

METROPOLITAN COMMUNITY COLLEGE

3200 BROADWAY -- KANSAS CITY, MISSOURI 64111

(816) 604-1100

Purchases of Supplies and Services INQUIRY FOR PRICE -- NOT AN ORDER

An Equal Opportunity Employer

BID NUMBER

6969

February 14, 2014

DATE

Quotations are requested on the following list of materials, articles or services for delivery to College or Department designated, subject to the conditions of the inquiry.

1. Submit one copy of proposal in a sealed envelope marked in the lower left-hand corner "Quotation on Bid Number (As Shown)."
2. Prices must be stated in units of quantity specified and extended in total column.
3. Proposals, to receive consideration, must be received prior to time designated in this inquiry, and none will be accepted thereafter.
4. The Board of Trustees reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposals as may be deemed to its interest, and to award by item, combination of items or lot.
5. MO SALES AND USE TAX not applicable to any purchase. Exemption certificate furnished as required.
6. Any bid may be withdrawn at any time prior to that specified herein for the opening of bids, but no bid may be withdrawn for a period of sixty (60) days thereafter.
7. Instructions, manufacturer's catalog numbers, etc., where shown herein, are for descriptive purposes to guide the bidder in interpreting the standard of quality, design and performance required, and shall not be construed to exclude proposals based on furnishing other types of materials or service. However, any substitution or departure proposed by bidder must be clearly noted and described and must meet the prescribed specifications as to standard of quality, general design and performance required.
8. Samples requested, if any, must be furnished free of expense, prior to opening of bids, and if not destroyed or required in connection with the award or delivery will, upon request, be returned at the bidder's expense. Right is reserved to mutilate or destroy any samples if considered necessary for testing purposes.
9. Prices quoted, unless otherwise stated by bidder, are to include any packing, crates, containers, etc., necessary to complete delivery as designated herein.
10. It is to be understood the bidder, if awarded an order or contract agrees to protect, defend and save harmless the Board of Trustees from any suits or demands for payment that may be brought against it for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the Board of Trustees from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or from any of the acts of the contractor, his servants or agents. Insofar as Workman's Compensation Act is concerned, the bidder or contractor agrees to furnish an official certificate or receipt of the Industrial Commission of MO, showing that he has paid into the State Insurance Fund the necessary premiums, whenever in the opinion of the Board of Trustees certificates are deemed necessary.
11. A 5% preference shall be granted to all firms, corporations, or individuals doing business as a Missouri firm, corporation or individual on all contracts other than new construction, provided the additional cost to the District does not exceed \$500.
12. Information pertaining to any item of this request may be obtained by contacting the Purchasing Manager as shown.

PURCHASING MANAGER

3200 BROADWAY, KANSAS CITY, MO 64111

Closing time of bids: **11:00 AM February 28, 2014**


Purchasing Manager

MATERIAL, ARTICLES OR SERVICE	UNIT PRICE	TOTAL
FEDERAL EXCISE TAX NOT APPLICABLE TO ANY PURCHASE. Exemption certificates will be furnished where necessary		
SEALED BID FOR Sprinkler Fitters & Inspections as per attached specifications.		
BIDS ARE TO BE CONTAINED IN SEALED ENVELOPES MARKED		
SEALED BID NO. 6969 Sprinkler Fitters & Inspections		
And addressed to the:		
Purchasing Manager METROPOLITAN COMMUNITY COLLEGE 3200 BROADWAY KANSAS CITY, MISSOURI 64111		
Above Prices Are to be Quoted F.O.B. College or Department Designated		
TERMS: _____ % cash discount if paid within _____ days from delivery and acceptance of goods.		

THIS CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with the above invitation for bids, and subject to all the conditions thereof, the undersigned agrees, if this bid be accepted within the time stipulated above in paragraph 6, to furnish any or all of the items upon which prices are quoted in accordance with the specifications applying at the price set opposite each item.

