



State of Arkansas
OFFICE OF STATE PROCUREMENT
1509 West Seventh Street, Room 300
Little Rock, Arkansas 72201-4222

INVITATION FOR BID

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| IFB Number: SP-16-0178 | Buyer: Julia Shackelford |
| Commodity: Fire Protection Equipment Agency: AR Agriculture Dept. – Forestry Commission | Bid Opening Date: February 25, 2016 |
| Date Issued: February 9, 2016 | Bid Opening Time: 2:30 p.m. Central Time |

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED ABOVE. THE BID ENVELOPE, INCLUDING THE OUTSIDE OF OVERNIGHT PACKAGES, MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE BID NUMBER, DATE AND HOUR OF BID OPENING AND VENDOR'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE OFFICE OF STATE PROCUREMENT.

Vendors are responsible for delivery of their bid documents to the Office of State Procurement prior to the scheduled time for opening of the particular bid. When appropriate, vendors should consult with delivery providers to determine whether the bid documents will be delivered to the OSP office street address prior to the scheduled time for bid opening. Delivery providers, USPS, UPS, and FedEx deliver mail to our street address on a schedule determined by each individual provider. These providers will deliver to our offices based solely on our street address.

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| MAILING ADDRESS: Office of State Procurement 1509 West Seventh Street, Room 300 Little Rock, AR 72201-4222 TELEPHONE NUMBER: 501-324-9316 | BID OPENING LOCATION: Office of State Procurement 1509 West Seventh Street, Room 300 Little Rock, AR 72201-4222 |
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Company Name: _____

Name (type or print): _____

Title: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Telephone Number: _____

Fax Number: _____

E-Mail Address: _____

Signature: _____

USE INK ONLY. UNSIGNED BIDS WILL NOT BE CONSIDERED

Business Designation
(check one):

Individual []

Sole Proprietorship []

Public Service Corp []

Partnership []

Corporation []

Government/ Nonprofit []

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| | |
|--------------------|------------|
| TYPE OF CONTRACT: | TERM |
| AGENCY P.R. NUMBER | 1000734608 |

- 1. MINORITY BUSINESS POLICY:** Minority participation is encouraged in this and in all other procurements by state agencies. Minority is defined by Arkansas Code Annotated § 15-4-303 as a lawful permanent resident of this state who is: African American, Hispanic American, American Indian, Asian American, Pacific Islander American or a Service Disabled Veteran as designated by the United States Department of Veterans Affairs. The Arkansas Economic Development Commission conducts a certification process for minority business. Bidders unable to include minority-owned business as subcontractors "may explain the circumstances preventing minority inclusion".

Check minority type:

African American____ Hispanic American____ American Indian____ Asian American____
Pacific Islander American____ Service Disabled Veteran____

Arkansas Minority Certification Number_____

- 2. EQUAL EMPLOYMENT OPPORTUNITY POLICY:** In compliance with Arkansas Code Annotated § 19-11-104, the Office of State Procurement is required to have a copy of the vendor's Equal Opportunity Policy prior to issuing a contract award. EO Policies may be submitted in electronic format to the following email address: eeopolicy.osp@dfa.arkansas.gov, or as a hard copy accompanying the solicitation response. The Office of State Procurement will maintain a file of all vendor EO policies submitted in response to solicitations issued by this office. The submission is a one- time requirement, but vendors are responsible for providing updates or changes to their respective policies, and for supplying EO policies upon request to other state agencies that must also comply with this statute. Vendors that do not have an established EO policy will not be prohibited from receiving a contract award, but are required to submit a written statement to that effect.
- 3. ALTERATION OF ORIGINAL IFB DOCUMENTS:** The original written or electronic language of the IFB documents shall not be changed or altered except by approved written addendum issued by the Office of State Procurement. This does not eliminate a Bidder from taking exception(s) to non-mandatory terms and conditions, but does clarify that the Bidder cannot change the original document's written or electronic language. If the Bidder wishes to make exception(s) to any of the original language, it must be submitted by the Bidder in separate written or electronic language in a manner that clearly explains the exception(s). If Bidder's/Contractor's submittal is discovered to contain alterations/changes to the original written or electronic documents, the Bidder's response may be declared as "non-responsible" and the response shall not be considered.
- 4. REQUIREMENT OF AMENDMENT:** THIS IFB MAY BE MODIFIED ONLY BY AMENDMENTS WRITTEN AND AUTHORIZED BY THE OFFICE OF STATE PROCUREMENT. Bidders are cautioned to ensure that they have received or obtained, and responded to, any and all amendments to the bid prior to submission. There will be no addendums to a bid 72 hours prior to the bid opening. It is the responsibility of the vendor to check the OSP website, <http://www.arkansas.gov/dfa/procurement/bids/index.php> for any and all addendums up to that time.
- 5. DELIVERY OF RESPONSE DOCUMENTS:** In accordance with the Arkansas Procurement Law and Rules, it is the responsibility of vendors to submit bids at the place, and on or before the date and time, set in the bid solicitation documents. Bid documents received at the Office of State Procurement after the date and time designated for bid opening are considered late bids and shall not be considered. Bid documents arriving late, which are to be returned and are not clearly marked, may be opened to determine for which bid the submission is intended.
- 6. ADDITIONAL TERMS AND CONDITIONS:** The Office of State Procurement objects to, and shall not consider, any additional terms or conditions submitted by a bidder, including any appearing in documents attached as part of a bidder's response. In signing and submitting his bid, a bidder agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a bid, shall be grounds for rejecting a bid.

