

Solicitation 2015-052

Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs

Bid designation: Public



Collin County

Bid 2015-052

Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs

Bid Number **2015-052**
 Bid Title **Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs**

Bid Start Date **In Held**
 Bid End Date **Mar 5, 2015 2:00:00 PM CST**
 Question & Answer End Date **Feb 24, 2015 10:00:00 AM CST**

Bid Contact **J.D. Griffin, CPPB**
Buyer II
Collin County Purchasing
jgriffin@co.collin.tx.us

Contract Duration **1 year**
 Contract Renewal **3 annual renewals**
 Prices Good for **90 days**
 Pre-Bid Conference **Feb 17, 2015 9:00:00 AM CST**
Attendance is optional
Location: Collin County Central Plant
2nd Floor Conference Room
4600 Community Ave.
McKinney, TX 75071
Pre-proposal conference shall include a walk-through of all buildings

Standard Disclaimer *****Note to Bidders/Offerors~The following standard disclaimer applies to Invitation to Bid (IFB), Competitive Sealed Proposal (CSP), and Request for Proposal (RFP) ONLY, not applicable to Request for Qualifications (RFQ) or Request for Information (RFI).*****
Mailing Address:
Collin County Purchasing
2300 Bloomdale Rd., Ste 3160
McKinney, TX 75071
Prices bid/proposed shall only be considered if they are provided in the appropriate space(s) on the Collin County bid form(s). For consideration, any additions or deductions to the bid/proposal prices offered must be shown under the exceptions section of the bid/proposal in the case of electronic submittal, ONLY in the case of a hard copy submittal will an additional attachment be allowed. Extraneous numbers, prices, comments, etc. or bidder/offeror generated documents appearing elsewhere on the bid or as an additional attachment shall be deemed to have no effect on the prices offered in the designated locations.
All delivery and freight charges (F.O.B. inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

Bid Comments **The purpose of this Request for Proposal is to provide offerors with sufficient information to prepare a proposal for Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs. Offeror shall complete all fields. In the event item is not applicable, please indicate with N/A. Failure to complete all fields shall render your proposal non-responsive and it will not be considered.**

Item Response Form

Item **2015-052--01-01 - Fire Sprinkler Inspections and Testing: Central Plant**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
 Central Plant

4600 Community Ave.
McKinney TX 75071
Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Central Plant

Item 2015-052--01-02 - **Fire Sprinkler Inspections and Testing: Justice Center**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
Collin County Justice Center
 4300 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Justice Center

Item 2015-052--01-03 - **Fire Sprinkler Inspections and Testing: Juvenile Detention**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
6802 Juvenile Detention
 4700 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Juvenile Detention

Item 2015-052--01-04 - **Fire Sprinkler Inspections and Testing: JJAEP**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
Juvenile Justice Alternative Education
Program
 4690 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Juvenile Justice Alternative Education Program (JJAEP)

Item 2015-052--01-05 - **Fire Sprinkler Inspections and Testing: Minimum Security**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
6003 Minimum Security
 4800 Community Ave
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Minimum Security

Item 2015-052--01-06 - **Fire Sprinkler Inspections and Testing: Animal Services**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
Collin County Animal Services
 4750 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Animal Services

Item 2015-052--01-07 - **Fire Sprinkler Inspections and Testing: Administration Building**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
Collin County Administration Building
 2300 Bloomdale Road
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Administration Building

Item 2015-052--01-08 - **Fire Sprinkler Inspections and Testing: Courthouse**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
Collin County Courthouse
 2100 Bloomdale Rd
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Collin County Courthouse

Item 2015-052--01-09 - **Fire Sprinkler Inspections and Testing: Public Works**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**
9004 Public Works/Admin
 700A W. Wilmeth Rd.
 McKinney TX 75069
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Public Works

Item 2015-052--01-10 - **Fire Sprinkler Inspections and Testing: Medical Examiner Office**
 Quantity 1 lump sum
 Unit Price
 Delivery Location **Collin County**

6301 Medical Examiner
 700B W Wilmeth Rd
 McKinney TX 75069
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Medical Examiner Office

Item **2015-052--01-11 - Fire Sprinkler Inspections and Testing: Health Care Annex**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Health Care Annex
 825 N. McDonald St.
 McKinney TX 75069
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Health Care Annex

Item **2015-052--01-12 - Fire Sprinkler Inspections and Testing: Myers Park**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
7801 Myers Park
 7117 County Road 166
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Myers Park

Item **2015-052--01-13 - Fire Sprinkler Inspections and Testing: Plano 900 Building**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Park Plaza Facilities
 900/920 E. Park Blvd.
 Plano TX 75074
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Plano 900 Building

Item **2015-052--01-14 - Fire Sprinkler Inspections and Testing: Plano 920 Building**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Park Plaza Facilities
 900/920 E. Park Blvd.
 Plano TX 75074
 Qty 1

Description

State Price for Fire Sprinkler Inspections and Testing at Plano 920 Building

Item **2015-052--02-01 - Fire Alarm Inspections and Testing: Central Plant**
Quantity **1 lump sum**
Unit Price
Delivery Location **Collin County**
 Central Plant
 4600 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Central Plant

Item **2015-052--02-02 - Fire Alarm Inspections and Testing: Justice Center**
Quantity **1 lump sum**
Unit Price
Delivery Location **Collin County**
 Collin County Justice Center
 4300 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Justice Center

Item **2015-052--02-03 - Fire Alarm Inspections and Testing: Juvenile Detention**
Quantity **1 lump sum**
Unit Price
Delivery Location **Collin County**
 6802 Juvenile Detention
 4700 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Juvenile Detention

Item **2015-052--02-04 - Fire Alarm Inspections and Testing: JJAEP**
Quantity **1 lump sum**
Unit Price
Delivery Location **Collin County**
 Juvenile Justice Alternative Education
 Program
 4690 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Juvenile Justice Alternative Education Program (JJAEP)

Item **2015-052--02-05 - Fire Alarm Inspections and Testing: Minimum Security**
Quantity **1 lump sum**
Unit Price

Delivery Location **Collin County**
6003 Minimum Security
 4800 Community Ave
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Minimum Security

Item **2015-052--02-06 - Fire Alarm Inspections and Testing: Animal Services**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Collin County Animal Services
 4750 Community Ave.
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Animal Services

Item **2015-052--02-07 - Fire Alarm Inspections and Testing: Administration Building**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Collin County Administration Building
 2300 Bloomdale Road
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Administration Building