Delivery, to destination as shown above, of any or all of the items, to be completed within _____ days from receipt of order. ←

IMPORTANT → As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Company Mailing Address

City, State, Zip

Email Address

Typed/Printed Name of Company

Signature

Typed/Printed Name and Title

Phone Number / Fax Number

Summary of Services Requested

Metropolitan Community College is requesting hourly rates for sprinkler fitters to do general fire sprinkler repairs. Fitters must have knowledge to perform repairs in accordance with all local and national codes. Work to be performed at one of the Metropolitan Community College locations.

Contract Dates

The initial term of the Agreement awarded to the successful bidder selected by MCC under this Bid Request (the "Contractor") will begin on or about April 1, 2014 and continue through March 31, 2015, based on mutually agreeable pricing and quality of service.

Award Criteria

Award criteria includes, but is not limited to, the following:

1. Cost
2. Industry Experience
3. Reputation/Service Plan

Fitters

Vendor agrees to furnish sprinkler fitters at the following hourly rates and comply with all provisions and requirements of this bid request. All prices are good for the duration of the contract period.

Foreman

Standard Rate

Monday through Friday 7:00am - 3:30pm \$ _____ per hour

Standard Emergency Rate

Monday through Friday 7:00am - 3:30pm

Emergency repairs or work required immediately during normal business hours. \$ _____ per hour

After Hours Premium Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (scheduled work). \$ _____ per hour

After Hours Emergency Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (emergency repairs or work that is required immediately). \$ _____ per hour

Sunday/Holiday Rate \$ _____ per hour

Second Year Apprentice

Standard Rate

Monday through Friday 7:00am - 3:30pm \$ _____ per hour

Standard Emergency Rate

Monday through Friday 7:00am - 3:30pm

Emergency repairs or work required immediately during normal business hours. \$ _____ per hour

After Hours Premium Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (scheduled work). \$ _____ per hour

After Hours Emergency Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (emergency repairs or work that is required immediately). \$ _____ per hour

Sunday/Holiday Rate \$ _____ per hour

Laborer

Standard Rate

Monday through Friday 7:00am - 3:30pm \$ _____ per hour

Standard Emergency Rate

Monday through Friday 7:00am - 3:30pm

Emergency repairs or work required immediately during normal business hours. \$ _____ per hour

After Hours Premium Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (scheduled work). \$ _____ per hour

After Hours Emergency Rate

Monday through Friday 3:30pm - 7:00am, and all day Saturday (emergency repairs or work that is required immediately). \$ _____ per hour

Sunday/Holiday Rate \$ _____ per hour

List holidays recognized by your company: _____

Service calls will be charged _____ hour minimum, and at _____ hour increments after _____ hours.

Truck or trip charge of \$ _____ will apply to all service work resulting in less than 8 hours per trip.

Inspections

Please provide pricing for annual fire sprinkler inspections for the properties listed below. Pricing must include completed tags on each riser and reports. Copies of reports must be sent within 10 days of each property's inspection. Backflow devices shall be priced each, based on separate due dates from the sprinkler inspections. All prices are good for the duration of the contract period.

MCC-Administrative Center

1 - Manual dry pipe test in the parking garage; No fire sprinklers in offices. \$ _____

MCC-Facility Services

1 - Wet System \$ _____

MCC-Blue River

3 - Wet Systems in 3 different buildings located on one campus

2 - Private Fire Hydrants Flush and Test

2 - DC Backflow Prevention Devices inside on risers \$ _____

MCC - Business & Technology

7 - Wet Systems in 3 different buildings located on one campus \$ _____

MCC - Longview

10 - Wet Systems in 10 different buildings located on one campus

14 - Private Fire Hydrants Flush and Test

10 - DCDA Backflow Prevention Devices inside on risers \$ _____

MCC - Maple Woods

2 - Wet Systems in 2 different buildings located on one campus

12 - Private Fire Hydrants Flush and Test

10 - DC Backflow Prevention Devices inside on risers \$ _____

MCC-Penn Valley

3 - Wet Risers
1 - Fire Pump
6 - Stairwell Hose Valves
8 - Zone Controlled Valves with Flow Switch \$ _____

MCC-Health Sciences Institute

4 - Floor Zones (with WFD and Tampered Control Valve)
2 - Dry Systems
2 - Wet Systems
1 - DCDA Backflow inside on riser \$ _____

