

**CITY OF FAIRHOPE**  
**BID INVITATION**

*January 4, 2010*

Sealed proposals will be received by the City of Fairhope of Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St. Fairhope, Alabama, until 2:00P.M. January 25, 2010, and then publicly opened thereafter, for furnishing all labor and materials, and performing all work required by the City of Fairhope and described as follows:

**Bid Number 026-09, REPAIRS TO BURN BUILDING**

Questions or comments pertaining to this bid must be presented in writing, sent as e-mail or faxed to the attention of the Purchasing Manager, Daniel P. Ames, P.O. Drawer 429, 555 South Section St., Fairhope, Al 36532, e-mail: [dan.ames@cofairhope.com](mailto:dan.ames@cofairhope.com), fax number: 251-990-0125, Seventy two (72) hours prior to the bid opening or will be forever waived.

All bids must be on blank forms provided in the Bid Documents. **BID BOND IS WAIVED.**  
**THERE WILL BE NO PREBID MEETING.**

The City of Fairhope is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract Documents in this regard. The City also encourages and supports the utilization of Minority Business Enterprises on this and all public bids.

All bids, with their guarantee (when required), must be enclosed in a sealed, opaque envelope, clearly identified on the outside as a "**Sealed Bid**" with **Item Name, Bid Number, City of Fairhope's Name and Address and Bidder's Name and Address**. Each bid must be in a separate envelope. Bids made out in pencil will not be accepted.

Failure to observe the instructions contained herein will constitute grounds for rejection of your bid. The City reserves the right to accept or reject all bids or any portion thereof whichever is in the best interest of the City of Fairhope.

The company that is awarded the bid must have Workman's Compensation Insurance on all of its employees if work is done on City premises. General Liability Insurance must be maintained to hold the City harmless in the event of an accident. Proof of Workman's Compensation Insurance if work is done on City premises and General Liability Insurance specifying coverage must accompany this bid packet. See specifications for details.

No bids will be considered unless the bidder, whether resident or non-resident of Alabama, is properly qualified to submit a proposal for this type of work in accordance with all applicable laws of the State of Alabama. Where applicable, this shall include evidence of holding a current license from the State Licensing board for General Contractors, Montgomery, Alabama, as required by Chapter 8 of Title 34, of the Code of Alabama, 1975. In addition, non-residents of the State if a corporation, shall show evidence of having qualified with the Secretary of State to do business in the State of Alabama. Bidder must have a current business license or purchase a business license with the City of Fairhope prior to bid being awarded.

Daniel P. Ames,  
Purchasing Manager

Posted: 01-04-10

# GENERAL REQUIREMENTS

## AWARD OR REJECTION OF BIDS

1. The Bid will be awarded to the lowest responsible bidder complying with conditions of the invitation for bids, provided his bid is reasonable and it is in the interest of the City of Fairhope to accept it. The bidder to whom the award is made will be notified at the earliest possible date. The City of Fairhope, however, reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest to the City of Fairhope.

## COMPLIANCE

1. All bid components will comply with all Federal, State and Local laws, ordinances, codes and regulations.
2. The awarded vendor will be responsible for insuring that all items meet specifications before delivery.
3. Awarded vendor will make no substitutions for bid items without prior written approval of the City of Fairhope Purchasing Department.

## ORDERING

1. The City of Fairhope Purchasing Department will issue Purchase Order(s) to the awarded vendor for bid items as needed.
2. If awarded vendor fails to fill Purchase Order(s) or deliver on time, the City of Fairhope reserves the option to procure needed, comparable items from any source, and bill the awarded vendor for associated expenses generated by such failure.

## PACKAGING & DELIVERY

1. Deliver bid items to City of Fairhope Warehouse, 555 South Section Street, Fairhope, AL, or other designated City site, maintaining product in proper state, undamaged.
2. At point of delivery, awarded vendor will present an itemized delivery ticket **with the Purchase Order Number clearly referenced thereon**, to City of Fairhope receiving personnel for signing.
3. F.O.B. City of Fairhope, as directed.
4. Shortages, defective or damaged items will be rejected. The awarded vendor will replace such items within ten (10) working days.
5. If applicable, all titles, fees, as well as other charges, are to be paid by awarded vendor. Awarded vendor is to furnish prepaid certificate of title in the name of the City of Fairhope, Title shall change upon acceptance of delivery at the Owner approved delivery location.
6. The awarded vendor shall give the City at least 24 hours notice (Weekends and Holidays excluded) prior to delivery on site.

## WARRANTY

1. Winning Bidder will provide written warranty for all parts and labor for a period of (1) one year commencing from date of written acceptance of delivery by City of Fairhope. Winning Bidder will provide written copies of all other applicable warranties, such as, Manufacturer's warranty. Those warranties, if any, will be in addition to the Winning Bidder's warranty, and the terms of which will not be altered by the Winning Bidder's warranty.

