

The School District of Osceola County, Florida
817 Bill Beck Boulevard, Kissimmee, FL 34744-4495
Phone: (407) 870-4600
Purchasing: (407) 870-4630 FAX (407) 870-4616 www.osceola.k12.fl.us

May 22, 2006

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
REQUEST FOR PROPOSAL
SDOC 06-091 CJ

Notice is hereby given that the Purchasing Department of the School District of Osceola County, Florida will receive proposals for **FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE**. The Purchasing Office, located at 817 Bill Beck Blvd., Building 2000, Kissimmee, Florida 34744-4495, until **2:00 p.m. on June 15, 2006**, will receive this proposal. All responses will be publicly opened in the Purchasing Office at that time. Recommendations will be made to the School Board at a regularly scheduled meeting.

A **Pre-Bid Conference** is scheduled for June 1, 2006 at 9:00 a.m. in the Purchasing Department of the School District of Osceola County, 817 Bill Beck Blvd., Bldg 2000, Kissimmee, Florida. The bid document will be reviewed and questions from the vendors will be addressed.

Effective July 5, 1990, State Board of Education Rule 6A-1.012(5) allows school districts to make purchases from contracts awarded by other school districts, community colleges, state universities or governmental entities when so permitted in the bids/RFPs. Please be advised that other agencies may make use of the bid/RFP at the same prices and conditions.

PUBLIC ENTITY CRIME & CONVICTED VENDOR LIST

Per the provisions of Florida Statute 287.133(2)(a), A person or affiliate who has been placed on the Convicted Vendor list for the State of Florida following a conviction for a public entity crime:

- May not submit a bid on a contract to provide any goods or services to a Public Entity.
- May not submit a bid on a contract with a Public Entity for the construction or repair of a public building or public work.
- May not submit bids on leases of real property to a Public Entity.
- May not be awarded or perform work as a contractor, supplier, sub-contractor or consultant under a contract with any Public Entity.

Convicted Vendors may not transact business with any Public Entity in excess of the threshold amount provided in Florida Statute 287.017 for a Category Two (2) for a period of thirty-six (36) months from the date of being placed on the Convicted Vendors List.

APPLICABLE LAW

The laws of the State of Florida shall govern this contract: jurisdiction and venue shall lie in Osceola County, Florida.

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

REQUEST FOR PROPOSAL (RFP)
REQUIRED RESPONSE FORM

TITLE: RFP FOR FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE

Anti-Collusion Statement/Public Domain

I, the undersigned proposer, have not divulged, discussed, or compared this proposal with any other proposers and have not colluded with any other proposer in the preparation of this proposal in order to gain an unfair advantage in the award of this proposal.

I acknowledge that all information contained herein is part of the public domain as defined in the Public Records Act, Chapter 119, F.S.

Proposal Certification

I hereby certify that I am submitting the following information as my company's proposal and understand that by virtue of executing and returning with this proposal this REQUIRED RESPONSE FORM, I further certify full, complete and unconditional acceptance of the contents of this proposal, and all attachments and the contents of any addendum released hereto.

PROPOSER (Contractor Name): _____

STREET ADDRESS: _____

CITY & STATE: _____

PRINT NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE: _____ DATE: _____

CONTACT PERSON: _____

CONTACT PERSON'S ADDRESS: _____

TELEPHONE: _____ FAX: _____

TOLL FREE: _____ INTERNET E-MAIL ADDRESS _____

PROPOSER TAXPAYER IDENTIFICATION NUMBER: _____

NOTE: Entries must be completed in ink or typewritten. An original manual signature is required.

DRUG FREE WORKPLACE CERTIFICATION FORM

In accordance with Florida Statute 287.087, preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids, which are equal with respect to price, quality and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the work-place, the business's policy of maintaining a drug-free work-place, any available drug counseling, rehabilitation, and employee assistance programs and penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1) notify employees that as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Vendor's Signature

ne(pr237p)

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
RFP #SDOC 06-091 CJ

1.0 INTRODUCTION:

1.1 Background:

This is a Request for Proposal (“RFP”) for an independent contractor (the “proposer”) to provide Fire Extinguishers & Hooded Systems Maintenance for The School District of Osceola County, Florida (the “District”).

The Evaluation Committee (the “Committee”) reports to the Purchasing Department. The Committee is comprised of staff from the District, as deemed necessary.

It is anticipated that the Evaluation Committee will review the proposals received in response to this RFP and conduct any Oral presentations as deemed necessary, and will make recommendations to the School Board for the selection of a Contractor to provide Fire Extinguishers & Hooded Systems Maintenance.

1.2 General Information about the District:

The School District of Osceola County, Florida (School Board) was created pursuant to § 4, Article IX of the Constitution of the State of Florida. The School Board is an independent taxing and reporting entity, controlled, organized and administered by the District in accordance with Chapter 1000, Florida Statutes. The Board consists of five elected officials responsible for the adoption of policies, which govern the operation of District public schools. The Superintendent is responsible for the administration and management of the schools and the departments within the applicable parameters of state laws, State Board of Education Rules, and School Board policies.

The District is coterminous with Osceola County. The annual budget for the District for 2004-2005 school year totals \$586,507,183.30, including an operating budget of \$288,851,351.00, and a capital budget of \$191,815,972.17. The District operates thirty-four schools, which includes seventeen elementary schools, seven middle schools, seven high schools, two K thru 8 schools, and one 6th thru 12th grade school. The District is also responsible for thirteen alternative educational sites, and eleven charter schools. The total full-time K-12 enrollment of public school students as of May 2005 is 47,571. Growth is projected to continue in the future at an average of 600 students per year over the next five years.

1.3 SCOPE OF WORK:

THIS SPECIFICATION establishes the minimum requirements for **FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE** listed and described in the body of these specifications to be used as noted by the School District of Osceola County, 817 Bill Beck Boulevard, Kissimmee, Florida 34744-4495.

1.4 THE INTENT of this RFP is to establish a contract for a base period of three (3) years from the date of award of the bid. During which time, the successful contractor shall guarantee contractor prices for the item(s) awarded to him/her as specified in this RFP. Also, this contract may be renewed at the conclusion of the base period for up to two (2) additional one (1) year periods for a total of five (5) years at the same terms and conditions if mutually agreeable by both parties. However, at the end of the base period of three (3) years, if there has been an increase in cost of doing business throughout this industry, the awarded firm may request a price increase from the District. This increase shall not be more than the average of the last five (5) years of the Consumer Price Index or the District’s Cost of Living increase to its employees. The District reserves the right to accept, reject or to negotiate the increase requested by the awarded firm. However, the contract may be terminated upon thirty (30) days written notice by the School District or ninety (90) days written notice by the awarded vendor. The purchase of this service and listed options will be contingent upon available funding at the District level.

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1.5 METHOD OF AWARD:

BID PRICES will be accepted and considered by the following method: An “**ALL OR NONE**” Bid for the entire quantity of items. The Board reserves the right to reject any or all bids or to accept any bid or part thereof, that in its judgment will be in the best interest of the School Board. The Board also reserves the right to waive all informalities.

2.0 INSTRUCTIONS TO PROPOSERS:

Proposals must be submitted in a sealed container, clearly identified as RFP for FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE. Sealed proposals will be received until 2:00 p.m. on June 15, 2006 in the School Board Purchasing Office at 817 Bill Beck Blvd., Building 2000. The official clock for receiving proposals is located in the Purchasing Office. All proposals must be date and time stamped. Proposals will be opened in the Purchasing Office after the deadline for receiving proposals. Any proposal received in Purchasing after the deadline indicated above will be date and time stamped and will not be opened. The Bidder is responsible to allow adequate mailing time, including time for interoffice mail delivery, or to take appropriate alternate steps to assure that their bid is delivered to the Purchasing Department by the specified due date and time.

