



Boone County Purchasing

Request For Bid (RFB)

601 E. Walnut, Room 209
Columbia, MO 65201
Alice Winkelman, CPPB, Buyer
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Bid Data

Bid Number: 23-21JUN04
Commodity Title: **Fire Extinguisher Inspection and Maintenance Service**

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: Monday, June 21, 2004
Time: 10:30 a.m. (Bids received after this time will be returned unopened)
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**
Directions: The Johnson Building is located on the Northeast corner at 6th Street and Walnut Street. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: Monday, June 21, 2004
Time: 10:30 a.m.
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, Room 213
Columbia, MO 65201**

Bid Contents

- 1.0: **Introduction and General Terms and Conditions of Bidding**
- 2.0: **Primary Specifications**
- 2.11. **Insurance Requirements**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form
Standard Terms and Conditions
Attachment A
Attachment B**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department(s) or Office(s) - The County Department/s or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.
Designee - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax or e-mail, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
1) the provisions of the Contract (as it may be amended);
2) the provisions of the Bid;

3) the provisions of the Bidder's Response.

- 1.6. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS AND/OR SERVICES TO BE PROVIDED** – Boone County, hereafter referred to as "County", proposes to contract with an individual(s) or organization(s), hereinafter referred to as "Contractor" for a Term and Supply contract for the furnishing of all labor, materials, tools, equipment, transportation, services, and supervision to perform **Fire Extinguisher Inspection and Maintenance Service** to various properties of Boone County – Missouri.
- 2.2. **Contract Period** - Any Term and Supply Contract resulting from this Bid will have an initial term from date of award through December 31, 2005, and may be automatically renewed for an additional four (4) one-year periods unless canceled by the Purchasing Director in writing prior to a renewal term.
- 2.2.1. **Contract Extension** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis from the date of the fifth contract period expiration if it is deemed to be in the best interest of Boone County.
- 2.2.2. **Contract Documents** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County, a copy of which is attached.
- 2.2.3. **Repair Locations** - All services will be provided at the following County sites in Columbia, Missouri: Boone County Government Center, 801 E. Walnut; Sheriff Department, 2121 County Drive; Courthouse, 705 E. Walnut; Public Works, 5551 S. Hwy. 63; Johnson Building, 601 E. Walnut; Boone County Public Works Maintenance Warehouse, 5501 Oakland Drive; Juvenile Justice Center, 5665 Roger I. Wilson Drive. The Contractor shall make every effort to prevent interference with the daily activities of the building occupants during the service.
Locations of portable fire extinguishers are shown on **Attachment B**. Boone County reserves the right to add or delete locations.
- 2.3. **General Conditions**
- 2.3.1. This contract shall be for fire extinguisher inspection and maintenance services as requested by the Facilities Maintenance Department to meet the needs of various departments within Boone County. Services to include hydrostatic testing of pressurized water, dry chemical and carbon dioxide fire extinguishers, plus recharging of exhausted extinguishers and miscellaneous repairs and updates as required.
All work shall be in accordance with the National Fire Prevention Association No. 10-1998 or latest edition, or where applicable, the edition as adopted by the local authority having jurisdiction shall apply. Services shall be provided at the various facilities listed herein. This Contract shall also include the right to purchase new fire extinguishers and accessories as authorized by Boone County Facilities Maintenance Manager.
- 2.3.2. The Contractor shall provide maintenance and repair services of fire extinguishers for one (1) year, five (5) year, six (6) year and twelve (12) year maintenance cycles in accordance with National Fire Prevention Association Standards for portable fire extinguishers. Any repairs or replacement of defective parts will be charged based on prices stated in the Bid/Contract.
- 2.3.3. Perform emergency call service to replace and/or reinstall vandalized, damaged or new fire extinguishers as required.
- 2.3.4. Service to fire extinguishers in any Boone County owned vehicle (i.e., automobile, truck, tractor, etc.) shall be scheduled with a representative of Boone County holding responsibility for its operation and maintenance. Service tickets shall be provided by the Contractor during each service call. Service requests may be cyclic or requested on an as-needed basis.
Annual inspection of all fire extinguishers located in vehicles shall be scheduled on one day; scheduling shall be in coordination with the representative of Boone County.