2. The burn room wall and ceiling insulation system shall be covered by a **15 year** limited warranty that provides coverage against a break in the thermal barrier caused by cracking, breaking, and spalling. This warranty is to apply to products under normal use and recommended service temperatures - but shall also include damage that has been caused by thermal expansion, thermal contraction, impact load, and thermal shock. This warranty is to be limited to component replacement or repair of defective components at the manufacturer's option.

**PAYMENT**

1. Invoices -- Upon completion of service and delivery of materials specified in the applicable purchase order, awarded vendor will submit an invoice and signed delivery ticket to:  
City of Fairhope  
Accounts Payable Department  
P.O. Box 429  
Fairhope, AL 36533
2. **All invoices must reference appropriate Purchase Order Numbers**
3. Payment Of Invoice: All invoices received by the City of Fairhope are payable within thirty (30) days from the date of receipt by the City of Fairhope, provided they are approved by the City of Fairhope.

If you are unable to furnish an item as specified and desire to offer a substitute, give full description of the item. No errors will be corrected after bids are opened. No prices shall include State or Federal Excise Taxes. Municipalities are exempt from Alabama Sales Tax by state law.

Any attachments hereto are made and become a part of this inquiry and **must be signed by bidder.**

- Our bid form must be filled in completely.
- All pages of this bid form must be returned.
- All documents requested must be attached to the back of page of such request and acknowledgement must be made where blank appears.
- A signed contractual agreement must be in place prior to beginning work or services.

**I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding or otherwise.**

**Company:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Company Representative:** \_\_\_\_\_  
(Print)

**Title:** \_\_\_\_\_

**Company Representative:** \_\_\_\_\_  
(Signature in ink)

**THIS MUST BE NOTARIZED!**

**Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.**

\_\_\_\_\_  
Notary Public

**My Commission expires:** \_\_\_\_\_

**SCOPE OF WORK AND SPECIFICATIONS**  
**BID NO. : 026-09**  
**BID NAME: REPAIRS TO BURN BUILDING**

**SCOPE OF WORK**

1. The Awarded Vendor to provide all necessary supervision, labor, tools, materials and safety equipment to perform the following tasks:
  - a. Provide MATERIALS FOR REPAIRS TO BURN ROOM and associated equipment and service as per specifications.
  - b. Deliver items to the City of Fairhope Warehouse, Fairhope Al, or other designated City site.
  - c. The MATERIALS FOR REPAIRS TO BURN ROOM OUTDOOR shall be complete with all of the necessary accessories as shown and described herein. Accessories not specifically mentioned, but necessary to furnish a complete unit ready for use shall also be included. All equipment shall be new and of current production of national firms that manufacture MATERIALS FOR REPAIRS TO BURN ROOM, and the specified accessories. The awarded bidder shall supply the MATERIALS FOR REPAIRS TO BURN ROOM as a complete and coordinated unit.
  - d. The attached specifications are intended and provided solely as a general and non-exhaustive expression of the intent and purpose of the City of Fairhope regarding this bid; said specifications should be so considered by the bidders. The use of specific names is not intended to restrict the bidder or any seller or manufacturer, but is solely for the purpose of indicating the type, size and quality of materials, product services, or equipment best suited for the City of Fairhope. Accordingly, the bidder admits and agrees that said specifications are not complete in every detail and that the work and materials not indicated or expressly mentioned in said specifications, but which are reasonably necessary for the full and faithful performance of the item(s) bid in accordance with the full and faithful intent, will be included in the bid and incorporated in the work by the bidder and at the bidder's sole expense, the same as if indicated and specified.

**SPECIFICATIONS**

**COMPLY**  
YES   NO

**1. Purpose**

It is the intent of the City of Fairhope to acquire MATERIALS FOR REPAIRS TO BURN ROOM with the following minimum specifications.

**2. Equipment / Materials**

Equipment and materials other than current year models will not be considered \_\_\_\_\_ as responsive to the Specifications. It is the intention of the City to purchase based on the Specifications, a standard production model. In addition to the equipment / materials set out in the Specifications, the units shall include all equipment / materials set out in the manufacturer's literature as standard equipment. Compliance with or variations from the specifications must be noted as to each item on the Specification Sheet. This requirement must be met even though the Purchasing Manager may alter the specifications in the form of an addendum to accommodate

variances. A request for a change in the specifications to accommodate a variation must be called to the attention of the Purchasing Manager at least 72 hours before the bid opening date. All requests for such changes will be considered and the merits weighed. Only those changes in specifications deemed to be in the best interest of the City will be made. In the event of a change in specifications, an addendum will be supplied to bidders., Exceptions may be accepted if they are minor, equal, or superior to that which is specified, and provided that they are listed and fully explained on a separate page entitled, "Exceptions to Specifications". The exceptions shall refer to the specification page and paragraph number The City shall determine which (if any) exceptions are acceptable and this determination shall be final.

The bidder shall provide with the bid documents the place of business of the factory authorized warranty service center. \_\_\_\_\_

**3. Features to be included**

**a. BURN ROOM**

Burn room 21'-9" x 13'-2". \_\_\_\_\_

The burn room shall incorporate one interior swing door, one exterior swing door and three (3) 3' x 4' burn room shutters. Interior of room shall be protected with a stainless steel insulating system described in section 3b. Room shall be capable of 1850°F burns.