Item **2015-052--02-08 - Fire Alarm Inspections and Testing: Collin County Courthouse**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
Collin County Courthouse
 2100 Bloomdale Rd
 McKinney TX 75071
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Collin County Courthouse

Item **2015-052--02-09 - Fire Alarm Inspections and Testing: Public Works**
 Quantity **1 lump sum**
 Unit Price
 Delivery Location **Collin County**
9004 Public Works/Admin
 700A W. Wilmeth Rd.
 McKinney TX 75069
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Public Works

Item 2015-052--02-10 - **Fire Alarm Inspections and Testing: Medical Examiner Office**
Quantity 1 lump sum
Unit Price
Delivery Location **Collin County**
6301 Medical Examiner
700B W Wilmeth Rd
McKinney TX 75069
Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Medical Examiner Office

Item 2015-052--02-11 - **Fire Alarm Inspections and Testing: Health Care Annex**
Quantity 1 lump sum
Unit Price
Delivery Location **Collin County**
Health Care Annex
825 N. McDonald St.
McKinney TX 75069
Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Health Care Annex

Item 2015-052--02-12 - **Fire Alarm Inspections and Testing: Myers Park**
Quantity 1 lump sum
Unit Price
Delivery Location **Collin County**
7801 Myers Park
7117 County Road 166
McKinney TX 75071
Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Myers Park

Item 2015-052--02-13 - **Fire Alarm Inspections and Testing: Plano 900 Building**
Quantity 1 lump sum
Unit Price
Delivery Location **Collin County**
Park Plaza Facilities
900/920 E. Park Blvd.
Plano TX 75074
Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Plano 900 Building

Item 2015-052--02-14 - **Fire Alarm Inspections and Testing: Plano 920 Building**
Quantity 1 lump sum
Unit Price

Delivery Location **Collin County**
Park Plaza Facilities
 900/920 E. Park Blvd.
 Plano TX 75074
 Qty 1

Description

State Price for Fire Alarm Inspections and Testing at Plano 920 Building

Item **2015-052--03-01 - Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Certified & Licensed Repair Person-Business Hours**

Quantity **1 hour**

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for Factory Certified & Licensed Repair Person during normal Collin County business hours, 8:00 AM through 5:00 PM, Monday through Friday.

Item **2015-052--03-02 - Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Helper-Business Hours**

Quantity **1 hour**

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for helper during normal Collin County business hours, 8:00 AM through 5:00 PM, Monday through Friday

Item **2015-052--03-03 - Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Certified and Licensed Repair Person-After Hours**

Quantity **1 hour**

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for Factory Certified & Licensed Repair Person after normal Collin County business hours, 5:00 PM through 8:00 AM, Monday through Friday.

Item **2015-052--03-04 - Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Helper-After Hours**

Quantity **1 hour**

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.

2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for helper after normal Collin County business hours, 5:00 PM through 8:00 AM, Monday through Friday.

Item 2015-052--03-05 - **Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Certified & Licensed Repair Person-Weekends and Holidays**
 Quantity 1 hour
 Unit Price
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for Factory Certified & Licensed Repair Person during Weekends (Saturday and Sunday) and Collin County Holidays.

Item 2015-052--03-06 - **Fire Alarm/Sprinkler Maintenance and Repairs: Hourly Rate-Helper-Weekends and Holidays**
 Quantity 1 hour
 Unit Price
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State hourly rate for helper during Weekends (Saturday and Sunday) and Collin County Holidays.

Item 2015-052--03-07 - **Fire Alarm/Sprinkler Maintenance and Repairs: Percentage Mark-up on Parts**
 Quantity 1 each
 Percentage
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State percentage mark-up above actual cost to contractor for any parts furnished.

Item 2015-052--03-08 - **Fire Alarm/Sprinkler Maintenance and Repairs: Response Time**
 Quantity 1 hour
 Prices are not requested for this item.
 During Business Hours
 Weekends and Holidays
 Emergency Service Calls
 Delivery Location **Collin County**
Collin County - See P.O.

2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State time, in number of hours, contractor will arrive on Collin County job site from receipt of order for service for the following situations:
 During Business Hours, After Business Hours, Weekends and Holidays and Emergency Service Calls.

Item **2015-052--03-09 - Fire Alarm/Sprinkler Maintenance and Repairs: Billing Start and End Times**
 Quantity **1 each**
 Prices are not requested for this item.
 Start Time
 End Time
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State at what point, time will start and end for billing purposes (e.g., leave office, arrive at job site, etc...)

Item **2015-052--03-10 - Fire Alarm/Sprinkler Maintenance and Repairs: Mileage Charge**
 Quantity **1 mile**
 Unit Price
 Mileage Charge-Yes or No
 Mileage Charge Start Point
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State mileage charges for service calls (if applicable).
 State start point mileage charges for service call will begin (if applicable).

Item **2015-052--03-11 - Fire Alarm/Sprinkler Maintenance and Repairs: Minimum Charge per Service Call**
 Quantity **1 lot**
 Unit Price
 Minimum Service Charge-Yes or No
 Delivery Location **Collin County**
Collin County - See P.O.
 2300 Bloomdale Rd., Ste. 3160
 ** See P.O. for Job Site **
 McKinney TX 75071
 Qty 1

Description

State minimum charge per service call (if applicable).



COLLIN COUNTY, TEXAS TERMS AND CONDITIONS

1.0 GENERAL INSTRUCTIONS

1.0.1 Definitions

1.0.1.1 Bidder/Quoter/Offeror: refers to submitter.

1.0.1.2 Vendor/Contractor/Provider: refers to a Successful Bidder/Quoter/Contractor/Service Provider.

1.0.1.3 Submittal: refers to those documents required to be submitted to Collin County, by a Bidder/Quoter/Offeror.

1.0.1.4 IFB: refers to Invitation For Bid.

1.0.1.5 RFQ: refers to Request For Qualifications

1.0.1.6 RFP: refers to Request For Proposal.

1.0.1.7 RFI: refers to Request For Information.

1.0.1.8 CSP: refers to Competitive Sealed Proposal

1.0.1.9 Quotation: refers to Request for Quotation

1.1 If Bidder/Quoter/Offeror do not wish to submit an offer at this time, please submit a No Bid Form.

1.2 Awards shall be made not more than ninety (90) days after the time set for opening of submittals.

1.3 Collin County is always conscious and extremely appreciative of your time and effort in preparing your submittal.

1.4 Collin County exclusively uses BidSync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other company.

1.5 A bid/quote/submittal may not be withdrawn or canceled by the bidder/quoter/offeror prior to the ninety-first (91st) day following public opening of submittals and only prior to award.