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- 7. ANTICIPATION TO AWARD:** After complete evaluation of the solicitation, the anticipated award will be posted on the Office of State Procurement website. The purpose of the posting is to establish a specific time in which vendors and agencies are aware of the anticipated award. The bid results will be posted for a period of fourteen (14) days prior to the issuance of any award. Vendors and agencies are cautioned that these are preliminary results only, and no official award will be issued prior to the end of the fourteen-day posting period. Accordingly, any reliance on these preliminary results is at the agency's/vendor's own risk.

The Office of State Procurement reserves the right to waive the Anticipation to Award when it is determined to be in the best interest of the State.

- 8. PAST PERFORMANCE:** In accordance with provisions of The State Procurement Law, R7: 19-11-229 Competitive Sealed Bidding - Bid Evaluation paragraph (E) (i) & (ii): a vendor's past performance with the state may be used in the evaluation of any bid made in response to this solicitation. The past performance should not be greater than three years old and must be supported by written documentation on file in the Office of State Procurement at the time of the bid opening. Documentation may be in the form of a written or an electronic report, VPR (Vendor Performance Report), memo, file or any other appropriate authenticated notation of performance to the vendor files.
- 9. VISA ACCEPTANCE:** Awarded contractors should have the capability of accepting the State's authorized VISA Procurement Card (p-card) as a method of payment. Price changes or additional fee(s) may not be assessed when accepting the p-card as a form of payment. The successful bidder may receive payment from the State by the p-card in the same manner as other VISA purchases. VISA acceptance is preferred but is not the exclusive method of payment.
- 10. EO-98-04 GOVERNOR'S EXECUTIVE ORDER:** Bidders should complete the Disclosure Forms issued with this bid.
- 11. CURRENCY:** All bid pricing must be United States dollars and cents.
- 12. LANGUAGE:** Bids will only be accepted in the English language.

SECTION 1 - GENERAL INFORMATION

1.1 INTRODUCTION: This Invitation for Bid (IFB) is issued by the Office of State Procurement (OSP) for the Arkansas Agriculture Department – Forestry Commission (AAD-FC), located in Greenbrier, Arkansas, to obtain pricing and a contract for Fire Protection Equipment.

1.2 ISSUING AGENCY: The issuing office is the sole point of contact in the State for the selection process.

Vendor questions regarding IFB related matters should be made through the State's buyer, Julia Shackelford at 501-371-6079 or by email: julia.shackelford@dfa.arkansas.gov. Vendor's questions will be answered as a courtesy and at vendor's own risk.

1.3 CAUTION TO BIDDERS

1. **During the time between the bid opening and contract award, any contact concerning this IFB should be initiated by the issuing office or requesting entity and not the vendor.** Specifically, the person named herein will initiate all contact.
2. **Vendors must submit one (1) signed original IFB response on or before the date specified on page one.**
3. The State Procurement Official reserves the right to award a contract or reject a bid for any or all line items of a bid received as a result of this IFB, if it is in the best interest of the State to do so. Bids will be rejected for one or more reasons not limited to the following:
 - a. Failure of the vendor to submit his bid(s) on or before the deadline established by the issuing office.
 - b. Failure to sign an Official Bid Document.
 - c. Failure to complete the Official Bid Price Sheet(s).
 - d. Any wording by the vendor in their response to this IFB, or in subsequent correspondence, which conflicts with or takes exception to a requirement in the IFB.
 - e. Failure of any proposed goods or service to meet or exceed the specifications.

1.4 BID FORMAT: Any statement in this document that contains the word “**will**”, “**must**” or “**shall**” means that compliance with the intent of the statement is mandatory, and failure by the bidder to satisfy that intent will cause the bid to be rejected.

1.5 TYPE OF CONTRACT: Any resulting contract will be a one (1) year **TERM** contract from the date of award. Upon mutual agreement by the agency, OSP and the contractor, the contract may be renewed on a year-to-year basis, for up to three (3) additional (one year terms) or a portion thereof. In no event shall the total contract term be more than four (4) years.

1.6 PAYMENT AND INVOICE PROVISIONS: Payment will be made in accordance with applicable State of Arkansas accounting procedures upon acceptance by the AAD-FC. The State may not be invoiced in advance of delivery and acceptance of any equipment. Payment will be made only after the contractor has successfully satisfied AAD-FC as to the equipment purchased. Vendor should invoice AAD-FC by an itemized list of charges. Purchase Order Number and/or Contract Number should be referenced on each invoice.

All invoices should be forwarded to the:
AAD-Forestry Commission
Attention: Accounts Payable
1 Natural Resources Drive
Little Rock, AR 72205

Selected vendor must be registered to receive payment and future bid notifications. If you are not a registered vendor you may register on-line at <https://www.ark.org/vendor/index.html>

1.7 RECORD RETENTION: The Contractor **shall** be required to maintain all pertinent financial and accounting records and evidence pertaining to the contract in accordance with generally accepted principles of accounting and other procedures specified by the State of Arkansas. Access will be granted upon request, to State or Federal Government entities or any of their duly authorized representatives.

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Financial and accounting records **shall** be made available, upon request, to the State of Arkansas' designees at any time during the contract period and any extension thereof, and for five (5) years from expiration date and final payment on the contract or extension thereof.