MCC-Pioneer

1 - Wet System \$ _____

Work Locations

MCC-Administrative Center
3200 Broadway
Kansas City, MO 64111

MCC-Blue River
20301 E 78 Highway
Independence, MO 64057

MCC-Longview
500 SW Longview Road
Lee's Summit, MO 64081

MCC-Penn Valley
3200 Pennsylvania
Kansas City, MO 64111

MCC-Penn Valley/Pioneer Campus
2700 E 18th Street
Kansas City, MO 64127

MCC-Facility Services Building
1601 Prospect
Kansas City, MO 64127

MCC-Business & Technology
1775 Universal Avenue
Kansas City, MO 64120

MCC-Maple Woods
2601 NE Barry Road
Kansas City, MO 64156

MCC-Health Sciences Institute
3444 Broadway
Kansas City, MO 64111

Requirements

1. Work will be city inspected.
2. Furnish own tools.
3. Work hours: 7:00am - 3:30pm, 30 minute lunch. Time starts and finishes at job site. Emergency service calls start at fitters departure from home or jobsite.

Insurance

Contractor must submit to the Owner evidence of insurance, prior to starting work, as follows:

- A. Workers' Compensation Insurance: In accordance with requirements of the State of Missouri.
- B. Comprehensive General Liability Insurance
 1. Bodily Injury Liability \$500,000 - \$1,000,000
 2. Property Damage Liability \$500,000 - \$1,000,000
- C. Automobile Liability Insurance
 1. Bodily Injury Liability \$500,000 - \$1,000,000
 2. Property Damage Liability \$500,000 - \$1,000,000

- D. If any part of work is sublet, the following is required
- | | |
|------------------------------|-------------------------|
| 1. Bodily Injury Liability | \$500,000 - \$1,000,000 |
| 2. Property Damage Liability | \$500,000 - \$1,000,000 |
- E. Indemnification and Hold Harmless Agreement

The following shall apply and must be stated on your Public Liability Insurance Certificates.

"Contractor shall bear all loss, expense (including reasonable attorney's fees), and damage in connection with, and shall indemnify and hold harmless Metropolitan Community College from all claims, demands, and judgments made or recovered against Metropolitan Community College because of bodily injuries, including death at any time resulting there from, and/or because of damage to property from any cause whatsoever, arising out of, incidental to, or in connection with the work, whether or not due to any act of omission or commission including negligence but excluding sole negligence of Metropolitan Community College, its employees, or agents. Compliance by Contractor with the insurance provisions hereof shall not relieve Contractor from liability under this provision."

Prevailing Wage

- A. It is the statutory policy of the State of Missouri "that a wage of no less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed, shall be paid to all workmen employed by or on behalf of any public body engaging in public works exclusive of maintenance work." Section 290.290.RSMo. Because of the strict penalties prescribed for the failure to comply with the procedure required by law in order to effectuate this policy, the following is suggested as a primary "check off list" to be used by every person charged with any responsibility under the law before taking off on any public works project.
- B. The prevailing hourly rate of wages in this locality for each type of workman needed to execute the contract and also the general prevailing rate for legal holiday and overtime work, all as determined by the Division of Labor Standards.
- C. The Contractor shall forfeit as a penalty to the College on whose behalf the contract is awarded, ten (10) dollars for each workman employed for each calendar day, or portion thereof, such workman is paid less than the said stipulated rates for any work done under said contract, by him or any subcontractor under him.
- D. Contractor's bonds shall include such provisions as will guarantee the faithful performance of the prevailing wage clause as provided by contract.
- E. Contractor records shall be inspected periodically and when complaints are made pertaining to the wage paid all workmen employed in the construction of the public works.
- F. All contractors and each subcontractor engaged in any work shall submit certified copies of their weekly payrolls to the contracting body for work performed on the project.
- G. Before final payment is made on the contract an affidavit must be filed by the contractor stating that he has fully complied.