1.6 It is understood that Collin County, Texas reserves the right to accept or reject any and/or all Bids/Quotes/Proposals/Submittals for any or all products and/or services covered in an Invitation For Bid

(IFB), Request For Qualifications (RFQ), Request For Proposal (RFP), Request For Information (RFI), Competitive Sealed Proposal (CSP), and Quotation, and to waive informalities or defects in submittals or to accept such submittals as it shall deem to be in the best interest of Collin County.

1.7 All IFB's, RFP's, CSP's, RFQ's, and RFI's submitted in hard copy paper form shall be submitted in a sealed envelope, plainly marked on the outside with the IFB/RFP/RFQ/RFI/CSP/Quotation number and name. A hard copy paper form submittal shall be manually signed in ink by a person having the authority to bind the firm in a contract. Submittals shall be mailed or hand delivered to the Collin County Purchasing Department.

1.8 No oral, telegraphic or telephonic submittals will be accepted. IFB's, RFP's, RFQ's, CSP's, and RFI's, may be submitted in electronic format via **BidSync**.

1.9 All Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), and Request For Information (RFI), submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ, CSP, and/or RFI.

1.10 Time/date stamp clock in Collin County Purchasing Department shall be the official time of receipt for all Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), Request For Information (RFI), submitted in hard copy paper form. IFB's, RFP's, RFQ's, CSP's, RFI's, received in County Purchasing Department after submission deadline shall be considered void and unacceptable. Absolutely no late submittals will be considered. Collin County accepts no responsibility for technical difficulties related to electronic submittals.

1.11 For hard copy paper form submittals, any alterations made prior to opening date and time must be initialed by the signer of the IFB/RFQ/RFP/CSP/RFI/, guaranteeing authenticity. Submittals cannot be altered or amended after submission deadline.

1.12 Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, the prices submitted shall not include taxes.

1.13 Any interpretations, corrections and/or changes to an Invitation For Bid/Request For Qualifications/Request For Proposal/Request for Information/Competitive Sealed Proposal, and related Specifications or extensions to the opening/receipt date will be made by addenda to the respective document by the Collin County Purchasing Department. Questions and/or clarification requests must be submitted no later than seven (7) days prior to the opening/receipt date. Those received at a later date may not be addressed prior to the public opening. Sole authority to authorize addenda shall be vested in Collin County Purchasing Agent as entrusted by the Collin County Commissioners' Court. Addenda may be transmitted electronically via **BidSync**, by facsimile, E-mail transmission or mailed via the US Postal Service.

1.13.1 Addenda will be transmitted to all that are known to have received a copy of the IFB/RFQ/RFP/RFI/CSP and related Specifications. However, it shall be the sole responsibility of the Bidder/Quoter/Offeror to verify issuance/non-issuance of addenda and to check all avenues of document availability (i.e. **BidSync** at www.bidsync.com, telephoning Purchasing Department directly, etc.) prior to opening/receipt date and time to insure Bidder/Quoter/Offeror's receipt of any addenda issued. Bidder/Quoter/Offeror shall acknowledge receipt of all addenda.

1.14 All materials and services shall be subject to Collin County approval.

1.15 Collin County reserves the right to make award in whole or in part as it deems to be in the best interest of the County.

1.16 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

1.17 Any reference to model/make and/or manufacturer used in specifications is for descriptive purposes only. Products/materials of like quality will be considered.

1.18 Bidders/Quoters/Offerors taking exception to the specifications shall do so at their own risk. By

offering substitutions, Bidder/Quoter/Offeror shall state these exceptions in the section provided in the IFB/RFQ/RFP/CSP/Quotation or by attachment. Exception/substitution, if accepted, must meet or exceed specifications stated therein. Collin County reserves the right to accept or reject any and/or all of the exception(s)/substitution(s) deemed to be in the best interest of the County.

1.19 Minimum Standards for Responsible Prospective Bidders/Quoters/Offerors: A prospective Bidder/Quoter/Offeror must meet the following minimum requirements:

- 1.19.1 have adequate financial resources, or the ability to obtain such resources as required;
- 1.19.2 be able to comply with the required or proposed delivery/completion schedule;
- 1.19.3 have a satisfactory record of performance;
- 1.19.4 have a satisfactory record of integrity and ethics;
- 1.19.5 be otherwise qualified and eligible to receive an award.

Collin County may request documentation and other information sufficient to determine Bidder's/Quoter's/Offeror's ability to meet these minimum standards listed above.

1.20 Vendor shall bear any/all costs associated with its preparation of an RFI/IFB/RFQ/RFP/CSP/Quotation submittal.

1.21 Public Information Act: Collin County is governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. All information submitted by prospective bidders during the bidding process is subject to release under the Act.

1.22 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 2004-167-03-11, County Logo Policy.

1.23 Interlocal Agreement: Successful bidder agrees to extend prices and terms to all entities that has entered into or will enter into joint purchasing interlocal cooperation agreements with Collin County.

1.24 Bid Openings: All bids submitted will be read at the county's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should be not construed as a comment on the responsiveness of such bid or as any indication that the county accepts such bid as responsive.

The county will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, Collin County Purchasing Guidelines, and project documents, including but not limited to the project specifications and contract documents. The county will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

2.0 TERMS OF CONTRACT

2.1 A bid/quote/proposal, when properly accepted by Collin County, shall constitute a contract equally binding between the Vendor/Contractor/Provider and Collin County. No different or additional terms will become part of this contract with the exception of an Amendment and/or a Change Order.

2.2 No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All Amendments and/or Change Orders to the contract will be made in writing by Collin County Purchasing Agent.

2.3 No public official shall have interest in the contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

2.4 The Vendor/Contractor/Provider shall comply with Commissioners' Court Order No. 96-680-10-28,

Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

2.5 Design, strength, quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practice.

2.6 Bids/Quotes/Proposals must comply with all federal, state, county and local laws concerning the type (s) of product(s)/service(s)/equipment/project(s) contracted for, and the fulfillment of all ADA (Americans with Disabilities Act) requirements.