1.8 PROPRIETARY INFORMATION: Proprietary information submitted in response to this (IFB) will be processed in accordance with applicable State of Arkansas procurement procedures. Bids and documents pertaining to the (IFB) become the property of the State and shall be open to public inspection subsequent to bid opening. It is the responsibility of the Vendor to identify all proprietary information. **The vendor should submit one complete copy of the response from which any proprietary information has been removed, i.e., a redacted copy.** The redacted copy should reflect the same pagination as the original, show the empty space from which information was redacted, and should be submitted on a CD or flash drive. Except for the redacted information, the redacted copy must be identical to the original hard copy. The vendor is responsible for ensuring the redacted copy on CD/flash drive is protected against restoration of redacted data. The redacted copy will be open to public inspection under the Freedom of Information Act (FOIA) without further notice to the vendor. If a redacted copy is not included, the entire bid will be open to public inspection with the exception of financial data (other than pricing). If the State of Arkansas deems redacted information to be subject to the FOIA the vendor will be contacted prior to sending out the information.

1.9 RESERVATION: This IFB does not commit the State Procurement Official to award a contract, to pay costs incurred in the preparation of a bid in response to this request, or to procure or contract for commodities or services.

1.10 PRIME CONTRACTOR RESPONSIBILITY: The selected vendor **will** be required to assume prime contractor responsibility for the contract and will be the sole point of contact with regard to all commodities, services and support.

The contractor **shall** give OSP immediate notice, in writing, by certified mail of any action which, in the opinion of the contractor, may result in litigation related in any way to the contract or the State.

1.11 CONTRACT INFORMATION

1. The State of Arkansas may not contract with another party:
 - a. Upon default, to pay all sums to become due under a contract.
 - b. To pay damages, legal expenses or other costs and expenses of any party.
 - c. To conduct litigation in a place other than Pulaski County, Arkansas
 - d. To agree to any provision of a contract that violates the laws or constitution of the State of Arkansas.
2. A party wishing to contract with the State of Arkansas should:
 - a. Remove any language from its contract which grants to it any remedies other than:
 - i. The right to possession.
 - ii. The right to accrued payments.
 - iii. The right to expenses of de-installation.
 - iv. The right to expenses of repair to return the equipment to normal working order, normal wear and tear excluded.
 - v. The right to recover only amounts due at the time of repossession and any unamortized nonrecurring cost as allowed by Arkansas Law.
 - b. Include in its contract that the laws of the State of Arkansas govern the contract.
 - c. Acknowledge that contracts become effective when awarded by the State Procurement Official.
3. The State of Arkansas may contract with another party:
 - a. To accept the risk of loss of equipment and pay for any destruction, loss or damage of equipment while the State has such risk, when the extent of liability for such risk is based upon the purchase price of equipment at the time of any loss and the contract has required the State to carry insurance for such risk.

1.12 CONDITIONS OF CONTRACT: The successful bidder shall at all times observe and comply with Federal and State laws, local laws, ordinances, orders, and regulations existing at the time of or enacted subsequent to the execution of the contract which in any manner affect the completion of the work. The successful bidder shall indemnify and save harmless the agency and all its officers, representatives, agents, and employees against any claim or liability arising from or based upon the violation of any such law, ordinance, regulation, order or decree by an employee, representative, or subcontractor of the successful bidder.

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- 1.13 STATEMENT OF LIABILITY:** The State will demonstrate reasonable care but shall not be liable in the event of loss, destruction, or theft of contractor-owned items to be delivered or to be used in the installation of deliverables. The vendor is required to retain total liability until the deliverables have been accepted by the "authorized agency official." At no time will the State be responsible for or accept liability for any vendor-owned items.
- 1.14 AWARD RESPONSIBILITY:** The State Procurement Official will be responsible for award and administration of any resulting contract.
- 1.15 PUBLICITY:** News releases by a vendor pertaining to this IFB or any portion of the project shall not be made without prior written approval of the State Procurement Official. Failure to comply with this requirement is deemed to be a valid reason for disqualification of the vendor's bid. The State Procurement Official will not initiate any publicity relating to this procurement action before the contract award is completed.
- 1.16 AWARD CRITERIA :** This Invitation for Bid shall be awarded to the lowest responsible, responsive bidder by **Grand Total. Consideration will be given only to those who bid all line items.** Bids must meet or exceed all defined specifications. Bids must meet all terms and conditions of this Invitation for Bid and the laws of the State of Arkansas.
- 1.17 DELEGATION AND/OR ASSIGNMENT:** The vendor shall not assign the contract in whole or in part or any payment arising there from without the prior written consent of the State Procurement Official. The vendor shall not delegate any duties under the contract to a subcontractor unless the State Procurement Official has given written consent to the delegation.
- 1.18 COST:** All charges **must** be included on the Official Bid Price Sheet and **must** include all associated cost for the delivery of the equipment being bid. Bid pricing must be typed or printed in ink and must be valid for ninety (90) days following the IFB opening to allow sufficient time to tabulate and evaluate bid responses.

NOTE:

1. The State will not be obligated to pay any costs not identified on the Official Bid Price Sheet.
2. Any cost not identified by the bidder but subsequently incurred **shall** be borne by the bidder.