- 2.3.5. The Contractor shall perform all the work and furnish all supervision, labor, materials, equipment, tools, and appurtenances as necessary or proper for the performance and completion of this Contract, in the manner called for by this Contract, and at the appropriate price shown on the Response Forms, hereof, as submitted by the Contractor, and to the satisfaction of the Commission. No letter or stipulation submitted with a Bid shall modify the terms and conditions of this Contract.
- 2.3.6. The Contractor shall provide inspection, service, and maintenance on an ongoing basis, to the fire extinguishers located in various County buildings, facilities (as listed in Attachment B), in County vehicles, as well as any new fire extinguishers acquired during the contract.
- 2.3.7. The Contractor shall pick up and return all items at locations specified by Boone County, within twenty-four (24) hours of notification.
- 2.3.8. All repair parts used will meet or exceed specifications listed by the manufacturer of the unit being serviced. Proof of these tests is required in writing. Proof of High Pressure Vessel Test Certification is required to perform the hydrotest. Proof of this certification must be available upon request.
- 2.3.9. In the event any provisions of contract are not fulfilled by Contractor, and or the quality of workmanship is deemed unsatisfactory by the County, the County may, upon written notice to the Contractor, terminate this contract in ten (10) days after such written notice.
- 2.3.10. The Contractor shall assign a trained, licensed technician(s) to provide this service, trained in providing portable fire extinguisher maintenance, servicing, repairing, testing and recharging. This technician(s) shall have the appropriate servicing manuals, proper types of tools, recharge materials, lubricants, expellants, and manufacturer's recommended replacement parts.
- 2.3.11. The Contractor shall ensure that each portable fire extinguisher is fully inspected, tested, recharged, and functionally serviced during a specified annual period to ensure ongoing operational readiness of all units at all locations.
- 2.3.12. All known deficiencies affecting extinguishing efficiency at any location shall be identified and reported in writing to the Boone County Facilities Maintenance Manager, upon completion of inspection at each location. The Contractor list shall include the type, capacity, and location of the deficient units.
- 2.3.13. **Maintenance Requirements:**
- 2.3.13.1. **Annual Maintenance for ABC and Halotron Portable Fire Extinguishers:** The annual maintenance will include inspection of the hose, check for leaks, check gauge, proper charge, check for last six year maintenance date, check for last hydrotesting date, and check the general condition of the extinguisher. All costs associated with the annual maintenance, to include all required tags/stickers, shall be included in the unit price of the annual inspection, as submitted in the Response Form.
- 2.3.13.2. **Six Year Maintenance of ABC Portable Fire Extinguishers:** The six year maintenance shall include discharge of the extinguisher, cleaning of all parts, check and/or replace valve stem, replacement and lubrication of seals, visually check the condition of the internal cylinder, refill the extinguisher with new chemicals, and reassemble the extinguisher. This service shall also include checking the reassembled extinguisher for leaks and proper charge. All costs associated with the six year maintenance, to include annual maintenance, recharging and the labor to replace any part, shall be included in the unit price of the six year maintenance, as submitted in the Response Form. The cost for new parts shall not be included in the unit price of the six year maintenance.
- 2.3.13.3. **Annual Maintenance of CO2:** The annual maintenance will include the inspection of the hose, weighing the extinguisher to insure proper charge, check for leaks, check for last hydrotesting date, and check the general condition of the extinguisher. Conductivity tests shall be conducted on all carbon dioxide hose assemblies. Hose assemblies found to be nonconductive shall be replaced. All costs associated with the annual maintenance, to include all required tags/stickers, shall be included in the unit price of the annual inspection, as submitted in the Response Form.

- 2.3.13.4. **Hydrotesting Maintenance of ABC and CO2 Fire Extinguishers:** Hydrotesting shall be performed at the direction of Boone County Facilities Maintenance Manager. Hydrotesting is required every twelve years for ABC extinguishers, and every five years for CO2. On ABC, the annual maintenance, recharging and the six year maintenance shall be included as part of the hydrotesting. On CO2, the annual maintenance and recharging shall be included as part of the hydrotesting, and in addition, the following work shall be performed: cleaning of all parts, check and/or replace valve stem, replacement and lubrication of seals, and visually check the condition of the internal cylinder. This service shall also include checking the reassembled extinguisher for leaks and proper charge. All costs associated with the hydrotesting maintenance, to include the annual maintenance recharging and the labor to replace any part, shall be included in the unit price of the five and twelve year hydrotesting maintenance, as submitted in the Response Form. The cost for new parts shall not be included in the unit price of the five and twelve year hydrotesting maintenance.
- 2.3.14.5. **Replacement of Parts:** The County shall pay for any and all parts required under this Contract. If any part requires replacement, the Contractor shall replace it and return the removed part(s), to Boone County Facilities Maintenance Manager. The Contractor shall not charge for labor during the installation/replacement of any part during the six year maintenance and the five and twelve year hydrotesting maintenance. The Contractor shall charge for labor during the installation/replacement of any part during the annual maintenance. The County reserves the right to purchase other miscellaneous fire extinguisher accessories at the Contractor's place of business, such as tags, stickers, hooks and signs, etc.
- 2.3.14.6. **Disposal of Halon Portable Fire Extinguishers:** The Bidder shall submit a unit price, on the Response Form, to legally dispose of halon fire extinguishers. The fire extinguishers shall be legally disposed to comply with any and all federal, state, county, local, and municipal statutes, laws, regulations, and ordinances.
- 2.3.14.7. **Replacement Extinguishers:** The Contractor shall provide replacement portable fire extinguishers of the same size and type for all extinguishers that must be removed from site for any reason other than condemned extinguishers. Only the Boone County Facilities Maintenance Manager is authorized to condemn fire extinguishers. The County shall provide replacements for all condemned extinguishers. No extinguishers may be removed from site for service unless a replacement is provided.
- 2.3.14.8. **Extinguisher Purchase:** The bidder shall submit the unit costs for the purchases of new fire extinguishers. The unit cost shall also include all required tags/stickers. Only the Boone County Facilities Maintenance Manager shall have approval to purchase new extinguishers.
- 2.4. **Estimated Usage:** Based on past usage, the estimated total expenditures against this contract are expected to exceed \$5,000 annually. The expenditures specified herein are estimates only based on past usage and anticipated future requirements, and as such, do not constitute a guarantee on the part of the County.
- 2.5. **Sub-Contractors:** No subcontractors shall be used without prior approval of the Boone County Facilities Maintenance Manager.
- 2.6. **Contractor Qualifications and Experience:** The Contractor to whom a Fire Extinguisher Inspection and Maintenance Services contract is awarded must provide evidence that they have past experience in the type of work as outlined in the attached specifications for a minimum of three years.
- 2.6.1. **The Contractor must provide evidence that they have been licensed as a Fire Extinguisher Contractor in the State of Missouri** for a period of not less than three consecutive years immediately preceding the submission of this bid and must have established offices in the Columbia – Jefferson City areas, and currently be engaged in the business of such work.
- 2.6.2. The Bidder, at time of bid submittal, shall possess the correct occupational licenses, all professional licenses or other authorizations necessary to carry out and perform the work required by the project pursuant to all-applicable Federal, State and Local laws, statutes, ordinances, and rules and regulations of any kind. **Copies of licenses should be submitted with the bid indicating that the entity bidding the project is licensed to perform the activities or work included in the bid documents.**
- 2.6.3. The Bidder is assumed to be familiar with all Federal, State and Local laws, ordinances, rules and regulations, that in any manner affect the work. Special attention is called to, but not limited to, the local environmental ordinances. Ignorance on the part of the Bidder will in no way relieve him from responsibility of compliance with all said laws, ordinances, rules and regulations.

