



WESTERVILLE

It's Just Right

CITY OF WESTERVILLE

Contract Bid Documents and Specifications for

OUTFITTING OF 2009 POLICE VEHICLES

Bid Opening
Monday, May 4, 2009
2:00 PM (local time)

Submit To:
OUTFITTING OF 2009 POLICE VEHICLES BID
City Manager's Office
21 S. State Street
2nd Floor
Westerville, Ohio 43081

Direct Questions To:
Officer Matt Ware,
Westerville Division of Police
(614) 901-6457

NOTICE TO BIDDERS

Sealed bids for **OUTFITTING OF 2009 POLICE VEHICLES** will be received by the City of Westerville, Ohio at the Office of the City Manager, 21 S. State Street, Westerville, Ohio 43081, until **2:00 o'clock P.M. (local time) on Monday, May 4, 2009** and then at said office publicly opened and read aloud.

Contract documents dated April 15, 2009, and any addenda thereto, may be obtained from the Office of the City Manager, 21 S. State Street, Westerville, Ohio 43081 by calling (614) 901-6400, or they may be downloaded from our website at www.westerville.org. Select 'City Government', 'Procurement Opportunities', 'Current Opportunities', and select the appropriate link.

All bids must be submitted on forms provided in the Contract Documents and forwarded in a sealed envelope clearly marked "**OUTFITTING OF 2009 POLICE VEHICLES BID**" addressed to the City Manager, City of Westerville, and 21 S. State Street, Westerville, OH 43081.

The City reserves the right to waive any or all informalities, to accept deviations to the minimum specifications, and to disregard all non-conforming responsive conditional bids when in its best interest.

No bidder may withdraw his bid for a period of 60 days after the actual date of the opening thereof. The City reserves the right to reject any or all bids.

David Collinsworth
City Manager

Adv. 04/15/2009

CITY OF WESTERVILLE

21 South State Street
Westerville, Ohio 43081

INFORMATION TO BIDDERS

BID FORM: Each bid must be submitted on the form provided herein without change, alteration or addition, and all blank spaces must be properly filled in, in figures, where indicated, and must be enclosed in a sealed envelope, marked and addressed as required in the Notice to Bidders. Bidders must submit their proposals based on the specified manufacturer's latest models, new and unused. The bidder must state in figures, the unit prices and specified sums, for which he proposes to supply the material, equipment, machinery, supplies and perform the work required by the contract. All prices quoted shall include delivery to Westerville, Ohio. Additions must not be made to the items mentioned therein, any unauthorized conditions, limitations or provisions attached to the bid will be liable to render it informal and may cause its rejection. Bidders are invited to be present at the opening of the bids. The right is reserved to waive technical defects, as the interests of the City of Westerville require.

CONTRACTS: The bidder(s), to whom the award(s), is made will be required to execute a written contract with the City of Westerville, Ohio as required by the City Manager. Awards will be based upon the TOTAL of each ITEM listed on the Bid Form. The City of Westerville reserves the right to award any combination of ITEMS 1 through 6, as the best interest of the City of Westerville requires. Bidders must provide unit pricing for each specification listed within each ITEM and the TOTAL PRICE for each ITEM. If not bidding on an ITEM, please indicate "NO BID" in the spaces provided.

BONDS: No bonds, either a bid bond or performance bond will be required.

WITHDRAWAL OF BID: No bidder may withdraw his bid for a period of sixty (60) days after the scheduled closing time for the receipt of bids. Should there be reasons why the contract cannot be awarded within the specified time period; the time may be extended by mutual agreement between the Owner and Bidder.

REJECTION OF BIDS: The City of Westerville, Ohio reserves the right to reject any or all bids and to waive any irregularities in bidding.

TAXES: Federal and/or State taxes are not to be included in prices quoted. The successful bidder will be furnished an exemption certificate, if needed.

