

October 19, 2009

Invitation to Bid #09-53

Sealed bids for Commercial Variable Frequency Drives for the City of Birmingham, will be received by the Purchasing Agent, P-100 First Floor City Hall, Birmingham, Alabama until 2:00 p.m., November 20, 2009, at which time they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at www.birminghamal.gov (go to link titled **Bidding Opportunities**), or by visiting the Purchasing Office at the address shown above, or by calling (205) 254-2265, fax (205) 254-2484 and requesting a copy be mailed to you. Any addenda will be available on the internet, and mailed to only those vendors who were provided a copy in person or by mail.

All bids are to be f.o.b. Birmingham, Alabama delivered.

It is required for any contract exceeding \$10,000.00 that the bidder submit with his bid either a cashier's check, certified check, or a bid bond payable to the City of Birmingham. In order for any bid award to be considered that exceeds \$10,000.00, your bid must be accompanied by an acceptable bid bond or check in the amount of \$500.00

The City follows a policy of nondiscrimination. No contractor with the City should discriminate on the basis of race, sex, religion or national origin. The City considers affirmative action to eliminate the vestiges of discrimination to be an integral part of this policy of nondiscrimination.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.

The City reserves the right to reject any or all bids submitted, and to waive any informalities.

Bids must be submitted in a sealed envelope marked, "**SEALED BID – Variable Drives, 2:00 p.m., 11/20/09**". Bids may be hand delivered to P-100 First Floor City Hall, Birmingham, Alabama or mailed to City of Birmingham, P.O. Box 11295, Birmingham, Alabama 35202-1295. (**DO NOT MAIL BIDS TO ROOM P-100 FIRST FLOOR CITY HALL**). However, bids sent by express carrier (Federal Express, Airborne, UPS, etc.) must be shipped to 710 North 20th Street Birmingham, AL 35203 and specify delivery to Room P-100 First Floor City Hall.

It is the bidder's responsibility to make sure his bid is in the possession of the Purchasing Agent at or before 2:00 p.m., 11/20/09. Bids received after this time will not be considered.

cl
Attachments

William E. Caffee, Assistant Purchasing Agent

B.N. 10/29/09

SPECIFICATIONS FOR COMMERCIAL VARIABLE FREQUENCY DRIVES

GENERAL:

The City of Birmingham is seeking bids for **Commercial Variable Frequency Drives** as specified later in this document. The City intends to award as a single lot to the lowest priced, responsive, responsible bid submitted. The City is purchasing the units only. The City will install the units. **This is not a bid for installation.**

The City reserves the right to buy additional equipment at a later date at the unit prices bid upon mutual agreement of both parties.

Successful bidder(s) shall not assign this contract to any other party without prior written approval of the City of Birmingham. Contract shall not be assigned to an unsuccessful bidder who was rejected because he was not a responsive bidder.

The City's standard payment terms are net 30 days from acceptance. Exception may be allowed for discounted early payment such as 2% 10 net 30 days. The City will not consider any bids requiring C.O.D. payment, down payments or progress payments.

Any questions concerning these specifications should be addressed to Charles Lindsey, Purchasing Division; Phone: (205)254-2265 or Fax: (205)254-2484, between the hours of 8:00 a.m. & 4:00 p.m., Monday thru Friday.

Any bid that imposes a service fee, or any other type of fee, on any order not exceeding a minimum order quantity or if a minimum purchase order dollar amount is not ordered, will be determined a non-responsive bid and will not be considered for award.

Any bid that stipulates a reversal of freight charges if a minimum quantity or purchase order amount is not ordered, will be determined a non-responsive bid and will not be considered for award.

All bids submitted are to be f.o.b. Birmingham, AL delivered.

Failure to adhere to any or all terms, conditions and specifications as set forth in the contract may result in the immediate termination of the contract. Should termination occur, the holder of the contract may be declared a "non-responsible vendor". This declaration may result in rejection of any future bids submitted by the vendor for a period of time to be determined by the City.

The City of Birmingham does not anticipate utilization of a long formal, written contract document to bind the City and the successful bidder(s) to an agreement. The City will issue purchase orders to the successful bidder as equipment is required. The successful bidder(s) acknowledges by acceptance of the City purchase orders for awarded items that the bidder is bound to the terms, conditions and requirements as stated in this document.

Each bidder is to extend unit price and provide an extended total for each line item being bid. If the extended total of all items being bid exceeds \$10,000.00, a cashier's check, certified check, or a bid bond in the amount of \$500.00 is to accompany your bid. **In order for any bid award to be made that exceeds \$10,000.00, bid must have been accompanied by an acceptable bid bond or check (REFERENCED ON THE COVER LETTER "INVITATION TO BID").**

Contract award to purchase the material covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

Successful bidder acknowledges and agrees that the City has the right to deduct from total amount of consideration to be paid, if any, to the successful bidder under this agreement all unpaid, delinquent or overdue license fees, taxes, fines, penalties and other amounts due the City from the successful bidder.

