

**CITY OF POULSBO  
WASHINGTON**

**PROPOSAL AND SPECIFICATIONS  
FOR  
*SEWER T.V. CAMERA INSPECTION SYSTEM***

**FOR  
PUBLIC WORKS  
BID #2020**

## CITY OF POULSBO, WASHINGTON

### INVITATION TO BID

Sealed bids will be received by the Purchasing Agent of the City of Poulsbo, Washington, up to the hour of **2:00** p.m., Pacific Time, February 1, 2000, and publicly opened and read aloud at the City Hall, 19050 Jensen Way N.E., Poulsbo, Washington, for the following:

#### **T.V. CAMERA INSPECTION SYSTEM UPGRADE**

Bids shall be in accordance with the specifications on file with the Purchasing Agent, City Hall, phone (360) 779-3901, where copies may be obtained.

All bids shall be addressed to the attention of the Purchasing Agent, City Hall, 19050 Jensen Way N.E., P. O. Box 98, Poulsbo, Washington 98370. Bids shall be placed in an envelope which is sealed and which clearly states the name of the bidder, the date of the bid opening, and appropriate wording to indicate definitely the nature of the contents.

Each bid must be accompanied by a bid deposit in the form of a cashier's check, postal money order or surety bond in an amount equal to five percent (5%) of the cost of the T.V. Camera Equipment and no bid shall be considered unless accompanied by such bid proposal deposit. The City of Poulsbo reserves the right to reject any or all bids, to make further calls for bids, and to waive minor irregularities.

No bidder may withdraw his or her bid after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding thirty (30) days.

This is replacement equipment and bid should show trade-in price for:

**The City will be trading in their existing CUES Transporter Camera and TV Reel towards the purchase of the new TV components listed in these detailed specifications.**

**BID DOCUMENTS**  
**FOR**  
***TV CAMERA INSPECTION SYSTEM UPGRADE***

PROPOSAL SUBMITTED BY: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

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

CITY: \_\_\_\_\_

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

BID OPENING

**2:00 PM.**

**February 1, 2000**

CITY HALL

19050 JENSEN WAY N.E.

POULSBO, WASHINGTON

## I. GENERAL INSTRUCTIONS TO BIDDERS

- A. Furnish one (1) **TV Camera Inspection System Upgrade**, F.O.B., City of Poulsbo, Washington. Bidders must submit a bid for a complete workable unit.
- B. A bond in the amount of five percent (5%) of the bid must accompany each bid. State sales tax shall be a separate bid item. Federal excise tax shall be excluded.
- C. Delivery time must be stated and all descriptive literature and factory guarantee or warranty of item bid shall be attached and become a part of any contract entered into.
- D. The term "equal" shall mean that quality and capability of equipment must be equal to the description. The City Public Works Superintendent shall be the sole arbiter in the determination of equality.
- E. No bidder may withdraw his or her bid for a period of sixty (60) days after the date set for the bid opening.
- F. Bidders must use forms provided. Faxed bids will not be accepted. Bids submitted to the City must be in a sealed envelope marked "**Bid, #2020 TV Camera Upgrade.**"
- G. Bids will be opened at **2:00 p.m., February 1, 2000** , Poulsbo City Hall, 19050 Jensen Way N.E., Poulsbo, WA 98370. Bids delivered to locations other than as indicated or received after the designated time will not be accepted.
- H. The bidder's attention is especially called to the following forms, which must be executed in full as required.
  - 1. Proposal. The unit prices must be shown in the space provided. The proposal must be signed by the bidder. The bidder must also sign an acknowledgment of any addenda received prior to the bid opening.
  - 2. Non-Collusion Declaration. Non-Collusion Declaration must be signed and dated by bidder.
  - 3. Bid Bond Form. The bid bond, or alternative form acceptable to the City, is to be executed by the bidder and a surety company licensed to do business in Washington, unless the bid is accompanied by cashier's check or postal money order. The amount of the bond, cashier's check, or postal money order shall not be less than five

percent (5%) of the total amount bid for the TV Camera Upgrade. If an alternative surety company form acceptable to the City is submitted, please attach the form to the Bid Documents submitted.