NONDISCRIMINATION IN EMPLOYMENT: The Contractor (Bidder) agrees that in the hiring of employees for the performance of work under this Contract or any subcontract, no Contractor, Subcontractor, or any person acting on his behalf shall, by reason or race, creed, sex, handicap, or color, discriminate against any citizen of the State in the employment of labor or workers who are qualified and available to perform the work to which the employment relates, nor shall the Contractor, Subcontractor, or any person acting on his behalf, in any manner, discriminate against or intimidate any employee hired for the performance of work under this Contract on account of race, creed, sex, handicap, or color.

PERSONAL PROPERTY TAX AFFIDAVIT, NONCOLLUSION AFFIDAVIT, DMA DECLARATION, AND CONTRACT CERTIFICATION: The successful BIDDER will be required to execute and submit a completed Noncollusion Affidavit a completed Personal Property Tax Affidavit, a Declaration Regarding Material Assistance / Nonassistance to a Terrorist Organization

form, and a Contract Certification form, as included in the CONTRACT DOCUMENTS prior to the issuance of the NOTICE TO PROCEED. BIDDERS are urged to include these documents in their sealed Proposal.

INDEMINITY: The Contractor shall indemnify and hold harmless the City of Westerville, Ohio, from all suits, claims, damages, losses and expense, including attorney fees, arising out of or resulting from the performance of the work including royalties or infringement of patents that may be involved in the use of equipment, machinery, supplies or material, and the Contractor shall undertake to defend, at his own expense, any and all suits brought against the City of Westerville, by reasons of the things above specified.

BRAND NAMES: Bidder must state the brand name/manufacturer of the items on which bids are submitted, if other than what is specified.

DEMONSTRATIONS: The City has the right to inspect items and request demonstration before award of bid.

INSTRUCTION: The successful bidder for equipment or material of a specialized nature, as determined by the City Manager, must provide instruction service to City employees on the proper operation or use of said equipment or material.

PERSONAL PROPERTY TAX AFFIDAVIT
 FOR
 THE CITY OF WESTERVILLE, OHIO
 (SECTION 5719.042 ORC)

RE: _____

TO: DIRECTOR OF FINANCE, CITY OF WESTERVILLE, OHIO

STATE OF OHIO,
 COUNTY OF _____, ss:

 (Bidder), by _____

 (Name of Affiant), its _____ (Title)

being first duly sworn, says that on _____, it (check at left of paragraph 1 or 2; if 2, fill in appropriate data):

1. Was not charged with any delinquent personal property taxes on the general tax list of personal property of Franklin and Delaware Counties:

2. Was charged with delinquent personal property taxes on the general tax list of personal property of Franklin and/or Delaware Counties and the amount of due and unpaid delinquent taxes, penalties, and interest are:

	<u>Tax</u>	<u>Penalties</u>	<u>Interest</u>
FRANKLIN COUNTY	_____	_____	_____
DELAWARE COUNTY	_____	_____	_____

That this Affidavit shall be incorporated into the Contract between the undersigned and the City of Westerville.

By: _____

Sworn to before me and subscribed in my presence this _____ day of _____, 20____.

 Notary Public

NONCOLLUSION AFFIDAVIT

State of _____

County of _____

BID Identification: _____

CONTRACTOR: _____

being first duly sworn, deposes and says that he/she is _____

(sole owner, a partnership, president, secretary, etc.) of _____,

the party making the foregoing BID; that such BID is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such BID is genuine and not collusive or sham; that said BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a false or sham BID, and has not directly or indirectly colluded, conspired, connived, or agreed with any BIDDER or anyone else to put in a sham BID, or that anyone shall refrain from bidding; that said BIDDER has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the BID price of said BIDDER or of any other BIDDER, or to fix any overhead, profit, or cost element of such BID price, or of that of any other BIDDER, or to secure any advantage against the OWNER awarding the Contract or anyone interested in the proposed Contract; that all statements contained in such BID are true; and, further, that said BIDDER has not, directly or indirectly, submitted his BID price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, BID depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with said BIDDER in his general business.

