OPEN COMPETITION:

Any manufacture's name, trade names, brand names, information and/or catalog numbers listed in a specification and/or requirement are for informational purposes only and are not intended to limit competition.

The bidder may offer any brand of product that meets or exceeds the specifications. In addition to identifying the manufacture's name and model number, the bidder must explain in detail how their product meets or exceed the specifications. Bids, which do not comply with the requirements and specifications, are subject to rejection without clarification.

19. CONTACT:

Contact Julia Padilla, by fax (209) 468-3393 or by Email: jupadilla@sigov.org, with any questions or requests for additional information. Question to be submitted no later than 5:00PM PST, Tuesday, November 24, 2009.

(This space intentionally left blank.)

TECHNICAL SPECIFICATIONS:

<u>Item</u>	<u>Description / Manufacturer</u>	<u>Qty</u>
1a	Blower Door 6600 Diagnostic Equipment – Minneapolis Blower Door System or Approved Equal System to include: Test Analysis Software for Windows, Testing accessories for DG-700 (software) <ul style="list-style-type: none">• Blower Door Fan Cases if not included, price separately	4
1b	Accessories Required if applicable	Enough for 4 units
1c	Other Accessories	Enough for 4 units
2a	Duct Blaster 6605 Diagnostic Equipment – Minneapolis Duct Blaster Kit or Approved Equal System to include: Duct Testing Software for Windows, Duct Mask Register Sealing Film	4
2b	Duct Blaster Calibration Plate	4
3a	Thermal Imaging InfraRed Cameras with Laser and scalable PIP – FLIR b60	4
3b	Accessories – 1196398 Li-ion Rechargeable Battery	4
3c	Accessories – 1196474 2-Bay Battery Charger including Power Supply (U.S plug)	2
3d	Accessories – 1122000 Camera Pouch Case	4

The Units bid must meet the model number specifications. The additional information in the Technical Specifications shall be part of the requirements of the bid. ***It is the responsibility of the Bidder to review the language associated with the Technical Specifications.***

Additional Information:

If Bidder is submitting an equal or substitute, Bidder must provide the detailed specifications of the equal or substitute to be approved by the County to accept within 7 calendar days prior to the bid opening. If no substitutions/equals are submitted, the County will assume that the equipment bid will be the units being specifically requested.

American Made:

In accordance with ARRA Exhibit E – (County Document) with the Domestic Product Procurement Act (hereinafter referred to as the Buy American Act) the bidder is advised that any goods purchased or leased by any public shall be manufactured or produced in the United States of America.

- **As per Amendment 1 to 2009 ARRA DOE WAP all applicable language pertaining to “American Made” shall apply.**

(This space intentionally left blank.)

BID / SIGNATURE SHEET

<u>Item</u>	<u>Description / Manuf.</u>	<u>Qty</u>	<u>Each</u>
1a	<u>Blower Door 6600 Diagnostic Equipment</u> – Minneapolis Blower Door System or Approved Equal System to include: Test Analysis Software for Windows, Testing accessories for DG-700 (software) <ul style="list-style-type: none"> Blower Door Fan Cases if not included, price separately 	4	
1b	Accessories Required if applicable: To be itemized on separate sheet marked 1b "Accessories Required"	Enough for 4 units	
1c	Other Accessories: To be itemized on separate sheet marked 1c "Other Accessories"	Enough for 4 units	
Bidder shall state the brand and model being bid.			
	Brand:		
	Model No:		
	Warranty outside of manufactured warranty:		
	Warranty on Parts:	\$	
	Warranty on Labor:	\$	
2a	<u>Duct Blaster 6605 Diagnostic Equipment</u> – Minneapolis Duct Blaster Kit or Approved Equal System to include: Duct Testing Software for Windows, Duct Mask Register Sealing Film	4	
2b	Duct Blaster Calibration Plate	4	
Bidder shall state the brand and model being bid.			
	Brand:		
	Model No:		
	Warranty outside of manufactured warranty:		
	Warranty on Parts:	\$	
	Warranty on Labor:	\$	
3a	<u>Thermal Imaging InfraRed Cameras</u> with Laser and scalable PIP – FLIR b60	4	
3b	Accessories – 1196398 Li-ion Rechargeable Battery	4	
3c	Accessories – 1196474 2-Bay Battery Charger including Power Supply (U.S plug)	2	
3d	Accessories – 1122000 Camera Pouch Case	4	
Bidder shall state the brand and model being bid.			
	Brand:		
	Model No:		
	Warranty outside of manufactured warranty:		
	Warranty on Parts:	\$	
	Warranty on Labor:	\$	
			Tax at 9%
			Freight / Shipping

No charge for packaging, drayage or any other purpose will be allowed over and above the price quoted on this sheet. The County reserves the right to accept or reject quotations on each item separately or as a whole. Special brands, when named, are only to indicate the standard of quality desired. Firms may quote on their equal. Offerings on other brands, if their equal, will be considered, and brands or descriptions must be plainly stated. The Purchasing Agent reserves the right to reject any and all bids, to waive any informalities or irregularities in the Bid and to be the sole judge of the suitability of the product offered.

=====

The undersigned offers and agrees to furnish any and all items upon which prices are quoted hereon, at the prices set opposite each item and delivery at the designated point(s) specified in the above request.

Delivery will be made in _____ days from receipt of order, except as otherwise indicated.

Pricing valid for 120 days or until approved by the State.

Discount terms _____ Date _____

Company Name _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

Authorized Signature _____

Print/Type Name: _____