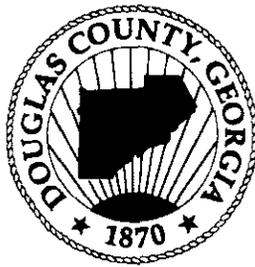


BILL C. PEACOCK
Director - Purchasing



DOUGLAS COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT

8700 Hospital Drive • Douglasville, GA 30134
Telephone (770) 920-7247 • Fax (770) 920-7219

April 27, 2016

Subject: Douglas County, Georgia, Board of Commissioners
Invitation to Bid – Thermal Imaging Cameras
Solicitation No. 16-009

Dear Ladies/Gentlemen:

Enclosed please find the Douglas County Board of Commissioners, Invitation to Bid, covering Thermal Imaging Cameras for the Douglas County Fire Department, Douglas County Georgia.

The Bid Opening will be held on May 20, 2016 at 2:00 p.m., ET, at the Douglas County Courthouse, Third Floor, Purchasing Conference Room, 8700 Hospital Drive, Douglasville, Georgia. All bids must be received by 2:00 p.m. to be a part of the bid opening. You are invited to attend, or submit your Bid prior to the deadline as stated in the attachments. Each Bid should be marked on the outside of the envelope with: “Sealed Bid – Thermal Imaging Cameras, Solicitation No. 16-009, 5/20/2016”.

Thanking you in advance for your interest and looking forward to your participation.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Peacock", written over a horizontal line.

Bill C. Peacock
Purchasing Director

Attachments

DOUGLAS COUNTY, GEORGIA, BOARD OF COMMISSIONERS
Purchasing Department
INVITATION TO BID

THERMAL IMAGING CAMERAS
for
Douglas County Fire Department
Solicitation 16-009

Douglas County Board of Commissioners are seeking competitive bids for ten (10) Thermal Imaging Cameras (TIC) in accordance with our bid specifications for the Douglas County Fire Department. **All bids shall be received by Friday, May 20, 2016, no later than 2:00 p.m. ET.**

Please submit your bid in accordance with the attached specifications, entitled Minimum Specifications for Thermal Imaging Cameras, Douglas County, Georgia, dated 04/27/16, and the instructions contained herein.

Douglas County reserves the right to reject any or all bids received, and accept any bid that in its judgment best serves the interest of Douglas County and the Fire Department.

It is Douglas County's intent to purchase the total number of units specified in this Invitation to Bid. However, all bidders shall understand that Douglas County does not guarantee or warrant that all specified units will be purchased.

Douglas County may purchase fewer units or additional units above those specified. Douglas County requires that bids be valid for twelve (12) months, at the same price, terms and conditions. Bidder shall indicate the period in months/years that the unit price for thermal imaging cameras conforming to the specifications will be held firm after the date of bid opening and for the placement of additional order(s), at the same price, terms and conditions.

We will hold our bid price for additional thermal imaging cameras conforming to Douglas County specifications as follows:

Company Name: _____

Number of months/years after the bid opening the price, terms & conditions will remain firm:

_____ **Months/Years (circle one)**

Signature of Authorized Representative: _____

Printed Name: _____ **Title:** _____

Date: _____

All items listed in the specifications are to be considered mandatory except work and equipment listed as “options”.

MINIMUM SPECIFICATIONS

- I. Douglas County’s typical payment terms are 100% upon delivery, inspection, testing, and acceptance by Douglas County of the thermal imaging camera and associated equipment, usually net 30 days.
- II. It is understood that Douglas County may select or delete items listed as “options” or “miscellaneous equipment” as necessary when accepting the bid.
- III. Douglas County requests one (1) original and three (3) copies of the bid.
- IV. Delivery Terms
 - A. Douglas County expects delivery of the TIC and accessories within ninety (90) calendar days after receipt of order.
 - B. Camera, chargers, and accessories shall be delivered to:
Douglas County Fire Department
6856 West Broad Street
Douglasville, Ga. 30134
 - C. Cameras shall be labeled with the unit numbers (E-1, E-2 etc.) with durable reflective decals (AWOG, Fox Fire or equivalent) prior to delivery to Douglas County Fire Department (DCFD). Exact unit numbers for decals will be provided by DCFD. Serial numbers and unit number assigned shall be provided to DCFD in an electronic format. Delivery boxes shall be identified by unit number and serial number.
- V. Training (classroom and practical) of Douglas County personnel by Sellers Qualified Field Service Technician/Engineer. Training shall be conducted on-site at Douglas County Fire Department, 6856 Broad Street, Douglasville, GA for three (3) consecutive days. Reference material for continuing education shall be provided on the manufacturer’s website.
- VI. Warranty
 - A. The bidder shall warrant the camera, components and workmanship for a period of no less than **TWO (2) YEARS** from the date the camera is entered into service in Douglas County. The length of warranty will be a major consideration in

awarding of the bid. The in-service date is to be recorded by the manufacturer and by Douglas County for future reference.