Signed:

Subscribed and sworn to before me this

_____ day of _____, 200__.

Seal of Notary



Declaration Regarding Material Assistance / Nonassistance to a Terrorist Organization (DMA)

Basic Information

What is the DMA?

The DMA is a questionnaire that must be completed by certain applicants to certify that they have not provided "material assistance" to a terrorist organization (Sections 2909.32, 2909.33, and 2909.34 of the Ohio Revised Code).

Who must complete and submit the DMA?

The DMA form applies to applicants for:

- Certain state issued licenses
- All candidates under final consideration for public employment
- Business contracts with, and funding from, the state, any instrumentality of the state, and any political subdivision of the state in an annual aggregate amount greater than \$100,000.00
- Private entities that wish to do business with any state, county or local government entity that adopts procedures requiring pre-certification

How are the DMA forms distributed?

All DMA forms and reference information can be found on the Ohio Homeland Security Division website. The forms are in PDF format.

Who retains the completed forms once they are submitted?

The issuing agency or entity will retain the completed forms along with the application.

What procedures are to be followed if an applicant indicates that they have provided material assistance?

The issuing agency must deny the application and notify the Department of Public Safety's Homeland Security Division of the indication.

Can an applicant request a review of a denial of their application based on a positive indication on the DMA?

An applicant may request a review of the denial of their application. The request must be made to the Department of Public Safety's Homeland Security Division. Instructions for filing a request appear on the DMA forms.

Further information and training can be found online at:

<http://www.homelandsecurity.ohio.gov/dma.asp>

The DMA forms, review request forms and reference documents are available online at:

<http://www.homelandsecurity.ohio.gov/dma.asp>



Ohio Department of Public Safety
Division of Homeland Security
<http://www.homelandsecurity.ohio.gov>

GOVERNMENT BUSINESS AND FUNDING CONTRACTS
In accordance with section 2909.33 of the Ohio Revised Code

DECLARATION REGARDING MATERIAL ASSISTANCE/NONASSISTANCE TO A TERRORIST ORGANIZATION

This form serves as a declaration of the provision of material assistance to a terrorist organization or organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List (see the Ohio Homeland Security Division website for a reference copy of the Terrorist Exclusion List).

Any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided. Failure to disclose the provision of material assistance to such an organization or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree.

For the purposes of this declaration, "material support or resources" means currency, payment instruments, other financial securities, funds, transfer of funds, and financial services that are in excess of one hundred dollars, as well as communications, lodging, training, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

LAST NAME		FIRST NAME		MIDDLE INITIAL
HOME ADDRESS				
CITY	STATE	ZIP	COUNTY	
HOME PHONE		WORK PHONE		

COMPLETE THIS SECTION ONLY IF YOU ARE A COMPANY, BUSINESS OR ORGANIZATION

BUSINESS/ORGANIZATION NAME				
BUSINESS ADDRESS				
CITY	STATE	ZIP	COUNTY	
PHONE NUMBER				

DECLARATION

In accordance with division (A)(2)(b) of section 2909.32 of the Ohio Revised Code

For each question, indicate either "yes," or "no" in the space provided. Responses must be truthful to the best of your knowledge.

- Are you a member of an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
- Have you used any position of prominence you have with any country to persuade others to support an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No

GOVERNMENT BUSINESS AND FUNDING CONTRACTS - CONTINUED

3. Have you knowingly solicited funds or other things of value for an organization on the U.S. Department of State Terrorist Exclusion List? <input type="checkbox"/> Yes <input type="checkbox"/> No
4. Have you solicited any individual for membership in an organization on the U.S. Department of State Terrorist Exclusion List? <input type="checkbox"/> Yes <input type="checkbox"/> No
5. Have you committed an act that you know, or reasonably should have known, affords "material support or resources" to an organization on the U.S. Department of State Terrorist Exclusion List? <input type="checkbox"/> Yes <input type="checkbox"/> No
6. Have you hired or compensated a person you knew to be a member of an organization on the U.S. Department of State Terrorist Exclusion List, or a person you knew to be engaged in planning, assisting, or carrying out an act of terrorism? <input type="checkbox"/> Yes <input type="checkbox"/> No

In the event of a denial of a government contract or government funding due to a positive indication that material assistance has been provided to a terrorist organization, or an organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List, a review of the denial may be requested. The request must be sent to the Ohio Department of Public Safety's Division of Homeland Security. The request forms and instructions for filing can be found on the Ohio Homeland Security Division website.

