

Purchase of Personal Protective Equipment for COVID-19 Response

The City of Rock Island, Illinois



REQUEST FOR PROPOSALS

Purchase of Personal Protective Equipment for COVID-19 Response

It is the intent of the CITY OF ROCK ISLAND, ILLINOIS (hereafter referred to as the "City") to solicit bids for the purchase of new Personal Protective Equipment (PPE) for the Fire Department to continue to respond to the COVID-19 pandemic. The purchase of new PPE is being funded through the U.S. Department of Homeland Security 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S). Separate bids may be submitted for each item listed in the Scope of Work.

The RFP packet is available on the City website at www.rigov.org. Scroll down to Bids & RFPs under "Quick Links".

Bids will be received by the Rock Island Fire Department **until Monday, October 26, 2020 at 10:00 am.**

Bids may be delivered via the following methods:

- 1) Email to firemail@rigov.org with the Subject line titled "COVID-19 PPE Bid".
- 2) Send via U.S. Postal Service or via private carrier to the Rock Island Fire Department, Attention: Chief Jeff Yerkey, 1313 5th Avenue, Rock Island, IL 61201.
- 3) Hand deliver to the Rock Island Fire Department, Attention: Chief Jeff Yerkey, 1313 5th Avenue, Rock Island, IL 61201.

Bids will be opened and read aloud promptly **at 10:00 a.m. on Monday, October 26, 2020** at the Rock Island Fire Department.

Bids may be withdrawn provided that notice is delivered to the City prior to the due date and time listed above.

The Bidder shall be responsible for complying with all local, state, and federal regulations pertaining to this project. The bid must be executed by a person having the legal authority to bind the Bidder.

No bid will be accepted from any person, firm, or corporation that is in arrears, or is in default, to the City upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the City, or had failed to perform faithfully any previous contract with the City.

The Bidder agrees that by submitting a bid, it is made without any understanding, agreement, or connection with any other person, firm, or corporation submitting a proposal for the same purpose, and that its bid is in all respects fair, and without collusion or fraud.

The City reserves the right to accept or reject any or all bids, and to waive technicalities if it is in the best interest of the City to take such action.

The City is required by Public Act 96-542 to comply with freedom of information (FOIA) requests within five (5) business days of the request for records. Bidders may be in possession of records covered by the Act and will, therefore, be required to provide the City with those records within said time frame.

INSTRUCTIONS TO BIDDERS

Contact Person

Fire Chief Jeff Yerkey
1313 5th Avenue
Rock Island, IL 61201
309.732.2801
yerkey.jeffrey@rigov.org

Due Date for Bids

Monday, October 26, 2020 until 10:00 a.m.

Opening of Bids

Bids will be opened and read aloud at 10:00 a.m. on Monday, October 26, 2020.

Bids to Include the Following:

- 1) A detailed and itemized pricing list, including quantities and unit cost, that is submitted and signed by the manufacturers' authorized representative/vendor.
- 2) A list of any exceptions to this RFPs specifications and proposed alternative features if available.

Qualifications

Each bidder must be a sales distributor, authorized by the manufacturers, to sell the equipment specified herein.

Review of Bids

After the bids are opened, the City will review each bid, as time permits, to ensure the bids are responsive and responsible in accordance with City policy. The City reserves the right to accept or reject any or all bids, and to waive technicalities if it is in the best interest of the City to take such action. The City exercises its legal right to specify as determined by the U.S. Supreme Court's affirmation of the decision handed down by the U.S. District Court of Massachusetts in *Whitten Corp. v Paddock*. The City has determined that the product specifications found in the "Scope of Work" section of this document shall represent the product which all offerings will be compared to, and that, as trained professionals in the area of Emergency Medical Services, only Fire Department personnel with specific knowledge in the area of EMS-related PPE shall be allowed to make the final determination on the selection of the product that best serves the City's needs.

Negotiations

The City reserves the right to negotiate terms and conditions of submitted bids prior to acceptance or rejection of any bid.

Selection and Contract Execution

Once the City has had sufficient time to review the proposals, conduct comparisons and, if necessary, negotiate terms and conditions, a recommendation will be submitted to the City Manager for approval.

Once approved by the City Manager, the Fire Chief will execute the contract documents between the City and the successful bidder. The initial term of the contract shall begin on the date that both parties sign the contract documents subject, however, to the City's right to cancel and terminate the contract at any time by giving a thirty (30) day notice in writing to the vendor. In the event of such cancellation, the vendor shall be entitled to receive payment for services performed, and materials and equipment furnished, under the terms of the contract prior to the effective date of such cancellation, but will not be entitled to receive any damages on account of such, or any further payment whatsoever. In the event of default by the vendor, however, the City reserves the right to terminate the contract, in whole or any part, upon written notice to the vendor, and the vendor shall not be entitled to payment for services rendered prior to contract termination.

The successful bidder shall defend any and all suits, and assume all liability for the use of any patented process, device, or article forming a part of the PPE furnished under the contract.

Delivery

The order is to be shipped to the Rock Island Fire Department at 1313 5th Avenue, Rock Island, Illinois 61201. Deliveries will only be accepted during normal business hours of Monday through Friday between 8:00 a.m. and 5:00 p.m. ***Due to a national shortage of PPE, it is understood that the shipping of certain items listed in the Scope of Work may be delayed.***

Inspection on Delivery

The City reserves the right to inspect any materials, components, equipment, supplies, services, or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the City. Rejected items shall be removed from the premises of the City, and replaced at the expense of the vendor.

SCOPE OF WORK

Intent

The Scope of Work (SOW) is for the procurement of new, unused, Personal Protective Equipment (PPE) for COVID-19 Response. The purchase is being funded through the U.S. Department of Homeland Security 2020 Assistance to Firefighters Grant - COVID-19 Supplemental (AFG-S) Program in the amount of \$8,875.00. As found in the Request Details section of the City's grant application, the purchase will be for the following:

- One thousand five hundred (1,500) N95 Masks
- Nine thousand five hundred (9,500) Surgical Masks
- One thousand five hundred (1,500) Disposable Isolation Gowns
- Five hundred seventy five (575) Safety Glasses

Due to a national shortage of PPE, it is understood that the shipping of certain items listed in the Scope of Work may be delayed.

The following specification is to establish the City's minimum requirements for the Personal Protective Equipment (PPE) being procured so as to meet the specific needs of the City. Alternate products being offered must meet or exceed these specifications, and vendors who are interested in proposing alternate products that are "equal to or better than" shall include detailed information on those products when submitting their proposals. The overall safety of the City's Firefighters, and the efficiency of the Fire Department's operations, will weigh heavily in the final determination of an alternate product's acceptability during the review process, and the City's decision shall be final.

Detailed Specifications

- N95 Masks
 - o Must have a TC approval number issued by the National Personal Protective Technology Laboratory (NPPTL), and found on the NIOSH-Approved N95 Particulate Filtering Facepiece Respirators table.
 - o A 3M model found on the NIOSH-Approved N95 Particulate Filtering Facepiece Respirators table is preferred, but alternate products found on the NIOSH table will be considered.
- Surgical Masks
 - o 3-ply mask with earloops.
- Disposable Isolation Gowns
 - o Fluid-resistant material.
- Safety Glasses
 - o Clear
 - o ANSI Z87 rated