



C o u n t y o f S a n L u i s O b i s p o

GENERAL SERVICES AGENCY

Janette D. Pell, Director

Helen McCann, Department Administrator

INVITATION TO BID #3495-10 LOCKS AND HARDWARE

May 20, 2010

The County of San Luis Obispo is currently soliciting bids for Locks and Hardware as noted.

Each bid shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the bid. Failure to set forth any item in the specifications shall be grounds for rejection. The County of San Luis Obispo reserves the right to reject all bids and to waive any informalities.

Please submit your bids on the attached form. They must be received at the office of the General Services Agency no later than 3:00 p.m., June 9, 2010.

Any and all comments and suggestions are sincerely encouraged prior to the bid opening.

DEBBIE BELT
Buyer – GSA – Purchasing
dbelt@co.slo.ca.us

TO: ALL PROSPECTIVE BIDDERS
SUBJECT: LOCAL BIDDERS PREFERENCE

The County of San Luis Obispo has established a local vendor preference. All informal and formal bids for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law requires be awarded to the lowest responsible bidder.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate bids considering the local vendor preference described above. The burden of proof will lie with bidders relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective bidders are encouraged to quote the lowest prices at which you can furnish the items or services listed in County bids.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: _____

Authorized Individual: _____ Title: _____

Signature: _____ Dated: _____

TO: ALL PROSPECTIVE BIDDERS

SUBJECT: POLICY ON PURCHASING PRODUCTS MADE WITH OR CONTAINING CHLOROFLUOROCARBONS (CFC's)

Summary

Many products contain chlorofluorocarbons (CFC's), a known depleter of ozone in the atmosphere. Under the U.S. Clean Air Act and the Montreal Protocol on Substances That Deplete the Ozone Layer, CFC production for use in industrialized nations is to be totally phased out by January 1, 1996. There are still many products on the market that contain CFC's or are made with CFC's. The Department of General Services, purchasing staff must identify products made with or containing CFC's and purchase alternative products whenever practical and possible.

Policy

To this end, it shall be the policy of the County of San Luis Obispo that all bidders, who wish to do business with the County are required to identify all products that contain CFC's or use CFC's in the manufacturing or shipping processes. Bidders are required to identify alternative products that do not use CFC's, for possible purchase by the County.

Bidder Response

	YES	NO
Do any products offered herein contain CFC's or use CFC's in the manufacturing or shipping process?		
If yes, please offer an alternative product by copying bid forms and submitting an alternate bid. Will you offer an alternate?		
Please provide any other information that may be helpful to the County. Attachments are acceptable.		

Bidder: _____

GENERAL CONDITIONS AND INSTRUCTIONS

1. All bids submitted by Seller to Purchaser should be submitted upon the attached bidder's form, completed and signed, (only typewritten or ink shall be accepted with no erasures or corrections unless properly authenticated by signature) in accordance with the instructions contained herein.
2. The issuance of this bid request creates no obligation on the part of the County and the County reserves the unconditional right at its option to either reject all bids or waive any irregularities or informalities therein. Each bid shall be in a separate sealed envelope with the bid number, name of bidder, title of the bid, date and time due showing on the outside of the envelope.
3. All prices must be firm for 45 days from the date of the bid opening and be inclusive. Upon award, prices will be in effect for the term of the contract.
4. If you offer any prompt payment discounts, please indicate this on your bid.
5. Awards will be made to realize the greatest savings to the County and may not necessarily be the lowest bid especially where services are of the utmost importance.
6. Submission of a signed bid will be interpreted to mean that the bidder has thereby agreed to all conditions, instructions, descriptions and specifications contained herein.
7. All materials included in the contract shall be in compliance with all Federal and State OSHA laws.
8. All applicable City, State, and Federal taxes and fees are to be included in the proposal.
9. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the County.
10. In the event of any conflicts or ambiguities between these instructions and State or Federal laws, regulations or rules, then the latter shall prevail.
11. Only one bid will be accepted per vendor.
12. Bidders may withdraw their bid either personally, by written request, or by telegraphic request confirmed in the manner specified above at any time prior to the scheduled closing time for receipt of bids. No bidder may withdraw their bid after the time set for the opening.
13. All time limits stated are of the essence and must be complied with. Any bids received after closing time stipulated will be returned unopened.