**b. STAINLESS STEEL BURN ROOM INSULATING SYSTEM:**

Two-inch thick insulating blankets with a protective skin of stainless steel face panels are to be provided for the interior walls and ceiling for the burn areas (precut to length - field cut at door and window openings). The doors and window shutters shall be protected with a minimum of one-inch thick burn room insulating panels (precut to fit).

The insulating blankets shall be rated for 2300 degrees F. and shall be unaffected by the application of water. The insulation blankets shall not crack or break, shall be free from asbestos, and shall not produce toxic byproducts in the course of the intended use. The two-inch thick insulation blankets shall have a maximum K value of 0.74 at 1200 degrees F and 0.48 at 800 degrees F (please note – smaller K values denote better insulating values of the system).

The face panels shall have a 3/4" maximum corrugation at 3 1/2" on center to allow for lateral expansion when exposed to high temperatures. The base material, of the face panels, shall consist of type 304 stainless steel for corrosion protection and thermal performance at high temperatures. These panels shall attach to thermally protected channels with stainless steel screws. Stainless steel trims (type 304) shall protect all wall and door/shutter opening corners. All face screws exposed to fire shall be stainless steel and these screws shall not protrude through the backside of the insulating blanket (through screws are not permitted for maximum thermal protection).

The stainless steel face panels shall not be restrained from expanding at high temperatures, but rather the integral system shall be designed to accommodate the panel movements without creating any buckling or warping of the panels. All panels and trims shall be screw attached to allow for easy maintenance or inspection without disrupting the systems ability to move; welded panels are not allowed. Trims are to be designed to accommodate thermal expansion either through the use of slip connections or planned deformations.

Doors and window shutter insulation panels shall be pre treated water resistant, free from asbestos and shall not produce toxic byproducts in the course of the intended use. Insulation panels shall withstand a constant temperature of 1200 degrees F. and shall be unaffected by the application of water.

**c. TEMPERATURE SUMMARY**

\_\_\_\_\_

1. Maximum safe training temperature for life safety is 1200 degrees F (continuous)
2. Maximum service temperature for the insulation panels (doors and window shutters) is 1200 degrees F (continuous)
3. Maximum service temperature of the wall and ceiling insulating system is 1850 degrees F (continuous)
4. Maximum insulating blanket service temperature is 2300 degrees F (continuous)

d. **INTEGRATED TEMPERATURE MONITORING SYSTEM:** \_\_\_\_\_

Three temperature sensing devices/thermocouples are to be provided for the interior of each burn room. The thermocouples shall be grounded and consist of fiberglass insulated wiring with sealed stainless steel probes. Ceiling thermocouples shall protrude into the area perpendicular to the ceiling while all stainless steel encased wall thermocouples shall only run parallel to the walls for safety concerns.

Temperature monitoring shall be sustained with a multiple input, LCD display pyrometer. The pyrometer shall be connected to thermocouples, which are located within the burn areas for temperature reading, and mounted in a lockable NEMA 3R weatherproof box. This pyrometer shall display all attached thermocouple temperatures simultaneously, continually display the maximum peak temperature, have touch sensitive buttons, and have an onscreen programming menu. The pyrometer shall have an internal audio alarm along with the ability to connect external devices (i.e., external audio and visual alarms). Temperature limits shall be user programmable to enable alarms. The pyrometer shall also be capable of data logging which shall include: 72 hour training memory with time and date stamp, onscreen viewing of data, download capabilities of data via infrared interfacing to handheld module. This handheld data acquisition module can then be brought to an offsite Windows based computer for download through a USB port.

**4. Installation Instructions / Technical Support** \_\_\_\_\_

- a. Awarded Vendor will supply complete installation instructions ARO, prior to delivery of materials.
- b. Awarded Vendor will supply Technical Support, to include point of contact name, phone number, fax number and e-mail contact information, with no later than 30 minute response time to inquiries.

**VENDOR COMPLIANCE**

**Items bid must comply with all specifications listed.**

**Vendor must acknowledge VENDOR COMPLIANCE. If vendor does not acknowledge VENDOR COMPLIANCE, it will be understood that vendor cannot fulfill said specifications. If it is necessary to bid alternate equipment or to take exceptions to the specifications as set forth, this must be so stated in your bid. For each item, please place an X in the appropriate space (Yes\_\_ No\_\_) to signify whether or not you are in complete compliance with the specification. Failure to follow the format or answer the specification may cause your bid to be disqualified. If you need extra space to describe your product, please attach extra sheets. When doing this, be sure your description references the appropriate question number.**



I, the undersigned authority in and for said State and County, hereby certify that  
\_\_\_\_\_, as \_\_\_\_\_ respectively, of  
\_\_\_\_\_, whose name is signed to the foregoing document and  
who is known to me, acknowledged before me on this day, that, being informed of the contents of  
the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notaries Seal on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_