- 2.6.4. In addition to complying with all pertinent codes and regulations, the successful Bidder must comply with:
 - 1. All pertinent requirements of the local codes and utility companies.
 - 2. National Electric Code, latest edition.
 - 3. Requirements of Underwriters Laboratories, Inc., for all items installed for which UL standards have been established.
- 2.6.5. The contractor shall comply with all laws, ordinances, rules and regulations of the jurisdictions in which the work may be performed.
- 2.6.5.1. The Contractor will be responsible for obtaining any and all required permits. The County shall be responsible for the cost of any and all permits.
- 2.7. **Invoices:** The Contractor's invoice shall itemize charges for service and parts, broken down by location and facility. Invoice amounts shall be based upon unit costs provided by the Contractor on the Response Forms. Invoices shall include Contractor's name, address and telephone number, invoice number, purchase order number, dates, description of work, unit prices, and amount requested for payment. Invoices shall be honored for all work in compliance with specifications. If the above information is not noted on the invoice, it will be returned to Contractor for additional information before payment can be made.
- 2.7.1. Invoices should be submitted to Boone County Facilities Management, Attn: Ken Roberts for approval and payment, which will be made 30 days after receipt of a correct and valid invoice. The billing address is Boone County Johnson Building, 601 East Walnut, Room 206, Columbia, MO 65201.
- 2.8. **CONTRACTOR RESPONSIBILITY / SERVICE REQUIREMENTS:**
- 2.8.1. **Work Hours:** Contractor shall provide unlimited service during normal business hours. Normal business hours are Monday - Friday 7 a.m. to 5 p.m. and excluding holidays as defined in 4.11.
- 2.8.1.1. All County calls for service must be returned within one (1) hour of initial telephone call.
- 2.8.1.2. Contractor must state a realistic and true time when they can schedule the work. If this proposed schedule is acceptable to the Boone County Facilities Maintenance Manager, the Contractor shall book the job. Proposed schedule must be honored within a time frame of plus or minus one-half (1/2) hour.
- 2.8.2. **Emergency Repairs:** The Contractor may be required to perform emergency repairs at times other than normal working hours. The Contractor should be in a position to be available on a twenty-four (24) hour basis for such emergency work. Contractor shall provide a flat hourly rate for emergency service outside normal business hours to include all workmen and repairs.
- 2.8.3. **Equipment/Safety:** The Contractor shall be responsible for providing and for the placement of barricades, tarps, plastic, flag tape and other safety/traffic control equipment required to protect its employees, the public, surrounding areas, equipment and vehicles. The flow of vehicular traffic shall not be impeded at any time during this project.

The safety of the Contractor's employees and the public is of prime concern to the County, and the Contractor must take all necessary steps to assure proper safety during the performance of the Contractor. If, at any time, the Manager of Boone County Facilities Maintenance Manager becomes aware that proper safety measures are not being employed, the Contractor will be stopped from working and may resume work only at such time as the condition is remedied. Any bidders that have a history of safety problems or a high incidence of accidents will not be considered for award of a Contract.
- 2.8.4. **Workmanship:** Where not more specifically described in any of the various sections of these specifications, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion (including any finish, and for successful operations as intended). All work shall be executed by personnel skilled in their respective lines of work.
- 2.8.5. **Inspection Tags:** Maintenance decals must be imprinted with contractor's name, address, area code and phone number, month and year maintenance was performed; decal must be affixed to extinguisher per NFPA 10. Expired labels shall be removed.