- 1.19 PRICE CHANGE CLAUSE:** All prices bid will remain firm for the first term of the contract. In the event of an industry wide price increase for the item quoted, the vendor may request a price adjustment at the time of the contract extension request provided the vendor must provide documentation from the manufacturer certifying/justifying the increased cost. After receipt of required documentation and in the event a price change is authorized thereafter, said prices will remain firm for any period agreed upon for extension. Under no circumstances will vendor be retroactively compensated for any increased costs covered by this subsection.

The State further reserves the right to reject any proposed price increase, cancel the contract and re-bid if such actions are determined to be in the best interests of the State.

- 1.20 DELIVERY: FOB DESTINATION:** The agency requests delivery within sixty (60) calendar days after receipt of the order. If this delivery date cannot be met, the bidder must state the number of days required to place the commodity in the ordering agency's designated location. Failure to state the delivery time obligates the bidder to complete delivery by the agency's requested date. Extended delivery dates may be considered when in the best interest of the state.

Delivery _____ calendar days after receipt of order.

All deliveries must be made during normal state work hours and within the agreed upon number of days unless otherwise arranged and coordinated with the agency. The vendor shall give the agency immediate notice of any anticipated delays that will affect the delivery requirement.

Loss or damage that occurs during shipping, prior to the order being received by the agency, is the vendor's responsibility. All orders should be properly packaged to prevent damage during shipping.

1.21 FOB DELIVERY ADDRESS

Arkansas Agriculture Department
Attn: John Blackburn
#20 Industrial Boulevard
Greenbrier, AR 72058

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1.22 ACCEPTANCE STANDARDS: Inspection and acceptance/rejection of equipment shall be made within thirty (30) days of receipt. AAD-FC shall have the option to return any equipment within the thirty (30) day timeframe for any reason. Bid must include a "total satisfaction" return policy for all equipment and shall not impose any liability on the State for such returns.

1.23 CANCELLATION: In the event the State no longer needs the service or commodity specified in the contract or purchase order due to program changes, changes in laws, rules, or regulations, relocation of offices, or lack of appropriated funding, the State may cancel the contract or purchase order by giving the contractor written notice of such cancellation thirty (30) days prior to the date of cancellation.

SECTION 2 - SPECIFIC REQUIREMENTS

2.1 SCOPE: This is to be a term contract for fire protection equipment for AAD-FC Rural Fire Protection located in Greenbrier, AR. The successful vendor must provide standard manufacturer warranty on all equipment parts. In addition, the tank shall be covered by an all-out no fault Lifetime Warranty. All labor, mileage and delivery charges must be included in the bid price.

2.2 QUANTITY: The quantities listed are estimated for bidding purposes only and may vary according to the agency needs. The agency reserves the right to increase or decrease the quantities for the equipment listed on an as needed basis. If additional equipment is needed, the successful vendor shall provide them at a price mutually agreed upon by the agency and the vendor but not to exceed the rate set within any resulting contract. No other claims for additional cost on materials or supplies will be accepted. **NOTE:** Issuance of an award does not guarantee an order.

2.3 QUALITY: The equipment shall be new and conform to the specifications contained herein (demonstration units **will not** be accepted. The equipment shall be, but is not limited to the following:

- Good quality as to workmanship and material used.
- Assembled, adjusted and made ready for continuous operation at time of delivery.
- Commercial first quality and the latest model in current production.
- Manufactured in accordance with current industry standards for workmanship, materials and construction.

2.4 NATIONAL PERFORMANCE STANDARDS: In order to ensure compliance with nationally recognized and established fire service performance standards and to provide operation compatibility with established fire-ground tactics, the following are sources referenced within the item specifications.

- a) National Fire Protection Administration- N.F.P.A.
- b) United States Forest Service- U.S.F.S.
- c) United States Department of Agriculture- U.S.D.A
- d) Society of Automotive Engineers- S.A.E.
- e) Region 5 Forest Service- R-5
- f) American Society of Mechanical Engineers- A.S.M.E.
- g) International Combustion Engine Institute- I.C.E.I.
- h) Department of Transportation- D.O.T.
- i) American Standard Testing Method- A.S.T.M.

SECTION 3 – ITEM SPECIFICATIONS

ITEM 1: PUMP AND ENGINE: pump and engine shall be tested and ready for use when delivered and secured to a frame by four (4) stainless steel grade bolts. Manufacturer's cut sheet(s) with specifications of units being bid should be included with bid response.

A. Pump Specifications

- 1) Suction Inlet: 2.5" NPT Female Inlet.
- 2) Discharge: 1.5" NPT Female Discharge.
- 3) Priming system capable of pulling from a static source.
- 4) Stainless steel pump shaft with bronze impeller with replaceable wear rings.
- 5) Pump Casing: High strength aluminum alloy with bronze fittings.
- 6) Mechanical pump seal, self-adjusting and lubricated.
- 7) Controls: throttle control, master on/off switch, start button, choke control, low oil pressure warning light, 2.5" discharge gauge.
- 8) Performance: pump will perform at 120 GPM at 120 PSI; minimum performance 95 GPM at 150 PSI.
- 9) Pump Test Certificate shall be attached to each unit delivered with operation procedures.

B. Engine Specifications

- 1) Horsepower: minimum 20 horsepower.
- 2) Equipped with 5 to 6 gallon portable fuel tank with hose and quick connects.
- 3) Exhaust System: designed to blow away from unit and operator.
- 4) Engine Oil: reservoir shall be provided with dipstick for convenient oil check. There shall be a drain extended to the front of the unit (end of the frame) for ease in draining of the oil.
- 5) Starter, Choke and Throttle Control: installed in an area easily accessible for operator (control panel) and shall work in a smooth and orderly manner to meet maximum capacity.