One manually signed original (with “Pricing”) and six (6) photocopies (without “Pricing”) of the proposal must be submitted. “Pricing” shall be submitted in a separately sealed envelope with the “original” proposal.

A standard 8-1/2” by 11” format in a bound booklet is requested. Each page shall have the name of the respondent indicated clearly at the upper right corner of the page.

All proposals must be signed by an officer or employee having authority to legally bind the proposer(s).

Any corrections of unit prices must be initialed. This includes corrections made using correction fluid (white out) or any other method of correction.

Proposers should become familiar with any local conditions, which may, in any manner, affect the services required. The proposer(s) is/are required to carefully examine the RFP terms and to become thoroughly familiar with any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowance will be made due to lack of knowledge of these conditions.

Proposals not conforming to the instructions provided herein may be subject to disqualification at the sole option of the District.

Any proposal may be withdrawn prior to the date and time the proposals are due. Any proposal not withdrawn will constitute an irrevocable offer, for a period of 90 days, to provide the District with the services specified in the proposal.

2.1 BOARD CONTACT AND ADDRESS INFORMATION:

This RFP is issued by the School District’s Purchasing Department. The Purchasing Department is the sole point of contact with regard to this RFP and all contractual matters related to the services described herein. All communications concerning this RFP must be addressed, in writing to:

Cheryl M. Jessee
Senior Buyer, Purchasing Department
The School District of Osceola County, Florida
817 Bill Beck Blvd.
Kissimmee, Florida 34744

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3.0 ANTICIPATED SCHEDULE OF EVENTS:

May 22, 2006	Issuance of RFP
June 1, 2006 @ 9:00 AM	Pre-Bid Conference
June 15, 2006 @ 2:00 PM	RFP Opening
June 20, 2006	Evaluations Written
June 27, 2006	Oral Evaluations
July 11, 2006	School Board Award of Contract

3.1 PRE-PROPOSAL CONFERENCE

A pre-proposal conference will be held at 9:00 a.m., on June 1, 2006, in the ***Purchasing Conference Room***, 817 Bill Beck Blvd., Kissimmee, Florida. The proposal document will be discussed and questions from the proposers will be entertained. Proposers may wish to submit questions, in writing, in advance of the conference, to the Purchasing Department.

3.2 A reasonable, but not guaranteed, attempt of notification of any required changes to the time schedule will be made to proposer(s) by U.S. mail, email or facsimile.

4.0 AWARD:

- The District reserves the right to accept or reject any or all proposals.
- The District reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request a clarification or other information to evaluate any or all proposals.
- The District reserves the right, before awarding the contract, to require proposer(s) to submit evidence of qualifications or any other information the District may deem necessary.
- The District reserves the right, prior to Board approval, to cancel the RFP or portions thereof, without penalty.
- The District reserves the right to: (1) accept the proposals of any or all of the items it deems, at its sole discretion, to be in the best interest of the District; and (2) the District reserves the right to reject any and/or all items proposed.
- The proposal with the highest number of points will be ranked first.
- The District reserves the right to further negotiate any proposal, including price, with the highest rated proposer. If an agreement cannot be reached with the highest rated proposer, the District reserves the right to negotiate and recommend award to the next highest rated proposer or subsequent proposers until an agreement is reached.

5.0 TERM OF CONTRACT:

The term of the contract shall be for three (3) years beginning after Board Approval. The awarded vendor(s) will be notified when the Board has acted upon the recommendation. All costs to the District for this service shall be firm and fixed for the term of this contract. The awarded vendor(s) agrees to this condition by signing their proposal. The term of this contract shall be subject to the cancellation/termination provisions of Section 12.0 of the RFP.

Both parties may renew this contract at the conclusion of the base period for up to two (2) additional one (1) year periods at the same terms and conditions if mutually agreeable. However, the contract may be terminated upon ninety (90) days written notice by the awarded contractor or thirty (30) days by the District. The purchase of this service and listed options will be contingent upon available funding.

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6.0 RFP INQUIRIES:

Potential bidders may submit written questions by facsimile (FAX), addressed to the Cheryl M. Jessee, Senior Buyer, FAX # 407 – 870-4616. Questions must be received no later than **five (5) days before the 'Due Date'**. Telephone inquiries will not be accepted, nor will answers be provided by telephone. It is the sole responsibility of the bidder to ensure that written questions will be received by the deadline indicated above. Responses will be distributed by facsimile, US Mail or Email to all bidders who have received a RFP.

The Board may modify the Request for Proposal at any time prior to the proposal due date by issuance of a written addendum to all vendors who are participating. Addenda shall be numbered consecutively and initiated by the Purchasing representative. No other person shall be authorized to make changes verbally or in writing. It shall be the responsibility of the proposer to be sure they received all addenda.

No verbal or written information, which is obtained other than by information in this document or by addendum to this RFP, will be binding on the District.

7.0 LOBBYING:

PROPOSERS ARE HEREBY ADVISED THAT LOBBYING IS NOT PERMITTED WITH ANY DISTRICT PERSONNEL OR BOARD MEMBERS. ALL ORAL OR WRITTEN INQUIRIES MUST BE DIRECTED THROUGH THE PURCHASING DEPARTMENT.

LOBBYING IS DEFINED AS ANY ACTION TAKEN BY AN INDIVIDUAL, CONTRACTOR, ASSOCIATION, JOINT VENTURE, PARTNERSHIP, SYNDICATE, CORPORATION, AND ALL OTHER GROUPS WHO SEEK TO INFLUENCE THE GOVERNMENTAL DECISION OF A BOARD MEMBER OR DISTRICT PERSONNEL ON THE AWARD OF THIS CONTRACT.

ANY PROPOSER OR ANY INDIVIDUALS THAT LOBBY ON BEHALF OF THE PROPOSER WILL RESULT IN REJECTION/DISQUALIFICATION OF SAID PROPOSER.

8.0 TECHNICAL SPECIFICATIONS:

- 8.01 The successful bidder (hereinafter referred to as the contractor) shall furnish, at their expense, all labor, equipment, machinery, tools, materials, transportation, fuel and other facilities and services necessary to service all the portable fire extinguishers and hooded systems, as herein addressed.
- 8.02 Contractor shall not sub-contract any work as specified herein without prior written approval from the School District.
- 8.03 The contractor shall be responsible for the pick-up and return of any serviced fire extinguisher to the original schools, room and designated location in the room, EXCEPT those which are located in School District vehicles. Should an extinguisher be removed for testing or repair, the contractor shall provide a temporary replacement (at no charge) until the original is returned. Said substitution will be duly reported, in writing, to the facilities manager or principal and will show the extinguisher's serial number, duty location, reason for removing from premises, and approximate date of return.
- 8.04 In the event it would be in the School District's best interest to replace existing units in lieu of repair, the vendor shall provide a temporary replacement (at no charge) and recommend replacement to school Administration. Should the recommendation be accepted, the vendor shall return the unit to be replaced and refund any accumulated work-in progress charges. At no time shall an extinguisher be removed without a replacement insuring fire extinguisher access at all times.
- 8.05 As a part of this agreement, the vendor shall provide the Maintenance Department, of the School District, a written report of the general status of the fire safety equipment, as covered by this document, in the district; including any recommendations to relieve deficiencies sighted during visual inspection. This report must be furnished within 45 days from the completion of the visual inspection of all facilities, including portables, warehouse stock and vehicles used in the School District.