- B. Any difference between the warranty offered by the manufacturer and the requirements of these specifications must be clearly stated and taken as an exception. *Consideration of the warranty exceptions will be made during the bid evaluation process*
- C. The specifications shall prevail in any variation between the manufacturer's offered warranty and those required in the specifications, unless an exception has been noted and accepted
- D. During the warranty period all shipping charges including overnight shipping charges shall be the responsibility of the manufacturer or dealer.
- E. The bidder shall indicate on the bid form the cost for extending the original warranty for an additional twelve (12) months.

VII. Thermal Imaging Camera (TIC) to include:

- A. Camera
 - Weighing not more than 2.25 pounds
 - Highest resolution offered by the manufacturer
 - A screen size not less than 3.5 inches
 - A start-up time not more than 5 seconds
- B. One (1) retractable lanyard
- C. One (1) fixed lanyard
- D. Two (2) rechargeable batteries, NFPA approved truck mount, TIC charger, and AC desk charger
- E. One (1) owner's manual.

VIII. Bidder shall indicate the price for the following options:

- A. Additional modes and features available for manufacture specific cameras

- B. Digital Video Recorder (DVR)
 - C. Battery replacement programs
- IX. Bidder shall indicate on the bid form the trade-in allowance for the equipment listed. DCFD reserves the right to trade-in all or part of the equipment. DCFD does not guarantee the operation of any of the equipment; however, currently all cameras operate normally. Exact quantities to be traded-in shall be determined. Trade-in allowance shall be credited to the final invoice.
- A. Nine (9) ISG K90 Thermal Imaging Cameras
 - B. Three (3) ISG Elite XR Thermal Imaging Cameras
 - C. Three (3) ISG Elite XR Truck Mounted Chargers
 - D. Nine (9) ISG K90 truck battery chargers
 - E. Approximately twenty-seven (27) rechargeable ISG K90 batteries
 - F. Approximately six (6) ISG Elite XR batteries
 - G. Approximately nine (9) AA battery packs for the ISG Camera
 - H. Approximately nine (9) ISG K90 AC chargers
 - I. Approximately three (3) ISG Elite XR AC chargers
 - J. One (1) ISG TIC receiver
- X. Equipment manufacturer shall have **MINIMUM** \$3,000,000 liability insurance in addition to the insurance required in the general terms and conditions portion of this bid. Documentation of insurance must accompany proposal. Failure to include proper documentation will be cause for automatic bid rejection.

BID FORM

1. Equipment Bid: **Thermal Imaging Camera**, in accordance with the Douglas County Fire Department Thermal Imaging Camera Specifications dated April 27, 2016, contained herein and as specified by this Invitation to Bid document.

Quantity: **Ten (10)**

Unit Price: \$ _____

Total Price Bid Amount: \$ _____

2. Manufacturer's Name and Model of Equipment:

3. Extended Warranty Cost (additional 12 months): \$ _____

4. Trade-in Allowance for the Equipment to Follow:

A. Nine (9) K90 Thermal Imaging Cameras: \$ _____

B. Three (3) ISG Elite XR Thermal Imaging Cameras: \$ _____

C. Three (3) ISG Elite XR Truck Mounted Chargers: \$ _____

D. Nine (9) ISG K90 truck battery charges: \$ _____

E. Approximately twenty-seven (27) rechargeable ISG K90 batteries: \$ _____

F. Approximately six (6) ISG Elite XR batteries: \$ _____

G. Approximately nine (9) AA battery packs for the ISG Camera: \$ _____

H. Approximately nine (9) ISG K90 AC chargers: \$ _____

I. Approximately three (3) ISG Elite XR AC chargers: \$ _____

J. One (1) ISG TIC receiver: \$ _____

5. Price for the following options:

A. Additional modes and features available for
manufacture specific cameras: \$ _____

B. Digital Video Recorder (DVR): \$ _____

C. Battery replacement programs: \$ _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Printed Name and Signature of Authorized Representative:

Title: _____ Date: _____

Telephone/Fax No.: _____

Email Address: _____

Federal Tax I.D. Number: _____

GENERAL CONDITIONS

PURPOSE

1. The purpose and intention of this invitation to bid issued by the Douglas County Purchasing Department is to afford all suppliers an equal opportunity to bid on all operating supplies, services, equipment, maintenance and repairs that are listed in the accompanying documents.