Make/manufacturer/model of item 1: _____

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ITEM 2: SLIP-IN UNIT: completely self-contained slip-in attack unit with a 225 gallon polypropylene tank and shall include a pump and engine. The pump and engine specifications for this item shall include the same specs as specified in Item 1. Manufacturer's cut sheet(s) with specifications of units being bid should be included with bid response.

- A. Tank Construction:** The tank shall be constructed of 1/2" thick polypropylene stock. The material shall be of a certified, high quality, non-corrosive, stress relieved thermo-plastic and UV stabilized for maximum protection. The skid type booster tank shall be of a standard configuration and shall be so designed to have complete modular slide in capability. All joints and seams are to be fully nitrogen welded and electronically tested for maximum strength. The unit shall incorporate transverse partitions manufactured of 3/8" PT2E polypropylene which shall interlock with a series of longitudinal partitions constructed of 1/2" PT2E polypropylene. All swash partitions shall be so designed to allow for maximum water and air flow between compartments and are fully welded to each other as well as to the inside of the tank. The passenger side rear wall of the tank shall have a standard built in sight gauge 2" in width, and 70% transparent.
- B. Fill Tower and Tank Cover:** The tank shall be equipped with a combination vent/overflow and manual fill tower. The fill tower shall be an 8" round or square by 6" high with a hinged type cover. The tower shall be located in the front right corner (oriented from the control panel vantage point) of the tank. There shall be a vent/overflow installed inside and to the extreme rear of the tower approximately 2" down from the top. This vent/overflow shall be of a standard schedule 40 polypropylene pipe with minimum ID of 3". The vent/overflow shall be piped internally toward the adjacent fill tower side wall and exit out the side tank wall with a 1" extension past the tank wall within clear view of the operator control panel.
- C. Tank Capacity:** Minimum of 225 US gallons of water. The tank shall be covered by an all-out no fault Lifetime Warranty.
- D. Tank Outlets:** Two (2) standard tank outlets in the same vertical plane on the driver side rear wall of the tank. One (1) 2-1/2" female NPT tank to pump suction fitting and one (1) 1" female NPT tank fill fitting with flow deflector.
- E. Tank Mounting Blocks:** The cover shall incorporate two (2) booster reel mounting blocks that shall be to accommodate two (2) each sliding nut fasteners. These mounting blocks shall be welded to the covers running from the rear edge of the tank forward.
- F. Skid Base:** A full width skid base manufactured of 3/4" TP2E polypropylene welded to the tank. This base shall be 48" wide by 96" long and shall extend 34" past the tank in the rear to allow for pump mounting. The pump mounting area shall be supported by 1/2" PT2E polypropylene gussets 15" high by 32" long. The gussets shall be equipped with 2" holes to assist in lifting the unit. The mounts shall allow for the truck to be secured directly to a truck bed without the need for any skid frame work underneath.
- G. Fuel Tank:** Minimum of 5-6 gallon capacity. The fuel tank shall be mounted with all stainless steel hardware. An automotive style fuel filter shall be incorporated between the fuel tank and the engine.
- H. Battery:** An automotive 12-volt battery, minimum 500 CCA, shall be installed in a secure battery mounted fixture at the rear of the engine. Battery shall be connected to pump engine starter through a Red No. 6 battery cable. A Black No. 6 battery cable shall run from negative post of battery to a ground point. Battery cables shall be covered by a Red and Black battery terminal insulators.
- I. Plumbing:** All piping on the suction side shall be made of steel (welded joints) schedule 40. The pump and the discharge shall be tested to 400 psi. The suction piping shall consist of a 2.5" tank to pump line with a 2.5" flexible rubber hose to minimize flex and vibration between the pump and the tank. Between the tank and the pump there shall be a 2.5" valve. This pipe shall have a tee into the suction side of the pump and shall continue to the rear of the truck for overboard suction. The overboard suction connection shall have a 2.5" valve with a 2.5" NST female swivel adapter with screen installed and a 2.5" NST plug with retaining cable or chain.
- 1) **Fitting #1: Manifold Inlet:** All piping shall be schedule 40 steel piping or high pressure flexible hose. A 2.5" x 2.5" square steel manifold shall be piped directly to the discharge outlet of the pump. Attached to this discharge manifold, by means of welded steel pipe nipples, shall be all the discharge valves. All piping shall be painted red to match the pump. All valves 1" or larger shall be swing-out valves with Tork-Lok with R1 style handles for ease of operation and maintenance. Any valve smaller than 1" may be standard plumbing style valves.

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- 2) Fitting # 2: There shall be a 1" valve piped from the discharge manifold as a means for recirculating water back to the tank. The valve shall be a quarter turn valve handle and 1" NPT threads, and shall be connected to the tank fill port by 1" high pressure flexible hose.
- 3) Fittings #3 & #4: 1.5" Discharges: Two 1.5" discharges shall be provided off of the manifold. The discharge shall incorporate a 1/4 turn 1.5" ball valve, a block style elbow to face the front of the unit, a 1.5" NPT (M) adapter, and a 1.5" cap with chain. The cap and chain shall be secured to the valve handle.
- 4) Fitting #5: 1" Discharge (To Hose Reel): There shall be a 1" valve piped from the discharge manifold to the booster reel. The valve shall be a quarter turn valve handle and 1" NPT threads, and shall be connected to the reel by 1" high pressure flexible hose. All high pressure hoses **must** be compressed type fitting or standard booster hose fittings. Hose clamp fittings are **not acceptable**.

