



INVITATION TO BID

The City of Bainbridge will receive sealed bids for WASHER AND DRYER, as described in the attached Specifications until Thursday, December 15, 2016 at 1:00 P.M. Eastern Standard Time and will be opened publicly and read aloud.

Bids shall be addressed to the attention of Brenda Strickland, Purchasing Director, City of Bainbridge, (US Postal Service) P.O. Box 158 (Zip Code 39818), (Courier Service) 1707 East Shotwell Street (Zip Code 39819), Bainbridge, Georgia and plainly marked on the outside of the envelope "SEALED BID FOR WASHER AND DRYER". We will not accept any bid unless it is plainly marked on the outside of the envelope as requested.

Bidders must complete all blanks on the enclosed Bid Form, or the bid may be subject to rejection. No bid will be entertained unless it is prepared upon the City of Bainbridge Bid Form and signed in ink by an official of the company submitting the proposal.

All prices quoted shall be firm for a period of 30 days from bid opening. The City of Bainbridge requires a minimum of 30 days to make payment to successful vendor after receipt of goods. However, cash discounts for early payment will be taken in consideration. If such a discount is available, please note this in your bid proposal.

The City of Bainbridge reserves the right to accept or reject any part of or all bids, and to waive technicalities or formalities in bidding, and the right to negotiate with the low bidder to reach a final contract, and to accept the bid deemed to be in the best interest of the City.

**Local Procurement Preference:** A local preference of 2% for qualifying Decatur County Businesses will be permitted when evaluating bids for supplies, equipment, materials and personal services that are not a part of a construction project.

We welcome your proposal.

Sincerely,

A handwritten signature in blue ink that reads "Brenda Strickland".

Enclosures: Bid Form (2 pages)  
Specifications (9 pages)

Brenda Strickland  
Purchasing Director

BID FORM

City of Bainbridge, Georgia

Bid on Washer and Dryer

Please quote lowest price at which you will furnish the items listed below:

Each bidder is required to fill in every blank. Failure to do so can be used as a basis for rejection.

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>TOTAL BID PRICE</u>
1 Each	New Laundry Washer-Extractor, 65 lb. Capacity, Unimac Model UWN065T3LX "or approved equal" as described in attached specifications.	\$ _____
1 Each	New Personal Protection Equipment (PPE) Drying Cabinet, Unimac Model UTGC6EDG "or approved equal" as described in the attached specifications.	\$ _____
	INSTALLATION: Uncrate, rig into position, bolt-down, grout and level	\$ _____
<b>GRAND TOTAL PRICE</b>		\$ _____

ALL ITEMS F.O.B. BAINBRIDGE

If awarded bid, a cash discount of \_\_\_\_\_ will be allowed on Bid Price if paid within \_\_\_\_\_ after the City of Bainbridge is in receipt of goods.

Washer-Extractor and Drying Cabinet of the same Manufacturer offered by the bidder have been furnished to: (List three cities or counties and give length of time in service at each location. Include phone number and contact person.) If available, list cities and counties in Georgia.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If awarded bid, the Washer and Drying Cabinet will be delivered to the City of Bainbridge within no more than \_\_\_\_\_ days after the order is placed.  
(Be specific, do not estimate)

The above in accordance with invitation to bid dated November 08, 2016.

BIDDER'S AUTHORIZED SIGANTURE: \_\_\_\_\_

BID FORM

City of Bainbridge, Georgia

Bid on Washer and Dryer

Please quote lowest price at which you will furnish the items listed below:

Each bidder is required to fill in every blank. Failure to do so can be used as a basis for rejection.

The undersigned certifies that the Bid Invitation and Specifications have been reviewed; and understands that once the bid opening begins, a bid cannot be withdrawn for modifications. All prices, terms, and conditions will be firm for a period of 30 days from bid opening.

Firm Name: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ ZIP \_\_\_\_\_

NAME AND TITLE OF PERSON SUBMITTING BID (Please Type or Print Legibly)

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

THIS IS NOT A PURCHASE ORDER

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

**SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET**

INTENT: It is the intent of these specifications to describe a Washer and Dryer designed to wash and dry turnout gear.