SPECIFICATIONS

2. Whenever standard Douglas County specifications are specified in any invitation to bid, or request for proposal, all bidders must comply with these specifications. Specifications other than standard specifications are to be considered as setting a standard of quality suitable to permit competition and at the same time protect the integrity of the purchasing process. It is the overall intent of the specifications to insure that the minimum needs of the County are met.

Brand or trade names used herein are intended to establish quality standards, and are not intended to limit or eliminate competition.

The County does reserve the right to specify that particular specifications be strictly adhered to, and brand or trade names not be substituted.

PURCHASING POLICY

3. All bidders are hereby put on notice that, in all purchasing and related activities, the Douglas County Purchasing Department shall pursue a policy of securing the greatest possible economy consistent with grades of quality of supplies and services that are adapted to the purpose for which they are required.

AWARD OF CONTRACT

4. The award of all contracts will be made in conformity with the above purchasing policy. Douglas County reserves the right to award items separately, grouped or on an "all or none" basis and to reject any or all bids and waive all informalities.

PRICING

5. All prices should be quoted in the unit of measure as required and shall be firm until bid is awarded unless otherwise specified.

CANCELLATION OF CONTRACT

6. In any of the following cases the Purchasing Department has the right to cancel any contract entered into under these Purchasing Rules and Regulations;

- a. Breach of Contract;
- b. In the event the contractor fails to furnish a satisfactory performance bond within the time specified, when such bond is required;
- c. Failure of the contractor to make delivery within the time specified in the contract;
- d. In the event any commodity of equipment is rejected for failure to meet specifications, non-conformity with sample or the items are not in good condition when delivered;
- e. Wherever the contractor is guilty of misrepresentation; i.e., misbranding of food or drugs;
- f. Wherever the contract was obtained by fraud, collusion, conspiracy or other unlawful means, or the contract conflicts with any statutory and constitutional provision of the State of Georgia or the United States; or
- g. Wherever Douglas County deems that a cancellation is in the best interest of the County provided that the Vendor be notified of such cancellation prior to production and/or shipment.

PERFORMANCE BONDS

7. Douglas County reserves the right to require a performance bond on all awards over \$1,000.00.

NON PERFORMANCE

8. In the event contractor fails to perform in accordance with the specifications, the contractor will be deemed to be in default. The Purchasing authority shall notify the contractor verbally and in writing of incidence of nonperformance. If the contractor fails to perform in accordance with the contract specifications, within five (5) days after notice, as provided herein, the Purchasing Manager shall take appropriate action including but not limited to contract cancellation, collection proceedings, suspension or disbarment.

SUBSTITUTIONS

9. If bidding other than specified in the bid proposal, state brand, model number and submit illustrations and descriptive literature with bid in order that quality, suitability, and compliance with the specifications may be determined. Failure to do so may cause your bid to be disqualified.

DISCOUNTS

10. Discounts will be considered when making an award.

QUANTITIES

11. Douglas County reserves the right to increase or decrease the quantity as necessary at the same prices and terms stated in sellers bid proposal.

DELIVERY

12. All deliveries shall be F.O.B. Douglas County, Georgia. If the vendor fails to make delivery within a satisfactory time, Douglas County reserves the right to cancel the item and to purchase elsewhere charging the re-procurement costs, i.e., increase in price, cost of handling (if any), to the original vendor making the unsatisfactory, late or non-delivery cause for cancellation.

PAYMENT

13. Payments will not be made in advance. Payments will be made after satisfactory delivery and acceptance by Douglas County for goods and/or services based on the actual quantities installed and unit prices submitted on the Bid Form. This supersedes any Payment/Unit Price included in the bid documents and specifications.

BID RESPONSE

14. Bids should be submitted on the forms provided for this purpose and should be filled out with ink or typewritten and signed in ink. Do not erase, correct or white over any prices or figures necessary for the completion of this bid proposal. If any corrections are necessary, each one should be initialed. Failure to comply with these requirements may cause your bid to be disqualified.

CONTRACTUAL SERVICES

15. At the option of Douglas County and acceptance by the contractor this contract may be extended for two (2) additional twelve (12) month periods not to exceed 36 months at the same terms and prices.

INSURANCE

16. For general contracting exposure.

A) INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property that may arise from or in connection with performance of the Work hereunder by the Contractor, his agents, representatives, employees, or subcontractors.