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- 8.06 The successful vendor must provide an acceptable; route schedule to meet "as needed" services, scheduled through the Districts Maintenance Department designee, prior to commencement of inspections. Schools and/or departments will notify the successful bidder of any fire extinguishers which require recharging, or other service between inspections. These services are to be provided within a reasonable time not to exceed five (5) working days after notification. All service calls are to be scheduled through the Maintenance Department and shall take place during the facilities normal working hours unless otherwise arranged.
- 8.07 The bidder must submit with his bid proposal the name, address, and phone number of the person (s) to be contacted for the placement of an order and the coordination of service. A contact for both regular work-hours and after-hours must be identified.
- 8.08 The successful vendor shall service all portable fire extinguishers within the District including; all schools, portables, District Departments, buses and other District owned vehicles.
- 8.09 New locations in the District may be added at any time within the contract period. Written verification of additions shall be sent to the successful vendor within ten (10) working days.
- 8.10 In the event an extinguisher or extinguishers are not tagged during the inspection it shall be the vendors responsibility to return to the site **(at no charge)** to certify the "missed" extinguishers.
- 8.11 The awarded vendor will be provided a fire extinguisher placement map of each District site.
- 8.12 See Attachment 1 for names and addresses of the locations that will be covered under this bid.
- 8.13 See Attachment 2 for Sample of the Annual/Semi-Annual Sign off Sheet to be used by the awarded vendor when the services included in this bid are performed.
- 8.14 See Attachment 3 for Vendor Information Sheet to be completed and returned with bid response.
- 8.15 VENDOR EMPLOYEE REQUIRMENTS
1. All employees assigned by the contractor to the performance of work under this contract shall be physically able to do their assigned work. It shall be the Contractor's responsibility to insure that all employees meet the physical standards to perform the work assigned and are free from communicable diseases. This requirement also includes acceptable hygiene habits of Contractor's employees.
 2. The personnel employed by the Contractor shall be capable employees, age 18 years or above qualified in this type of work. The Contractor shall staff the buildings with trained and experienced personnel who will exhibit the capability to operate with a minimum of supervision. It is the Contractor's responsibility to ensure that all employees are legally allowed to work in the United States in accordance with Immigration Policies.
 3. The Contractor's employees shall be required to dress neatly, commensurate with the tasks being performed.
 4. All our schools are smoke free. Smoking on school grounds is prohibited.
 5. It is the Contractors responsibility to see that every employee on the Contractor's work force is provided and wears as Identification Badge or company shirt /uniform in order to maintain security at the school facility. It shall be the Contractor's responsibility to inform the School district Representative(s) of all new employees promptly at time of employment.

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6. The Contractor shall require employees to be dressed in their work attire when reporting for duty, as locker space is not available. Break areas are restricted to designated space within the building, on chairs in the main hallways or outside benches. Contractor personnel can use designated areas for lunch breaks. Office areas in all buildings are off-limits for designated break periods. The School District's Representative(s) will identify the exact locations in each building where breaks can be taken.
7. The contractor shall prohibit his employees from disturbing papers on desks, opening desk drawers of cabinets, or using telephone or office equipment provided for official use.
8. The Contractor shall require his employees to comply with the instructions pertaining to conduct and building regulations, issued by duly appointed officials, such as the building managers, guards, and inspectors, etc.
9. The School District Representative(s) will determine how the Contractor will receive access to the facility.
10. If keys are provided and lost, the Contractor will be responsible for any and all costs associated with replacement keys and re-keying of the facility.
11. When requested, the Contractor shall cooperate with any ongoing SCHOOL BOARD investigation involving economic loss or damage to SCHOOL BOARD buildings, or SCHOOL BOARD or personal property therein. The SCHOOL BOARD reserves the right to require any employee of the Contractor to submit to a polygraph test if the SCHOOL BOARD has a reasonable suspicion that the employee is or was involved in the incident or activity under investigation. The Contractor shall obtain a waiver from the employee authorizing the release to the School Board of information acquired by the Contractor from the polygraph test. The SCHOOL BOARD, at its discretion, may require that the Contractor immediately remove the employee under investigation from working within SCHOOL BOARD buildings for the following reasons: 1) The employee's refusal to submit or a polygraph test in the above circumstances, of 2) a employee's refusal to sign the waiver referenced above or 3) an analysis of the polygraph test indicates that the employee is or was involved in the incident under investigation. If the test results show involvement on the part of the Contractor's employee the Contractor will be obligated to cover the cost of the examination. If the test results indicate that the Contractor's employee was not involved in the incident, then the SCHOOL BOARD will pay the cost of the examination.
12. CONTROLLED SUBSTANCE OR ALCOHOL ABUSE ON SCHOOL BOARD PROPERTY: The successful Contractor(s) is hereby notified that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or alcohol is prohibited on any school district property, or at any school board activities. Violations may subject the Contractor and/or the Contractor's employee(s) to prosecution, fines, imprisonment and /or cancellation of this or any other contract(s) that this Contractor presently holds. The Contractor(s) are required by this school board to take appropriate disciplinary action in such cases and/or require that the employee(s) satisfactory participation in a rehabilitation program.
13. Any Contractor's employee convicted of violating a criminal drug statute in the workplace must report the conviction to the employer within five (5) workdays. Contractors (Employers) are required to report such convictions to the school board within ten (10) workdays of receiving this information.
14. The School District of Osceola County, Florida, is committed to the education and safety of its students and employees. To that end, any bidder awarded a contract will be required to assure that the personnel assigned to the project, do not possess criminal records that would violate the School Board's standards for employment as set forth by the Florida Department of Education. Each bidder must certify that the company and its employees are or will be in compliance with those standards for the project awarded.

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15. The Contractor shall strictly prohibit interaction between their employees and the student(s).
16. Contractor's Employees may not solicit, distribute or sell products while on School Board Property.
17. Friends, visitors or family members of the Contractor's employees are not permitted in the Work area.

8.16 COMPLIANCE WITH THE JESSICA LUNSFORD ACT

a.) **LEVEL 2 BACKGROUND SCREENING**

In pursuant to Florida Statutes 1012.465, the school district will be required to screen any awarded vendor, their employee(s), or agent(s), and/or representative(s) who will be on school grounds when students may be present. This is a level 2 background screening. Participating bidders must take this into consideration when bidding on this contract. Prior to the start of any work/project/contract the awarded vendor must schedule with the district, dates and time with which to have the assigned personnel finger printed by the school district. The School Board will notify the awarded vendor the names of those employee(s) that will be allowed to work on School Board property. The School Board reserves the right to check, at random, any person hired by the awarded vendor working on School Board premises to see that the vendor is in compliance of this requirement. The awarded vendor must certify that the company and its employees are, or will be, in compliance with these standards for each project/contract awarded, prior to the finger printing process.

The fee to be charged all awarded vendors shall be the same fee charged the School Board at the time the fingerprinting is performed. Currently the School Board is being charged \$61.00/set of fingerprinting.

The School District of Osceola County is now Sharing Finger Print Data with other Districts, if your employee(s) have been finger printed by another School District they only need to register with our District. To do so, they must bring to the School District's Human Resources Department the following items:

1. Two (2) separate forms of identification.
 - a. One must be a State issued "photo" ID
2. Transaction Control (TC) number from the other County.
 - a. The individual will have to contact the school district where they were finger printed to obtain their TC number.

b.) **FELONY OFFENCES**

The awarded vendor(s), by signing this bid, certifies that all his employees, who may be assigned work under this contract, and who may have access to school grounds, have not been convicted of a felony, a misdemeanor involving (a) sexual assault, (b) obscenity and related offences, (c) drugs, (d) moral turpitude, (e) physical or sexual abuse or neglect of a child or an equivalent offense in another state, and/or (f) are not listed in any sexual offender registry.

