


SUBMIT BIDS TO:	CITY OF TUSCALOOSA P.O. BOX 2089 TUSCALOOSA, AL 35403	PURCHASING OFFICE 2201 UNIV. BLVD. TUSCALOOSA, AL 35401	<b>INVITATION TO BID</b>										
BID TITLE <b>BULLET RECOVERY SYSTEM</b>			BID NO. 5010-051221-1										
PAGE 1 OF <u>7</u> PAGES	<b>BIDS WILL BE OPENED AT 2:00 PM ON MAY 12, 2021 IN THE OFFICE OF THE PURCHASING AGENT, 2201 UNIVERSITY BLVD. TUSCALOOSA, AL 35401 AND MAY NOT BE WITHDRAWN FOR <u>THIRTY (30)</u> DAYS AFTER SUCH DATE &amp; TIME.</b>		ISSUE DATE 04/22/2021										
 <p style="text-align: center;"><u>MAYOR</u> WALTER MADDOX</p> <p style="text-align: center;"><u>COUNCIL MEMBERS</u></p> <table border="0" style="width: 100%;"> <tr> <td>PHYLLIS W. ODOM</td> <td>LEE BUSBY</td> </tr> <tr> <td>RAEVAN HOWARD</td> <td>KIP TYNER</td> </tr> <tr> <td>CYNTHIA LEE ALMOND</td> <td>EDDIE PUGH</td> </tr> <tr> <td>SONYA MCKINSTRY</td> <td></td> </tr> </table> <p style="text-align: center;"><u>PURCHASING AGENT</u> DAVID COGGINS</p>		PHYLLIS W. ODOM	LEE BUSBY	RAEVAN HOWARD	KIP TYNER	CYNTHIA LEE ALMOND	EDDIE PUGH	SONYA MCKINSTRY		<b>Vendor Information</b> (SECTION TO BE COMPLETED BY VENDOR) <hr/> Company Name (Please Print) <hr/> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Phone Number</td> <td style="width: 50%;">Fax Number</td> </tr> </table> <hr/> Email Address		Phone Number	Fax Number
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GENERAL CONDITIONS OF INVITATIONS TO BID

**1. PREPARATION OF BIDS**

Bids will be prepared in accordance with the following:

- (a) Our enclosed Bid forms are to be used in submitting your bid.
- (b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which any entry is made.
- (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (d) Proposed delivery time must be shown and shall include Sundays and holidays.
- (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
- (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
- (g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
- (h) Bidders are advised that all City Contracts are subject to all legal requirements provided for in the Purchasing ordinance and/or State and Federal Statutes.

**2. DESCRIPTION OF SUPPLIES**

- (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
- (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
- (c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.

**3. SUBMISSION OF BIDS**

- (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama 35401. The name and address of the bidder, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.
- (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.

**4. REJECTION OF BIDS**

- (a) The City may reject a bid if:
  - 1. The bidder misstates or conceals any material fact in the bid, or if,
  - 2. The bid is unbalanced and/or if a particular bid item appears to be unbalanced, or if,
  - 3. The bid does not strictly conform to the law or requirement of bid, or if,
  - 4. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.
- (b) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.

**5. WITHDRAWAL OF BIDS**

- (a) Bids may not be withdrawn after the time set for the bid opening for a period of time as specified.
- (b) Bids may be withdrawn prior to the time set for the bid opening.

**6. LATE BIDS OR MODIFICATIONS**

- (a) Bids and modifications received after the time set for the bid opening will not be considered.
- (b) Modifications in writing received prior to the time set for the bid opening will be accepted.

**7. CLARIFICATIONS OR OBJECTION TO BID SPECIFICATIONS**

If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications or other bid documents of any part thereof, he may submit to the Purchasing Agent on or before five (5) days prior to scheduled opening a request for clarification. All such requests for information shall be made in writing and the person submitting the request will be responsible for its prompt delivery. Any objection to the specifications and requirements as set forth in this bid must be filed in writing with the Purchasing Agent on or before five (5) days prior to scheduled opening.

