



MOLINE-COAL VALLEY
SCHOOL DISTRICT

***MOLINE-COAL VALLEY SCHOOL DISTRICT NO. 40
SPECIFICATION
FIRE ALARM SYSTEM INSPECTION***

ADVERTISEMENT FOR BIDS

The Moline Board of Education, School District No. 40 Moline, Illinois will receive sealed bids for a ***FIRE ALARM SYSTEM INSPECTION*** until 2:00 p.m. March 28, 2017, in the School District Business Office at 1619 11th Avenue, Moline, Illinois 61265.

The envelope that contains the bid shall be plainly marked, "***SEALED BID – FIRE ALARM SYSTEM INSPECTION***".

The Board of Education reserves the right to accept or Reject any or all bids or to waive formalities or irregularities as its best interest may require.

Keith Karstens
Coordinator of Facility Services
March 18, 2017

INSTRUCTIONS TO BIDDERS

1. Bidders may obtain copies of Bidding Documents from the Maintenance Department, 3432 Avenue of the Cities, Moline, Illinois, 61265 or on the District web site: http://www.molineschools.org/bids_rfps.html.
2. Bids shall be firm for ***90 DAYS*** from the date of receipt of bids.
3. The bid is to include the furnishing of all labor and materials required, including transportation and handling, in accordance with specifications herein. All insurance, taxes, and any and all other necessary costs shall be included in the proposal.
4. In submitting a bid, bidder represents that he has read the Instructions, Conditions, and Specifications. Extra payments will not be given for conditions that can be determined by examination.
5. Insurance requirements are to comply with the attached copy. Note the following: General Liability, Excess Liability, Moline-Coal Valley School District No. 40 listed as an additional insured, the last clause of the cancellation note shall be deleted. A current Certificate of Insurance must be on file with the district prior to work beginning.
6. The contractor shall exercise every precaution to protect Owner property and structures. All rubbish, debris, and dirt resulting from the contractor's work shall be cleaned up as required, and removed from the building. The premise shall at all times be kept in a clean, safe and professional manner. If drilling is required, contractor is required to cover existing electronic equipment, servers, computers, etc. with dust covers and ensure that it remains dust-free.

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7. In all cases the contractor is responsible for verifying the existing conditions at the job site and the successful vendor's submission of a proposal is evidence that the successful vendor has made the necessary field verifications and additional claims or costs will not be considered unless items are found to be clearly in addition to the contract or are determined to be an unforeseen condition.
8. **PREVAILING WAGES:** The proposer shall comply in all respects to Chapter 820 Act 130 Prevailing Wage Act of the Illinois Compiled Statutes. The current prevailing rate of wages has been established by Moline-Coal Valley School District No. 40. These rates are available from Moline-Coal Valley School District No. 40. The Proposer, and any Subcontractor working under such Proposer, shall pay not less than the specified rates to all laborers, workers and mechanics employed in the execution of the Work. Additionally, the Proposer, and any Subcontractor working under such Contractor, shall pay not less than the specified rates for legal holiday and overtime work.
9. In case it shall become necessary for the Proposer, or any Subcontractor working under such Proposer, to employ any laborer, worker or mechanic to execute the work and there is no prevailing rate of wages provided by Moline-Coal Valley School District No. 40, then the Proposer shall so notify the District and request a determination of the prevailing rate of wages.
10. The prevailing rate of wages shall be such rate in effect at the time the Work is performed. Moline-Coal Valley School District No. 40 changes the prevailing rate of wages in June of each year.
11. All proposers have responsibility for reviewing the scope of work to determine their compliance with all appropriate codes, laws, and other regulations having jurisdiction over this type of installation. Once proposals have been received, it is expected that proposers have quoted on a complete service meeting all rules and regulations that would govern this type of installation and that their proposal would include all costs for same. Any changes required to meet codes, rules and regulations after proposals have been submitted will be expected to be the full responsibility of the proposer.
12. If a discrepancy is found, contractor shall notify the Owner immediately who can then issue information in the form of an addendum. Questions should be in written form and sent to Keith Karstens, Coordinator of Facility Services, 3432 Avenue of the Cities, Moline, Illinois 61265. Replies will be issued to all bidders of record as Addenda: bidders shall acknowledge receipt of Addenda in the Proposal form. No Addenda will be issued later than three days prior to the date for receipt of bids.
13. The Successful Vendor shall hold the Board of Education harmless from damage or accident to the building or occupants, to workers or persons engaged in or about the building or passing the same, resulting either from contract work or extra work under this charge.
14. Bids shall be submitted on the form provided with these specifications; signed by the authorized agent of bidder; and received in a sealed envelope addressed:

SEALED BID – FIRE ALARM SYSTEM INSPECTION
MOLINE SCHOOL DISTRICT BUSINESS OFFICE
1619 11TH AVENUE
MOLINE, ILLINOIS 61265
15. Bidder is required to provide pricing as requested on the attached bid form(s).
16. A bidder's request to withdraw any or all of their quotation will subject the entire bid package to being rejected.
17. The District is exempt from Illinois Sales and Usage tax on all materials purchased.

