

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

INVITATION TO BID

Office of Finance
100 West First North Street
Morristown, TN 37814

INTRODUCTION

The City of Morristown is accepting sealed bids for Stormwater Equipment specific for use with our Vactor Truck with specifications stated herein.

Proposer shall return bids in **SEALED** envelope to:

**City of Morristown
Attn: Ashley Ahl, Purchasing Assistant
100 West First North Street
Morristown, TN 37814**

Public opening of sealed bids will be held at the above address at the deadline date and time listed below.

DATE ISSUED:	Tuesday, November 28, 2017
BID TITLE:	Stormwater Equipment
BID DEADLINE DATE & TIME:	Tuesday, December 12, 2017 at 10:00 A.M. Eastern Time (local prevailing time)
BID OPENING LOCATION:	Morristown City Center, Community Room, 2 nd Floor
BID CONTACT:	Ashley Ahl, Purchasing Assistant
CONTACT PHONE:	423.585.4622
CONTACT EMAIL:	purchasing@mymorristown.com

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT

TERMS AND CONDITIONS

1. REQUIREMENTS FOR SEALED BID SUBMISSION.

- a. COMPLETE, UNBOUND, ORIGINAL, sealed bid.
- b. Complete and original invitation to bid with “Bidder Initial” completed by authorized representative.
- c. All bids shall be submitted SEALED, envelope clearly marked with the bid name, date, and time ON THE OUTSIDE OF THE SEALED ENVELOPE.
- d. Copy of IRS W-9 Form.

2. BIDS RECEIVED ON TIME. Bids and amendments thereto, if received by the City of Morristown’s Finance Office after the date and time specified for opening, will not be considered. It will be the responsibility of the BIDDER to see that the bid is received by the City of Morristown’s Finance Office by the specified time and date. There will be no exceptions. Date of postmark will not be considered. Telephone, facsimile, electronic, and verbal bids will not be accepted. Any bid received after the opening date and time will remain unopened and on file. The City of Morristown will not be responsible for bids received late because of delays by a third party delivery service, i.e., U.S. Mail, UPS, Federal Express, etc.

3. TAX EXEMPT. The City of Morristown is a tax exempt entity. The successful vendor will be provided with an executed copy of tax exempt form.

4. ANTI-COLLUSION. The bidder certifies by signing this document that the bid is made without prior understanding, agreement, or accord with any person submitting a bid for the same services and that this bid is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce. Any false statement hereunder constitutes a felony and can result in a fine and imprisonment, as well as civil damages.

5. AWARD IN WHOLE OR IN PART. The City of Morristown reserves the right to: award by item, groups of items, or total bid; to reject any and/or all bids in whole or in part, and to waive any informality if it is determined to be in the best interest of City of Morristown.

6. OPEN RECORDS ACT. Once the bid document is submitted to the City of Morristown and is opened, it constitutes a public record and is subject to open records requests pursuant to the Tennessee Open Records Act.

7. PAYMENT TERMS. The City of Morristown pays from monthly statements for services rendered. Payments are made within 15 days of the previous month’s statement being received in the City of Morristown’s Finance Office.

8. RECEIPT DOES NOT CONSTITUTE AWARD. Receipt of your bid by the City of Morristown is not to be construed as an award for services.

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

9. **AVAILABILITY OF FUNDS.** Obligations on those contracts that envision extended funding through successive fiscal periods shall be contingent upon actual appropriations for the following years.
10. **AUTHORIZED SIGNATURE.** All bids must be signed by an authorized, responsible officer or employee having the authority to enter into contracts. Obligations assumed by such signature must be fulfilled.
11. **NO SUBMISSION.** If you choose to not respond to this sealed bid request, advise City of Morristown of your intent and state the reason. Failure to do so may risk removal of your name from our mailing list/e-mail list.
12. **KNOWLEDGE OF LAWS AND REGULATIONS.** The bidder agrees that all applicable Federal, State and Local laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout and they will be deemed to be included in the contract the same as though written in full. The bidder shall observe and comply with all such laws, ordinances, and regulations and shall protect and indemnify the City of Morristown and its representatives against any claim or liability arising from or based on any violations of the same, whether by the bidder, the bidder's subcontractors, suppliers, or others by the bidder or the employee of any of them.
13. **DRUG-FREE WORKPLACE.** The bidder understands that the City of Morristown operates a drug-free workplace program. Any good or service provided to the City of Morristown by the bidder must comply with all State and Federal drug-free workplace laws, rules and regulations. The bidder agrees to comply by the execution of the "Bidder Initial" located at the bottom of the page.
14. **DIRECT CONTACT PROHIBITED.** Direct contact with City Departments other than the City of Morristown's Finance Office representatives on the subject of this bid is expressly forbidden except with the foreknowledge and permission of the City of Morristown Finance's Office.
15. **NON-DISCRIMINATION.** During the performance of this contract, the bidder agrees as follows: he/she will not discriminate against any employees or applicants for employment because of race, religion, color, sex, national origin, age, disability or any other basis prohibited by federal or state law relating to discrimination in employment, except where one or more of these are a bona fide occupational qualification reasonably necessary to the normal operations of the bidder. The bidder agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
16. **RIGHT TO WITHDRAWAL.** Bidders have the right to request withdrawal of their bid from consideration due to error by giving notice at any time before and not later than two (2) days after bids are publicly opened.
17. **ORIGINAL BID DOCUMENT.** The original bid document maintained by the City of Morristown's Finance Office shall be considered the official copy document.