- 2.8.6. **Cleaning:** The Contractor shall keep the premises clean of all rubbish and debris generated by the work involved and shall leave the premises neat and clean. The Contractor, at the Contractor's expense, shall dispose of all surplus material, rubbish, and debris. The work area shall be cleaned at the end of each workday. All materials, tools, equipment, etc., shall be removed or safely stored. The County is not responsible for theft or damage to the Contractor's property. All possible safety hazards to workers or the public shall be corrected immediately and left in a safe condition at the end of each workday. If there is a question in this area, the Facilities Maintenance Manager shall be consulted.
- 2.8.7. All personnel employed by the Contractor shall be advised that the County has determined its facilities "Smoke-Free Areas". Upon request, designated smoking areas will be identified by the Boone County Facilities Maintenance Manager. Violation of this requirement will result in the removal of Contractor's personnel from County property.
- 2.8.8. **Restrooms:** Restrooms shall not be used for the washing of tools and equipment.
- 2.9. **Final Inspection and Approval:** The Contractor shall request the Facilities Maintenance Manager to conduct a site inspection after the project is complete. The Facilities Maintenance Manager will prepare a "punch-list" during the inspection and will forward a copy of the "punch-list" to the Contractor. After the "punch-list" items have been corrected, the Contractor shall request a final inspection with the Facilities Maintenance Manager. Final project approval is contingent upon the Facilities Maintenance Manager's final inspection and written approval.
- 2.9.1. **Property Damage:** Contractor shall be responsible for repair of any damage to County property and restoration of any facility damage, beyond normal wear and tear, caused by Contractor's activities. Repair and restoration shall be to the satisfaction of the County. Any repair/restoration of these damages shall be performed at no cost to the County.
- 2.9.2. **Repair/Warranties:** The contractor shall guarantee all work performed under this contract. Contractor shall list on the invoice/service ticket the brand name and part/model number of all replacement parts used. All repairs shall be warranted for a minimum period of ninety (90) calendar days from the date of repair. If the same item must be repaired again for any failure during the warranty period, the follow-up service will be performed at no charge to the County. Any replacement parts that fail during the warranty period shall be replaced at no charge to the County including all labor. Parts which carry a standard warranty that exceeds ninety (90) days shall be honored by the Contractor.
- 2.9.3. **Guarantee:** The Contractor shall guarantee all work for a period of one year following Final Acceptance by Boone County Facilities Maintenance Department. During the guarantee period, any serviced fire extinguisher that loses its proper charge shall be repaired and recharged. Recharging shall be limited to those extinguishers serviced under the six year maintenance, five or twelve year Hydrotest, or where the extinguisher was recharged. Any and all work performed under this guarantee shall be subject to the original terms and conditions of this Contract, and shall be completed at no additional cost to the Commission.
- 2.9.4. **Replacement Parts:** Replacement parts furnished must be new and of the same manufacturer or an equal product. Replacement parts must meet or exceed specifications listed by the manufacturer of the unit being serviced.
- 2.9.4.1. When the County has a spare part available, the Contractor will be required to use that part when requested to do so by the County.
- 2.9.5. Prices shall include travel required to and from respective building sites. Contractor's pricing, per unit, shall include all of the contractor's overhead, including, but not limited to, trip related charges and mileage. Only the cost of the inspection, maintenance, repair, recharging and parts will be paid under this order. All jobs are expected to require one (1) service person.
- 2.9.5.1. Labor quoted shall include all labor cost, insurance, overhead, profit, travel time, mileage, and be exclusive of taxes.
- 2.9.5.2. Repair work shall be performed at site unless by the nature of required repairs, it would be necessary to remove a component to the Contractor's shop for repair. If a unit is to be down for more than twelve (12) hours, the Facilities Maintenance Manager will be advised and informed of the nature or repairs that cause the shutdown.

- 2.9.6. **Working With Owner's Personnel:** The Contractors must agree to work alongside the County's maintenance staff.
- 2.9.7. **Security:** the Contractor shall be responsible for providing and updating a list of the Contractor's employees working at any of the locations. The Contractor shall comply with all security measures required by Boone County. All facets of building security will be discussed with all bidders during the pre-bid conference, and with the awarded contractor at a post-award meeting.
- 2.9.8. **FOB Point:** Prices quoted shall be FOB various County locations, unloaded and installed.
- 2.10. **Hazardous Materials:** The Contractor shall not use any materials or chemicals which may be a physical or health hazard without prior written approval of the Facilities Maintenance Manager. At the Post Award Meeting, all requests for approval of any materials or chemicals deemed hazardous shall be submitted to the Facilities Maintenance Manager with manufacturer's specifications and a completed "Material Safety Data Sheet" listing any Environmental Protection Agency (EPA) required information on usage and handling. The definition of hazardous materials includes such physical hazards as compressed gasses, flammable liquids and solids, combustibles, and chemical oxidizers. Also included are such health hazards as carcinogens, irritants, corrosives, sensitizers, and agents which damage the lungs, skin, eyes, or mucous membranes.
- 2.11. **CONTRACTOR'S INSURANCE:**
- 2.11.1. **Insurance Requirements -** The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.
- 2.11.2. **Compensation Insurance -** The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.
- 2.11.3. **Comprehensive General Liability Insurance -** The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage.
- 2.11.4. **Owner's Contingent or Protective Liability and Property Damage -** The Contractor shall provide the County with proof of Owner's Protective Liability and Property Damage Insurance, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. It is preferred that this policy includes a provision for alleged assault and battery. The minimum amounts of such insurance will be \$1,000,000.00 per occurrence, combined single limits. Should any work be subcontracted, these limits will also apply.
- 2.11.5. **COMMERCIAL Automobile Liability -** The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$1,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