2.7 All products must be new and unused, unless otherwise specified, in first-class condition and of current manufacture. Obsolete products, including products or any parts not compatible with existing hardware/software configurations will not be accepted.

2.8 Vendor/Contractor/Provider shall provide any and all notices as may be required under the Drug-Free Work Place Act of 1988, 28 CFR Part 67, Subpart F, to its employees and all sub-contractors to insure that Collin County maintains a drug-free work place.

2.9 Vendor/Contractor/Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Vendor/Contractor/Provider's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Vendor/Contractor/Provider, or of any agent, employee, subcontractor or supplier of Vendor/Contractor/Provider in the execution of, or performance under, any contract which may result from an award. Vendor/Contractor/Provider shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against Collin County and/or participating entities arising out of such breach, act, error, omission and/or fault.

2.10 If a contract, resulting from a Collin County IFB, RFP, RFQ, CSP, Quotation is for the execution of a public work, the following shall apply:

2.10.1 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.10.2 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Performance Bond if the contract is in excess of \$100,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.11 Purchase Order(s) shall be generated by Collin County to the vendor. Collin County will not be responsible for any orders placed/delivered without a valid purchase order number.

2.12 The contract shall remain in effect until any of the following occurs: delivery of product(s) and/or completion and acceptance by Collin County of product(s) and/or service(s), contract expires or is terminated by either party with thirty (30) days written notice prior to cancellation and notice must state therein the reasons for such cancellation. Collin County reserves the right to terminate the contract immediately in the event the Vendor/Contractor/Provider fails to meet delivery or completion schedules, or otherwise perform in accordance with the specifications. Breach of contract or default authorizes the County to purchase elsewhere and charge the full increase in cost and handling to the defaulting Vendor/Contractor/Provider.

2.13 Collin County Purchasing Department shall serve as Contract Administrator or shall supervise agents

designated by Collin County.

2.14 All delivery and freight charges (FOB Inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

2.15 Vendor/Contractor/Provider shall notify the Purchasing Department immediately if delivery/completion schedule cannot be met. If delay is foreseen, the Vendor/Contractor/Provider shall give written notice to the Purchasing Agent. The County has the right to extend delivery/completion time if reason appears valid.

2.16 The title and risk of loss of the product(s) shall not pass to Collin County until Collin County actually receives and takes possession of the product(s) at the point or points of delivery. Collin County shall generate a purchase order(s) to the Vendor/Contractor/Provider and the purchase order number must appear on all itemized invoices.

2.17 Invoices shall be mailed directly to the Collin County Auditor's Office, 2300 Bloomdale Road, Suite 3100, McKinney, Texas 75071. All invoices shall show:

2.17.1 Collin County Purchase Order Number;

2.17.2 Vendor's/Contractor's/Provider's Name, Address and Tax Identification Number;

2.17.3 Detailed breakdown of all charges for the product(s) and/or service(s) including applicable time frames.

2.18 Payment will be made in accordance with V.T.C.A., Government Code, Title 10, Subtitle F, Chapter 2251.

2.19 All warranties shall be stated as required in the Uniform Commercial Code.

2.20 The Vendor/Contractor/Provider and Collin County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

2.21 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.

2.22 The contract will be governed by the laws of the State of Texas. Should any portion of the contract be in conflict with the laws of the State of Texas, the State laws shall invalidate only that portion. The remaining portion of the contract shall remain in effect. The contract is performable in Collin County, Texas.

2.23 The Vendor/Contractor/Provider shall not sell, assign, transfer or convey the contract, in whole or in part, without the prior written approval from Collin County.

2.24 The apparent silence of any part of the specification as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of the specification shall be made on the basis of this statement.

2.25 Vendor/Contractor/Provider shall not fraudulently advertise, publish or otherwise make reference to the existence of a contract between Collin County and Vendor/Contractor/Provider for purposes of solicitation. As exception, Vendor/Contractor/Provider may refer to Collin County as an evaluating reference for purposes of establishing a contract with other entities.

2.26 The Vendor/Contractor/Provider understands, acknowledges and agrees that if the Vendor/Contractor/Provider subcontracts with a third party for services and/or material, the primary Vendor/Contractor/Provider (awardee) accepts responsibility for full and prompt payment to the third party. Any dispute between the primary Vendor/Contractor/Provider and the third party, including any payment dispute, will be promptly remedied by the primary vendor. Failure to promptly render a remedy or to make prompt payment to the third party (subcontractor) may result in the withholding of funds from the primary Vendor/Contractor/Provider by Collin County for any payments owed to the third party.

2.27 Vendor/Contractor/Provider shall provide Collin County with diagnostic access tools at no additional cost to Collin County, for all Electrical and Mechanical systems, components, etc., procured through this contract.

2.28 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by the Collin County's Sheriff's Office prior to access being granted to Collin County. Upon request, Vendor/Contractor/Provider shall provide list of individuals to Collin County Purchasing Department within five (5) working days.

2.29 Non-Disclosure Agreement: Where applicable, vendor shall be required to sign a non-disclosure agreement acknowledging that all information to be furnished is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by vendor, except as provided in the contract/agreement, may cause serious harm or damage to Collin County. Therefore, Vendor agrees that Vendor will not use the information furnished for any purpose other than that stated in contract/agreement, and agrees that Vendor will not either directly or indirectly by agent, employee, or representative disclose this information, either in whole or in part, to any third party, except on a need to know basis for the purpose of evaluating any possible transaction. This agreement shall be binding upon Collin County and Vendor, and upon the directors, officers, employees and agents of each.

2.30 Vendors/Contractors/Providers must be in compliance with the Immigration and Reform Act of 1986 and all employees specific to this solicitation must be legally eligible to work in the United States of America.

2.31 Certification of Eligibility: This provision applies if the anticipated Contract exceeds \$100,000.00 and as it relates to the expenditure of federal grant funds. By submitting a bid or proposal in response to this solicitation, the Bidder/Quoter/Offeror certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of bid/proposal submission and time of award, the Bidder/Quoter/Offeror will notify the Collin County Purchasing Agent. Failure to do so may result in terminating this contract for default.