FAX BIDS WILL NOT BE ACCEPTED

CONDITIONS

1. The Successful Vendor shall comply with all laws, ordinances, rules, regulations and lawful orders of public authorities bearing on the sale of goods to and performance of work for Illinois Public School Districts.
2. The Successful Vendor will be required to provide within five days of Notice of Award a sworn statement identifying a Schedule of Values identifying subcontractors and/or material supplies whose contract value exceeds \$800. Lien waivers will be required for pay applications.
3. Any claims for additional or extra costs by the contractor will not be considered unless prior written authorization for additional work was approved by the Board of Education or the Director of Facilities. All agreements for additional costs or services shall be reduced to writing and written approvals shall be received by the successful vendor and the school district before any additional work may be performed.
4. The intent of these documents is to identify the type of service required. The successful vendor shall be responsible for determining specific requirements to provide compliance with NFPA. The Vendor shall field-verify the quantity of all devices before submitting the proposal of the vendor.
5. The Successful Vendor shall provide a one-year warranty for all workmanship.
6. The Successful Vendor upon execution of the contract shall furnish a Performance Bond, in the full amount of the contract. The form of the bond shall be that furnished by the District and the surety shall be acceptable to the District.
7. The Successful Vendor shall secure and pay for any governmental fees, licenses and inspections necessary for proper executions and completion of the work.
8. The Successful Vendor shall be responsible for initiating, maintaining, and supervising all safety precautions in connection with the performance of the contract.
9. The Successful Vendor shall erect and maintain, as required by existing conditions and performance of the contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards.
10. Proposals will be reviewed and considered on the basis of lowest responsible proposal meeting the scope of work for each base bid identified on the bid form.
11. Purchase Orders will be the form of agreement and will be awarded to the lowest responsible bidders whose evaluation by the owner indicates to the owner that an award is in the best interest of District.
12. Progress payments may be applied for once segments of the work have been completed. All payments will follow the satisfactory completion of work including full documentation in a timely manner. Billings must be detailed.
13. The following documents are attached to and made a condition of this Bid:
 - *Non-Collusion Affidavit*
 - *Bidder Eligibility Certification*
 - *Vendor Information Form*
 - *List of Area References*
 - *Criminal Background Investigations*
 - *Sample Certificate of Insurance outlining requirements*

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These forms must be completed, signed and submitted with the enclosed Bid Form at the time of the bid opening.

14. The contractor shall not execute an agreement with any subcontractor to perform any work included in this contract unless contractor has identified the subcontractor on the bid form at the time of bidding or if the contractor has received prior written approval of such agreement from the District.
15. DEFICIENCY NOTICES
 1. If the Contractor fails to perform inspection, testing, preventive maintenance and/or minor repair by the specified time period, this constitutes a deficiency.
 2. If the Contractor fails to correct a deficiency within 48 hours, this constitutes another deficiency.
 3. The District will not tolerate Contractors that receive deficiency notices. An accumulation of three (3) written deficiencies during the total period of the contract shall result in a contract termination for cause.
16. All vendors and contractors must comply with the public contract provisions under the Illinois Human Rights Act, including the sexual harassment provisions. The bill amends the Illinois Human Rights Act to require every party to a public contract and every bidder to a public contract to have a written sexual harassment policy, post a notice of the policy and provide training on sexual harassment prevention as part of a new employee training program. The policy must, at minimum, include to illegality of sexual harassment, the definition of sexual harassment under State law, a description of sexual harassment utilizing examples, the contractors internal complaint process, including penalties, the legal recourse, investigative and complaint process available through the Department of Human Rights, directions on how to contact the Department and protection against retaliation.

It shall be the policy of the Board of Education to not discriminate against any employee or applicant for employment or retention or promotion because of race, color, religion, sex, disability, age, marital status, national origin or ancestry.

FAX BIDS WILL NOT BE ACCEPTED

SPECIFICATIONS

I. GENERAL

- A. Provide fire alarm system inspection for District as per the listing of locations and types of alarm systems as outlined below for the period beginning upon receipt of Purchase Order and ending June 30, 2015. Also requested are total annual costs for years 2 and 3.
- B. These specifications outline specific services with regard to testing and inspecting fire alarm systems. Due to the nature and vital importance of these life safety systems, the contractor must be qualified to inspect these systems.