The omission of any standard feature described herein shall not void the bidder's responsibility to furnish a complete and operational Washer and Dryer with all standard equipment of the manufacturer's latest model and design in current production. The units shall conform to the best practice known to the Washer and Dryer trade in design, quality of material, and workmanship. The bidder shall represent by his/her bid that all equipment, standard and optional, to be furnished new and unused.

The apparent silence of these specifications as to any specific detail or the omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only equipment, workmanship, and materials of the first quality are to be used. All interpretations of these specifications shall be made on this basis.

The Washer and Dryer as specified and all equipment, standard and optional, shall be completely assembled, adjusted, installed and ready for use by the City of Bainbridge.

If the equipment differs from the provisions contained herein, these differences must be explained in detail.

These specifications are to be used as guidelines. We realize that Washers and Dryers are different and vary from one manufacturer to another; and that few brands are exactly the same. Therefore, all bids will be evaluated taking this into consideration. Despite the differences in Washers and Dryers offered, however, the City of Bainbridge reserves the right to accept or reject any part of or all bids, and to waive technicalities or formalities in bidding and to accept the bid deemed to be in the best interest of the City, and to purchase the Washer and Dryer that best meets this City's particular needs.

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

**GENERAL INFORMATION**

Each bidder must indicate his/her compliance with these specifications by marking "YES" or "NO" in the appropriate column for each paragraph of these specifications, indicating "YES" will mean full compliance; indicating "NO" will mean an exception is being taken. All exceptions must be fully explained on a separate page, titled "Exceptions", giving reference to the page and paragraph where the exception is being taken. Failure to comply with this requirement can be used as a basis for rejection of bid.

Bidder Complies

**PART 1      GENERAL**

1.01      SECTION INCLUDES:

- A.      Automatic laundry washer-extractor for processing water-washed linen items.  
         State Make and Model Offered: \_\_\_\_\_

1.02      SYSTEM DESCRIPTION

A.      DESIGN REQUIREMENTS

- |  |                            |                            |
|--|----------------------------|----------------------------|
| 1. Construction: 304 or equal stainless steel cylinder, tub and cover panels       | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 2. Input Voltage: X: 200-240/60/1 or 3; 2-3 wire plus ground                       | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 3. Dry Weight Capacity: 65 lb. (29.5 kg)   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 4. Wash Cylinder Volume: 9.61 cu ft (272125 cu cm) minimum                         | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 5. Overall Width: 34.12 inches (867 mm) nominal                                    | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 6. Overall Height: 64.63 inches (1642 mm) nominal                                  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 7. Overall Depth: 49.83 inches (1266 mm) nominal                                   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 8. Number and Size of Water Connections: 4 with ¾ inch (19 mm) NH male connections | Y <input type="checkbox"/> | N <input type="checkbox"/> |

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

Bidder Complies

- |   |                            |                            |
|---|----------------------------|----------------------------|
| 9. Number and Size of Drain Outlets: 1 at 3 inch (76 mm)  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 10. Overflow: Internally plumbed  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 11. Control System: Programmable microprocessor   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 12. Cylinder Drive: Single motor, 5 hp-inverter driven, capable of 470 RPM                                    | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| <b>B. PERFORMANCE REQUIREMENTS:</b>   |                            |                            |
| 1. Number of selectable wash speeds: 2  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 2. Number of programmable extract speeds: 1   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 3. G-force at highest extract speed: 100  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 4. Chemical Supply System:  |                            |                            |
| a. Manually filled 5 compartment dry chemical dispensing system   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| b. Automatic flushing and connections for 5 external supply lines and control signals for 8 external supplies | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 5. Through the door jet spray rinse system  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 6. Control System:  |                            |                            |
| a. Programmable microprocessor; (manual keypad, PDA or laptop PC)   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| b. 41 cycle capacity  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| c. 30 programmable water levels   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| d. Graphic display with words and icons   | Y <input type="checkbox"/> | N <input type="checkbox"/> |