J. Electric Rewind Booster Reel: One 12V electric rewind booster reel capable of handling 200 foot of 1" diameter booster hose shall be supplied and installed on the tank top. The hose reel shall be protected against power shortage with a high capacity relay. The reel shall have a push button rewind control and a backup geared crank rewind handle. The reel shall be equipped with a 1" NPT 90 degree swivel inlet, and a 1" NST outlet riser. The reel discs and drum shall be manufactured of steel and be red in color.

- 1) Booster Reel Rollers: Two (2) high mounted roller and spool assemblies shall be furnished and installed on the booster reel. The rollers shall be located one on each side of the reel to facilitate deployment of the hose to either side of the vehicle.
- 2) Booster Hose & Nozzle: The booster reel shall be equipped with 150 foot of 1" rubber booster hose. The hose shall have a working pressure of 400 psi and be furnished with 1" NST lightweight couplings. Include one (1) Adjustable pistol grip nozzle with 5 settings ranging from 5 GPM - 60 GPM.

K. Gauge Panel: The gauge should have the following or equivalent: throttle level, master on/off switch, start push button, choke control, low oil pressure warning light, discharge gauge: 2-1/2" (63.5 mm) diam. liquid filled, 0 to 400 PSI (0 to 28 BAR) located on the passenger rear corner of the unit for ease of operation.

L. Electrical System: All electrical components shall be of moisture proof type, readily removable for servicing and protected against external heat. All switches and other electrical devices shall be heavy-duty type and shall carry the anticipated maximum circuit load with insulation in accordance with recommended standards of the Society of Automotive Engineers for such loading at potential use. Wiring shall be waterproof, fully protected against heat, oil, and mechanical injury and include enclosure in an automotive type loom. Each circuit shall be coded for identification throughout its length with colored or numbered wire. All connections shall be made with lugs or terminals mechanically secured to said conductors. Where circuits are to be completed through "grounds", provisions shall be made on valve bodies or bolts thereof. Wire cable shall be installed as necessary for all electrical components of the completed assembly. A 15-amp ATC fuse shall be mounted between battery and deck lights. This shall be easily accessible and protected with clear plastic cover. All wiring and components shall be installed in a neat workmanship manner. Wiring for the hose reel shall be a No. 6 cable and properly connected to the reel circuit breaker. All wiring and cables, shall be enclosed in convoluted slit loom and held in place by loom clamps.

M. Identification Tags: Tags shall incorporate bold contrast letters to indicate the following functions:

- 1) Hose reel rewind, pressure gauge, low oil warning light, tank recirculating valve,
- 2) Hose reel discharge, 1.5" discharges, 2.5" suction, serial number, and manufacturer
- 3) Name and phone number

Make/manufacturer/model of item 2: _____

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ITEM 3: SLIP IN FOAM UNIT: completely self-contained foam tank and foam system which shall include the slip-in unit specification listed in item 2 and the pump and engine specifications listed in item 1. Manufacturer's cut sheet(s) with specifications of units being bid should be included with bid response.

A. Foam Tank: Minimum of an 8-10 gallon foam tank installed directly into the water tank and must be installed by the tank manufacture to insure the tank is covered by the tank warranty. The foam tank will not affect the capacity of the water tank described in item 2; Slip-In Units. The foam tank shall have a manual fill tower. The fill tower shall be constructed of 1/2" PT3 polypropylene and shall be a minimum dimension of 8" x 8" outer perimeter. The capacity of the tank shall be engraved on the top of the fill tower lid. The tower shall be located in the left front corner (oriented from control panel vantage point) of the tank unless otherwise specified. The tower shall have a 1/4" thick removable polypropylene screen and a stainless steel hinged-type cover. Inside the fill tower approximately 1.5" down from the top, there shall be an anti-foam fill tube that extends down to the bottom of the tank. A pressure vacuum vent shall be provided in the lid of the fill tower.

B. Foam System: The foam system shall be a Class A around-the-pump system and shall be installed. The foam housing shall be of brass construction; due to the high reliability factor, a plastic housing construction shall not be acceptable. The ATP foam system shall have the ability to turn the foam flow "on and off" without changing the water or foam proportioning settings.