The schools to be inspected are as follows (See Exhibit B for building addresses):

<u>SCHOOL</u>	<u>SYSTEM TYPE*</u>	<u>SCHOOL</u>	<u>SYSTEM TYPE*</u>
Bicentennial	Seimens/Xenotronic		
Horace Mann	4020	Coolidge/Warehouse	4020
Jane Addams	4020	Butterworth	4020
John Deere	GE EST	Franklin	4020
Hamilton	Notifier	Jefferson	Notifier
Lincoln-Irving	4020	Logan	4020
Moline High School	Notifer	Washington	Harrington (New 2017) *
Roosevelt	4020	Willard	1FC 200 (Johnson Controls)
Wharton Field House	4020	Allendale	D6112 (Radionics)

*Simplex equipment unless other shown.

Inspection is needed **only in years **two and three** for Washington.

II. GENERAL REQUIREMENTS

- A. The contractor must be in the business of testing, inspecting, and servicing fire alarm systems and provide evidence of qualifications, sufficient means and sufficient reference. Contractor must provide personnel that are factory rated NICET 2 and NICET 4.
- B. Moline School District will not be responsible for providing labor to perform inspections.

III. SCOPE OF WORK

- A. The contractor is responsible for reading and understanding all services described under these specifications. The contractor will be responsible for visiting the site(s) and becoming familiar with all existing conditions, location of the equipment, and general routine of the facility prior to submitting a bid. No additional compensation will be awarded due to unfamiliarity. Site visitations can be arranged by contacting Keith Karstens, Coordinator of Facility Services at (309) 743-8628.
- B. The contractor shall provide regular inspections and all preventative maintenance as required by Moline-Coal Valley School District No. 40 and NFPA 72, including sensitivity testing, required biannually, and to be completed within the first year.
- C. Complete itemized documentation of all testing, preventative maintenance and service shall be kept at the facility, Moline-Coal Valley School District No. 40 Maintenance Department and the contractor's office.
- D. It is the bidder's responsibility to gather an appropriate equipment list of devices to be tested in each school. Provide a copy of this list for each school to the district.

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IV. INSPECTIONS/TESTING

- A. The contractor shall provide a schedule of tentative inspection dates to Keith Karstens by June 16, 2014. The inspection dates will be at a time mutually agreed upon by the District and the contractor. Testing may be performed only on non-attendance days, or after school is out. Please see Exhibit C for calendar.
- B. Inspection and testing procedures shall be performed in a timely manner.
- C. Before starting work, discuss with the facility's contact person any problems they are having with the system. Check out the problems as necessary. Show proof of identification to facility contact person prior to performing work on the system.
- D. Once the scheduled inspection begins at each facility, the vendor will work 8 a.m. to 5 p.m. Monday through Friday (excluding holidays) until the inspections are complete. The vendor will never leave the property during these hours until the inspection is completed, other than a lunch break.
- E. Inspections will be performed on an annual basis.
- F. All testing procedures identified on Exhibit A are to be provided in addition to procedures identified elsewhere in this specification.
 - 1. Control Functions - All control functions including alarm, trouble, supervisor, voltages, annunciation, programmed operations and applicable diagnostics shall be tested annually.
 - 2. Manual Stations - All manual pull stations will be tested annually.
 - 3. Auxiliary Functions - Door holders, exhaust fans, temperature, elevator control, etc. shall be tested.
 - 4. Circuit Tests - One field device on every initiating circuit shall be activated. Also, one field device shall be removed from each circuit (initiating and signaling) to test for proper supervision.
 - 5. Smoke Detector And Duct Detector
 - a. Visual Inspection - All smoke detectors shall be visually inspected annually to identify missing detectors, detectors with impeded smoke entry, dirty detectors, etc.
 - b. Functional Test - Smoke detectors shall be tested annually. All smoke detectors shall be functionally tested with smoke on an annual basis. These tests will demonstrate that smoke can enter the detection chamber and initiate an alarm.
 - c. Cleaning - All smoke detectors will be cleaned annually. Cleaning method shall be vacuum device, no other device will be accepted. Detectors will then be tested for proper operation. Detectors that do not reset after cleaning and testing shall be dismantled and cleaned using isopropyl alcohol. Detectors shall then be retested.
 - d. Sensitivity Test - 100 percent of all smoke detectors will be sensitivity tested per NFPA 72 every other year with documented obscuration numbers.