9.0 INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL:

In order to maintain comparability and enhance the review process, it is requested that proposals be organized in the manner specified below. Include all information in your proposal. It is required that six (6) copies of the proposal be submitted along with the original proposal. {The "original" proposal shall be the only one with the "Pricing".} A standard 8-1/2" by 11" format in a spiral bound booklet is requested. Each page shall have the name of the respondent indicated clearly at the upper right corner of the page.

9.1 Request for Proposal Form

The Request for Proposal Form supplied as Page One of this document must be completed and appear as the top sheet of the Proposal submitted.

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9.2 Table of Contents

Include a clear identification of the materials by section and by page number.

9.3 Letter of transmittal – Limit to one or two pages and:

- A. Briefly state the vendors understanding of the nature and scope of service(s) to be provided for the District and the vendor's overall recommendation for the project.
- B. Give the names of the persons who will be authorized to make representations for the proposer, their titles, addresses and telephone numbers; and
- C. Give the Federal taxpayer identification number of the proposer.

9.4 Profile and Qualifications

Experience and Qualifications of the Vendor

9.4.1 Organization:

- 1. Vendor Name, Business Address, City, State, County, Zip Code.
- 2. Size and type of organization and number of years of business under its present business name.
 - a. If your organization is a Corporation, list the following; Date of incorporation, State of Incorporation, President's name, Vice President's name, Secretary's name and Treasurer's name.
 - b. If your organization is a partnership, list the following; Date of organization, Type of partnership (if applicable) and the name(s) of general partners.
 - c. If your organization is individually owned, list the following; Date of organization and name of owner.

9.4.2 Licensing:

- 1. List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable. Include with your bid response photocopies of all current licenses that apply to this bid.
- 2. List jurisdiction in which your organization's partnership or trade name is filed.

9.4.3 Experience:

- 1. List the categories of work that your organization normally performs with its own forces.
- 2. Claims and Suits: If the answers to any of the questions below are yes, attach detail.
 - a. Has your organization ever failed to complete any work awarded to it?
 - b. Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?
 - c. Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years?
- 3. Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a contract? (If the answer is yes, please attach details.)
- 4. List similar project your organization has in progress, giving the name of project, owner, and contract amount.
- 5. State total worth of work in progress and under contract.

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9.4.4 References:

1. List trade references.
2. List bank references.
3. Governmental Agencies also in Florida with contracts similar to this proposal's requirements.
4. Provide references from other Florida school districts or similar agencies for similar to that contemplated by this RFP, including contact persons' name, address, and phone number.

9.5 Approach To The Scope Of Work

Clearly describe the approach that the proposer will use in providing the services described in Section 8.0.

9.6 Cost of Services

The proposer shall provide contractor fixed costs for completing the scope of services listed in Section 8.0. This information shall be included in the "Bid Price Sheet" and shall only be provided in the "Original" proposal package.

9.7 Additional Data

Since data not specifically requested must not be included in the foregoing proposal sections, give any additional information considered essential to the proposal in this section. If there is not additional information to present, state in this section "There is no additional information that we wish to present."

10.0 PROPOSAL EVALUATION PROCESS:

RFPs are received and publicly opened. Only names of respondents are read at this time.

The Evaluation Committee, will convene, review and discuss all proposals submitted. Purchasing personnel will participate in an advisory capacity only.

The Evaluation Committee will assign points in the evaluation of the written proposals and recommendation process in accordance with the evaluation criteria listed in the Evaluation Criteria, Section 11.0. Discussion of proposals may be supplemented by an overview, summary or comments by appropriate District personnel and/or outside consultants or advisors.

A selected group of Contractors may be required to make an oral presentation to the Evaluation Committee. Such a presentation will provide an opportunity for the proposers to clarify their understanding of the District's requirements and to ensure that the District understands their offer. The presentations will be evaluated based on the criteria listed below. See 11.2.

The presentations will be made at the School District of Osceola County's Purchasing Office, Building 2000, 817 Bill Beck Blvd., Kissimmee, FL 34744. The Selected Contractors will be invited to make a fifteen (15) minute presentation to be followed by a question and answer session no longer than fifteen (15) minutes in length. The Purchasing Office will schedule any necessary presentations.

The Evaluation Committee reserves the right to negotiate further terms and conditions, including price with the highest ranked proposer. If the Evaluation Committee cannot reach a mutually beneficial agreement with the first selected proposer, the Committee reserves the right to enter into negotiations with the next highest ranked proposer and continue this process until agreement is reached.

The Purchasing Department will prepare and submit its recommendation as an agenda item to the Superintendent. The Superintendent will recommend to the School Board, the award or rejection of any and/or all proposal(s).

The School Board will award or reject any or all proposal(s).

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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11.0 EVALUATION CRITERIA:

Each proposer will be ranked based on an analysis of the following based on the written proposal:

A maximum of 100 points will be awarded based upon the qualifications of the proposing contractor, including, but not limited to the following:

1. Proposers ability to meet all Technical Specification in Section 8.0,
2. Vendors understanding of the nature and scope of services in Section 9.3,
3. Experience and Qualifications of Vendor in Sections 9.4.1-4
4. Approach to the Scope of Work 9.5

11.1 The Evaluation Committee shall rank all proposals received, which meet the submittal requirements. The following factors will be considered in ranking the 'written' proposals received.

<u>Proposal Response Evaluation Criteria</u>	<u>Weighted Value</u>
1. Proposers ability to meet all Technical Specification. Section 8.0	15 points maximum
2. Proposers understanding of the nature and scope of services. Section 9.3 (A, B & C)	15 points maximum
3. Experience and Qualifications of Proposers	
a. Organizational Section 9.4.1 (1 & 2)	10 points maximum
b. Licensing Section 9.4.2 (1 & 2)	10 points maximum
c. Experience Section 9.4.3 (1-5)	30 points maximum
d. References Section 9.4.4 (1-5)	10 points maximum
4. Approach to the Scope of Work Section 9.5	10 points maximum
5. Pricing (Required but not evaluated at this time)	0 points maximum

TOTAL NUMBER OF POINTS: 100 points

11.2 Each proposer, invited to give an Oral Presentation, will be ranked based on an analysis of the following based on an Oral Presentation:

<u>Oral Presentation Evaluation Criteria</u>	<u>Weighted Value</u>
1. <u>Knowledge of this Industry</u>	<u>20 points maximum</u>
2. <u>Ability to provide scope of service</u>	<u>25 points maximum</u>
3. <u>Ability to meet required experience and qualifications</u>	<u>25 points maximum</u>
4. <u>Oral Presentation</u>	<u>10 points maximum</u>
5. <u>Pricing</u>	<u>20 points maximum</u>

TOTAL NUMBER OF POINTS: 100 points maximum

12.0 CANCELLATION OF AWARD/TERMINATION:

In the event any of the provisions of this proposal are violated by the proposer(s), the Superintendent or designee will give written notice to the proposer(s) stating the deficiencies unless the deficiencies are corrected within ten (10) days, recommendation will be made to the District for immediate cancellation. Upon cancellation hereunder, the District may pursue any and all legal remedies as provided herein and by law.

13.0 DEFAULT:

In the event that the awarded proposer(s) should breach this contract, the District reserves the right to seek remedies in law and/or in equity.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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14.0 LEGAL REQUIREMENTS:

It shall be the responsibility of the proposer(s) to be knowledgeable of all federal, state, county and local laws, ordinances, rules and regulations that in any manner affect the items covered herein which may apply. Lack of knowledge by the proposer(s) will in no way be a cause for relief from responsibility.

Proposer(s) doing business with the district are prohibited from discriminating against any employee, applicant, or client because of race, creed, color, national origin, sex or age with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.