MINIMUM LIMITS OF INSURANCE

Contractor shall maintain limits no less than:

1. The Contractor and Subcontractors shall secure and maintain during the life of this contract Worker's Compensation Insurance for all of their employees employed at the site of any Douglas County project, at statutory limits. The Employer's Liability shall have limits not less than \$500,000.
2. Comprehensive General Liability Insurance – shall be in limits no less than \$1,000,000 combined single limit per occurrence for aggregate or property damage. Property damage insurance shall be in broad form including complete operations.
3. Automobile liability coverage for owned, non-owned and hired. Such insurance shall be in limits no less than \$1,000,000 combined single limit per occurrence.
4. Professional liability shall be in limits no less than \$2,000,000 each claim made, and annual aggregate of \$3,000,000

B) OTHER INSURANCE PROVISIONS

1. General Liability, and Automobile Liability insurance

- A. The Owner and its officers, officials, employees and volunteers are to be covered as additional insured's with regards to any liability arising out of activities performed by or on behalf of the Contractor.
- B. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Owner and its officers, officials employees or volunteers.
- C. The Contractor is responsible for insuring its own property and equipment.

2. Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against Douglas County and its officers, officials, employees and volunteers for losses arising from the work performed by the Contractor for the Owner.

3. All Coverages: Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after ninety (90) days' prior written notice by certified mail, return receipt requested, has been given to the Owner, Douglas County, Georgia, in care of the Douglas County Purchasing Department.

C) ACCEPTABILITY.

Insurance is to be placed with insurers with a Best's rating of no less than A:VIII, or otherwise acceptable to the Owner.

D) VERIFICATION OF COVERAGE.

Contractor shall furnish Douglas County with certificates of insurance and with original endorsements effecting coverage required by this clause. These certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Owner before any work commences. Douglas County further reserves the right to require complete, certified copies of all required insurance policies at any time.

E) SUBCONTRACTORS

Contractor shall include all subcontractors as insured under its insurance or shall ensure that subcontractors have met the insurance requirements of this agreement. Douglas County may request evidence of subcontractor's insurance at any time.

LOCAL PREFERENCE

17. Douglas County Board of Commissioners has approved the utilization of a local county preference to the Douglas County Code of Ordinance. The local preference may be used and allows for a local firm to be awarded the bid when not the lowest bidder, if the lowest bid is within 3% of the local company's bid amount, except for construction services, and road project expected to exceed \$20,000, which will be subject to Georgia State law. If all bidders are local firms, this section does not apply.

INDEMNIFICATION AND GENERAL CONSTRUCTION TERMS

18. The contractor hereby agrees to protect, defend, indemnify and hold the county and its merit and contract employees, agents and officers free and harmless from any and all loses, claims, liens, demands and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interests, court costs, legal fees and all other expenses incurred by the county arising in favor of any party.

Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand or suit at the sole expense of the contractor. Contractor also agrees to bear all other costs and expenses related, thereto, even if the claim or claims alleged are groundless, false or fraudulent. This provision is not intended to create any cause of action in favor of any third party against contractor or the county or to enlarge in any way the contractor's liability but is intended solely to provide indemnification of the county from liability for property damage, property loss, personal injury, bodily injury or death to the contractors, the contractor's employees or any third persons or property arising from the contractor's performance hereunder.

The contractor agrees to keep informed and comply with all Federal, State, and local laws, policies, regulations, ordinances and codes, but not limited to, the contractor's duty to provide a safe work environment and road conditions for the contractor's employees, subcontractors, county employees and third parties. This provision confers all safety responsibility, to include but not limited to, knowledge of the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD), Standard Highway Signs (SHS), Utility Accommodation Policy and Standards Manual, safety management, human resource management, and traffic management as it relates to all methods and forms of employee hiring and retention, safety signage, fall prevention, warning devices, safety barricades, safety fencing, work zone flaggers, scaffolding, motorist and pedestrian road and sidewalk detour direction and all other regulated safety requirements for the duration of The Work as is necessary to provide for the health and safety of the Contractor's employees, subcontractors, county employees, pedestrians, motorists and all third parties. Where and when applicable, warning devices shall be placed prior to the commencement of any road improvement work on any roads and shall remain in place until the conclusion of all Work.

GEORGIA SECURITY AND IMMIGRATION ACT OF 2006

19. As of July 1, 2007, all contracts with Douglas County must have a certification from the Contractor that they comply with the Georgia Security and Immigration Act of 2006. This requires all those individuals, firms, contractors, consultants, etc., contracting with the County to execute the Contractor Affidavit and Agreement. If subcontractors are engaged, they are required to execute the Subcontractor Affidavit. These affidavits are available to download from the Douglas County Purchasing Department website, located at www.celebratedouglascounty.com, or may be attached for your convenience in compliance with this requirement.

DISPUTE RESOLUTION

20. The jurisdiction and venue of any dispute arising out of this agreement shall lie with in the Superior Court of Douglas County, Georgia, and the governing law shall be the law of the state of Georgia.