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6. Heat Detectors
 - a. Restorable Heat Detectors - For restorable heat detectors, one or more detectors on each signal-initiating circuit shall be tested on an annual basis. Different detectors shall be selected for each test. Within three years, each detector shall have been tested.
 - b. Non Restorable Line-Type Fixed Temperature Heat Detector - Non-restorable line-type fixed temperature heat detectors shall be tested for alarm function at 12 month intervals. The loop resistance shall be measured, recorded, and compared with the loop resistance previously recorded. Any change in loop resistance shall be investigated.
7. Signaling Devices - All alarm indicating appliances, including visual alarms, shall be tested annually.
8. Sprinkler Alarm/Supervisory Circuits- All sprinkler alarm/supervisory circuits will be tested for proper alarm and trouble characteristics at least annually. Waterflow devices to be inspected as per NFPA.
 - a. Following completion of each inspection (or repair) the contractor's team shall review with the Coordinator of Facility Services the details of the work just completed and the conditions of the system, plus any recommendations for necessary repairs or improvements to the system.
 - b. Complete documentation of all work performed including an itemized list of each device tested is to be left on site and provided to the District's Coordinator of Facility Services following each inspection. Summary reports will never be accepted.

V. REPAIR/PARTS REPLACEMENT

Contractor to provide battery replacement as necessary with battery maintenance and system inspection for all devices as required by NFPA. (No battery should be more than two years old. Replace if older than 7/2015).

VI. BID FORM

- A. Base Bid A to include services for all buildings except Jefferson Early Childhood Center, Allendale (Moline District Office) and Washington.
- B. Base Bid B to include services for Jefferson Early Childhood Center, Allendale (Moline District Office) and Washington.
- C. Base Bids may be awarded to separate vendors.
- D. The Bidder is to quote a labor rate and any other costs besides materials that would be billed for repair services during normal working hours. These services would be in addition to the scope of work identified for Base Bid A or B.

VII. PERIOD OF AGREEMENT

The services as specified shall commence in July 2017, and shall continue until June 30, 2020. The Board of Education reserves the right to terminate this agreement at any time during its duration by providing 30-days written notice to the contractor.

FAX BIDS WILL NOT BE ACCEPTED

Moline-Coal Valley School District No. 40
1619 11th Avenue
Moline, Illinois 61265

FIRE ALARM SYSTEM INSPECTION

March 28, 2017

A. BASE BID A: Year #1 \$ _____ Year #2 \$ _____ Year #3 \$ _____

B. BASE BID B: Year #1 \$ _____ Year #2 \$ _____ Year #3 \$ _____

C. BILLABLE LABOR RATE FOR REPAIR SERVICES: Year #1 \$ _____ Year #2 \$ _____ Year #3 \$ _____

OTHER BILLABLE COSTS (Please specify): \$ _____

\$ _____

Names of subcontractors involved _____

ACKNOWLEDGEMENT OF ADDENDA

I hereby acknowledge the following Addenda:

CERTIFICATION

My signature certifies that I am an authorized agent of the aforementioned company and am authorized to quote and enter into contracts as called for in this advertisement for bid. Furthermore, I certify that by submitting my quotation I am bound by all requirements as called for in the specifications.

Signature _____ Date _____

Print Name _____ Title _____

Company Name _____

Phone _____ Fax _____

ENCLOSED:

- NON-COLLUSION AFFIDAVIT***
- BIDDER ELIGIBILITY***
- VENDOR INFORMATION***
- LIST OF AREA REFERENCES***
- CRIMINAL BACKGROUND INVESTIGATIONS***
- SAMPLE CERTIFICATION OF INSURANCE OUTLINING REQUIREMENTS***

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BIDDING AND CONTRACT REQUIREMENTS

Non-Collusion Affidavit

AFFIDAVIT: “ I, (we) hereby certify and affirm that my (our) proposal was prepared independently for this bid package and that it contains no fees or amounts other than for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade. I further certify that I (we) am not barred from bidding on the contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961.”

The following certification must be signed and submitted with bidder’s proposal. **FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE BIDDER.**

(If an Individual)

Signature of Bidder _____

(Seal)

Business Address

(If a Partnership)

Firm Name

(Seal)

By _____

(Signature required)

Business Address

of all Partners

of the Firm

(If a Corporation)

Corporate Name

By _____

(Signature required)

Business Address

(CORPORATE SEAL)

Names of Officers: (President)

(Secretary)

(Treasurer)

Attest: (Secretary)

Name of Bidder:

Date:

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BIDDING AND CONTRACT REQUIREMENTS

Bidder Eligibility Certification

Public Act 85-1295 (Illinois Revised Status, 1987, Ch. 38, art 33E) requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid-rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal. *FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE BIDDER.*

_____, As part of its bid on contract for
(Name of Contractor)

_____, For Moline School
(Name of Bid Package)

District No. 40, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes.

Firm Name:

By: _____
(Signature required by Authorized Agent of Contractor)

Title:

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

Verified by:
Date verified:

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BIDDING AND CONTRACT REQUIREMENTS

List of Area References

Name of Company

Contact Person

Phone

1. _____

2. _____

3. _____

4. _____

5. _____

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