Finance Office - Procurement Management

Addendum #5	CCPA - Firefighting Turnout Gear ITB #269-2016-086

To: All Prospective Bidders

Date: October 18, 2016

Subject: Addendum #5 – ITB #269-2016-086 CCPA - Firefighting Turnout Gear

Please note the specification changes/modifications below for the ITB.

Item #	Page #	Section #	Specification(s)	Change(s) and Modification(s)
1	16	1.24	Initial Evaluation of Samples	This addendum includes a list of approved "Or Equal" products.
2	18	1.29	Submission of Bids	**Modification: This Section is modified to read as follows:** "Bids are due in the office of the Management & Financial Services department, Finance Office, Procurement Management, which is located at Charlotte-Mecklenburg Government Center, 9th floor, 600 East Fourth Street, Charlotte, NC 28202, until 2:00 pm EST on October 27, 2016."
3	21	2.2	Term of Contract	**Modification: The second paragraph of this Section is modified to read as follows:** "The contract term shall be for a period of one year from the date of award. The City at its option may extend the contract for up to four (4) additional one-year extensions unless the Bidder objects in writing at least ninety (90) days prior to the beginning of the extension term."
4	55	4	Pricing Sheet	See the revised Pricing Sheet included in this addendum.
5	59	4	Solicitation Schedule	See the revised Solicitation Schedule included in this addendum.
5	85	Attachment 3	Licensed Distributor	**Modification: Insert Attachment 3 to include the following:** "Bidders must provide a letter from the manufacturer with their bid response that states that the Bidder is an authorized distributor."

While this Invitation to Bid required Bidders to submit their client references and sample reporting on July 14, 2016, the City has decided to open up bidding to all interested companies that wish to submit a bid at this time. It's the City's desire to allow as much competition as possible for this Contract.

Bidders that have already submitted the required information need not to resubmit it, though they will need to respond to any specific follow up request the City may make. Bidders that have not already submitted the requirements will need to include it with their Bids, along with other required forms, revised Pricing Sheet, and attachments (CCPA Plan and Authorized Distributor letter). Bids are due on or before **2:00 pm EST** on **Thursday, October 27, 2016**. Each Bidder should review the ITB in its entirety to ensure that all required forms and documents are included with its Bid.

Bid Response:

- Bid Acknowledgement – Form One
- Bid Submission – Form Two
- Addenda Acknowledgement – Form Three
- Exceptions – Form Four
- Revised Pricing Sheet – Form Five
- Non-Discrimination Certification Compliance – Form Six
- Bidder References – Form Seven
- Sample Reporting – Attachment One
- CCPA Plan – Attachment Two
- Authorized Distributor Letter – Attachment Three

PHASE II

After a thorough review and evaluation of all Alternate Products samples received, the City revised the Pricing Sheet to include all Approved Alternate Products and a unit price for the initial term and additional four (4) one-year renewal options. The revised Pricing Sheet must be submitted to be considered a valid bid. The City reserves the right to award multiple Contracts for the Products required by this ITB if the City deems multiple Contracts to be in the City's best interest. Bidders are allowed to bid all Products that they can provide.

Per Section 1.29 of the ITB, the CLT is requesting a fixed unit cost for (a) the Core Items list included in Section 4, Form 5; and a fixed percentage discount from the List Price (list price less discount) included in the Company's most current full line catalog identified in the Specifications for (b) all other items (Non-Core) included in your catalog for the life of the contract. The fixed unit cost and fixed percentage discount shall include all shipping and delivery, any discounts, vendor mark-up/profit, item cost and storage. No other charges are allowed.

In order to constitute a complete bid response you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form in Section 4 of the ITB in your Bid.

Any Bidder not acknowledging receipt of an issued addendum may not be considered.

Any additional questions must be submitted to Genetta Carothers at gcarothers@charlottenc.gov no later than **12:00 pm EST** on **Thursday, October 20, 2016** in order to issue the answer per written addendum.