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT

18. **CLOSED FOR BUSINESS.** If the City of Morristown is closed for business at the time scheduled for the bid opening, for whatever reason, sealed bids will be accepted and opened on the next business day of the City, at the originally scheduled hour.
19. **BID APPROVAL BY LEGISLATIVE BODY.** The bid awarding must be approved by the City of Morristown, City Council.
20. **REFERENCE TO BRAND NAMES.** Any reference to brand names, trade names, model numbers, catalog numbers or other descriptions peculiar to any item is made to establish a required level of quality and functional capabilities and is for reference only; it is not intended to exclude other products of that level. Please include with bid any specifications, brochures, catalogs, etc., or other data as will provide adequate basis of determining the quality and functional capabilities of the product offered if applicable.
21. **VENDOR POOR PERFORMANCE.** The City of Morristown may cancel the contract with the vendor at any time for vendor poor performance. Cancellation shall not release the vendor from legal remedies available to the City of Morristown.
22. **FORCE MAJEURE.** The City of Morristown or bidder shall not be liable for any failure of or delay in the performance of this contract for the period that such delay or failure is due to causes beyond reasonable control, including but not limited to acts of God, labor disputes, government orders or any other force majeure event.
23. **PURCHASE ORDERS.** The City of Morristown utilizes purchase orders for ordering goods and/or services. An order may not be fulfilled without a purchase order number from the City of Morristown.
24. **ADDENDA.** In the event that it becomes necessary to revise any part of this bid, written addenda will be issued. Any and all addenda will be numbered in sequence, dated as of the date of issue, and sent via fax or email to all prospective proposers. The proposer shall acknowledge receipt of each addendum by signing in the space provided on the issued addendum and by submitting all addenda with their bid.
25. **PAST PERFORMANCE.** If it is determined to be in the best interest of the City of Morristown, the City reserves the right to reject any bid based on unsatisfactory past performance.
26. **IRAN DIVESTMENT ACT.** By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each part thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to TCA 12-12-106.
27. **QUESTIONS.** All questions shall be directed to the bid contact listed on the first page of this document unless otherwise stated. All communication shall be received by email to purchasing@mymorristown.com.

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

Stormwater Equipment Specifications:

The City of Morristown is accepting sealed bids for the purchase of the following Stormwater Equipment specific for use with our Vactor Truck. All vendors are expected to bid upon the manufacturer’s latest standard models, new and unused. All items shall be provided with all standard equipment in accordance with the manufacturer’s latest literature, plus any optional or special equipment required to meet specifications. The accessories not specifically mentioned herein, but necessary to furnish a complete unit ready for use, shall also be included.

Items:	Unit Price
Stainless Steel Root Cutter	\$ _____
Sonetics APX377 DECT7 Wireless Headset with Advanced Hearing Protection	\$ _____
QuickView Far Distance and Remote Confined Space Video Inspection Equipment or Equivalent	\$ _____

All bidders must indicate if they are meeting the specifications or taking exception by marking one of the boxes below:

As Specified Alternate

Any alternates must be explained in written detail.

Root Cutter Specifications	Comply	Does NOT Comply
Must be Stainless Steel with Chain Rotation Nozzle		
Must be able to use with different types of chains (ring, motor or double bladed chains), to be selected referring to thickness and size of roots and pipe to be removed		
Must have a carrying case		
Nozzle, Knife heads, sets of chains and tools must be included		
Must be able to remove roots, liners & rust		
Must be used with pipe centralizer and specific chains according to pipe DN		
Pressue (PSI) up to 2,500		
Working DN (inches) 8”-24”		