- 2.11.6. **Owner’s Contingent or Protective Liability and Property Damage** - The Contractor shall provide the County with proof of Owner’s Protective Liability and Property Damage Insurance, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply.
- 2.11.7. **Proof of Coverage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name **the County of Boone – Missouri as additional insured** in an amount as required in this contract and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the project.
- 2.12. **INDEMNITY AGREEMENT:** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Contractor, (meaning anyone, including but not limited to consultants having a contract with Contractor or subcontractor for part of the services), of anyone directly or indirectly employed by Contractor, or of anyone for whose acts the Contractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- 2.13. **SALES/USE TAX EXEMPTION** – County will provide the Contractor with a completed Missouri Project Exemption and Missouri Tax Exemption letter for Boone County, Missouri and the Contractor shall be responsible for furnishing the exemption certificate and tax exemption letter to all authorized subcontractors and suppliers providing materials incorporated in the work. All invoices issued for purchases for such materials, supplies and taxable rentals shall be in the name of Boone County and contain the project number assigned by Boone County for the contract awarded. It shall be the responsibility of the Contractor to insure that no sales or use taxes are included in the invoices and that the County pays no sales/use taxes from which it is exempt. The Contractor shall be responsible for obtaining revised exemption certificates and revised expiration dates if the work extends beyond the estimated project completion date or a certificate expiration date. The Contractor shall also be responsible for retaining a copy of the project exemption certificate for a period of five years and for compliance with all other terms and conditions of section 144.062 RSMo. Not otherwise herein specified. The Contractor agrees not to use or permit others to use the project exemption certificate for taxable purchases of materials or rentals and supplies not directly incorporated into or used in the work to which it applies and agrees to indemnify and hold the County harmless from all losses, expenses and costs including litigation expenses and attorney fees resulting from the unauthorized use of such project exemption certificates.
- 2.14. **Special Conditions and Requirements**
- 2.15. **Inspection of Facilities:** It is the bidder’s responsibility to become fully informed as to where services are to be provided and/or the nature and extent of the work required and its relation to any other work in the area include possible interference from other site activities. Arrangements for bidder’s inspection of facilities may be secured from Ken Roberts, Manager of Facilities Maintenance at (573) 886-4401.
- 2.16. **Bid Clarification** - Any questions or clarifications concerning bid documents should be addressed in writing, PRIOR TO BID OPENING, to Alice Winkelman, CPPB, Purchasing, 601 E. Walnut, Room 209, Columbia, Missouri 65201. Phone: (573) 886-4392 Fax: (573) 886-4390 or Email: awinkelman@boonecountymo.org
- 2.17. **Designee** - Ken Roberts, Manager of Boone County Facilities Maintenance, 601 E. Walnut, Room 206, Columbia, MO 65201.
- 2.18. The County of Boone reserves the right to accept or reject any and all bids in the best interest of the County.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses **MUST** be received by the date and time noted on the title page under "Bid Submission Information and Deadline". **NO EXCEPTIONS.** The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
 - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **three (3) complete copies** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, **the proposal number and the due date and time.**
 - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, enclose with your Response a self-addressed stamped return envelope (size 10, first-class one-ounce postage) for our use in mailing a copy of the summary recap of the award. Notification will be by mail only, except to awarded Bidder.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
 - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
 - 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
 - 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
 - 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
 - 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.
- 3.6. **POST AWARD MEETING** – Upon award, on a mutually agreeable date, the Contractor shall meet with the Boone County Facilities Maintenance Manager to review and approve inspection scheduling. At this meeting, the vendor shall be prepared to provide a tentative date to accomplish the specified work. Upon completion of this meeting, the agreed-upon date to begin work will be provided in writing to the Contractor by Boone County.

4. Response Form – Submit three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside, left corner with your company name and return address, the proposal number and the due date and time.

4.1. Company Name: _____

4.2. Address: _____

4.3. City/Zip: _____

4.4. Phone Number: _____

4.5. Fax Number: _____

4.6. Federal Tax ID: _____

- 4.6.1. () Corporation
- () Partnership - Name _____
- () Individual/Proprietorship - Individual Name _____
- () Other (Specify) _____

4.7. **BID PRICE:** The Bidder proposes to furnish the service, equipment, labor and materials as indicated in this Bid, provided to the County of Boone – Missouri. All service, equipment, labor, and material to be furnished in accordance with the County of Boone – Missouri specifications attached hereto.