CERTIFICATION

I hereby certify that the answers I have made to all of the questions on this declaration are true to the best of my knowledge. I understand that if this declaration is not completed in its entirety, it will not be processed and I will be automatically disqualified. I understand that I am responsible for the correctness of this declaration. I understand that failure to disclose the provision of material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List, or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree. I understand that any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided by myself or my organization. If I am signing this on behalf of a company, business or organization, I hereby acknowledge that I have the authority to make this certification on behalf of the company, business or organization referenced on page 1 of this declaration.

X

Signature

Date

CONTRACT CERTIFICATION FOR POLITICAL CONTRIBUTIONS

Contractor hereby certifies that all applicable persons listed in Ohio Revised Code §3517.13(I)(3) are in compliance with the provisions of Ohio Revised Code §3517.13(I)(1). and all applicable persons listed in Ohio Revised Code §3517.13(J)(3) are in compliance with the provisions of Ohio Revised Code §3517.13(J)(1).

In addition, Contractor acknowledges that Ohio Revised Code §3517.13(AA) provides, *“No individual, partnership or other incorporated business, association, estate, trust, corporation, or business trust shall knowingly make a false statement on a certification required under ... this section.”* Furthermore, Contractor acknowledges that Ohio Revised Code §3517.992(R)(3) provides, *“Whoever violates division (AA) of section 3517.13 of the Revised Code is guilty of a felony of the fifth degree, and the contract that includes the certification made in violation of that division shall be rescinded.”*

Contractor: _____

By: _____

Signature

PRINTED NAME

Its: _____

Title

Date: _____

AGREEMENT

Agreement made this _____ day of _____, 200__ at the City of Westerville, Ohio, by and between the City of Westerville, Ohio, and COMPANY NAME.

WHEREAS, The City of Westerville, Ohio advertised for bids for PROJECT NAME, in accordance with specifications on file in the Office of the City Manager of said City, and the following bid has been received and accepted by the City of Westerville.

ITEM

PRICE

NOW, THEREFORE: Be it agreed the undersigned Company shall furnish products and services for the period as set forth in the Specifications, all in accordance with the said Specifications and Information for Bidders to the complete satisfaction of the City of Westerville, Ohio; *with the following condition:* the award of any contract for 2009 is subject to appropriation of funds approved by Westerville City Council.

COMPANY NAME further agrees to withhold all City income taxes due or payable under the provisions of the Income Tax Ordinance, for wages, salaries, and commissions paid to its employees and further agrees that any of its subcontractors shall be required to agree to withhold any such City income taxes due under said chapter for services performed under this contract. (Ord. 98-43 Passed 9-15-98)

COMPANY NAME
ADDRESS
CITY, STATE ZIP

By _____
(Print)

(Signature)

Title _____
(Print)

In consideration thereof, the said City of Westerville, Ohio hereby agrees to pay said COMPANY NAME that amount not to be exceeded without City approval.

THE CITY OF WESTERVILLE, OHIO

By _____
David Collinsworth, City Manager

BID FORM

OUTFITTING OF 2009 POLICE VEHICLES

Electronic Equipment, Consoles and Computer Mounts, Installation/Transfer of Equipment, Exterior Striping & Graphics

Award will be based upon the TOTAL of each ITEM listed. The City of Westerville reserves the right to award any combination of items 1 through 6, as the best interest of the City of Westerville requires.