- 1) The Foam System shall be capable of supplying foam in concentrations ranges from 0.1% to 1.0% compatible with the water pumps rated performance.
- 2) The "in and out" water hose connections shall be 0.25" NPT female threads and the foam connection shall be 0.75" GHT female threads. The unit shall have precision metering valve and foam educting venturi. The brass metering valve shall have EPDM rubber replaceable foam compatible seals. The design shall include an integral check valve to prevent "backflow" of foam into the water supply. The foam supply line shall have a separate and positive "on-off" valve control on the panel, including check valve. The foam metering valve shall operate from a "minimum to maximum" in less than a 360 degree rotation.
- 3) The indicator or table to select water flow rate and corresponding foam metering valve setting shall be built into the operating control and display. A dial-type foam/water control shall permit direct reading and pre-setting of a desired water flow rate and foam concentrate percentage rate or any variable setting for precise foam solutions. The entire proportioning assembly shall have a compact control panel, approximately 4" high x 4" wide, with valve body and metering valve mounted aft of the panel. The control panel shall be a chrome plated die casting, with an integral poly carbonate label for operating instructions and foam diagram. The foam control panel and proportioner system shall be capable of being mounted in two (2) alternative methods:
 - a. Surface mounted on a fire apparatus pump panel
 - b. Installer supplied mounting bracket
- 4) The foam control panel which shall include the following:
 - a. One (1) foam supply "on-off" valve or flushing in the "off" position, with directional arrow
 - b. One (1) foam percentage selection dial control with incremental foam percentage settings from 0.1% to 1.0%.
- 5) The foam system shall include a separate and accessible brass 0.75" in-line wye water strainer with 0.25" NPT fittings. The strainer shall be a minimum of 5 square inches, with replaceable and cleanable screen and 0.50" plug. Water and foam supply lines shall be provided and installed by final stage assembler plumbed to the foam tank and to the discharge manifold system.

Make/manufacturer/model of item 3: _____

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OFFICIAL BID PRICE SHEET

| <u>ITEM</u> | <u>DESCRIPTION</u> | <u>ESTIMATED QUANTITY</u> | <u>UNIT PRICE</u> | <u>EXTENSION PRICE</u> |
|--------------------|---------------------------|--------------------------------------|--------------------------|-------------------------------|
| 1. | Pump & Engine | 15 each | \$ _____/ea | \$ _____ |
| 2. | Slip-in Unit | 12 each | \$ _____/ea | \$ _____ |
| 3. | Slip-in Foam Unit | 6 each | \$ _____/ea | \$ _____ |

Grand Total for items 1-3: \$ _____

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STANDARD TERMS AND CONDITIONS

1. **GENERAL:** Any special terms and conditions included in the invitation for bid override these standard terms and conditions. The standard terms and conditions and any special terms and conditions become part of any contract entered into if any or all parts of the bid are accepted by the State of Arkansas.
2. **ACCEPTANCE AND REJECTION:** The state reserves the right to accept or reject all or any part of a bid or any and all bids, to waive minor technicalities, and to award the bid to best serve the interest of the state.
3. **BID SUBMISSION:** Bids must be submitted to the Office of State Procurement on this form, with attachments when appropriate, on or before the date and time specified for bid opening. If this form is not used, the bid may be rejected. The bid must be typed or printed in ink. The signature must be in ink. Unsigned bids will be disqualified. The person signing the bid should show title or authority to bind his firm in a contract. Each bid should be placed in a separate envelope completely and properly identified. Late bids will not be considered under any circumstances.
4. **PRICES:** Bid unit price F.O.B. destination. In case of errors in extension, unit prices shall govern. Prices are firm and not subject to escalation unless otherwise specified in the bid invitation. Unless otherwise specified, the bid must be firm for acceptance for thirty days from the bid opening date. "Discount from list" bids are not acceptable unless requested in the bid invitation.
5. **QUANTITIES:** Quantities stated in **term contracts** are estimates only, and are not guaranteed. Bid unit price on the estimated quantity and unit of measure specified. The state may order more or less than the estimated quantity on term contracts. Quantities stated on **firm contracts** are actual requirements of the ordering agency.
6. **BRAND NAME REFERENCES:** Any catalog brand name or manufacturer's reference used in the bid invitation is descriptive only, not restrictive, and used to indicate the type and quality desired. Bids on brands of like nature and quality will be considered. If bidding on other than referenced specifications, the bid must show the manufacturer, brand or trade name, and other descriptions, and should include the manufacturer's illustrations and complete descriptions of the product offered. The state reserves the right to determine whether a substitute offered is equivalent to and meets the standards of the item specified, and the state may require the bidder to supply additional descriptive material. The bidder guarantees that the product offered will meet or exceed specifications identified in this bid invitation. If the bidder takes no exception to specifications or reference data in this bid he will be required to furnish the product according to brand names, numbers, etc., as specified in the invitation.
7. **GUARANTY:** All items bid shall be newly manufactured, in first-class condition, latest model and design, including, where applicable, containers suitable for shipment and storage, unless otherwise indicated in the bid invitation. The bidder hereby guarantees that everything furnished hereunder will be free from defects in design, workmanship and material, that if sold by drawing, sample or specification, it will conform thereto and will serve the function for which it was furnished. The bidder further guarantees that if the items furnished hereunder are to be installed by the bidder, such items will function properly when installed. The bidder also guarantees that all applicable laws have been complied with relating to construction, packaging, labeling and registration. The bidder's obligations under this paragraph shall survive for a period of one year from the date of delivery, unless otherwise specified herein.
8. **SAMPLES:** Samples or demonstrators, when requested, must be furnished free of expense to the state. Each sample should be marked with the bidder's name and address, bid number and item number. If samples are not destroyed during reasonable examination they will be returned at bidder's expense, if requested, within ten days following the opening of bids. All demonstrators will be returned after reasonable examination.
9. **TESTING PROCEDURES FOR SPECIFICATIONS COMPLIANCE:** Tests may be performed on samples or demonstrators submitted with the bid or on samples taken from the regular shipment. In the event products tested fail to meet or exceed all conditions and requirements of the specifications, the cost of the sample used and the reasonable cost of the testing shall be borne by the bidder.
10. **AMENDMENTS:** The bid cannot be altered or amended after the bid opening except as permitted by regulation.
11. **TAXES AND TRADE DISCOUNTS:** Do not include state or local sales taxes in the bid price. Trade discounts should be deducted from the unit price and the net price should be shown in the bid.
12. **AWARD: Term Contract:** A contract award will be issued to the successful bidder. It results in a binding obligation without further action by either party. This award does not authorize shipment. Shipment is authorized by the receipt of a purchase order from the ordering agency. **Firm Contract:** A written state purchase order authorizing shipment will be furnished to the successful bidder.
13. **LENGTH OF CONTRACT:** The invitation for bid will show the period of time the term contract will be in effect.
14. **DELIVERY ON FIRM CONTRACTS:** The invitation for bid will show the number of days to place a commodity in the ordering agency's designated location under normal conditions. If the bidder cannot meet the stated delivery, alternate delivery schedules may become a factor in an award. The Office of State Procurement has the right to extend delivery if reasons appear valid. If the date is not acceptable, the agency may buy elsewhere and any additional cost will be borne by the vendor.