DESCRIPTION	UNIT PRICE
-------------	------------

Annual Maintenance:

- | | | |
|--------|---------------|----------|
| 4.7.1. | ABC Unit | \$ _____ |
| 4.7.2. | Halotron Unit | \$ _____ |
| 4.7.3. | CO2 | \$ _____ |

6-Year Maintenance:

- | | | |
|--------|---|----------|
| 4.7.4. | 2 to 2-1/2 pound ABC unit. Price must include recharge. | \$ _____ |
| 4.7.5. | 4 to 6 pound ABC unit. Price must include recharge. | \$ _____ |
| 4.7.6. | 10 pound ABC unit. Price must include recharge. | \$ _____ |
| 4.7.7. | 13 to 20 pound ABC unit. Price must include recharge. | \$ _____ |

Hydrotesting Maintenance of ABC and CO2:

- | | | |
|---------|--|----------|
| 4.7.8. | 2 to 2-1/2 pound ABC unit. Price must include hydrostatic test and recharge. | \$ _____ |
| 4.7.9. | 4 to 6 pound ABC unit. Price must include hydrostatic test and recharge. | \$ _____ |
| 4.7.10. | 10 pound ABC unit. Price must include hydrostatic test and recharge. | \$ _____ |
| 4.7.11. | 13 to 20 pound ABC unit. Price must include hydrostatic test and recharge. | \$ _____ |

	DESCRIPTION		UNIT PRICE
Purchase of New Units:			
4.7.12.	2-1/2 pound ABC Unit	Brand Bid: _____	\$ _____
4.7.13.	5 pound ABC Unit	Brand Bid: _____	\$ _____
4.7.14.	10 pound ABC Unit	Brand Bid: _____	\$ _____

4.7.15. Other new fire extinguishers: _____% mark-up over cost.

4.8. **REPLACEMENT PARTS** (Provide material cost only):

4.8.1.	Fusible Links		\$ _____
4.8.2.	O-rings		\$ _____
4.8.3.	Dry Chemical Gauge		\$ _____
4.8.4.	Dry Chemical Valve Stem		\$ _____
4.8.5.	Wall Bracket		\$ _____
4.8.6.	Vehicle Bracket		\$ _____
4.8.7.	Operating Lever (Top)		\$ _____
4.8.8.	Pull Pin - Stainless Steel		\$ _____
4.8.9.	Carry Handle (Bottom Lever)		\$ _____
4.8.10.	Valve Body		\$ _____
4.8.11.	Hose Nozzle		\$ _____
4.8.12.	Screw Nozzle		\$ _____
4.8.13.	Valve Stem Assembly – Plastic		\$ _____
4.8.14.	Valve Stem Assembly – Metal		\$ _____
4.8.15.	Hose & Horn Assembly (CO2)		\$ _____
4.8.16.	Siphon Tube		\$ _____

Note: Parts List is not all inclusive and is not intended to reflect all fire extinguishers.

4.8.17. Other Parts: _____% mark-up over cost.

4.8.18. Cost to Dispose of Halon Fire Extinguisher: \$ _____/each

4.9. **Emergency Twenty-Four Hour Service Contact:**

4.9.1. Name: _____

Telephone Number: _____

4.10. **Call Response Time: within _____ hours after notification by County.**

4.11. **Holidays:** Contractor shall list the holidays observed by their company:

4.12. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.

Authorized Representative (Sign By Hand):

Type or Print Signed Name:

Today's Date: _____

4.13. Maximum % Increase 2nd Contract Period: _____%

Maximum % Increase 3rd Contract Period: _____%

Maximum % Increase 4th Contract Period: _____%

Maximum % Increase 5th Contract Period: _____%

ATTACHMENT A

PRIOR EXPERIENCE

(References of similar services for governmental agencies are preferred)

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):

3. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):



Boone County Purchasing

601 E. Walnut, Room 209

Columbia, MO 65201

Alice Winkelman, Buyer

Phone: 573/886-4392 - Fax 573/886-4390

Standard Terms and Conditions

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.

Boone County Fire Extinguisher Inventory				
Location:	Johnson Building			
Date Serviced	Type	Size	Serial Number	Location
1-2004	ABC	4¾ lb.	596455	Outside 205
1-2004	ABC	5 lb.	MN.756969	Outside 211
1-2004	ABC	5 lb.	MN.767488	Break Room
1-2004	ABC	5 lb.	PN.504940	Conference Room
1-2004	ABC	5 lb.	PN.504901	Elections
1-2004	ABC	5 lb.	MN.795435	Elevator/Stairs, 2nd floor
1-2004	ABC	10 lb.	MZ.579978	Public Defender, rear
1-2004	ABC	5 lb.	MN.762076	Public Defender, S.E. Corner
3-2002	ABC	10 lb.	MZ.579977	Records
10-2003	ABC	5 lb.	MN.705566	Elevator Room
Location:	North Facility			
Date Serviced	Type	Size	Serial Number	Location
3-2003	ABC	5 lb.	RS.943778	Shop
3-2003	ABC	5 lb.	RS.943415	Shop
5-2003	A	2½ Gallon	T.245573	Shop
1-2002	Dry Chemical	5½ lb.	KA.144816	Shop
5-2003	ABC	20 lb.	FU.00510732	Shop
None	ABC	2 lb.	PD.844057	Shop
5-2003	ABC	2 lb.	PD.860959	Shop
5-2003	ABC	6 lb.	?D.00758677	South End
5-2003	ABC	5 lb.	RS.943417	North End
Location:	Public Works			
Date Serviced	Type	Size	Serial Number	Location
10-2003	ABC	5 lb.	HE.626081	N.E. Door
10-2002	ABC	5 lb.	FG.926552	Upstairs, North side
10-2003	ABC	5 lb.	PP.275962	Front East Door
10-2003	ABC	6 lb.	JF.145077	S.E. Door
10-2003	ABC	10 lb.	JY.439282	Center of Office
10-2003	ABC	18 lb.	AW.873145	Shop, North
10-2003	ABC	18 lb.	AW.873118	Shop, South
10-2003	ABC	13¾ lb.	BL.564658	New Construction Area Floor
None	BC	3¾ lb.	SK.522496	New Construction Area Floor
None	ABC	10 lb.	PW.804210	New Construction Area Floor
10-2003	ABC	10 lb.	DS.342996	New Construction Area Floor
10-2003	ABC	10 lb.	PW.804199	New Construction Area Floor
10-2003	ABC	5 lb.	NF.669762	New Construction Area Floor
10-2003	ABC	18 lb.	AW.154926	New Construction Area Floor
10-2003	ABC	10 lb.	VZ.164106	New Break Room, South Door
10-2003	ABC	10 lb.	VZ.164099	Downstairs, Parts Room
10-2003	ABC	10 lb.	VZ.176000	Upstairs
10-2000	ABC	5 lb.	FG.941251	Floor, Newly Constructed Area
10-2003	ABC	4 lb.	NA.077937	Floor, Newly Constructed Area
10-2003	ABC	5 lb.	FG.942510	Floor, Newly Constructed Area
10-2003	ABC	5 lb.	HE.292263	Floor, Newly Constructed Area