For a copy of the current Missouri Wage Order, go to www.mcckc.edu/purchasing, click on "Current Bid Opportunities," then click on the appropriate county or counties. You may also call 816-604-1100 to request a copy.

Questions

No communication will take place between vendors and MCC during the bid process, except in writing. Questions regarding the bid should be emailed to the Purchasing Department at Purchasing.Info@mcckc.edu, subject heading **Bid #6969**. Responses will be shared with all potential vendors who respond to this request via the "Acknowledgement of Receipt" (see the last page of this document). Questions must be received by **12:00pm, February 21, 2014**.

5% Preference

5% preference shall be granted to all firms, corporations or individuals doing business as a Missouri firm, corporation or individual provided the additional cost to the District does not exceed \$500.

Termination

Should MCC become dissatisfied with the vendor's products and/or services, MCC shall give notice to the vendor and vendor shall have 30 days to remedy the issue(s). Should vendor not satisfactorily remedy the issue(s), MCC shall issue a letter to terminate vendor. Said letter will provide the effective date of termination but in no case will the effective date of termination be less than thirty (30) days. MCC may terminate the contract for convenience at any time by giving notice to vendor of its intent to terminate at least 60 days prior to the effective date of termination. In the event of termination, MCC will be liable only for payment of the products or services delivered prior to the termination date.

Tobacco Free

All MCC locations are completely non-smoking both indoors and outside. No tobacco products are allowed. Bidder's personnel will be required to follow this policy.

Equal Opportunity

MCC is an equal opportunity/affirmative action employer. If applicable, Contractor, in performing the work required by this Agreement, agrees to comply with the applicable provision of Executive Order 11246 issued by the President of the United States, September 24, 1965, and the applicable provisions of the Vietnam Era Veterans Readjustment Assistance Act of 1974 and the Rehabilitation Act of 1974, all as amended, and to comply with the Rules and Regulations issued thereunder, as set forth at 41 CFR § 10.1-4(a), and 41 CFR § 60-250. Contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin, veteran status or any other status protected by applicable law. **This Contractor and subcontractor shall also abide by the requirements of 41 CFR § 60-300.5(a), and 41 CFR § 60-741.5(a). These regulations prohibit discrimination against qualified protected veterans and qualified individuals on the basis of disability, and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and individuals with disabilities.**

Disclosure of Proprietary Information

A Contractor may restrict the disclosure of software codes, records relating to the configuration of computer components and/or the operation thereof, and intellectual property in which it has a proprietary interest but only if such information is defined as a "closed" record under Missouri law, including, but not limited to, one or more subsections of Section 610-021, R.S.Mo. In order for any such information or record to be closed, each page of each such document must include in at least sixteen (16) point bold font the words "Proprietary Information." After either a contract is executed pursuant to the BID or all proposals are rejected, if access to documents so marked is requested under the Missouri Sunshine Law, MCC will notify the Contractor(s) of the request, and it shall be the burden of each Contractor to establish that the Contractor's documents are exempt from disclosure by law as aforesaid. If the Contractor shall not cooperate with MCC after notice as provided herein, MCC may, in its sole discretion, disclose the Contractor's documents/records/information to the requester without liability to the Contractor for any such disclosure under any theory of common or statutory law. Notwithstanding the foregoing, in response to a formal request for information, MCC reserves the right to release any documents, records and/or information which MCC determines is a public record subject to disclosure pursuant to the Missouri Sunshine Law.

Vendor Questionnaire

1. Please give us some information about your company's history and direct industry experience:
2. Please include any references or service plan details that you would like to add:

Minority & Women Business Enterprise Participation

It is the practice of Metropolitan Community College (MCC) to ensure full and equitable economic opportunities to persons and businesses that compete for business with the College, including Minority and Women Business Enterprises (M/WBEs).

MCC encourages M/WBE participation in contracts for goods and services by firms that are certified. MCC accepts certifications provided by those entities identified on the page in this document titled "Certifying M/WBE Agencies". This may either be by the primary supplier/contractor being a certified M/WBE or by the utilization of qualified subcontractors, suppliers, joint ventures or other arrangements that afford meaningful opportunities for M/WBE participation. Work performed by M/WBEs must provide a commercially useful function related to the delivery of the service/product required herein. Second tier participation where suppliers generally provide supplies to a corporation but that are not directly related to this contract does not qualify as meaningful participation. MCC will consider certifications from agencies not located in Missouri for M/WBEs not located in Missouri with the approval of the Purchasing Manager.