15.0 FEDERAL AND STATE TAX:

The District is exempt from federal and state taxes for tangible personal property. The Purchasing Director will sign an exemption certificate submitted by the successful proposer(s). Proposer(s) doing business with the District will not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the District, nor will any proposer be authorized to use the District's Tax Exemption Number in securing such materials.

16.0 CONFLICT OF INTEREST:

All proposers must disclose the name of any officer, director, or agent who is also an employee of the District. All proposers must disclose the name of any District employee who owns, directly or indirectly, any interest in the proposers' business or any of its branches.

17.0 INSURANCE REQUIREMENTS:

Proof of the following insurance will be furnished by the awarded bidders to the School District of Osceola County by Certificate of Insurance. **THE SCHOOL DISTRICT OF OSCEOLA COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE FOR ALL REQUIRED INSURANCE. ALL INSURANCE MUST BE ISSUED BY A COMPANY OR COMPANIES APPROVED BY THE SCHOOL DISTRICT.**

Certificates of insurance meeting the specific required provision specified within this contract/agreement shall be forwarded to the School District of Osceola County's Risk Management Department, with copies going to the Purchasing Department, who originated the contract, and approved prior to the start of any work or the possession of any school property. Renewal certificates must be forwarded to the same department prior to the policy renewal date.

Thirty (30) days written notice must be provided to the School District of Osceola County via certified mail in the event of cancellation. The notice must be sent to the Purchasing Department.

The awarded bidders shall provide complete copies of any insurance policy for required coverage within seven (7) days of the date of request by the Purchasing Department. For all contracts with a bid amount of \$500,000 or more, the actual **INSURANCE POLICY** must be included with the Certificate of Insurance.

A. WORKER'S COMPENSATION: Proposer(s) must comply with FSS 440, Workers' Compensation and Employees' Liability Insurance with minimum statutory limits.

B. COMPREHENSIVE GENERAL LIABILITY: Awarded bidders shall procure and maintain, for the life of this contract/agreement, Comprehensive General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, or property damage that could arise directly or indirectly from the performance of this agreement. It must be an occurrence form policy.

The minimum limits of coverage shall be \$1,000,000.00 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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- C. BUSINESS AUTOMOBILE LIABILITY:** Awarded bidders shall procure and maintain, for the life of the contract agreement, Business Automobile Liability Insurance.

The minimum limits of coverage shall be \$500,000.00 per occurrence, Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This coverage shall be an "Any Auto" or "Comprehensive Form" policy. The insurance must be an occurrence form policy.

In the event the contractor does not own any vehicles, we will accept hired and non-owned coverage in the amounts listed above. In addition, we will require an affidavit signed by the contractor indicating the following:

_____ (Company Name) does not own any vehicles. In the event, we acquire any vehicles throughout the term of this contract agreement,

_____ (Company Name) agrees to purchase "Any Auto" or "Comprehensive Form" coverage as of the date of the acquisition.

- D. PROFESSIONAL LIABILITY:** The awarded bidder shall procure and maintain Professional Liability Insurance for the life of this contract/agreement, plus two years after completion. This insurance shall provide coverage against such liability resulting from this contract. The minimum limits of coverage shall be \$5,000,000.00 with a deductible not to exceed \$25,000. The deductible shall be the responsibility of the insured. Professional liability policies shall include an endorsement whereby the awarded bidder holds harmless the School Board of Osceola County and each officer, agent and employee of the School Board of Osceola County against all claims, against any of them for personal injury or wrongful death or property damage arising out of the negligent performance of professional services or caused by an error, omission or negligent act of the awarded bidder or anyone employed by the awarded bidder.

This policy must be continued or tail coverage provided for two years after completion of this project.

18.0 INDEMNIFICATION/HOLD HARMLESS AGREEMENT:

Awarded proposers shall, in addition to any other obligation to indemnify the School District of Osceola County and to the fullest extent permitted by law, protect, defend, indemnify and hold harmless the School Board, their agents, officer, elected officials and employees from and against all claims, actions, liabilities, losses (including economic losses), costs arising out of any actual alleged;

- A. Bodily injury, sickness, disease or death, or injury to or destruction of tangible property including the loss of use resulting therefrom, or any other damage or loss arising out of, or claimed to have resulted in whole or in part from any actual or alleged act or omission of the contractor, sub-contractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable in the performance of the work; or
- B. Violation of law, statute, ordinance, governmental administration order, rule or regulation by contractor in the performance of the work; or
- C. Liens, claims or actions made by the contractor or any sub-contractor or other party performing the work.

The indemnification obligations hereunder shall not be limited to any limitation on the amount, type of damages, compensation or benefits payable by or for the contractor of any sub-contractor under worker's compensation acts, disability benefit acts, other employee benefit acts or any statutory bar.

Any costs or expenses, including attorney's fees, incurred by the School Board of Osceola County to enforce this agreement shall be borne by the proposer.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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19.0 PUBLIC RECORDS LAW:

All proposal documents or other materials submitted by the proposer in response to this RFP will be open for inspection by any person and in accord with Chapter 119, Florida Statutes.

20.0 PERMITS AND LICENSES:

The proposer(s) will be responsible for obtaining any necessary permits and licenses and will comply with laws, rules, and regulations whether state or federal and with all local codes and ordinance without additional cost to the District.

21.0 INTELLECTUAL PROPERTY RIGHTS:

The proposer(s) will indemnify and hold harmless, the District from liability of any nature or kind; including costs and expenses for or on account of any copyrighted, service marked, trademarked, patented or unpatented invention, process, article or work manufactured or used in the performance of the contract, including its use by the District. If the proposer(s) uses any design, device, materials or works covered by letters, service mark, trademark, patent, copyright or any other intellectual property right, it is mutually agreed and understood without exception that the proposal prices will include all royalties of costs arising from the use of such design, device, or materials in any way involved in the work. This article will survive the termination of any contract with the School Board.

22.0 SUB-CONTRACTS:

Nothing contained in this specification will be construed as establishing any contractual relationship between any sub-proposer(s) and the District.

The proposer(s) will be fully responsible to the District for the acts and omissions of the sub proposer(s) and their employees.

After award of contract, any changes in sub-contractors or sub-proposers require prior School District written approval.

23.0 INDULGENCE:

Indulgence by the District on any non-compliance by the proposer does not constitute a waiver of any rights under this RFP.

24.0 PROPOSER'S MAILING ADDRESS:

It is the responsibility of every proposer to register and maintain their current mailing address with the School District of Osceola County Purchasing Department.

25.0 PUBLIC ENTITY CRIMES:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid/RFP on a contract to provide any goods or services to a public entity, may not submit a bid/RFP on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids/RFPs on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

The proposer(s) certifies by submission of this RFP, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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26.0 ASSIGNMENT OF CONTRACT AND/OR PAYMENT:

This contract or agreement is personal to the parties herein and may not be assigned, in whole or in part, by the proposer without prior written consent of the School District.

The proposer herein shall not assign payments under this contract or agreement without the prior written consent of the School District.

27.0 POSSESSION OF FIREARMS: Possession of firearms will not be tolerated on School District property.

“Firearm” means any weapon (including a starter gun or antique firearm) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any destructive device, or any machine gun.

No person who has a firearm in their vehicle may park their vehicle on School District property. Furthermore, no person may possess or bring a firearm on School District property.

If any employee of an independent contractor or sub-contractor is found to have brought a firearm on School District property, said employee will be terminated from the School District project by the independent contractor or sub-contractor. If the sub-contractor fails to terminate said employee or fails to terminate the agreement with the sub-contractor who fails to terminate said employee, the independent contractor’s agreement with the School District shall be terminated.