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- 15. DELIVERY REQUIREMENTS:** No substitutions or cancellations are permitted without written approval of the Office of State Procurement. Delivery shall be made during agency work hours only 8:00 a.m. to 4:30 p.m., unless prior approval for other delivery has been obtained from the agency. Packing memoranda shall be enclosed with each shipment.
- 16. STORAGE:** The ordering agency is responsible for storage if the contractor delivers within the time required and the agency cannot accept delivery.
- 17. DEFAULT:** All commodities furnished will be subject to inspection and acceptance of the ordering agency after delivery. Back orders, default in promised delivery, or failure to meet specifications authorize the Office of State Procurement to cancel this contract or any portion of it and reasonably purchase commodities elsewhere and charge full increase, if any, in cost and handling to the defaulting contractor. The contractor must give written notice to the Office of State Procurement and ordering agency of the reason and the expected delivery date. Consistent failure to meet delivery without a valid reason may cause removal from the bidders list or suspension of eligibility for award.
- 18. VARIATION IN QUANTITY:** The state assumes no liability for commodities produced, processed or shipped in excess of the amount specified on the agency's purchase order.
- 19. INVOICING:** The contractor shall be paid upon the completion of all of the following: (1) submission of an original and the specified number of copies of a properly itemized invoice showing the bid and purchase order numbers, where itemized in the invitation for bid, (2) delivery and acceptance of the commodities and (3) proper and legal processing of the invoice by all necessary state agencies. Invoices must be sent to the "Invoice To" point shown on the purchase order.
- 20. STATE PROPERTY:** Any specifications, drawings, technical information, dies, cuts, negatives, positives, data or any other commodity furnished to the contractor hereunder or in contemplation hereof or developed by the contractor for use hereunder shall remain property of the state, be kept confidential, be used only as expressly authorized and returned at the contractor's expense to the F.O.B. point properly identifying what is being returned.
- 21. PATENTS OR COPYRIGHTS:** The contractor agrees to indemnify and hold the State harmless from all claims, damages and costs including attorneys' fees, arising from infringement of patents or copyrights.
- 22. ASSIGNMENT:** Any contract entered into pursuant to this invitation for bid is not assignable nor the duties thereunder delegable by either party without the written consent of the other party of the contract.
- 23. OTHER REMEDIES:** In addition to the remedies outlined herein, the contractor and the state have the right to pursue any other remedy permitted by law or in equity.
- 24. LACK OF FUNDS:** The state may cancel this contract to the extent funds are no longer legally available for expenditures under this contract. Any delivered but unpaid for goods will be returned in normal condition to the contractor by the state. If the state is unable to return the commodities in normal condition and there are no funds legally available to pay for the goods, the contractor may file a claim with the Arkansas Claims Commission. If the contractor has provided services and there are no longer funds legally available to pay for the services, the contractor may file a claim.
- 25. DISCRIMINATION:** In order to comply with the provision of Act 954 of 1977, relating to unfair employment practices, the bidder agrees that: (a) the bidder will not discriminate against any employee or applicant for employment because of race, sex, color, age, religion, handicap, or national origin; (b) in all solicitations or advertisements for employees, the bidder will state that all qualified applicants will receive consideration without regard to race, color, sex, age, religion, handicap, or national origin; (c) the bidder will furnish such relevant information and reports as requested by the Human Resources Commission for the purpose of determining compliance with the statute; (d) failure of the bidder to comply with the statute, the rules and regulations promulgated thereunder and this nondiscrimination clause shall be deemed a breach of contract and it may be cancelled, terminated or suspended in whole or in part; (e) the bidder will include the provisions of items (a) through (d) in every subcontract so that such provisions will be binding upon such subcontractor or vendor.
- 26. CONTINGENT FEE:** The bidder guarantees that he has not retained a person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the bidder for the purpose of securing business.
- 27. ANTITRUST ASSIGNMENT:** As part of the consideration for entering into any contract pursuant to this invitation for bid, the bidder named on the front of this invitation for bid, acting herein by the authorized individual or its duly authorized agent, hereby assigns, sells and transfers to the State of Arkansas all rights, title and interest in and to all causes of action it may have under the antitrust laws of the United States or this state for price fixing, which causes of action have accrued prior to the date of this assignment and which relate solely to the particular goods or services purchased or produced by this State pursuant to this contract.
- 28. DISCLOSURE:** Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.