4. Non-Discrimination Clause. The bidder is hereby advised that by signature of the bid for this equipment, the bidder is deemed to have signed and agreed to the provisions of the “Non-discrimination Clause” which is included and made a part of this bid proposal. In addition, the contractor shall note that a signed submittal is required as is specified in the non-discrimination clause.

I. The following forms are to be executed and delivered by the successful bidder to the City within ten (10) days after the contract award notice has been mailed to the bidder. If the bidder fails to enter into a contract with the City within ten (10) days of receipt of the contract award notice, the bidder shall forfeit the bid bond or deposit.

1. Contract. This agreement is to be executed by the successful bidder.

## II. RESERVATIONS

The City herein expressly reserves the following rights:

- A. To reject any or all bids.
- B. To waive any minor irregularities in bids submitted.
- C. To consider the competency and responsibility of bidders and their proposed subcontractors (if any) in making the awards.
- D. To award bid by item, facility, or total proposal.

## III. INTERPRETATION OF PROPOSED CONTRACT DOCUMENTS

- A. If a bidder finds apparent discrepancies in, or omissions from the Bid Documents, or is in doubt as to meanings, the bidder shall at once notify the Public Works Superintendent, (360) 779-4078.
- B. Requests for interpretation of specifications, or for approval of material when certain manufacturer’s material or its approved equal is called for, shall be presented to the Public Works Superintendent in writing, at least five (5) days previous to the date on which bids are to be opened. Such requests will be answered in the form of bulletins or addenda which, if issued will be sent to all bidders. Any bulletins or addenda so issued shall be included in any bid proposal, and in the event the contract is awarded

to the bidder, such bulletins and addenda shall also be included in the agreement.

- C. No employee of the City shall be permitted to participate in this bid proposal or to reap any benefit that may arise there from.

#### **IV. BID FORMS**

- A. Each bid shall be made on and in accordance with the form accompanying these instructions and all blank spaces in the form shall be filled in completely in typewritten form or in ink. Numbers shall be stated clearly in figures. Signatures shall be in longhand and completed forms shall be without interlineation, alteration or erasure. Bonds shall conform as to substance with the form included in the contract documents.
- B. Each bid shall be enclosed in a sealed envelope and directed to the Purchasing Agent at the address given in the Invitation to Bid. The bidder's name, bid identification, and bid opening date shall be placed on the upper left hand corner of the sealed envelope.
- C. The City reserves the right to reject any bid not submitted in proper form.

#### **V. MODIFICATION OF BID PROPOSAL**

No modifications to bids will be considered.

#### **VI. AGREEMENT**

- A. Contract Award. The successful bidder will be required to enter into a contract with the City.
- B. Contract Payment. Upon acceptance of the equipment by the City and submission of the invoice to the Public Works Superintendent, contract payment shall be made by the City within thirty (30) days.

#### **VII. BIDDER NAME**

If the bidder is a corporation, the corporate name should appear on the bid, together with the state of incorporation, the address of its registered office, and the names of the president and secretary thereof. If the bid is submitted by a partnership, or two or more persons engaged in a joint venture, the names and addresses of all persons composing the partnership or engaged in the joint venture shall be disclosed. An individual, trading under an assumed business name, shall indicate that he or she is the sole owner and proprietor of the business using such name.

**BID BOND FORM**

Herewith find deposit in the form of a cashiers check, postal money order or surety bond in the amount of \$ \_\_\_\_\_, which amount is not less than five percent (5%) of the total for a TV Camera Upgrade.

Signature \_\_\_\_\_

-----  
**BID BOND**

**KNOW ALL MEN BY THESE PRESENTS:**

That we, \_\_\_\_\_, as Principal, and \_\_\_\_\_, as surety, are held and firmly bound unto the City of Poulsbo as Obligee in the penal sum of dollars for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by these present.

The condition of this obligation is such that if the Obligee shall make any aware to the Principal for according to the terms of the proposal or bid made by the Principal therefore, and the Principal shall duly make and enter into a contract with the Obligee in accordance with the terms of said proposal or bid and award and shall give bond for the faithful performance thereof, with Surety and Sureties approved by the Obligee, or if the Principal shall, in case of failure so to do, pay and forfeit to the Obligee the penal amount of the deposit specified in the call for bids, then this obligation shall be null and void, otherwise it shall be and remain in full force and effect and the Surety shall forthwith pay and forfeit to the Obligee, as penalty and liquidated damages, the amount of this bond.