**8. DISCOUNTS**

- (a) Bidders may offer a cash discount for prompt payment; however, such discounts shall NOT be considered in determining the lowest net cost for bid evaluation purposes. Bidders are encouraged to reflect cash discounts in the unit prices quoted.
- (b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

**9. SAMPLES**

Samples, when required, must be submitted within the time specified at no expense to the City of Tuscaloosa. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense, unless stated otherwise in Special Conditions or Specifications. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.

**10. AWARD OF CONTRACT**

- (a) The contract will be awarded to the lowest responsible bidder based upon the following factors: quality; conformity with specifications; purpose for which required; terms of delivery; transportation charges; dates of delivery.
- (b) The city reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations. Re Par.4(a)3.
- (c) If two or more bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder.
- (d) Prices quoted must be FOB Destination to Tuscaloosa with all transportation charges prepaid unless otherwise specified in the Invitation to Bid.
- (e) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder shall result in a binding contract.

**11. DELIVERY**

- (a) Deliveries are to be FOB Destination unless otherwise specified in the Invitation to Bids.
- (b) Deliveries are to be made during regular business hours.

**12. CONDITION OF MATERIALS AND PACKAGING**

All items furnished must be new and free from defects. No others will be accepted under the terms and intent of this bid. All containers shall be new and suitable for storage or shipment, and price bid shall include standard commercial packaging.

**13. CLAIMS**

Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items.

**14. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS**

Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s).

**15. PROVISION FOR OTHER AGENCIES**

Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid to make available to all City agencies, departments, and in-city municipalities the bid prices he submits, in accordance with the bid terms and conditions, should any said department, agency, or municipality wish to buy under this proposal.

**16. COLLUSION**

The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

**17. VARIANCE IN CONDITIONS**

Any and all special conditions and specifications attached hereto which vary from General Conditions shall have precedence.

**18. MINORITY / DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

The City of Tuscaloosa has voluntarily adopted a Minority / Disadvantaged Business Enterprise ("MBE/DBE/WBE") Program called Tuscaloosa Builds, which is designed to encourage the participation and development of minority and disadvantaged business enterprises and to promote equal business opportunities to the fullest extent allowed by state and federal law. To learn more about this program, visit the City's website at [www.tuscaloosa.com](http://www.tuscaloosa.com).

**SPECIAL CONDITIONS**

**The General Conditions of Invitations to Bid and any Special Conditions stated shall be considered as part of the specifications of the bid.**

Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality thereby indicated will be considered, providing the bid clearly describes the article offered and indicates how it differs from the referenced brands. Descriptive literature and manufacturer’s specifications plus any supplemental information necessary for comparison purposes must be submitted with the bid or the bid on that item will be rejected. Reference to literature submitted with a previous bid or on file with the Division of Purchasing will not satisfy this requirement. The burden is on the bidder to demonstrate that the item bid is equivalent to the item specified in the ITB. Any exceptions taken to any item(s) must be fully explained in written detail on bidders’ letterhead and attached to the bid when submitted.

Awards shall be made or contracts entered into with the lowest responsible bidder(s) meeting all specifications and terms and conditions established by the Division of Purchasing. The Division of Purchasing reserves the right to determine the lowest responsible bidder on the basis of an individual item or group of items. Delivery dates may be a factor in awards.

Questions concerning the bid process should be directed to David Coggins at (205) 248-5186 or [dcoggins@tuscaloosa.com](mailto:dcoggins@tuscaloosa.com) (e-mail is preferred). Questions concerning Specifications should be directed to Mitchell Rector at (205) 248-4652 or [mrector@tuscaloosa.com](mailto:mrector@tuscaloosa.com).