2.32 Notice to Vendors/Contractors/Providers delivering goods or performing services within the Collin County Detention Facility: The Collin County Detention Facility houses persons who have been charged with and/or convicted of serious criminal offenses. When entering the Detention Facility, you could: (1) hear obscene or graphic language; (2) view partially clothed male inmates; (3) be subjected to verbal abuse or taunting; (4) risk physical altercations or physical contact, which could be minimal or possibly serious; (5) be exposed to communicable or infectious diseases; (6) be temporarily detained or prevented from immediately leaving the Detention Facility in the case of an emergency or "lockdown"; and (7) subjected to a search of your person or property. While the Collin County Sheriff's Office takes every reasonable precaution to protect the safety of visitors to the Detention Facility, because of the inherently dangerous nature of a Detention Facility and the type of the persons incarcerated therein, please be advised of the possibility of such situations exist and you should carefully consider such risks when entering the Detention Facility. By entering the Collin County Detention Facility, you acknowledge that you are aware of such potential risks and willingly and knowingly choose to enter the Collin County Detention Facility.

2.33 Delays and Extensions of Time when applicable:

2.33.1 If the Vendor/Contractor/Provider is delayed at any time in the commence or progress of the Work by an act or neglect of the Owner or Architect/Engineer, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor/Contractor/Provider's control, or by delay authorized by the Owner pending mediation and arbitration, or by other causes which the Owner or Architect/Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner/Architect may determine.

2.33.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time and could not have been reasonably anticipated, and that the weather conditions had an adverse effect on the scheduled construction.

NOTE: All other terms and conditions (i.e. Insurance Requirements, Bond Requirements, etc.) shall be stated in the individual IFB/RFQ/RFP/RFI/CSP/Quotation Solicitation documents as Special Terms, Conditions and Specifications.

3.0 INSURANCE REQUIREMENTS

3.1 Before commencing work, the vendor shall be required, at its own expense, to furnish the Collin County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

3.1.1 **Commercial General Liability** insurance including but not limited to the coverage indicated below. Coverage shall not exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability.

- Each Occurrence: \$1,000,000
- Personal & Adv Injury: \$1,000,000
- Products/Completed Operation: \$1,000,000
- General Aggregate: \$2,000,000

3.1.2 **Workers Compensation** insurance as required by the laws of Texas, and Employers' Liability.

Employers' Liability

- Liability, Each Accident: \$500,000
- Disease-Each Employee: \$500,000
- Disease – Policy Limit: \$500,000

3.1.3 **Commercial Automobile Liability** insurance including owned, non-owned, and hired vehicles used in connection with the contract.

- Combined Single Limit – Each Accident: \$1,000,000

3.1.4 **Umbrella/Excess Liability** insurance.

- Each Occurrence/Aggregate: \$1,000,000

3.2 With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

3.2.1 A waiver of subrogation in favor of Collin County, its officials, employees, volunteers and officers shall be contained on all policies.

3.2.2 The vendor's insurance coverage shall name Collin County as additional insured under the General Liability policy.

3.2.3 All insurance policies shall be endorsed to require the insurer to immediately notify Collin County of any decrease in the insurance coverage limits.

3.2.4 All insurance policies shall be endorsed to the effect that Collin County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.

3.2.5 All copies of Certificates of Insurance shall reference the project/contract number.

3.3 All insurance shall be purchased from an insurance company that meets the following requirements:

3.3.1 A financial rating of B+VI or better as assigned by the BEST Rating Company or equivalent.

3.4 Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:

3.4.1 Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.

3.4.2 Sets forth the notice of cancellation or termination to Collin County.

4.0 EVALUATION CRITERIA AND FACTORS

The award of the contract shall be made to the responsible offeror whose proposal is determined to be the lowest and best evaluated offer resulting from taking into consideration the relative importance of price and other factors.

The objective of Collin County is to enter into one contract with the Vendor that best meets the needs of Collin County. An evaluation process utilizing a numeric score will be used to review the proposals. The evaluation factors and point values are as follows:

Level 1:

Conformance with RFP requirement, offeror shall provide the following documentation. Offerors who do not meet these requirements shall be considered non-responsive.

1. State of Texas Certification for Fire Alarm Company.
2. State of Texas Certification Fire Alarm Technician.
3. EST Factory Certification.

Level 2:

The evaluation criteria will be grouped into factors as follows:

CRITERIA	VALUE
Firm and Team Qualifications:	
References and experience with similar size accounts	30
Response time	25
Project Understanding:	
Meeting Collin County's Needs	15
Cost Structure:	
Cost for services	30
Total Value	100

5.0 SPECIAL CONDITIONS AND SPECIFICATIONS

5.1 Authorization: By order of the Commissioners' Court of Collin County, Texas sealed proposals will be received for RFP 2015-052, Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs.

5.2 Intent of Request for Proposal: The purpose of this Request for Proposal is to provide offerors with sufficient information to prepare a proposal for Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs.

5.3 Pre-Proposal Conference: A pre-proposal conference will be held at 9:00 A.M., February 17, 2015, at the Collin County Central Plant, 2nd Floor Conference Room, 4600 Community Ave., McKinney, TX 75071. Pre-proposal conference shall include a walk-through of all buildings. All prospective offerors are requested to have a representative present. It is the offerors responsibility to review the site and documents to gain a full understanding of the requirements of the RFP. It is understood and agreed that the successful offeror shall have made careful examination and satisfied himself, as to the nature and location of the work, the character

and quality of materials to be encountered, the character of the equipment and facilities needed preliminary to and during prosecution of the work, the general and local conditions and all other matters which can in any way affect the work under this contract. No verbal agreement or conversation with any officer, agent, or employee of Collin County, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

5.4 Term: Provide for a term contract commencing on the date of award and continuing through and including September 30, 2015 with option for three (3) one (1) year renewals.

5.5 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Collin County fiscal year shall be subject to budget approval.

5.6 Price Reduction: If during the life of the contract, the vendor's net prices to its customers for the same product(s) and/or services shall be reduced below the contracted price, it is understood and agreed that the County shall receive such price reduction.

5.7 Price Redetermination: A price redetermination may be considered by Collin County only at the twelve (12) month, twenty-four (24) month and thirty-six (36) month anniversary date of the contract. All requests for price redetermination shall be in written form, shall be submitted a minimum of ninety (90) days prior to renewal date and shall include documents supporting price redetermination such as Manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc. The offeror's past experience of honoring contracts at the proposed price will be an important consideration in the evaluation of the lowest and best proposal. Collin County reserves the right to accept or reject any/all of price redeterminations as it deems to be in the best interest of the County.

5.8 Delivery/Setup/Installation Location: Locations for delivery and installation will be stated on each Collin County purchase order. Reference Attachment A-1 for building locations and equipment list.