**SIGNED, SEALED AND DATED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2000.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety

-----  
\_\_\_\_\_, 2000

Received and return of deposit in the sum of \$ \_\_\_\_\_.

\_\_\_\_\_  
Signature

**NON-DISCRIMINATION CLAUSE**

In compliance with Section 4 of Chapter 56, Laws of 1975, 1st Ex. Sess., State of Washington, the following clause shall be adhered to:

Section 4. All contracts by and between a first class city and contractors for any public work or improvement exceeding the sum of ten thousand dollars, or fifteen thousand dollars for construction of water mains, shall contain the following clause:

“Contractor agrees that he shall actively solicit the employment of minority group members. Contractor further agrees that he shall actively solicit bids for the subcontracting of goods or services from qualified minority businesses. Contractor shall furnish evidence of this compliance with these requirements of minority employment and solicitation. Contractor further agrees to consider the grant of subcontracts to said minority bidders on the basis of substantially equal proposals in the light most favorable to said minority businesses. The contractor shall be required to submit evidence of compliance with this section as part of the bid”.

“As used in this section, the term ‘minority business’ means a business at least fifty-one percent of which is owned by minority group members. Minority group members include, but are limited to, Blacks, Women, Native Americans, Orientals, Eskimos, Aleuts, and Spanish Americans.”

Describe evidence of compliance as required by the non-discrimination clause:

---

---

---

---

---

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Name & Title of Signer: \_\_\_\_\_

## **NON-COLLUSION DECLARATION**

By signing this proposal, I hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
  
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.



**BID PROPOSAL**

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

**TO THE CITY COUNCIL AND THE CITY OF POULSBO:**

In accordance with your advertisement, plans and specifications on file in the office of the Purchasing Agent, the undersigned hereby agrees to furnish one complete **TV Camera Inspection System Upgrade** in accordance with specifications in the Call-for-Bids, at the following total price, F.O.B. Poulsbo:

Total bid price of (including installation)	\$ _____
Less trade-in	\$ _____
Net Price	\$ _____
Washington State Sales Tax (____%)	\$ _____
<b>TOTAL PRICE INCLUDING STATE &amp; LOCAL TAXES</b>	<b>\$ _____</b>

(FEDERAL EXCISE TAX SHALL BE EXCLUDED)

Delivery time to Poulsbo from manufacturer/  
representative in calendar days: \_\_\_\_\_

Contractor: \_\_\_\_\_ Signature: \_\_\_\_\_

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

Address: \_\_\_\_\_

**ALL PROPOSALS MUST BE IN INK OR TYPEWRITTEN. NO ERASURES SHALL BE ALLOWED.**

Bidders Washington State Dept. Of Revenue Tax Reg. No. \_\_\_\_\_

CITY OF POULSBO

JANUARY 2000

IN THE STATE OF WASHINGTON

### INSTRUCTION FOR BIDDERS

#### **ONE (1) TV CAMERA INSPECTION SYSTEM UPGRADE, DELIVERED F.O.B. POULSBO, WA.**

A certified check or bid bond in the amount of 5% of the bid must accompany each bid. State sales tax will be a separate bid item. Federal excise tax shall be excluded.

Delivery time must be stated and all descriptive literature and factory guarantee or warranty of item bid shall be attached and become a part of any contract entered into.

The term "equal" shall mean that quality and capability of equipment must be equal to the description. The City Superintendent shall be the sole arbiter in the determination of equality.

No bidder may withdraw his bid for a period of sixty (60) days after the date set for the bid opening.

The City reserves the right to consider delivery time, and to reject any and all bids and to waive informalities in the bidding.

Bidders must use forms at back of this document.

Bids submitted to the City must be in a sealed envelope marked "**BID, TV CAMERA INSPECTION SYSTEM UPGRADE**".

Bids will be opened at **2:00 P.M., February 1, 2000**, City Hall, 19050 Jensen Way N.E., Poulsbo, WA 98370.

CITY OF POULSBO

JANUARY 2000

IN THE STATE OF WASHINGTON

BID SPECIFICATIONS FOR FURNISHING/INSTALLING

**ONE (1), SEWER TV CAMERA INSPECTION SYSTEM**

It is the intent of these specifications to describe a Sewer TV Camera Inspection System.