10-2003	ABC	4 lb.	MY.428368	Floor, Newly Constructed Area
10-2003	ABC	10 lb.	VZ.163987	Tank room, North Side
10-2003	ABC	10 lb.	BW.724113	Truck Storage, North Side
10-2003	ABC	10 lb.	BW.724143	Truck Storage, South Side
10-2003	ABC	10 lb.	BL.564678	Truck Storage, West Side
10-2001	ABC	5 lb.	RG.489562	Salt Shed
10-2000	ABC	5 lb.	RC.862594	Salt Shed
3-2004	ABC	4¾ lb.	BF.73478	Sign Shop
Location:	Courthouse			
Date Serviced	Type	Size	Serial Number	Location
1-2003	ABC	10 lb.	KL.682370	Outside Hearing Room 2
1-2003	ABC	10 lb.	KL.682374	Outside Ceremonial Courtroom
1-2003	ABC	10 lb.	KL.682379	Outside 4th Floor Mechanical Room
1-2003	ABC	10 lb.	KL.682373	Outside P.A.
1-2003	ABC	10 lb.	KL.682380	P.A., Base of Stairwell
1-2003	ABC	10 lb.	KL.682377	Judges, Outside Jury Delivery Room
1-2003	ABC	10 lb.	KL.682371	Outside Judge Oxenhandler's Office
1-2003	ABC	10 lb.	NY.855692	1st. Floor Lobby
1-2003	Clean Guard	4¾ lb.	V.0914974	IT
None	ABC	5 lb.	BE.317019	Marshall's
1-2003	ABC	4¾ lb.	BF.439968	Juvenile Offices
1-2003	ABC	10 lb.	KL.682372	Juvenile South Hall
1-2003	ABC	10 lb.	KL.682375	Mechanical Room
?	ABC	10 lb.	Loaner	Mechanical Room
2-2003	ABC	10 lb.	NC.604454	Equipment Room West side
Location:	Juvenile Justice Center			
Date Serviced	Type	Size	Serial Number	Location
4-2003	ABC	4¾ lb.	BF.78520	Front Office
4-2003	ABC	5 lb.	MN.135913	Electrical Closet, Front
4-2003	ABC	4¾ lb.	BF.78503	Pod
4-2003	K. CLASS	6 Liter	AA.238136	Kitchen
4-2003	ABC	4¾ lb.	BR.59874	Laundry
4-2003	ABC	4¾ lb.	BF.73493	Monitor Station
4-2003	ABC	5 lb.	VS.454683	East Day Room
4-2003	ABC	5 lb.	MN.733957	East Electrical
4-2003	ABC	5 lb.	MN.756970	Main Equipment Room
4-2003	ABC	5 lb.	RJ.8283828	Garage
4-2003	ABC	5 lb.	RM.253251	Art Room
Location:	Child Support			
Date Serviced	Type	Size	Serial Number	Location
5-2003	ABC	5 lb.	FD.094107	Kitchen
Location:	Government Center			
Date Serviced	Type	Size	Serial Number	Location
5-2003	ABC	5 lb.	RS.943774	3rd Floor Outside Elevator
5-2003	ABC	5 lb.	RS.943788	3rd Floor Outside Mail Room
5-2003	ABC	5 lb.	VS.454759	3rd Floor Inside Mail Room
5-2003	ABC	5 lb.	RS.943776	3rd Floor Main Area East
5-2003	ABC	5 lb.	VS.454574	3rd Floor Main Area West
5-2003	ABC	5 lb.	MU.631293	Room 217