28.0 JOINT PROPOSAL:

In the event multiple proposers submit a joint proposal in response to the RFP, a single proposer shall be identified as the Prime Vendor. If offering a joint proposal, Prime Vendor must include the name and address of all parties of the joint proposal. Prime Vendor shall provide all bonding and insurance requirements, execute any Contract, have overall and complete accountability to resolve any dispute arising within this contract. Only a single contract with one proposer shall be acceptable. Prime Vendor responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other proposers participating or present at District meetings, oversee preparation of reports and presentations, and file any notice of protest and final protest as described herein. The District shall issue only one check for each consolidated invoice to the Prime Vendor for services performed. Prime Vendor shall remain responsible for performing services associated with response to this RFP.

29.0 FUNDING OUT/TERMINATION/CANCELLATION:

Florida School Laws (Section 237.161, Florida Statutes) prohibit School Boards from creating obligations on anticipation of budgeted revenues from one fiscal year to another without year-to-year extension provisions in the agreements.

It is necessary that fiscal funding out provisions be included in all proposals in which the terms are for periods longer than one (1) year.

Therefore, the following funding out provisions are an integral part of this proposal and must be agreed to by all proposers:

The School Board may, during the contract period, terminate or discontinue the services covered in this proposal at the end of the School Board’s then current fiscal year upon ninety (90) days prior written notice to the successful proposer.

Such prior written notice will state:

- A. That the lack of appropriated funds is the reason for termination, and
- B. Agreement not to replace the services being terminated with services similar to those covered in this proposal from another vendor in the succeeding funding period.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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“This written notification will thereafter release the School Board of all further obligations in anyway related to the services covered herein.”

The Funding Out statement must be included as part of any agreement. No agreement will be considered that does not include this provision for “funding out”.

30.0 BID PROTESTS

BIDDERS are advised that any and all Bid Protests must be made in accordance with the requirements of the TERMS AND CONDITIONS of this bid, the Administrative Rules of the Florida Department of Education, and Chapter 120, Florida Statutes.

- A. ALL BIDDERS acknowledge that the significant damages and losses that will be suffered by the OWNER as a result of the time lost and costs associated with an unsuccessful Bid Protest will be difficult, if not impossible to prove. Therefore, any and all Bid Protests must be accompanied by SECURITY in an amount equal one (1) percent of the total estimated contract value, but not less than \$500.00 nor more than \$5,000.00.
- B. THE SECURITY may be in the form of a bank cashier's check or bank certified check payable to “The School District of Osceola County, Florida.” Alternatively, the Security may be in the form of a Bond naming as Obligee therein “The School District of Osceola County, Florida.” Each such Bond shall be executed by the BIDDER, as the PRINCIPAL therein, and by a Surety. The Protest Bond shall be dated the same date as the date shown on the BIDDER'S Protest. There must be attached to each Protest Bond a duly authenticated or certified Power of Attorney evidencing that the Attorney-In-Fact, who executes the Protest Bond on behalf of and in the name of the SURETY thereon, has the authority to so execute the Protest Bond on the date of the Protest Bond.
- C. Should the protesting BIDDER be successful in its Bid Protest, the SECURITY submitted by that BIDDER shall be returned to the Protesting BIDDER in full.
- D. Should the protesting BIDDER'S protest be unsuccessful, the SECURITY submitted by the protesting BIDDER in the form of a cashier's check or certified check shall be kept and retained by the OWNER and OWNER may receive and retain all moneys represented by such check and the Protesting BIDDER shall have no right to same or to a refund of any part of same.
- E. If the Protesting BIDDER'S protest is unsuccessful, and the SECURITY submitted by the BIDDER is in the form of a Protest Bond, the BIDDER and the Surety on said Protest Bond shall forthwith pay over to the OWNER the full monetary amount and penal sum of said Protest Bond and OWNER shall retain such amount and sum.

To qualify as a successful Bid Protest:

In the case of a protest of another BIDDER'S Bid, the Bid being protested by the Protesting BIDDER must be rejected by the School Board for the reasons stated in the Protesting Bidder's Protest.

In the case of the BIDDER protesting the rejection of its own Bid, for the protest to be successful, the School Board must award the contract to the Protesting Bidder.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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PRICE SHEET

Lot 1 Portable Fire Extinguishers

Annual Inspection and Certification of all portable fire extinguishers following all current NFPA 10 requirements and guidelines. Must use pressure sensitive stickers. To include all buses, maintenance and district vehicles, all facilities and schools as well as warehouse stock. (See attached list of schools and other locations to be included).

Awarded vendor shall provide a complete and accurate typed inventory from each location to the Purchasing and the Maintenance Department. The inventory must list the following information: Manufacturer, serial Number, Last 6-Year Test, Last Hydro-test, Last Annual, Chemical Type, Poundage/Size and Location (Bldg and Room Number).

Item #1 Annual Maintenance Charge per portable fire extinguisher. To include bar coding and recertification of outdated and visually inspecting premises to determine quantity of work. Pricing must include all Delivery/Service charges.

Item	Description	Est. Qty	Unit Price	Extended Prices Est. Qty x Unit Price
A.	ABC Fire Extinguisher	2,400	\$_____/Extinguisher	\$
B.	BC Fire Extinguisher	30	\$_____/Extinguisher	\$
C.	CO2/Cartridge	5	\$_____/Extinguisher	\$
D.	Halon Fire Extinguishers	1	\$_____/Extinguisher	\$
E.	K-Class Extinguishers for Kitchens	25	\$_____/Extinguisher	\$
F. Sub-Total for Lot #1, Item #1				\$

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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PRICE SHEET CONTINUED

Item #2 Recharge cost per portable extinguisher. To include labor, minor repair, supply and refill with proper chemical and pressurized. Chemical must meet manufacturer's specifications. New 'O'rings and seals must be included with every recharge.

Item	Description	Est. Qty	Unit Price	Extended Prices Est. Qty. x Unit Price
A.	ABC Dry Chemical (5 Pound)	105	\$_____/5 lbs	\$
B.	ABC Dry Chemical (6 Pound)	60	\$_____/6 lbs	\$
C.	ABC Dry Chemical (10 Pound)	210	\$_____/10 lbs	\$
D.	ABC Dry Chemical (20 Pound)	1	\$_____/20 lbs	\$
E.	BC Dry Chemical (5 Pound)	5	\$_____/5 lbs	\$
F.	BC Dry Chemical (6 Pound)	5	\$_____/6 lbs	\$
G.	BC Dry Chemical (10 Pound)	1	\$_____/10 lbs	\$
H.	CO2 (5 Pound)	1	\$_____/5 lbs	\$
I.	Halon (10 Pounds)	1	\$_____/10 lbs	\$
J.	K-Class (6 liter)	1	\$_____/6 liter	\$

K.	<u>Sub-Total for Lot #1, Item #2</u>	\$
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Item #3 6-Year Maintenance and hydro-testing cost per portable fire extinguisher.

Item	Description	Est. Qty	Unit Price	Extended Prices Est. Qty. x Unit Price
A.	Hydro-testing per extinguisher (low pressure)	100	\$_____/Extinguisher	\$
B.	Hydro-testing per extinguisher (high pressure)	65	\$_____/Extinguisher	\$
C.	6-Year maintenance of stored pressure dry chemical per extinguisher	350	\$_____/Extinguisher	\$

D.	<u>Sub-Total for Lot #1, Item #3</u>	\$
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FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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PRICE SHEET CONTINUED

Item #4 Services and Replacement Parts per unit. Only the following parts will be authorized. All others must be included with minor repairs under the recharge section of this bid. Prices shall include all installation/labor charges.