Any addenda issued for this bid will be posted on the City Of Tuscaloosa website at <http://www.tuscaloosa.com/bids>. It is the responsibility of the bidder to check this page for any addenda before submitting their bid.

Vendor to submit the following:

- Signed Special Conditions page
- Any specifications information requested in this bid document
- Completed and signed Bidder’s Response Form

**NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.**

**VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.**

Bid submissions shall be submitted in a sealed envelope and addressed to: David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, AL 35401. The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope. Failure to properly address and label sealed envelope may result in bid rejection.

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## **IMPORTANT COVID-19 INFORMATION**

### **Submitting Bids by Hand**

Bidders submitting bids by hand must enter at the City Hall complex entrance located on the 4<sup>th</sup> level of the City's Intermodal Facility parking deck; the entrance to the deck is located on 7<sup>th</sup> Street beside Government Plaza. Bidders are to turn in bids to the security guard on duty at the desk. Security will notify Purchasing that a bid has been turned in.

Note: Masks/face coverings may be required for entry into certain areas inside City Hall.

### **Submitting Bids by Mail/Package Carrier**

Bidders who submit bids by mail or package carriers are encouraged to do the following:

1. Correctly label the **outer envelope** as instructed on page 3 of this bid document to insure proper identification and delivery to Purchasing.
2. Use a shipping method that includes tracking information and an estimated delivery time. USPS standard mailing without tracking is not recommended.
3. Don't wait until the last minute. Allow at least a day's cushion in case deliveries are delayed unexpectedly.

Note: Keep in mind that the City is not responsible for deliveries from mail/package carriers that are delivered after the bid deadline.

### **Electronic Submissions**

Submission of completed bid documents as .pdf documents can now be done at [www.centralbidding.com](http://www.centralbidding.com). For any questions about the electronic bid document submission process, please contact City of Tuscaloosa Purchasing or Central Bidding at 225-810-4814 or [support@centralbidding.com](mailto:support@centralbidding.com).

### **Bid Opening & Potential Date Change**

If bidders choose to attend the bid opening, only one representative per bidder will be allowed to attend. All attendees shall be healthy and display no symptoms of sickness. Social distancing of at least six (6) feet shall be maintained. Face coverings that fully cover the nose and mouth may be required while in certain areas of all City-owned/operated facilities.

Circumstances related to COVID-19 may warrant a change to the bid opening date. Any such date change will be published in an addendum and posted on our City's website at <https://www.tuscaloosa.com/bids>. Bidders are **advised to check this web page for any addendums prior to submitting their bids.**

Bid results will be posted on the Bids page of the City's website within 24 hours of bid opening. Link: <https://www.tuscaloosa.com/bids>

## SPECIFICATIONS

### 1. Scope

One self-contained, water bullet recovery system for use in forensic examinations. The system will enable the recovery of bullets fired from a variety of firearms with a maximum energy equivalent of a .338 Win Mag cartridge. System construction will maximize safety to the system user and minimize damage to the recovered bullet. Successful bidder will conduct training on premises following delivery and set-up at 3801 Trevor Phillips Avenue, Tuscaloosa, AL 35401. Winning bidder will provide drawings indicating system layout, dimensions, clearances, type and locations of necessary utilities.

Bidder's price submission shall be inclusive of all charges, including but not limited to shipping/freight/delivery, set-up, and training. No additional charges or fees shall apply.

### 2. Warranty

A written warranty covering leaks for a period of five (5) years and required repairs will be performed with no expense to the City of Tuscaloosa. All other components will be warranted against manufacturing defects for a period of one (1) year at minimum.

### 3. Detailed Specifications & Materials

- The following are to be constructed of stainless steel: bullet recovery tank, tank lid, lid hinges, air filter housing, screws, bolts, nuts, washers, and all welded seams used in the construction of the system.
- Plumbing and piping at the tank are to be of stainless steel. Fittings and piping not attached directly to the tank may be Sch. 40 PVC as appropriate.
- Galvanized piping or fittings are not allowed. Brass to stainless contact is allowed.