5-2003	ABC	5 lb.	MU.631292	Room 221
5-2003	ABC	5 lb.	MU.631286	Room 222
5-2003	ABC	5 lb.	MU.629505	Room 225
5-2003	Co ²	15 lb.	S-696275	Room 225
5-2003	ABC	5 lb.	MU.629513	Room 210
5-2003	ABC	5 lb.	MU.629503	Room 205
5-2003	ABC	5 lb.	MU.621751	Room 245
5-2003	ABC	5 lb.	MU.631291	Room 236
5-2003	ABC	5 lb.	MU.621712	Room 118
5-2003	ABC	5 lb.	MU.629515	Room 116
5-2003	ABC	5 lb.	MU.629504	Electrical, Near Chambers
5-2003	ABC	5 lb.	RS.943779	Chambers
5-2003	ABC	5 lb.	MU.631294	Room 143
5-2003	ABC	5 lb.	MU.621743	Room 132
5-2003	ABC	20 lb.	EJ.907011	Equipment Room
12-1998	ABC	10 lb.	PW.776962	Telephone Closet
Location:	Reality House			
Date Serviced	Type	Size	Serial Number	Location
8-2003	ABC	10 lb.	RF-182221	Office
8-2003	ABC	5 lb.	RW-188043	Laundry Room
8-2003	ABC	10 lb.	RF-183262	Exam Room
8-2003	ABC	10 lb.	AT-755115	B Mechanical Room
8-2003	ABC	10 lb.	RF-183724	A-6
None	R-102	3 Gallon	NONE	Kitchen Automatic
8-2003	ABC	10 lb.	RF-174960	Kitchen
8-2003	ABC	10 lb.	RF-182222	Kitchen
8-2002	ABC	10 lb.	RF-183723	Kitchen Equipment Room
8-2003	K-Class	6 Liter	AA-109151	Kitchen
8-2003	ABC	5 lb.	AT-750762	E Mechanical Room
8-2003	ABC	5 lb.	AT-754885	Trailers
Location:	Jail			
Date Serviced	Type	Size	Serial Number	Location
2-2004	ABC	10 lb.	HK.650835	Supervisors Room
2-2004	ABC	10 lb.	JC.318289	Storage Room
2-2004	ABC	10 lb.	HW.301888	Hall, North
2-2004	ABC	10 lb.	KP.969330	Hall, outside Info Center
2-2004	Halon	9 lb.	T.922627	Transport Hall
4-2004	ABC	10 lb.	PB.031309	Mechanical Room South
4-2004	ABC	10 lb.	NV.459790	Mechanical Room
4-2004	ABC	10 lb.	NR.368951	Mechanical Room
4-2004	ABC	10 lb.	NV.459737	Mechanical Room
4-2004	ABC	10 lb.	NR.368937	Mechanical Room
4-2004	ABC	10 lb.	PD.031319	Mechanical Room
1-2003	Clean Guard	4.75 lb.	W.0204862	Mechanical Room
2-2004	ABC	5 lb.	RM.253120	Mechanical Room
4-2004	ABC	10 lb.	NR.368987	Mechanical Room
4-2004	ABC	10 lb.	PD.031344	Mechanical Room
4-2004	ABC	10 lb.	PD.67982	Mechanical Room
4-2004	ABC	10 lb.	PD.031303	Mechanical Room
2-2004	ABC	10 lb.	DD.032435	North Wall
2-2004	Clean Agent	4.75 lb.	W.0204835	A Pod
2-2004	ABC	10 lb.	BB.796957	B Pod Control Down
2-2004	ABC	10 lb.	PU.666194	B Pod Control Up
2-2004	Clean Agent	4.75 lb.	W.0203194	C Pod Down

2-2004	Clean Agent	9 Halon 211	T.922626	C Pod Up
2-2004	ABC	10 lb.	SF.643851	D Mechanical Room
2-2004	Clean Agent	4.75 lb.	W.0204847	D Control
2-2004	ABC	8 lb.	RM.253140	D Laundry
2-2004	K Class	6-Liter	AA.108972	Kitchen
Discharged	ABC	10 lb.	JY.439484	Kitchen
2-2004	BC	5.5 lb.	KA.144815	Laundry
2-2004	ABC	5 lb.	SC.357210	Trustee Shed
2-2004	ABC	5 lb.	SC.357242	Trustee Shed
2-2004	ABC	5 lb.	SC.357230	Gas Pumps
1-2003	ABC	5 lb.	HW.301658	Sally Port
Location:	Info Center			
Date Serviced	Type	Size	Serial Number	Location
	ABC	5 lb.	BE 317368	Near Copier

Boone County Purchasing
Alice Winkelman
Buyer



601 E. Walnut-Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

“NO BID” RESPONSE FORM

NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WISH TO SUBMIT A BID

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list **for this service/commodity**, please remove form and return to the Purchasing Department. The reverse side of the form is pre-addressed, so that it can be folded in thirds, sealed with tape, and mailed. ***If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.***

If you have questions, please call the Purchasing Office at (573) 886-4392. Thank you for your cooperation.

(Bid Number) 23-21JUN04 Fire Extinguisher Inspection and Maintenance Service

(Business Name)

(Date)

(Address/P.O. Box)

(Telephone)

(City, State, Zip)

(Contact)

(Fold Here Second – Then Seal With Tape)

Boone County Purchasing Department

601 E. Walnut Street, Room 209
Columbia, MO 65201-4460

Place
Stamp
Here

Boone County Purchasing Department
601 E. Walnut Street, Room 209
Columbia, MO 65201-4460

Bid #23-21JUN04

Vendor Name: _____

(Fold Here First)