5.9 Testing: Testing may be performed at the request of Collin County, by an agent so designated by the County, without expense to Collin County.

5.10 Samples/Demos: When requested, samples/demos shall be furnished to the County at no expense.

5.11 Descriptive Literature: Provide literature sufficient in detail to enable an intelligent comparison of the specification of the product(s) proposed. If submitting manually, it is requested that five (5) copies of descriptive literature be submitted.

5.12 Approximate Usage: During the last fiscal year, the County required approximately twenty-six (26) service calls for Fire Alarm/Sprinkler maintenance/repair. Labor hours totaled approximately 214 hours during normal business hours and 22 hours of overtime.

Commodities or services will be ordered on an as-needed basis.

5.13 Subcontracting: The term "Successful Offeror" as used herein means company performing services under this contract and shall also include any sub-contractor retained by the successful offeror under the terms of this contract. The successful offeror may enter into subcontract with third parties for its performance of any part of the successful offeror's obligations under this agreement. The successful offeror agrees that all sub-contractors shall be agents of the successful

offeror. The successful offeror further agrees that Collin County and its agents, servants and employees shall not be liable for any loss or damage resulting from personal injury, physical loss, harassment of or discrimination against employee or other violations of the provisions of this contract occasioned by the acts or omissions of the successful offeror's sub-contractors, their agents or employees. The indemnification provisions of this contract shall apply to all sub-contractors.

5.14 Qualifications:

5.14.1 Successful offeror shall be licensed by the State of Texas in the fire sprinkler and electronic fire alarm industry for a minimum of ten (10) years, lead technicians for a minimum of five (5) years. All technicians, installers and/or programmers shall be EST certified. Helpers shall work under direction of a certified technician.

5.14.2 Successful offeror shall maintain an adequate number of employees to complete services required in a timely manner.

5.14.3 Successful offeror shall provide with proposal, a copy of the following documents issued by the State of Texas Fire Marshals' Office to perform fire alarm and fire sprinkler system services. Offerors who do not provide these documents shall be considered non-responsive.

5.14.3.1 State of Texas certification of Registration for Fire Alarm Company.

5.14.3.2 Fire alarm Technician license for each lead technician on the jobsite.

5.14.4 Successful offeror shall provide with proposal, a copy of EST Factory Certification for all technicians, installers and/or programmers. Offerors who do not provide these documents shall be considered non-responsive.

5.14.5 Successful Offeror shall have the ability to provide updates to EST Fireworks Software as they become available. This software monitors the County's Administration Building, Courthouse, Animal Shelter, Justice Center Jail, Minimum Security Jail, Juvenile Justice Alternative Education Program (JJAEP) Building, Juvenile Detention Center and Myers Park.

5.14.6 Once awarded the contract, a mandatory background check performed by Collin County will be required for all persons who will work onsite.

5.15 Code Requirements: The rules and regulations, ordinances and laws governing the installation of the work and/or equipment shall be in accordance with all regulations and codes of the Federal, State, County and Municipal departments having jurisdiction, the National Board of Fire Underwriters, Texas Engineering and Fire Prevention Bureau and the local utility companies which are in force at the time of the execution of work. Inspections and tests shall conform to the current version of NFPA 72, NFPA 75 and NFPA 25 and/or local authority having jurisdiction.

5.16 Inspection/Testing Specifications:

5.16.1 Electronic Fire Alarm and Fire Sprinkler systems shall be inspected/tested completely one (1) time annually, including pre-action systems.

5.16.2 Inspections/testing shall include ALL devices including smoke detectors, duct detectors, heat detectors, tamper switches, pull stations, flow switches, horns, bells,

strobes, fire phones, fire doors, batteries, fire and smoke dampers, fire backflows, door closers, fire pumps and all other related devices.

5.16.3 Contractor shall provide one (1) re-inspection/testing after any required repairs are completed for devices that originally fail inspection.

5.16.4 Inspections/testing shall be completed and given a green/blue tag before contractor leaves Collin County premises. Under no circumstance, should items be left with a red tag at any time.

5.16.5 Inspections/testing shall be completed by the date stated on each purchase order without exception.

5.16.6 Contractor shall test and certify all standpipe systems in accordance with the regulations of the local authority having jurisdiction.

5.16.7 Contractor shall supply an Inspection Report describing each device in the system in a line item fashion that includes type, location and status of each device. Reports shall be typed or printed on a printer (handwritten reports shall not be accepted). Original reports shall be given to the designated Collin County personnel.

5.16.8 Inspections/testing for the following locations shall be performed between the hours of **6:00 PM and 7:00 AM**: Administration Building, 2300 Bloomdale Rd., McKinney, TX 75071; Courthouse, 2100 Bloomdale Rd., McKinney, TX 75071; Health Care Annex, 825 N. McDonald St., McKinney, TX 75069.

All other locations shall be inspected during Collin County business hours of 8:00 AM to 5:00 PM, Monday through Friday.

5.16.9 Successful offeror shall state in their proposal, a per building price for Fire Alarm Inspection/testing and Fire Sprinkler Inspection/testing.

5.16.10 Reference Attachment A-1 for building locations and equipment list.

5.17 Maintenance and Repairs Specifications:

5.17.1 Successful offeror shall state in their proposal, hourly labor rates and percentage mark-up above actual cost for any parts furnished.

5.17.2 All maintenance and repairs will be ordered as needed and shall be billed on a time and materials basis.

5.17.3 Purchase orders shall be issued for each maintenance/repair service request. When services for maintenance/repair are required, contractor shall provide a written quote for a not to exceed amount. If additional work is required to complete the job, contractor shall provide a written quote for the additional amount. Authorization to continue with the additional work will be in the form of a revised purchase order in the amount of the quote provided.

5.17.4 Collin County business hours are 8:00 AM to 5:00 PM, Monday through Friday. Only services performed before or after Collin County's normal business hours may be considered "after hours".

5.17.5 Upon arrival for service calls, contractor shall report in person to the Central Plant Control Room at 4600 Community Ave., McKinney, TX.

5.17.6 Contractor shall arrive at Collin County job site within two (2) business days after receipt of order for maintenance/repair service calls not regarding life/safety situations.

5.17.7 Service calls for issues regarding life/safety situations shall be considered "Emergency Service". Priority response shall be required for Emergency Service calls twenty-four (24) hours a day, seven (7) days a week. Vendor shall arrive at county location within two (2) hours after receipt of order for Emergency Service.