M/WBE means a business that is a sole proprietorship, partnership, joint venture or corporation in which at least fifty-one percent (51%) of the ownership interest is held by minorities or women and the management and daily business operations of which are controlled by one or more minorities or women who own it. Minority is defined as belonging to one of the following racial minority groups: African Americans, Native Americans, Hispanic Americans, Asian Americans, American Indians, Eskimos, Aleuts and other groups that may be recognized by the Office of Advocacy, United States Small Business Administration.

Bidders must indicate their MBE and WBE participation levels committed to this project on the “**M/WBE Participation Form**” included in this document. The names and percent participation of each MBE and WBE should also be provided on this form.

The contractor/supplier shall provide annual reports (or more frequently if requested) of the financial participation of M/WBEs. The report shall include the name(s) and address(es) of the certified M/WBEs, products or services provided and the total dollar amount or percentage of utilization. The annual report shall also include, separately, all second tier participation the contractor/supplier may have.

MCC will monitor the contractor/supplier's compliance in meeting the M/WBE participation levels committed to in the awarded proposal. If the contractor/supplier's payments to participating M/WBEs are less than the amount committed to in the contract, MCC may cancel the contract or suspend or debar the contractor/supplier from participating in future contracts.

If a participating M/WBE fails to retain their certification or is unable to satisfactorily perform, the contractor/supplier must obtain other certified M/WBEs to fulfill the M/WBE participation requirements committed to in the awarded proposal. The contractor/supplier must obtain the written approval of the Purchasing Manager for any new M/WBE participants.

This approval shall not be arbitrarily withheld. If the contractor/supplier cannot obtain an M/WBE replacement, the contractor/supplier must submit documentation to the Purchasing Manager detailing all efforts made to secure an M/WBE replacement. The Purchasing Manager shall have sole discretion in determining if the actions taken by the contractor/supplier constitute a good faith effort to secure the participation of M/WBEs and whether the contract will be amended to change the M/WBE participation commitment.

M/WBE PARTICIPATION FORM

If proposing MBE/WBE participation, the contractor/supplier must indicate below the percentage of qualified MBE and WBE participation committed to in relation to the total dollar value of the contract regardless of whether the contractor/supplier is awarded one, some or all of the categories being proposed. Overall, the MBE and WBE participation must not be contingent upon award of a specific category and the contractor/supplier, if awarded a contract, must be able to achieve the stated participation for the resulting contract regardless of the categories awarded or not awarded. The contractor/supplier must be able to achieve participation stated below for the total value of the awarded contract(s). If the contractor/supplier is a qualified MBE and/or WBE, the contractor/supplier may indicate 100% participation.

The contractor/supplier is committed to the following MBE and WBE participation on this bid:

Total MBE Participation _____%

Total WBE Participation _____%

Complete the following table indicating the firms used to meet the participation levels indicated.

MBE Firm Name	MBE % of Contract	WBE Firm Name	WBE % of Contract

THIS FORM MUST BE SUBMITTED WITH THE BID

ACKNOWLEDGEMENT OF RECEIPT

**This Form Must be Completed and Emailed
Upon Receiving the Request for Proposal**

6969 - Spinkler Fitters & Inspections

Please fill in the requested information below
and return by by email or fax, as acknowledgement that you
have received the Request for Proposal noted above.

Metropolitan Community College
Purchasing Department
Email: Purchasing.Info@mcckc.edu
Or Fax: 816-759-1221

Name of Firm: _____
Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
Name (Print): _____
Title: _____
Email Address: _____
Signature: _____ Date: _____

_____ Yes, our company does have an interest in responding.

_____ No, our company does NOT have an interest in responding.

Submit this page to MCC prior to **NOON on February 21, 2014**, to receive
notification of any addenda to the RFP.