In the event additional changes or clarifications to this ITB are warranted, all Bidders are responsible for monitoring www.ips.state.nc.us or for additional addenda.

We appreciate your interest in doing business with the City of Charlotte and look forward to receiving a Bid from your company.

Sincerely,

Genetta N. Carothers, A.P.P.; CLGPO
CCPA Program Administrator

cc: ITB File

CCPA - FIREFIGHTING TURNOUT GEAR - ITB 269-2016-086
PROPOSED ALTERNATES - EVALUATION
ACCEPTABLE VS. UNACCEPTABLE

						ATLANTIC EMERGENCY SOLUTIONS				FIRE-DEX				MUNICIPAL EMERGENCY SERVICES			
ITEM	**DESCRIPTION**	**BRAND NAME**	**STYLE NUMBER**	**COLOR**	**UOM**	**PROPOSED ALTERNATE "Y" OR "N"**	**PROPOSED ALTERNATE BRAND NAME**	**PROPOSED ALTERNATE STYLE NUMBER**	**ACCEPTABLE OR UNACCEPTABLE**	**PROPOSED ALTERNATE "Y" OR "N"**	**PROPOSED ALTERNATE BRAND NAME**	**PROPOSED ALTERNATE STYLE NUMBER**	**ACCEPTABLE OR UNACCEPTABLE**	**PROPOSED ALTERNATE "Y" OR "N"**	**PROPOSED ALTERNATE BRAND NAME**	**PROPOSED ALTERNATE STYLE NUMBER**	**ACCEPTABLE OR UNACCEPTABLE**
1	Turnout Gear Coat	Globe	D1253-D	Khaki	Each	Y	Inno Tex	Energy	Acceptable - must include the following changes: **RETROREFLECTIVE FLUORESCENT TRIM** - use of the 3M Scotchlite triple trim; **SEWN ON LETTERING** - must be 3" lettering; **SEMI EXPANSION BELLOWS POCKETS -** use of the bellows pockets with hand warmers; **COLOR -** must be tan	Y	Fire-Dex	FXR	Unacceptable - worn during a Wear Test and deemed too restrictive; the DRD was under the air pack and difficult to find with the air pack on; and gaps between the gloves and wrists	Y	Globe	D2253-D	Acceptable
2	Turnout Gear Pant	Globe	Y1253-D	Khaki	Each	Y				Y	Fire-Dex	FXR		Y	Globe	Y2253-D	Acceptable - must include the following change: insert a zipper in the fly of the pants
3	Turnout Gear Coat	Morning Pride	LTO-41i3TB	Black	Each	Y	Inno Tex	Energy	Unacceptable - did not meet specifications including but not limited to: pockets do not have means to drain water; trim is not stictched and appears to be glued; pants do not use buttons and the suspender attachment points are located on the exterior of the gear instead of the interior; and knee pads are not removable	N				N			
4	Turnout Gear Pant	Morning Pride	LTO-41i3PB	Black	Each	Y	Inno Tex	Energy		N				N			

1. REVISED PRICING SHEET – 10-18-16

ITB # 269-2016-086, FIREFIGHTING TURNOUT GEAR

The undersigned proposes to furnish the following items in strict conformance to the bid specifications and bid invitation issued by the City of Charlotte for this bid. Any exceptions are clearly marked in the attached copy of bid specifications. Please do not include taxes in your bid.