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

Sonetics APX377 DECT7 Wireless Headset Specifications	Comply	Does NOT Comply
Dynamic Channel Allocations		
DECT Standard Cipher with 35-bit initialization vector Frequency Bandwidth: 1920 MHz to 1930 MGz		
Weight: 16 oz. (without ruggedizers)		
Color: Black		
Noise reduction Rating: 20 dB NRR		
Side Pressure: 2.2 lbs.		
3.7V rechargeable lithium ion battery (18650 replaceable)		
More than 24 hours of battery life at 77°F (25°C)		
Charge time: 4 hours		
AC Charge Source: supplied, 12V 500mA wall charger		
DC Charge Source: 5V to 16V, 1.5A minimum, cable supplied		
Over voltage, under voltage, over current and over temperature protection		
IP-66 Rating		
Operating temperature -22°F (-30°C) TO 140°F (60°C)		
Storage temperature -40°F (-40°C) to +185°F (+85°C)		
Humidity per MIL-STD 810F and 810G		
Temperature Shock per MIL-STD 810F and 810G		
Chemical Exposure per MIL-STD 810		
Salt Spray per J1455, Sec. 4.3		
Vibration per J1455, Sec. 4.9		
Conducted Immunity per J1113-11		
Electrostatic Discharge per J1113-13		
Radiated Emissions per J1113-41		
Coducted Transients per 7637-2		
Quality Management System ISO 9001:2008		

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

QuickView Far Distance and Remote Confined Space Video Inspection Equipment or Equivalent	Comply	Does NOT Comply
The proposed system must be a self-contained wireless zooming camera. Camera systems that require wired connections to controls/viewers shall be deemed unacceptable.		
Warranty: The system furnished in accordance with these specifications shall be covered for a period of 1 year.		
The proposed system must be able to be operated by one person, requiring no entry into confined space areas.		
No tools required for setting up or accessorizing the system.		
The camera will produce a color video image and provide a minimum of 1280x120 (2.3 megapixel) video resolution.		
Camera construction shall include all solid-state circuitry designed to withstand shocks and vibrations.		
The camera shall have a zoon feature of 360:1 optical and a digital zoon of 12 times for a total of 360:1 magnification.		
Camera shall have ability for auto and manual focus via control application.		
System illumination shall be haloptic LED, dimmable for various pipe conditions.		
The camera housing shall be made of lightweight aluminum for ease of operation.		
Camera shall have Schrader air valve for purge and pressurization of electronic components to prevent moisture ingress.		
Camera shall have pressure relief valve so system cannot be over-pressurized.		
Camera shall have ability to automatically tilt via control application; minimum +10-degrees and -30-degrees from horizontal.		
Camera shall require no wired connections to operator controls or viewing devices.		

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

QuickView Far Distance and Remote Confined Space Video Inspection Equipment or Equivalent continued	Comply	Does NOT Comply
System shall have quick-connect camera head feature where camera head attaches mechanically to the pole via a single cam lock and collar. No tools required.		
Camera shall be supported in-pipe via integrated stand-off pole.		
Camera shall include two interchangeable battery packs and charging station.		
Camera and accessories shall be housed in a pelican style protective case.		
Control application shall be available for download to Android, iOS, and Windows devices.		
Control application shall allow one device to control camera/recording functions and connection of multiple devices for viewing. All connections via Wi-Fi.		
The control application shall include controls on screen for zoom, manual/auto focus, camera tilt, light intensity/dimming, recording video, capturing still images, and show/remove on-screen text.		
Control application shall have indicators for battery charge level, zoom level, and light intensity level.		
Control application shall include on-screen text displays, including date/time and two customizable lines of text.		
Control application shall include ability to show GPS coordinates on screen (as determined by control tablet/hardware).		
Control application shall include ability to power down camera when closing the application.		
Adjustable pole with minimum 16-ft length and ability to add pole extensions.		

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

QuickView Far Distance and Remote Confined Space Video Inspection Equipment or Equivalent continued	Comply	Does NOT Comply
Pole shall be stabilized by included bipod for hands-free operation.		
Camera standoff pole shall include gas spring with reciprocating ratchet for ease of positioning camera in 6” to 48” pipes.		

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

VENDOR INFORMATION and ANTI-COLLUSION STATEMENT

Please print or type clearly. Complete each section entirely and verify for accuracy.

By signing this form the proposer agrees that he/she has not divulged to, discussed, or compared his/her bid with other proposers and has not colluded with any other proposer or parties regarding the bid whatsoever. Note: no premiums, rebates or gratuities to any employee or agent are permitted with, prior to, or after any delivery of service and or materials. Any such violation will result in the cancellation and/or return of material (as applicable) and the removal from the bid list and could constitute a felony and result in a fine, imprisonment, as well as civil damages.