Bidders must provide UNIT pricing for each specification listed within each ITEM and TOTAL PRICE for each ITEM. If not bidding on an ITEM, please indicate "NO BID" in the spaces provided.

BIDDERS MUST SIGN THIS BID FORM

ITEM 1: INSTALLATION / TRANSFER OF EQUIPMENT (per vehicle)

UNIT PRICES

HAF-4013A	6 - Motorola 3db Gain LoProfile 800 Mhz Antenna w/ Low Loss Coax Cable	\$ _____
AP24/GPS-S29-RP1	6 - Antenna Plus WiFi/Gps Combination Antenna w/ Cables	\$ _____
	Removal of equipment from 6 old vehicles and installation of all equipment into 6 new vehicles, To Include: Console, Computer Mount and Docking Station, Siren, Lighting System, Digital Camera, Prisoner Cage, K9 Insert, Prisoner Seat, Shotgun Mount, Radio & Antennas and all necessary wiring to complete the instalation. Installer shall have been trained and have experience installing the Integrian Digital Patroller Camera System.	\$ _____

TOTAL ITEM 1: (per vehicle)

\$ _____

ITEM 2: ELECTRONIC EQUIPMENT Crown Victoria (per vehicle)

UNIT PRICES

SW8RRBB	1 - Whelen Wecan Series Liberty Lightbar, Red/Blue	\$ _____
SLDRB	5 - Whelen LED Inboard Module Liberty Lightbar – Red	\$ _____
SLDRB	5 - Whelen LED Inboard Module Liberty Lightbar – Blue	\$ _____
SLH2CC	1 - Whelen Take down kit for Liberty Lightbar, flashing/steady burn	\$ _____
SXAM1	1 - Whelen Alley light kit for LFL Patriot / Liberty Lightbar	\$ _____
MKEZ40	1 - Whelen Lightbar Mounting Bracket - 2009 Crown Victoria	\$ _____
LAW2CC	2 - Whelen Universal 2 head L.E.D. Hideaway Kit - White	\$ _____
295SLSC6	1 - Whelen Light & Siren Controller 200 Watt Speakers	\$ _____
SA315P	2 - Whelen Projector 100 Watt Composite Siren Speaker	\$ _____
SAK17	2 - Whelen Siren Speaker Bracket for 2009 Crown Victoria	\$ _____
SSFPOSC6	1 - Whelen Solid State Headlight Flasher for 2009 Crown Victoria	\$ _____
HP-5010-H	1 - Radiotronics Hot-N-Pop Pro with Fan Kit	\$ _____
PB300	1 - Setina Heavy Duty Push Bumper	\$ _____
Freight :	Estimated Prepaid Shipping charges	\$ _____

TOTAL ITEM 2: (per vehicle)

\$ _____

ITEM 3: ELECTRONIC EQUIPMENT Charger (per vehicle)

UNIT PRICES

SW8RRBB	2 - Whelen Wecan Series Liberty Lightbar, Red/Blue	\$	_____
SLDRB	10 - Whelen LED Inboard Module Liberty Lightbar – Red	\$	_____
SLDRB	10 - Whelen LED Inboard Module Liberty Lightbar – Blue	\$	_____
SLH2CC	2 - Whelen Take down kit for Liberty Lightbar, flashing/steady burn	\$	_____
SXAM1	2 - Whelen Alley light kit for LFL Patriot / Liberty Lightbar	\$	_____
MKEZ40	5 - Whelen Lightbar Mounting Bracket - 2009 Charger	\$	_____
295SLSC6	2 - Whelen Light & Siren Controller 200 Watt Speakers	\$	_____
SA315P	10 - Whelen Projector 100 Watt Composite Siren Speaker	\$	_____
SAK18	10 - Whelen Siren Speaker Bracket for 2009 Dodge Charger	\$	_____
PEIMDC08	5 - Whelen Police Equipment Interface Module for 2009 Dodge Charger	\$	_____
I07LR8L	5 - Whelen Inner Edge 8 Linear LED Lower Rear Unit Red/Blue	\$	_____
FEDC06BR	5 - Whelen 4 inch extended L.E.D. fog light kit - Blue with clear lens	\$	_____
FEDC06RR	5 - Whelen 4 inch extended L.E.D. fog light kit - Red with clear lens	\$	_____
P5604C06	5 - Pro-Gard Partition, center sliding window and extended lower panel	\$	_____
PB300	5 - Setina Heavy Duty Push Bumper	\$	_____
G5000UT	5 - Pro-Gard Shotgun Rack with timer for Remington 870	\$	_____
PTS	5 - Cruisers Prisoner Transport Seat with Seatbelt Stiffeners	\$	_____
Freight :	Estimated Prepaid Shipping charges	\$	_____