BIDS ARE DUE NO LATER THAN **2:00 P.M., OCTOBER 27, 2016**

CONTRACT TERM							INITIAL TERM – YEAR 1		RENEWAL OPTION – YEAR 2		RENEWAL OPTION – YEAR 3		RENEWAL OPTION – YEAR 4		RENEWAL OPTION – YEAR 5	
ITEM	**DESCRIPTION**	**BRAND NAME**	**STYLE NUMBER**	**COLOR**	**UOM**	**EST ANNUAL QTY**	**UNIT PRICE**	**EXT PRICE**	**UNIT PRICE**	**EXT PRICE**	**UNIT PRICE**	**EXT PRICE**	**UNIT PRICE**	**EXT PRICE**	**UNIT PRICE**	**EXT PRICE**
1	Turnout Gear Coat	Globe	D1253-D	Khaki	Each	200										
		Globe	**D2253-D**													
		Inno Tex	**Energy**													
2	Turnout Gear Pant	Globe	Y1253-D	Khaki	Each	200										
		Globe	**Y2253-D**													
		Inno Tex	**Energy**													
3	Turnout Gear Coat	Morning Pride	LTO-41i3TB	Black	Each	50										
4	Turnout Gear Pant	Morning Pride	LTO-41i3PB	Black	Each	50										
						TOTAL:										
						OVERALL TOTAL:										

"bold" text denotes acceptable proposed Alternates

Bidders must provide a fixed percentage discount from the List Price (list price less discount) included in the Company's most current full line catalog identified in the Specifications for all other items (Non-Core) included in your catalog for the life of the contract.

(A) Insert the verifiable catalog name/edition: _____

(B) Insert the fixed percentage discount for Non-Core Items:_____

Total Bid Price must include all equipment, labor, delivery, installation, consultation, vendor profit and all other costs associated with this project. No additional cost will be allowed.

Pricing Incentives and Rebates: Per Section 3.9, identify any incentive and rebates offered based on volume, dollar amounts or other criteria:

_____

_____

Administrative Fees: Per Section 3.10, Bidders shall pay the CLT administrative fees of __% based on of overall CCPA Program spend by the CLT/Participating Public Agencies during the term of the contract. The Administrative Fee shall be paid no later than 30 days after the end of each calendar quarter during the term of the contract, and include a report as mutually agreed to by the parties outlining the CCPA spend. **It is the responsibility of the Bidder to set the Administrative Fee.**

Payment Terms: _____

Delivery After Receipt of Order: _____

The undersigned hereby certifies the Bidder has read the terms of this bid document, including the sample contract (Section 5) and is authorized to bind the firm to the information herein set forth.

Date: _____

Legal Name of Bidder: _____

By: _____

_____
Name and Title of Person Signing (please print)

REVISED - SOLICITATION SCHEDULE
ITB #269-2016-086 – FIREFIGHTING TURNOUT GEAR

DATE	EVENT/REQUIREMENT	COMPLIANCE Y/N
5/19/2016	City will Issue ITB	
5/26/2016	Pre-Bid conference	
6/1/2016	**Vendors must notify Genetta Carothers of intent to submit alternate garments per section 1.22**	
6/29/2016	Vendors must notify Genetta Carothers in writing if they desire to inspect samples per section 1.23	
7/11/2016	Vendors must submit samples of proposed "or equal" garments per section 1.22 and specifications sheet per section 3.4 no later than **12:00 p.m. EST**	
7/12/2016	Vendors that wish to comment on samples must do so in writing to Genetta Carothers per section 1.23 no later than **5:00 p.m. EST**	
7/18/2016 – 10/11/2016	City will conduct an evaluation of Samples for compliance to specifications	
10/18/2016	City will issue second phase of ITB (per addendum). Addendum will include approved garment brands and a pricing sheet for submitted bids	
10/27/2016	Vendors must submit client references per section 1.25 as Attachment 1 no later than **2:00 p.m. EST**	
10/27/2016	Vendors must submit sample monthly reports per sections 1.26 as Attachment 2 no later than **2:00 p.m. EST**	
10/27/2016	Bid deadline at **2:00 pm EST** including the Required Forms, Section 4 and Attachments (Sample Reporting, CCPA Plan, and Authorized Distributor Letter)	
10/27/2016 – 11/7/2016	Evaluation of bids (by the City's evaluation team)	
12/12/2016	City Council will consider contract award recommendation.	
1/1/2017	Effective date of contract	

The City reserves the right to revise the solicitation schedule if the City deems it to be in the City's best interest.