5.17.8 Contractor shall arrive at Collin County job site within the specified response time. If contractor fails to arrive at job site within the specified response time and services to complete the maintenance/repair are required beyond Collin County's normal business hours, payment at "after hours" rate may be denied.

5.17.9 Week-end and holiday labor rate may only be billed for services performed on Saturday, Sunday or Collin County designated holidays.

6.0 PROPOSAL FORMAT

6.1 The proposal shall, at a minimum, include a Table of Contents detailing sections and corresponding page numbers, and shall be printed on letter-size (8-1/2"x 11") paper and if submitting manually, assembled with spiral-type bindings or staples. DO NOT USE METAL-RING HARD COVER BINDERS (If providing hard copy).

6.1.1 EXECUTIVE SUMMARY LETTER

6.1.1.1 Executive Summary letter should be limited to a brief narrative, approximately one page, highlighting the Offeror's proposal. The summary should contain as little technical jargon as possible and should be oriented toward non-technical personnel. This section should not include cost quotations. Note that the executive summary should identify the primary contacts for all Offerors, including Third Party firms.

6.1.2 FIRM OVERVIEW

Offeror is requested to define the overall structure of the Firm to include the following

- 6.1.2.1 A descriptive background of your company's history.
- 6.1.2.2 State your principal business location and any other service locations.
- 6.1.2.3 What is your primary line of business?
- 6.1.2.4 How long have you been selling product(s) and/or providing service(s)?
- 6.1.2.5 State how many and the locations where your product/services are in use.
- 6.1.2.6 Provide State of Texas certification of Registration for Fire Alarm Company.
- 6.1.2.7 Provide State of Texas certification for Fire Alarm Technician
- 6.1.2.8 Describe your experience with EST Fireworks Software.
- 6.1.2.9 State information for any sub-contractors that will be utilized to perform services under this contract.
- 6.1.2.10 List all systems, by manufacturer, offeror is Factory Trained and Certified to inspect, test, and repair and is qualified to provide software updates for.
- 6.1.2.11 Provide the number of years' experience offeror has with each system listed in Section 6.1.2.10.

6.1.3 PROPOSED PROJECT TEAM, STAFF QUALIFICATIONS, EXPERIENCE

6.1.3.1 Provide qualifications as well as experience information on Offeror's key personnel that will be assigned to this project. All technicians, installers and/or programmers shall be EST certified. Copies of Certifications shall be provided.

6.1.4 SIMILAR PROJECTS

6.1.4.1 Provide information on current and past clients (minimum of 5) regarding type of equipment serviced and number of locations.

6.1.5 RESPONSE TIMES:

6.1.5.1 Offeror shall respond as to whether they can meet the response times as stated in section 5.17.7. Please describe how you will meet response times.

6.1.7 REFERENCES

6.1.7.1 Offeror is requested to include at least three (3) references to include business name, a contact person, address, telephone number, e-mail address and description of services and equipment serviced.

6.1.8 PRICING

6.1.8.1 Provide pricing as stated on bid items 2015-052-01-01 through 2015-052-03-06. Pricing will be evaluated by totaling the cost for inspections and testing plus the hourly rate for a Certified and License Repair Person during normal business hours multiplied by 214 hours plus the price of a Certified and License Repair Person during after hours multiplied by 22 hours.

Attachment A-1 Equipment List

Building	PANEL MANUFACTURER	SMOKE DETECTOR	HEAT DETECTOR	DUCT DETECTOR	PULL STATION	HORN STROBE COMBINATION	TAMPER SWITCH	FLOW SWITCH	FIRE PHONE	FIRE DAMPER	SMOKE DAMPER	BELL	HORN	DOOR CLOSER	AUDIO VISUAL	BATTERY	FIRE PUMP
Central Plant (1 Panel) 4600 Community Ave. McKinney, TX 75071	EST 3	1816	13	261	181	10	91	87	N/A	20	20	30	10	25	0	55	N/A
Justice Center (5 Panels) 4300 Community Ave. McKinney, TX 75071	EST 3	*	*	*	*	*	*	*	N/A	*	*			25			
Juvenile Detention 4700 Community Ave. McKinney, TX 75071	EST 2	131	4	7	26	2	6	2	N/A	3	3	2	2	4	0	8	N/A
JJAEP 4690 Community Ave. McKinney, TX 75071	EST 3	63	0	10	10	1	2	2	N/A	2	2	1	1	2	N/A	8	N/A
Minimum Security Jail 4800 Community Ave. McKinney, TX 75071	EST 3	74	20	15	13	2	5	5	N/A	4	4	1	1	4	0	8	N/A
Animal Shelter 4750 Community Ave. McKinney, TX 75071	EST 2	24	1	1	9	1	2	1	N/A	1	1	1	1	1	0	4	N/A
Administration Building 2300 Bloomdale Rd. McKinney, TX 75071	EST 3	62	6	99	1	1	8	6	5	16	8	3	3	4	0	14	1
Courthouse 2100 Bloomdale Rd. McKinney, TX 75071	EST 3	200	21	21	18	5	32	25	N/A	10	10	4	4	8	0	40	1
Public Works 700 A Wilmeth Rd McKinney, TX 75069	EST IRC 3	8	2	0	10	1	0	0	N/A	1	1	1	1	1	0	2	N/A

Attachment A-1 Equipment List

Building	PANEL MANUFACTURER	SMOKE DETECTOR	HEAT DETECTOR	DUCT DETECTOR	PULL STATION	HORN STROBE COMBINATION	TAMPER SWITCH	FLOW SWITCH	FIRE PHONE	FIRE DAMPER	SMOKE DAMPER	BELL	HORN	DOOR CLOSER	AUDIO VISUAL	BATTERY	FIRE PUMP
Medical Examiner Office 700 B Wilmeth Rd. McKinney, TX 75069	EST 2	4	0	3	5	1	1	1	N/A	1	1	1	1	1	0	5	N/A
Health Care Annex 825 N. McDonald St. McKinney, TX 75069	EST 2	58	0	24	13	1	2	2	N/A	1	1	1	1	1	0	8	N/A
Myers Park 7117 CR 166 McKinney, TX 75071	EST 2	15	1	0	5	0	0	0	N/A	N/A	N/A	0	0	0	0	2	N/A
Plano 900 Bldg. 900 E. Park Blvd. Plano, TX 75074	EST 3	81	1	0	29	1	2	1	N/A	20	12	3	3	4	0	14	N/A
Plano 920 Bldg. 920 E. Park Blvd. Plano, TX 75074	EST IRC 3	44	1	0	9	1	1	1	N/A	12	6	2	2	2	0	3	N/A

*Combined Justice Center and Central Plant

**SIGNATURE FORM
COLLIN COUNTY, TEXAS**

DELIVERY WILL BE F.O.B. INSIDE DELIVERY AT COLLIN COUNTY DESIGNATED LOCATIONS AND ALL TRANSPORTATION CHARGES PAID BY THE SUPPLIER TO DESTINATION.