14. All bids must be submitted in a manner so they can be readily hole punched and placed in a standard legal size file folder.
15. The County may make partial payments after a substantial portion of the merchandise has been delivered. On all items, a 10% retention will be withheld until all merchandise has been accepted.
16. Brand names are used to establish a level of quality only. Any alternates must be approved five (5) days prior to the bid opening date, by the Buyer, who will have the sole right to determine this. If an alternate is submitted without going through the above- described process, the County will have the sole right to decide whether or not an alternate is acceptable.
17. Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin and that it will comply with the "Contractor's Agreements" provisions of Presidential Executive Order No. 11246.
18. TERM: The term of this contract will be for one (1) year. Upon the mutual consent of both parties, this bid may be extended four (4) times, one (1) year at a time for a total of five (5) years.
19. **PRICES:** A price increase may be allowed for each option period as the result of: 1) Manufacturer or Supplier price increases in the product(s) offered; 2) Governmental or regulatory agency increases to the trade; 3) National Average Consumer Price Index (CPI-U) increases as published by the United States Department of Labor. Any request for a price increase must be substantiated with documentation from the vendor, a manufacturer, supplier, or governmental agency and must be submitted in writing at least (30) days prior to the effective date of the increase. Overall increases of greater than 3% from prior year prices will not normally be allowed.
20. Purchase order awards will be made to realize the greatest savings for the County and may be split among two or more vendors. You may bid on any or all items.
21. **NO FAXED** Bids will be accepted.
22. Return bid by June 9, 2010 at 3:00 p.m. to:

COUNTY OF SAN LUIS OBISPO
GENERAL SERVICES AGENCY
DEBBIE BELT, BUYER
1087 SANTA ROSA STREET
SAN LUIS OBISPO, CALIFORNIA 93408

The undersigned agrees to:

Deliver F.O.B. San Luis Obispo to 1475 Kansas Ave., San Luis Obispo in accordance with Specifications attached. All equipment to be new and unused of the latest model year and all attachments shall be designated to be compatible with equipment proposed.

All equipment and accessories shall comply with the applicable State and Federal Codes, Regulations and Requirements.

Equipment shall be delivered serviced and ready to operate.

DESCRIPTIVE LITERATURE WITH COMPLETE SPECIFICATIONS MUST ACCOMPANY ALL BIDS. DEVIATIONS TO ATTACHED SPECIFICATIONS MUST BE CLEARLY INDICATED. NO DEVIATIONS UNLESS SPECIFIED IN SPECIFICATION SHEET OR BELOW.

TERMS OF SALE _____

DELIVERY IN DAYS AFTER ORDER: STOCK ITEMS? _____ NON-STOCK ITEMS? _____

Authorized Official Name (Print) _____

Authorized Official Title (Print) _____

Signature _____

Firm Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ FAX _____

Federal Taxpayer ID# _____

- Individual/Sole Proprietor
- Corporation
- Partnership
- Other

**BIDS MUST BE RECEIVED BY 3:00 P.M., JUNE 9, 2010 AND
WILL BE OPENED IN THE OFFICE OF THE GENERAL SERVICES AGENCY
Bid #3495-10**

DESCRIPTION/SERIES	DISCOUNT OFF LIST	PRICE BOOK #
SCHLAGE		
F, B100, MED, E & HANDCRAFTED		
A, AL, B250, B600, B400, D, H, L, S, S200, CL, PL, ND		
ALL MASTER KEYED ITEMS		
CYLINDERS		
PINS		
PRIMUS LOCKS, CYL, KBS		
PRIMUS PARTS, PINS, PIN KITS		
CONTROL KEYBLANKS		
KEYBLANKS		
AD SERIES LOCKS & PARTS		
ALL OTHER PARTS		
LCN CLOSERS		
AUTO EQUALIZER SERIES, 2610, 4610, 4630, 4810, 4820, 4840 INCLUDING PARTS		
BALANCE OF ITEMS INCLUDING PARTS		
1520, 1370 SERIES CLOSERS		
SUPER SMOOTHIE SERIES 4041		
ALL OTHER PARTS		
VON DUPRIN DOOR HARDWARE		
22, 33, 35, 88, 89, 98, 99 SERIES EXIT DEVICES		
55 SERIES EXIT DEVICES		
CHEXIT SERIES EXIT DEVICES		
EXIT DEVICE PARTS		
7000 SERIES ACCESS CONTROL COMPONENTS		
7300 SERIES, REV-SCAN-II, SPEAKERS		

DESCRIPTION/SERIES	DISCOUNT OFF LIST	PRICE BOOK #
6000 SERIES ELECTRIC STRIKES		
4000 SERIES MAG LOCKS		
HORNS, SWITCHES, POWER SUPPLIES		
ALL OTHER PARTS		
SIMPLEX UNICAN PUSH BUTTON LOCKS		
SIMPLEX LOCKS, ACCESSORIES, PARTS		
LOCKNETICS		
CM 5000 SERIES		
SELECT CREDENTIALS (ALL)		
CM 900 SERIES		
BATTERY BACK-UP 873 BB		
CT 1000 CONTROLLER		
POWER SUPPLIES 500 SERIES		
KC 9000 SERIES		
KC 5100 SERIES		
KC 5500 SERIES		
ALL OTHER PARTS		