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
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		<u>Bidder Complies</u>	
	e. Automatic maintenance reminders	Y <input type="checkbox"/>	N <input type="checkbox"/>
	f. PC software with management reports	Y <input type="checkbox"/>	N <input type="checkbox"/>
	g. Real-time clock allows time/date stamp of 100+ items	Y <input type="checkbox"/>	N <input type="checkbox"/>
	h. Water monitoring: Fill valve, slow drain and automatic leak detection system	Y <input type="checkbox"/>	N <input type="checkbox"/>
	i. Diagnostic capabilities	Y <input type="checkbox"/>	N <input type="checkbox"/>
	7. Drain valve automatically opens in event of power failure	Y <input type="checkbox"/>	N <input type="checkbox"/>
1.03	SYSTEM STARTUP AND COMMISSIONING		
	A. Machine installation should be inspected by local manufacturer's representative prior to startup and operation.	Y <input type="checkbox"/>	N <input type="checkbox"/>
<b>PART 2</b>	<b><u>EXECUTION</u></b>		
2.01	INSTALLATION		
	A. Refer to and comply with manufacturer's installation instructions. Do not deviate without permission from site owner, architect, general contractor and manufacturer's local representative.	Y <input type="checkbox"/>	N <input type="checkbox"/>

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

Bidder Complies

**PART 3      GENERAL**

3.01      SECTION INCLUDES

- A.      Automatic drying cabinet for processing water-washed personal protection equipment.  
State Make and Model Offered: \_\_\_\_\_

3.02      SYSTEM DESCRIPTION

A.      DESIGN REQUIREMENTS

- |   |                            |                            |
|---|----------------------------|----------------------------|
| 1. Dry Capacity: 6 full sets of PPE and 15 boot/glove holders             | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 2. Cabinet Volume: 69 cu ft. (1953862 cu cm) minimum                      | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 3. Construction: Heavy duty embossed steel with baked enamel powder paint | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 4. Input Voltage: 240/60/3  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 5. Heat Source: Electric, 12 kW   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 6. Overall Width: 61 1/8 inches (1553 mm) nominal                         | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 7. Overall Depth: 32 5/8 inches (828 mm) nominal                          | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 8. Overall Height: 80 3/8 inches (2041 mm) nominal                        | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 9. Exhaust Size: 6 inch (152 mm)  | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 10. Control System: Programmable touchpad control                         | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 11. Door: Painted steel, with heavy duty 180 degree opening hinges        | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 12. Leveling: 4 adjustable leveling legs                                  | Y <input type="checkbox"/> | N <input type="checkbox"/> |

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

Bidder Complies

B. PERFORMANCE REQUIREMENTS

- |   |                            |                            |
|---|----------------------------|----------------------------|
| 1. Airflow: 300 CFM (510 m <sup>3</sup> /h)                   | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 2. Motor Horsepower: 2 x 1/8 hp                               | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 3. Control System   |                            |                            |
| a. Minimum of five programmable drying cycles                 | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| b. Ability to time dry up to 555 minutes                      | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| c. Ability to cool from 2 minutes to 60 minutes               | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| d. Variable temperature settings from 100 - 150°F (38 - 66°C) | Y <input type="checkbox"/> | N <input type="checkbox"/> |
| 4. Boot/glove holders: 15 sets                                | Y <input type="checkbox"/> | N <input type="checkbox"/> |

3.03 SYSTEM STARTUP AND COMMISSIONING

- |  |                            |                            |
|--|----------------------------|----------------------------|
| A. Machine installation should be inspected by local manufacturer's representative prior to startup and operation. | Y <input type="checkbox"/> | N <input type="checkbox"/> |
|--|----------------------------|----------------------------|

**PART 4      EXECUTION**

4.01 INSTALLATION

- |   |                            |                            |
|---|----------------------------|----------------------------|
| A. Refer to and comply with manufacturer's installation instructions. Do not deviate without permission from site owner, architect, general contractor and manufacturer's local representative. | Y <input type="checkbox"/> | N <input type="checkbox"/> |
|---|----------------------------|----------------------------|