Item	Description	Est. Qty	Unit Price	Extended Price
A.	Hose (including clamp)	1	\$ ____/ ea.	\$
B.	Gauge	30	\$ ____/ea.	\$
C.	Valve Stem	240	\$ ____/ea.	\$
D.	Siphon Tube	1	\$ ____/ea.	\$
E.	Nozzle	1	\$ ____/ea.	\$
F.	Pull Pins	100	\$ ____/ea.	\$
G.	4 Year Metal Inspection Tag	30	\$ ____/ea.	\$
H.	Bar Code	30	\$ ____/ea.	\$
I.	Valve Body (complete)	1	\$ ____/ea.	\$
J.	Wall-hook bracket	1	\$ ____/ea.	\$
K.	Vehicle bracket	15	\$ ____/ea.	\$
L.	Operation/Identification Label	1	\$ ____/ea.	\$
M.	Top Handle	1	\$ ____/ea.	\$
N.	Bottom Handle	1	\$ ____/ea.	\$
O.	Extinguisher Location Sign	250	\$ ____/ea.	\$
P.	Vinyl Cover	1	\$ ____/ea.	\$

Q.	<u>Sub-Total for Lot #1, Item #4</u>	\$
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FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
RFP #SDOC 06-091 CJ

PRICE SHEET CONTINUED

Item #5 Purchase Price of the following equipment and supplies. Prices shall include all delivery charges.

Item	Description	Est. Qty	Unit Price	Extended Price Est. Qty. x Unit Price
A.	ABC Fire Extinguisher (10 Pound) w/wall mounting bracket	225	\$_____/ Extinguisher	\$
B.	ABC Fire Extinguisher (2 1/2 Pound) w/vehicle bracket	10	\$_____/ Extinguisher	\$
C.	BC (10 Pound) w/wall mounting bracket	10	\$_____/ Extinguisher	\$
D.	K-Class Extinguishers for Kitchens w/wall mounting brackets	10	\$_____/ Extinguisher	\$
E.	CO2 (5 Pound) w/wall mounting bracket	5	\$_____/ Extinguisher	\$
F.	CO2 (10 Pound) w/wall mounting bracket	5	\$_____/ Extinguisher	\$
G.	1 Gallon Fire Retardant	1	\$_____/ Extinguisher	\$

H.	<u>Sub-Total for Lot #1, Item #5</u>	\$
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I.	<u>GRAND TOTAL FOR LOT #1</u>	\$
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Item #6
Optional Service

Hourly Rate for Services not included in the Annual Inspection.	
Hourly Labor Rate for Portable Extinguishers	\$_____/hour

PRICE SHEET CONTINUED

LOT 2 Kitchen Fire Control Systems

Inspections shall meet all NFPA 17, 17A and 96 guidelines current edition and regulations. Including, but limited to the following:

- a. Check the system components, cylinder, manual remote, nozzles in place, housekeeping Are the hood and duct clean.
- b. Disarm the system and check the cylinder for damage, test dates, weight, etc.
- c. Fire the system with the cylinder removed. (Fire the system by cutting fusible link; this is the only sure way to know that the detection system functions).
- d. While the system is fired, check the gas valve, change the fusible links, inspect the cable and link housing, check fan for proper operations, make repairs as needed and finally make certain the hood, the duct and system complies with code.
- e. Re-arm the system, tag the system with pressure sensitive tags and make sure the kitchen personnel know how it works. Once this is completed, a written report is submitted to the Maintenance Department for insurance and inspection purposes. **Attach a copy of the system report that you will be using (must meet Florida State guidelines).**
- f. Above guidelines should be followed unless manufacturer’s manual recommends other procedures. All must meet the NFPA 17, 17A and 96 guidelines current edition and regulations.
- g. Provide a copy of manufacturer’s manual and owner’s manual to the maintenance department of any system serviced.

Item #7 Semi-Annual Inspection and certification of all Hood Systems in the School District of Osceola County. Including any necessary services per the manufacturer’s manual. Pricing must include all Delivery/Service charges and miscellaneous parts & supplies fees.

Item	Description	Est. Qty	Unit Price	Extended Prices Est. Qty. x Unit Price
A.	Hood System Semi-Annual Inspection with Dry Chemical (per inspections)	5	\$ _____ / Inspection	\$
B.	Hood System Semi-Annual Inspection with Liquid Chemical (per inspection)	35	\$ _____ / Inspection	\$
C.	System Slave Semi-Annual Inspection with Dry Chemical (per inspection)	5	\$ _____ / Inspection	\$
D.	System Slave Semi-Annual Inspection with Liquid Chemical (per inspection)	35	\$ _____ / Inspection	\$
E.	<u>Sub-Total for Lot #2, Item #7</u>			\$

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
RFP #SDOC 06-091 CJ

PRICE SHEET CONTINUED

Item #8 Recharge cost for kitchen systems **not** during the regular Semi-Annual Inspection to include seals and pressure sensitive tag along with any other charges needed to meet manufacturer's specifications.

Item	Description	Est. Qty	Unit Price	Extended Prices Est. Qty. x Unit Price
A.	Liquid Chemical Price Per Cylinder	1	\$ _____ / Cylinder	\$

B.	<u>Sub-Total for Lot #2, Item #8</u>			\$
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Item #9 Other Services and Replacement Parts per unit. Only the following parts will be authorized. All others must be included with minor repairs under the recharge section on the bid. All parts must be original manufacturer's **LISTED** Parts. Prices shall include all installation/labor charges.

Item	Description	Est. Qty	Unit Price	Extended Price Est. Qty. x Unit Price
A.	Hydro Testing	5	\$ _____ /ea.	\$
B.	Regulator Test Ansul	2	\$ _____ /ea.	\$
C.	Initial Documentation Fee	5	\$ _____ /ea.	\$
D.	Bi-Annual Documentation Fee	35	\$ _____ /ea.	\$
E.	Crystallization Check Ansul	50	\$ _____ /ea.	\$
F.	Bench Charge / Devalve / Cylinder Inspection	100	\$ _____ /ea.	\$
G.	Remote Pull Break Rods	1	\$ _____ /ea.	\$
H.	Fusible Links	200	\$ _____ /ea.	\$
I.	Nozzle Caps Amerex / Ansul	450	\$ _____ ea.	\$
J.	Nozzle Seals Range Guard	15	\$ _____ ea.	\$
K.	Cartridge – Pyrochem / RG	5	\$ _____ ea.	\$
L.	Cartridge – Amerex	5	\$ _____ ea.	\$

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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Item	Description	Est. Qty.	Unit Price	Extended Prices
M.	Cartridge – Ansul / Double	1	\$_____ea.	\$
N.	Flush or Blow Out Piping	10	\$_____/ea.	\$
O.	Hood Caution Signs	2	\$_____/ea.	\$
P.	Liquid Recharge Chemical per Gallon	9	\$_____/ea.	\$

Q. Sub-Total for Lot #2, Item #9	\$
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R. <u>GRAND TOTAL FOR LOT #2</u>	\$
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Item #10

Optional Service

Hourly Rate for Services not included in the Semi-Annual Inspection.	
Labor Rate for Suppression Systems	\$

I certify that this bid is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

NAME (Typed)

TITLE

SIGNATURE

VENDOR NAME

DATE

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

ATTACHMENT 1

Listed below are the names and addresses of the locations that will need to be covered under this Bid.