TOTAL ITEM 3: (per vehicle) \$ _____

ITEM 4: CONSOLES AND COMPUTER MOUNTS Crown Victoria (per vehicle)

Unit Prices

SRC19SA	1 - D&R Electronics 19 inch Sloped Console with Power Outlets	\$	_____
LT7600	1 - D&R Electronics Laptop Swingarm Console Mount	\$	_____
CA-0104S	1 - D&R Electronics Console Pocket	\$	_____
CA-0119	1 - D&R Electronics Armrest w/o notepad	\$	_____
	1 - D&R Electronics Motorola XTL 5000 Faceplate	\$	_____
	1 - D&R Electronics Whelen 295SLSC6 Faceplate	\$	_____
CA-0107LS	1 - D&R Electronics Cupholder Large/Small openings	\$	_____
DS.CFX.E	1 - Ledco CF30 Docking Station with 3 USB, 1 - RJ45 Ethernet, Integrated power supply, 2 DB9 Serial Ports	\$	_____
Freight:	Estimated Prepaid shipping charge	\$	_____

TOTAL ITEM 4: (per vehicle) \$ _____

ITEM 5: CONSOLES AND COMPUTER MOUNTS Charger (per vehicle)

Unit Prices

SRCCHRGR-06B	5 - D&R Electronics Charger Specific Console	\$	_____
LT66MK-CHRGR-06	5 - D&R Electronics Laptop Swingarm Seat Mount	\$	_____
LT6600	5 - D&R Electronics Universal Laptop Mount	\$	_____
CA-0104S	5 - D&R Electronics Console Pocket	\$	_____
CA-0110	5 - D&R Electronics Armrest w/o notepad	\$	_____
CA-0103	5 - D&R Electronics 12V Triple Outlet custom cut to fit in console	\$	_____
	5 - D&R Electronics Motorola XTL 5000 Faceplate	\$	_____
	5 - D&R Electronics Whelen 295SLSC6 Faceplate	\$	_____
CA-0107LS	5 - D&R Electronics Cupholder Large/Small openings	\$	_____
ST05-CHGR-08B	5 - D&R Electronics Aluminum Full Width Trunk Tray	\$	_____
932-0008A	5 - D&R Electronics Aluminum Spare Tire Tray	\$	_____
DS.CFX.E	5 - Ledco CF30 Docking Station with 3 USB, 1 - RJ45 Ethernet, Integrated power supply, 2 DB9 Serial Ports	\$	_____
Freight:	Estimated Prepaid shipping charge	\$	_____

TOTAL ITEM 5: (per vehicle) \$ _____

ITEM 6: GRAPHICS/STRIPING - CRUISER (per vehicle)

UNIT PRICES

Supply and install custom graphics package on new vehicles per Police Department Specifications \$ _____

Material to be supplied will be Avery A-9 Non-Reflective and Avery A-7 Reflective adhesive backed vinyl.

Vehicles to be striped include a Ford Crown Victoria and 5 Dodge Chargers.

TOTAL ITEM 6: (per vehicle) \$ _____

(Company)

(Representative)

(Signature)

(Title)

(Telephone)

(Telefax)

(Date)

(Address)

(City, State, Zip)