City of Birmingham must have a copy of the successful bidder's current City of Birmingham business license prior to formal award of contract. Each bidder may submit a copy of his/her license along with his/her bid. However, successful bidder must provide a copy of his/her current business license no later than 7 working days of receipt of notice of intent to award. Failure to submit the requested information will result in the notice of intent to award being revoked.

SPECIFICATIONS

APPROXIMATELY Ten (10) OR MORE

Commercial Variable Frequency Drives

FOR

CITY OF BIRMINGHAM, ALABAMA

Vendor to supply two copies each: maintenance, operating, and wiring manuals for this equipment. Second copy may be photocopied or available in printable electronic format.

All standard equipment to be included. All equipment furnished under this bid shall be new, unused and the same quality as the manufacturer's current production model. Manufacturer shall cover the shipping costs of all warranted parts. Accessories not specifically mentioned but necessary to furnish a complete unit ready for use, shall be included. The units shall conform to the best practice known to the trade in design, quality of material and workmanship.

All bidders are to have a parts dealer/distributor with on call parts availability 24/7 located in Jefferson County or any county located contiguous to Jefferson County.

All participating bidders shall mark conspicuously compliance or non-compliance with an "X" in the appropriate column beside each specified item. Those items marked in the "NO" column must be explained in detail on the provided "Exceptions To Specifications" pages.

GENERAL: The intent of this specification is to describe Commercial Variable Frequency Drives as manufactured by Danfoss or equal.

The details of the specifications are as follows:

City Hall; 208v 3ph 60 Hz

One ea 5hp
Two ea 7.5hp
One ea 10hp
Two ea 20 hp
One ea 40hp

All with 36 Months parts and labor warranty.
Compatible to Johnson Controls Metasys system.

McCoy Center; 460v 3ph 60 Hz

Two ea 7.5hp
One ea 10hp

Bid Form

	Bidder Complies	
	Yes	No
5 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
208 volt 3 phase 60 Hz	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____
7.5 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
208 volt 3 phase 60 Hz	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____

	Bidder Complies	
	Yes	No
10 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
208 volt 3 phase 60 Hz	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____
20 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
208 volt 3 phase 60 Hz	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____

	Bidder Complies	
	Yes	No
40 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
208 volt 3 phase 60 Hz	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____
7.5 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
<u>460 volt 3 phase 60 Hz</u>	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____

	Bidder Complies	
	Yes	No
10 HP Variable Frequency Drive		
Three contactor Bypass	_____	_____
NEMA 1 Enclosure	_____	_____
Main Disconnect	_____	_____
Drive Fuses	_____	_____
Factory Start up	_____	_____
<u>460 volt 3 phase 60 Hz</u>	_____	_____
36 Month Parts and Labor Warranty	_____	_____
Compatible to Johnson Controls Metasys system	_____	_____
24/7 On Call Parts Availability	_____	_____

Bid Form

W.E. Caffee
 Assistant Purchasing Agent
 Birmingham, Alabama

Submitted below is my firm bid for Commercial Variable Frequency Drives for the City of Birmingham, in accordance with your invitation to bid and specifications dated October 19, 2009. Prices are f.o.b. Birmingham, Alabama delivered and I am bidding in accordance with specifications except as listed below.

Approx Qty	Description	Make/Model	Unit Price	Extended Total
1	Commercial 5 HP Variable Frequency Drive		\$	\$
2	Commercial 7.5 HP Variable Frequency Drive		\$	\$
1	Commercial 10 HP Variable Frequency Drive		\$	\$
2	Commercial 20 HP Variable Frequency Drive		\$	\$
1	Commercial 40 HP Variable Frequency Drive		\$	\$
1	Commercial 7.5 HP Variable Frequency Drive 460v		\$	\$
2	Commercial 10 HP Variable Frequency Drive 460v		\$	\$
			GRAND TOTAL	\$

I hereby certify that we do not discriminate in employment of our personnel against any persons on account of race, creed, color, sex, or national origins, and acknowledge and agree that the City encourages minority – and women – owned business participation to the maximum extent possible. This policy includes Historically Underutilized Business Enterprises such as architectural firms, engineering firms, investment banking firms, other professional service providers, and construction contractors as part of the City’s business, economic and community revitalization programs.

EXCEPTIONS TO SPECIFICATIONS:

Date of Bid

Name (Print legibly or Type)

Company

Title

Street Address

Signature

City State Zip

Tax ID Number

Post Office Box

E-Mail Address

City State Zip

Telephone Number

Terms of Payment

Fax Number

Delivery Date