The omission of any standard feature described herein shall not void the bidder's responsibility to furnish a Sewer TV Inspection system with all standard equipment of the manufacturer's latest models in current production. The bidder shall represent by his bid that all equipment to be furnished shall be new and unused.

The unit, as specified, shall be completely assembled and adjusted and that all equipment, standard and optional, be installed and ready for use in a van owned by the City, F.O.B. City of Poulsbo, Washington.

The following specifications are the minimum acceptable. Specifications and failure to comply may be used as a basis for rejection of the bid.

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

The City reserves the right to accept or reject any part of or all bids and to accept the bid deemed to be in the best interest of the City.

Bidders must fill in blanks to indicate compliance, or state exception, for acceptance.

A certified check or bid bond in the amount of 5% of the bid must accompany each bid. State sales tax will be a separate item.

The City reserves the right to consider delivery time and to reject any and/or all bids and to waive informalities in the bidding.

# Multi Conductor TV Inspection System Upgrade Components

## COMPONENT LIST:

### Camera

#### **Pan and Tilt Camera System to include:**

- 1 Solid State Color Sewer TV Camera with a Panning and Rotational Camera Head, Remote Adjustable Optical Focus and Automatic Light Compensating Iris with remote override, NTSC Color Standard
- 1 Camera Controller w/Remote Focus, Iris and Auto Centering Control
- 1 Camera Lighting System
- 1 Camera Transportation and Storage Case

And:

- To have field replaceable lights
- Be waterproof
- Have recessed nitrogen purge valve
- Maintenance kit; one set of replacement pads, spare bulbs, spare connectors and misc. hardware

#### **Light Enhancement Module – Rack Mount**

#### **Modify Existing TV Power Control Unit-Multi Conductor to Operate Pan & Tilt Camera**

### Transporter: **Self-propelled Camera Transporter to include:**

- 1 Transmission coupling and spacer set for 6"-15" pipe sizes with freewheel and powered reverse
- 1 Spare parts kit to include additional chain links and rubber pads
- 1 Transporter controller w/automatic safety off switch – standalone model

And:

- Not to exceed 31" long total with camera installed on Transporter
- Waterproof motor with bulkhead connector
- Self-cleaning drive sprockets
- Contoured high traction cleats
- Operates in 6" to 24" diameter pipe
- Weighted track extenders for 8" to 24" line
- Lift to optically center camera in 30" to 36" line
- Dual track fasteners

## Retrieval Tool for Transporter

### **TV & Tow Cable**

#### **Combination TV Transmission & Tow Cable Assembly to include:**

- 1 1000'-multi conductor Kevlar fiber armored cable, .437" diameter, 2000 lb. rating
- 1 Kevlar armored cable terminal connector
- 1 Y eliminator cable
- 1 5-pin dummy protector plug
- 1 4-pin dummy protector plug
- 1 Cable strain relief

### **Cable Reel Electric Motor Drive Television Cable Reel to include:**

- 1 Power Level Wind & Multi-ratio manual transmission
- 1 Footage meter with mechanical counter and remote electronic counter
- 1 Transmission control at viewing station
- 1 Local reel mount electrical & mechanical control
- 1 Sealed continuous contact collector assembly
- 1 Controller cable reel/power winch motor

### **Optional Equipment:**

#### **Option 1:**

- 1 Small diameter solid state NTSC color camera (diameter 2.25 inches maximum to 3.8" inches long maximum) to include twist focus capability and built-in lighting to include:
  - Lighting system for 3-inch to 6-inch pipe to include a field replaceable lighting with 4 recessed and encapsulated, incandescent lamps
  - Set stainless steel skids for 3" – 6" pipe
- 1 Storage reel with 200 feet of .250" push video cable with a continuous contact maintenance free slip ring assembly mounted on a wheeled coiler assembly
- 1 Interface mainline truck TV cable to wheeled coiler
- 1 Interface mainline truck TV cable to small diameter camera
- 1 Adapter tube to house small diameter camera in transporter

Installation in existing City TV Van. All parts, labor, repair manual and training operation to be FOB Poulsbo, Washington.