DELIVERY TO BE SPECIFIED IN CALENDAR DAYS FROM DATE OF ORDER.

WE **DO NOT** TAKE EXCEPTION TO THE BID SPECIFICATIONS.

WE **TAKE** EXCEPTION TO THE BID SPECIFICATIONS (EXPLAIN):

COMPANY INFORMATION/PROFILE/REFERENCES

Preferential Requirement: The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). Bidder shall make answer to the following questions by selecting the appropriate radio button or inserting information in the box provided:

Is your principal place of business in the State of Texas? Yes No

If the answer to question is "yes", no further information is necessary; if "no", please indicate:

in which state is your principal place of business is located:

if that state favors resident bidders (bidders in your state) by some dollar increment or percentage: Yes No

if "yes", what is that dollar increment or percentage?

Company Profile: IS YOUR FIRM?

Sole Proprietorship Yes No

General Partnership Yes No

Limited Partnership Yes No

Corporation Yes No

Other Yes No

List Legal Names in Company:

List at least three (3) companies or governmental agencies where these same/like products/services, as stated herein, have been provided. Include company name, address, contact name and telephone number.



AS PERMITTED UNDER TITLE 8, CHAPTER 271, SUBCHAPTER F, SECTION 271.101 AND 271.102 V.T.C.A. AND TITLE 7, CHAPTER 791, SUBCHAPTER C, SECTION 791.025, V.T.C.A., OTHER LOCAL GOVERNMENTAL ENTITIES MAY WISH TO ALSO PARTICIPATE UNDER THE SAME TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT. EACH ENTITY WISHING TO PARTICIPATE MUST ENTER INTO AN INTERLOCAL AGREEMENT WITH COLLIN COUNTY AND HAVE PRIOR AUTHORIZATION FROM VENDOR. IF SUCH PARTICIPATION IS AUTHORIZED, ALL PURCHASE ORDERS WILL BE ISSUED DIRECTLY FROM AND SHIPPED DIRECTLY TO THE LOCAL GOVERNMENTAL ENTITY REQUIRING SUPPLIES/SERVICES. COLLIN COUNTY SHALL NOT BE HELD RESPONSIBLE FOR ANY ORDERS PLACED, DELIVERIES MADE OR PAYMENT FOR SUPPLIES/SERVICES ORDERED BY THESE ENTITIES. EACH ENTITY RESERVES THE RIGHT TO DETERMINE THEIR PARTICIPATION IN THIS CONTRACT. WOULD BIDDER BE WILLING TO ALLOW OTHER LOCAL GOVERNMENTAL ENTITIES TO PARTICIPATE IN THIS CONTRACT, IF AWARDED, UNDER THE SAME TERMS AND CONDITIONS? Yes No

By signing and submitting this Bid/Proposal, Bidder/Offeror acknowledges, understands the specifications, any and all addenda, and agrees to the bid/proposal terms and conditions and can provide the minimum requirements stated herein. Bidder/Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid/Proposal submittal resulting from Bidder/Offeror's failure to do so. Bidder/Offeror acknowledges the prices submitted in this Bid/Proposal have been carefully reviewed and are submitted as correct and final. If Bid/Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid/Request for Proposal.

THE UNDERSIGNED HEREBY CERTIFIES THE FOREGOING BID/PROPOSAL SUBMITTED BY THE COMPANY LISTED BELOW HEREINAFTER CALLED "BIDDER/OFFEROR" IS THE DULY AUTHORIZED AGENT OF SAID COMPANY AND THE PERSON SIGNING SAID BID/PROPOSAL HAS BEEN DULY AUTHORIZED TO EXECUTE SAME. BIDDER/OFFEROR AFFIRMS THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT; THIS COMPANY; CORPORATION, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS BID/PROPOSAL IN COLLUSION WITH ANY OTHER BIDDER/OFFEROR OR OTHER PERSON OR PERSONS ENGAGED IN THE SAME LINE OF BUSINESS; AND THAT THE CONTENTS OF THIS BID/PROPOSAL AS TO PRICES, TERMS AND CONDITIONS OF SAID BID/PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS BID/PROPOSAL.

Company Name	<input type="text"/>
Street Address of Principal Place of Business	<input type="text"/>
City, State, Zip	<input type="text"/>

Phone of Principal Place of Business	<input type="text"/>
Fax of Principal Place of Business	<input type="text"/>
E-mail Address of Representative	<input type="text"/>
Federal Identification Number	<input type="text"/>
Date	<input type="text"/>
Acknowledgement of Addenda	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> #4 <input type="checkbox"/> #5 <input type="checkbox"/> #6 <input type="checkbox"/>
Authorized Representative Name	<input type="text"/>
Authorized Representative Title	<input type="text"/>
Signature (Required for paper bid submission)	<input type="text"/>

AFFIDAVIT OF COMPLIANCE

I, the undersigned, declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America.

I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable.

Name of Company

Title of Officer

Name of Officer

Date:

In order to better serve our bidders, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Please take a moment to complete the below. Should you have any questions or require more information please call (972) 548-4165.

HOW DID YOU RECEIVE NOTICE OF THIS REQUEST FOR BID OR PROPOSALS?

McKinney Courier-Gazette? Yes No

Plan Room? Yes No

Collin County Web-Site? Yes No

Facsimile or email from BidSync? Yes No

Other

HOW DID YOU RECEIVE THE BID DOCUMENTS?

Downloaded from Home Computer? Yes No

Downloaded from Company Computer? Yes No

Requested a Copy from Collin County? Yes No

Other

Thank You,

Collin County Purchasing Department

**Question and Answers for Bid #2015-052 - Fire Alarm/Fire Sprinkler
Inspections, Testing, Maintenance and Repairs**

OVERALL BID QUESTIONS

There are no questions associated with this bid.