Boggy Creek Elementary School, 810 Florida Parkway, Kissimmee, FL 34743
Central Avenue Elementary School, 500 W. Columbia Avenue, Kissimmee, FL 34741
Chestnut Elementary School, 4300 Chestnut Street, Kissimmee, FL 34759
Cypress Elementary School, 2251 Lakeside Drive, Kissimmee, FL 34744
Deerwood Elementary School, 3701 Marigold Ave., Kissimmee, FL 34758
Hickory Tree Elementary School, 2355 Hickory Tree Road, St. Cloud, FL 34772
Highlands Elementary School, 800 W. Donegan Ave., Kissimmee, FL 34741
Kissimmee Elementary School, 2420 Dyer Blvd., Kissimmee, FL 34741
Lakeview Elementary School, 2900 Fifth Street, St. Cloud, FL 34769
Michigan Avenue Elementary School, 2015 S. Michigan, St. Cloud, FL 34769
Mill Creek Elementary School, 1700 Mill Slough Road, Kissimmee, FL 34744
Partin Settlement Elementary School, 2434 Remington Boulevard, Kissimmee, FL 34744
Pleasant Hill Elementary School, 1253 Pleasant Hill Road, Kissimmee, FL 34746
Poinciana Elementary School, 4201 Rhododendron Avenue, Kissimmee, FL 34758
Reedy Creek Elementary School, 5100 Eagles Trail, Kissimmee, FL 34758
St. Cloud Elementary School, 2701 Corporate Campus Way, St. Cloud, FL 34769
Sunrise Elementary School, 1925 Ham Brown Road, Kissimmee, FL 34746
Thacker Avenue Elementary School, 301 Thacker Ave., Kissimmee, FL 34741
Ventura Elementary School, 275 Waters Edge Drive, Kissimmee, FL 34743

Denn John Middle School, 2001 Denn John Lane, Kissimmee, FL 34744
Horizon Middle School, 2020 Ham Brown Road, Kissimmee, FL 34746
Kissimmee Middle School, 2410 Dyer Blvd., Kissimmee, FL 34741
Neptune Middle School, 2727 Neptune Road, Kissimmee, FL 34744
Parkway Middle School, 857 Florida Parkway, Kissimmee, FL 34743
St. Cloud Middle School, 1975 S. Michigan, St. Cloud, FL 34769

Celebration High School, 1809 Celebration Way, Celebration, FL 34747
Gateway High School, 801 Panther Paws Trail, Kissimmee, FL 34744
Harmony High School, 3601 Arthur J. Gallagher Boulevard, St. Cloud, FL 34771
Osceola High School, 420 S. Thacker Ave., Kissimmee, FL 34741
Poinciana High School, 2300 S. Poinciana Blvd., Kissimmee, FL 34758
St. Cloud High School, 2000 Bulldog Lane, St. Cloud, FL 34769

Bellalago Academy, 3651 Pleasant Hill Road, Kissimmee, FL 34746
Celebration School (K-8), 510 Campus Way, Celebration, FL 34747
Discovery Intermediate School, 5350 San Miguel Road, Kissimmee, FL 34758
Narcoossee Community School, 2700 N. Narcoossee Road, Kissimmee, FL 34771
Osceola County School for the Arts, 3151 N. Orange Blossom Trail, Kissimmee, FL 34744

Adolescent Residential Center, 5970 S. O.B.T, Intercession City, FL 33848
Alternative Programs, 2216 E. Irlo Bronson Highway, Kissimmee, FL 34744
Zenith Education Center, 2218 E. Irlo Bronson Highway, Kissimmee, FL 34744
Challenger Learning Center, 2220 E. Irlo Bronson Ste 7, Kissimmee, FL 34744
Maintenance Department, 2540 Old Dixie Hwy, Kissimmee, FL 34744

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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ATTACHMENT 1 CONTINUED

Transportation Center, 401 Simpson Road, Kissimmee, FL 34744
TECO, 501 Simpson Road, Kissimmee, FL 34744
Paths @ TECO 501 Simpson Road, Kissimmee, FL 34744
TAD, 703 Simpson Road, Kissimmee, FL 34744
Adult Learning Center of Osceola (ALCO), 705 Simpson Road, Kissimmee, FL 34744

St. Cloud Bus Barn, 2105 S. Michigan Ave., St. Cloud, FL 34769
Horizon Transportation Center, 2020 Ham Brown Road, Kissimmee, FL 34746
Maintenance Vehicles, 2540 Old Dixie Hwy, Kissimmee, FL 34741
Reedy Creek Overlook/Environmental Center,
2600 Poinciana Blvd., Poinciana, FL 34758
Scrub Unit, 2600 W. South Port Road, Kissimmee, FL 34758
New Dimensions High School, 4900 Pleasant Hill Road, Kissimmee, FL 34746
New Beginnings Educational Complex, 2320 New Beginnings Rd., Kissimmee, FL 34744

St. Cloud Admin. Annex. Formerly Ross E. Jefferies Elementary School, 1200 Vermont Ave., St. Cloud, FL 34769
Curriculum Development Center (St. Cloud Admin. Annex), 1001 Virginia Ave., St. Cloud, FL 34769
Special Programs (St. Cloud Admin. Annex), 1022 Virginia Ave., St. Cloud, FL 34769
New Beginnings Admin. Annex, 2310 New Beginnings Rd., Kissimmee, FL 34744
Administration Building, 817 Bill Beck Blvd. Bldg 1000 & 2000, Kissimmee, FL 34744
Stock in Warehouse, 817 Bill Beck Blvd, Bldg 2000, Kissimmee, FL 34744
Professional Development, 801 Bill Beck Blvd. Bldg. 1, Kissimmee, FL 34744
Exceptional Student Education, 805 Bill Beck Blvd, Kissimmee, FL 34744
East Coast Technical Assistance Center, 803-F Bill Beck Blvd., Kissimmee, FL 34744
Pre-School Evaluation & Education Program, 803-C & D Bill Beck Blvd., Kissimmee, FL 34744
Title I Parenting Center, 803-A Bill Beck Blvd., Kissimmee, FL 34744
Facilities, 809 Bill Beck Blvd., Kissimmee, FL 34744

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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ATTACHMENT 2

SCHOOL DISTRICT OF OSCEOLA COUNTY

MAINTENANCE OF FIRE EXTINGUISHERS ANNUAL AND SEMI-ANNUAL SIGN OFF SHEET

Vendor: _____ Contact Person: _____

Phone Number: _____ Cellular Number: _____

School/Department: _____

Contact Person: _____ Phone Number: _____

Purchase Order # _____ Bid: #SDOC 06-091 CJ B/A: 7/11/06

Date Annual Service for Fire Extinguishers is performed: _____

Date Semi-Annual Service for Hood Systems is performed: _____

Vendors Invoice Number: _____

Vendors' Service Representative: _____
Name Date

School/Department Representative: _____
Name Date

Vendor:

I understand that signing this Annual/Semi-Annual Sign off sheet infers that all extinguishers at this location have been services per the bid specifications.

School/Department:

If an extinguisher is missed because the extinguisher was not listed on the map for that location and a return call is necessary all additional charges are of the responsibility of the Schools/Departments.

FIRE EXTINGUISHERS & HOODED SYSTEMS MAINTENANCE
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ATTACHMENT 3

VENDOR INFORMATION SHEET

COMPANY NAME: _____

BUSINESS LICENSE #: _____

PORTABLE FIRE EXTINGUISHER DEALER LICENSE #: _____

PRE-ENGINEERED SYSTEM DEALER LICENSE #: _____

LENGTH OF TIME COMPANY HAS BEEN IN BUSINESS: _____

HOW LONG AT PRESENT LOCATION. _____

TELEPHONE NUMBER: _____

AFTER HOUR TELEPHONE NUMBER: _____

CONTACT PERSON: _____

TECHNICIAN #1

TECHNICIAN #2

(Name)

(Name)

(Portable Extinguisher Permit Number)

(Portable Extinguisher Permit Number)

(Pre-engineered System Permit Number)

(Pre-engineered System Permit Number)

TECHNICIAN #3

TECHNICIANS #4

(Name)

(Name)

(Portable Extinguisher Permit Number)

(Portable Extinguisher Permit Number)

(Pre-engineered System Permit Number)

(Pre-engineered System Permit Number)