#### Fabrication

- The tank will be a one-piece welded design having a minimum interior dimension of 96 inches in length, 28 inches in width, and 48 inches in height. The tank bottom and end will be 3/8 inch stainless steel with the remaining sides 1/4 inch stainless steel. The abutments will be TIG and MIG welded inside and out. Interior and exterior sides will have a satin finish. The bottom will be clean and free of scale.
- The tank lid will be at least 11 gauge stainless steel. Cross-folded diagonally for added rigidity and have a satin finish. The lid will be raised and lowered via hydraulic, pneumatic, or other mechanical means. Actuation will be smooth and quiet. Construction should prevent condensation from leaking outside the system when the lid is closed nor drain outside when the lid is operated. Water should not be ejected from the system during the firing of cartridges up to the rating of .338 Win Mag.
- The shooting port will be at least six (6) inches in diameter and angled such that the centerline of the port aligns to the abutment of the target end and the tank bottom. The tube length should prevent a bullet from leaving the tank in the event of unusual shooting angles.
- The tank should be braced on the exterior to minimize system flexion under pressure.
- A surface skimmer will be placed at the water's surface at the target end of the tank to move debris and provide an unobstructed view of the bottom.

- Other than the water inlet and air duct, no plumbing will be allowed on the interior of the tank. The bottom will remain unobstructed and accessible to the operator. Drains and outlet ports will prevent bullets from entering the exterior piping.
- The bottom will be covered with a white, durable polymer mat secured at the edges to prevent water infiltration and lifting of the mat.
- The system and operating components will be mounted on a single platform.

### **Plumbing & Piping**

- Isolation valves will be provided as appropriate and will be of brass/bronze with stainless steel wetted parts.
- If free floating, all plumbing and electrical must be provided flexible connections.
- Piping circuit must be able to drain selectively by gravity or under power.
- Water supply will be ¾ inch FPT at city pressure.

### **Water Filtration**

- A continuous-duty pump and filter will be provided. The pump will be rated to at least 10 gpm with enough pressure to establish a visible surface flow from front to rear of tank. The pump will be protected by a loss of flow switch. If pump pressure can exceed filter pressure the filter must be over pressure protected.
- The filter will enable filter, backwash, and circulate functions or equivalent.

### **Air Filtration**

- A high pressure blower capable of evacuating the tank within 10-15 seconds will be provided. Blower must be capable of pulling air from around the shooter and into the tank without exposing the shooter to airborne particulates.
- The air circulation path should be room to tank through shooting port; from the tank into a plenum into the intake side of the blower; through filters and exhausted to the exterior. Water must not infiltrate the path as a result of a high energy blast.

### **Electrical**

- A single power source of 150 VAC, 40 amps single phase will be used. The operation of the water pump, blower, and lid functions will be controlled from the shooting port end of the tank. When the air blower is engaged the water will be interlocked to disengage.
- Power will be through GFI vendor supplied breakers and will conform to the latest edition of the National Electrical Code.

### **Brass Catcher**

- Will catch ejected brass from semi-auto pistols and rifles at the port.

**BIDDER'S RESPONSE FORM**

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

COMPLETE BID PRICE (ALL-INCLUSIVE): \_\_\_\_\_

DELIVERY TIME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

COMPLETE MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

COPIES SUBMITTED:

\_\_\_\_\_ VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

Awarded bidder(s) may be required to obtain a City of Tuscaloosa business license in order to provide goods and/or services in response to this bid and subsequent contract(s). Inquiries regarding business license requirements should be directed to the City's Revenue & Financial Services Division at (205) 248-5200. Failure to obtain and maintain required city business license(s) may result in rescinding of bid award and contract termination.

Note: By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

**FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.**

Preliminary bid tab will be posted on the city's website once available at <https://www.tuscaloosa.com/bids>.