In compliance with this sealed bid invitation, and subject to all the conditions thereof, the undersigned offers, if this bid is accepted, to furnish any or all of the items and/or services as described herein. The undersigned certifies that he/she has read, understands, and agrees to all terms, conditions, and requirements of this bid, and is authorized to contract on behalf of the firm named below. This form must be signed personally by the proposer or the proposer's authorized agent. All signatures must be original and not photocopies.

COMPANY NAME:	
CONTACT PERSON:	
CONTACT PERSON TITLE:	
SIGNATURE OF AUTHORIZED REPRESENTATIVE:	
FEDERAL TAX ID # (or Social Security #, if applicable)	
LICENSE #	
STREET ADDRESS:	
CITY, STATE, ZIP:	
TELEPHONE NUMBER:	
FAX NUMBER:	
EMAIL:	
DATE:	

**By signing this form, the proposer signifies understanding and agreement with the City of Morristown's Terms and Conditions.

**CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT**

EXCEPTIONS

Proposer MUST sign the appropriate statement below, as applicable.

Proposer understands and agrees to all terms, conditions, requirements and specifications stated herein. **NO EXCEPTIONS ARE TAKEN.**

FIRM NAME:	
AUTHORIZED REPRESENTATIVE: (printed)	
AUTHORIZED REPRESENTATIVE: (signature)	
DATE:	

Proposer takes exception to the following terms, conditions, requirements and specifications stated herein.

FIRM NAME:	
AUTHORIZED REPRESENTATIVE: (printed)	
AUTHORIZED REPRESENTATIVE: (signature)	
DATE:	
EXCEPTIONS TO NOTE:	

Vendors should note that any exceptions taken from the stated terms and/or specifications may be cause for their submittal to be deemed “Non-Responsive”, risking the rejection of their submittal.

CITY OF MORRISTOWN, TENNESSEE
INVITATION TO BID – STORMWATER EQUIPMENT

THE CITY OF MORRISTOWN, TENNESSEE
COMPANY/CONTRACTOR AFFIDAVIT FORM
Conflict of Interest Statement

THE AFFIANT STATES TO CITY OF MORRISTOWN, TENNESSEE:

I (WE) HEREBY CERTIFY THAT IF THE CONTRACT IS AWARDED TO OUR FIRM THAT NO MEMBER OR MEMBERS OF THE GOVERNING BODY, ELECTED OFFICIAL OR OFFICIALS, EMPLOYEE OR EMPLOYEES OF SAID CITY OF MORRISTOWN, TENNESSEE, OR ANY PERSON REPRESENTING OR PURPORTING TO REPRESENT CITY OF MORRISTOWN, TENNESSEE, OR ANY FAMILY MEMBER INCLUDING SPOUSE, PARENTS, CHILDREN OF SAID GROUP, HAS RECEIVED OR HAS BEEN PROMISED, DIRECTLY, OR INDIRECTLY, ANY FINANCIAL BENEFIT, BY WAY OF FEE, COMMISSION, FINDER'S FEES OR ANY OTHER FINANCIAL BENEFIT ON ACCOUNT OF THE ACT OF AWARDED AND/OR EXECUTING THE CONTRACT.

THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE HAS FULL AUTHORITY TO BIND THE COMPANY AND THAT HE/SHE HAS PERSONALLY REVIEWED THE INFORMATION CONTAINED IN THIS SEALED BID, INCLUDING ALL ATTACHMENTS, ENCLOSURES, APPENDICES, ETC. AND DO HEREBY ATTEST TO THE ACCURACY OF ALL INFORMATION CONTAINED IN THIS BID, INCLUDING ALL ATTACHMENTS, ENCLOSURES, EXHIBITS, ETC.

THE UNDERSIGNED ACKNOWLEDGES THAT ANY MISREPRESENTATION WILL RESULT IN IMMEDIATE DISQUALIFICATION FROM ANY CONTRACT CONSIDERATION.

THE UNDERSIGNED FURTHER RECOGNIZES THAT THE CITY OF MORRISTOWN CITY COUNCIL HAS THE RIGHT TO MAKE THE CONTRACT AWARD FOR ANY REASON CONSIDERED IN THE BEST INTEREST OF CITY OF MORRISTOWN.

This certification shall be included with the bid. Failure of this properly executed document to be included with the bid shall render the bid as incomplete and void.

COMPANY NAME _____

NAME (PRINT) _____ PHONE _____

TITLE _____ FAX _____

SIGNATURE _____ DATE _____

.....
(TO BE COMPLETED BY NOTARY)

STATE OF: _____

COUNTY OF: _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing for the purposes therein contained.

Witness my hand and seal at office this day of _____, 20__

Notary Public

My commission expires: _____