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

Bidder Complies

**PART 5**      **WARRANTY**

A. State warranty period and all conditions of warranty for each unit offered:

Washer: \_\_\_\_\_

Dryer: \_\_\_\_\_

**PART 6**      **LITERATURE**

- |   |   |
|---|---|
| a. The Bidder shall furnish descriptive literature and pictorial of each unit offered | Y <input type="checkbox"/> N <input type="checkbox"/> |
| b. A factory spec sheet of each unit shall accompany bid proposal                     | Y <input type="checkbox"/> N <input type="checkbox"/> |
| c. Service Manual of each unit offered  | Y <input type="checkbox"/> N <input type="checkbox"/> |
| d. Parts Book of each unit offered  | Y <input type="checkbox"/> N <input type="checkbox"/> |
| e. Operator's Manual of each unit offered   | Y <input type="checkbox"/> Y <input type="checkbox"/> |

**PART 7**      **GENERAL**

7.01      It Is the responsibility of the Bidder to inspect the site where the Washer and Dryer are to be installed.      Y     N

7.02      Because the maintenance of the Washer and Dryer in good operational condition without protracted time out for repairs is very important, it is essential that repair parts and service be adequate and readily available. The bidder shall state name, address and phone number of parts center and nearest service center where repairs will be performed: \_\_\_\_\_

\_\_\_\_\_

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

**PART 8      PROJECT CONTACT INFORMATION**

For questions and additional information

8.01      Doyle Welch, Fire Chief  
            City of Bainbridge  
            510 East Louise Street  
            Bainbridge, GA 39819  
            229-515-2218  
            [doylew@bainbridgecity.com](mailto:doylew@bainbridgecity.com)

**PART 9      SUBMISSION REQUIREMENTS**

9.01      The City reserves the right to establish any and all elements or terms of this procurement process. All bids submitted shall be binding upon the bidder's team if accepted by the City.

9.02      **BIDS DELIVERED VERBALLY OR BY ELECTRONIC MEANS, SUCH AS FACSIMILE AND EMAIL, ARE NOT ALLOWED.**

9.03      Except for otherwise provided in this bid, the City of Bainbridge reserves the right to retain all bid materials regardless of which bidder is selected. All bids and accompanying documents become the property of the City of Bainbridge.

**PART 10     REJECTION**

10.01     The City reserves the right to reject any and all bids, and to waive informalities in bids received, to accept or reject any and or all of the items bid, and to award the contract in whole or in part and/or negotiate any or all items with individual Bidders if it is deemed in the City's best interest. Moreover, the City reserves the right to make no selection if bids are deemed to be outside of the City's fiscal constraint or not in the best interest of this City.

**PART 11     AWARD**

11.01     The City reserves the right to award a contract, based on initial offers received from Bidders, without discussion and without conducting further negotiations. Under such circumstances, the acceptance of a proposal by the City shall be deemed to be an acceptance of an offer such that acceptance will be binding upon both parties. A proposing offer should therefore be based on the most favorable terms available from a price, business requirements and technical standpoint. Contractual commitments are contingent upon the availability of funds, as evidenced by award of contract. Once awarded, the contract will be the final expression of the agreement between the parties and may not be altered, changed, or amended except by mutual agreement, in writing.

BIDDER: \_\_\_\_\_  
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: WASHER-EXTRACTOR AND DRYER CABINET  
(Each bidder is required to fill in every blank)

**PART 12      EXCEPTIONS TO THE BID**

12.01      All requested information in the Bid must be supplied with the bid; any exceptions shall be clearly identified, referencing page number and category of bid. The written explanation shall include the scope of the exceptions, the ramifications for the City, and the description of the advantages or disadvantages to the City as a result of such exceptions, the City, at its sole discretion, may reject any exceptions or specifications within the bid.

**PART 13      SILENCE OF SPECIFICATIONS**

13.01      The apparent silence of these specifications as to any specific detail or omission of a detailed description concerning any point shall be regarded as meaning that only the best commercial practice is to prevail, and that only workmanship of first quality is to be used. All interpretations of these specifications shall be made on this basis.