



*City of Naples*

**Request for Formal Written Quote**

Departmental Use for Written Quotes

**INSTALL COMPLETE GPS/AVL SYSTEM IN CITY OF NAPLES OWNED VEHICLES**

Quote #14-052

**OVERVIEW:** This quote is to seek a contractor to furnish all labor and necessary equipment/tools to install approximately 140 AVL units as specified below. If the contractor's work becomes unsatisfactory, the contractor shall be notified, requiring corrective action.

**SCOPE OF WORK:** Quantity of units to be installed will range between 60 and 140 units. Units are to be installed on site and preferably on the weekends and after 3:30pm to limit the amount of vehicle downtime. The city of Naples will assist the vendor with a secure dry location to work and access to electrical services. Additional lighting or other amenities required by the vendor will be supplied by the vendor.

**QUOTES ARE DUE BY 4:00 PM, AUGUST 7, 2014**

**SERVICES TO BE PROVIDED:**

- Install one Antennaplus Cellular, PCS, LTE & GPS Combo Antenna on each vehicle. (supplied by the city of Naples) Physical Installation Location to be determined. The City is intending to outfit 60 to 140 vehicles with the subject AVL devices.
- Install one Sierra Wireless AirLink GX400 (supplied by the City of Naples) Physical Installation Location to be determined
- Any holes drilled in a vehicle roof will have any bare metal touched up with paint. (call if necessary for additional clarification.)
- Use 1 DC+ inline 5 amp mini fuse and Holder (to be supplied by vendor)
- Additional 16AWG or 18AWG wiring required for installation will be supplied by the vendor.
- Miscellaneous Installation Hardware (including wire, connectors, wire ties, tape, etc.) will be supplied by the vendor.

- Mounting of the GX 400 will conform to the manufactures recommendations of the AirLink GX series user guide page 17. Attached is the User Guide for the referenced device.

**LOCATION OF WORK:** The city of Naples will assist the vendor with a secure dry location to work and access to electrical services. Additional lighting or other amenities required by the vendor will be supplied by the vendor.

**SCHEDULE:** The selected contractor is expected to complete work at an acceptable pace to the City. The City requires the contractor to maintain a safe and clean work site. The City will issue a stop work notice for non-compliance.

**SPECIAL CONDITIONS:**

- 1) Price: The price will remain firm for the contract period or through 09/30/2014.
- 2) Award: An award, if any, will be made to the lowest responsive and responsible quote capable of providing the product or service.
- 3) Payment: Payment shall be made after satisfactory completion of the work or delivery.
- 4) Notice to Bidders: Each bidder, before submitting a bid, shall become fully informed as to the extent and character of the work and / or product and should be licensed, if applicable. No consideration will be granted for any alleged misunderstanding of the material to be furnished or work to be done. It is understood the submission of a bid is an agreement with all of the items and conditions referred to herein.
- 5) IRS Form: Signed W-9 will be required from all vendors on the latest form (August 2013).
- 6) Insurance: Proof of insurance shall be provided by the successful contractor prior to the start of work. **Vendor will have all licenses and insurances required below:**
  - Garage Liability Insurance with a limit of at least \$1,000,000 per occurrence. General liability with the same limit as an acceptable substitute for this requirement.

- Standard Workers Compensation with a limit of at least \$1,000,000. If a vendor does not have any employees, this requirement is waived.
- Garagekeepers Legal Liability Insurance with a limit to cover any and all vehicles in custody of a vendor at a given time. For smaller vendors, the Office of Risk and Insurance Management (ORIM) recommends at least \$30,000.
- Additional Insured Statement. The entire statement must be present on the certificate that includes Garage or General Liability: The State of Florida, its officers, agents, employees and servants are additional insureds, but only insofar as the operations under this Agreement are concerned.

**Please note: Mounting of the GX 400 will conform to the manufactures recommendations of the AirLink GX series user guide page 17. Attached is the User Guide.**

**THIS SHEET MUST BE COMPLETED AND RETURNED WITH QUOTE**

**INSTALL COMPLETE GPS/AVL SYSTEM IN CITY OF NAPLES OWNED VEHICLES  
Quote #14-052**

**QUOTE SCHEDULE**

Furnish all labor and necessary equipment/tools to install approximately 140 AVL units as specified:

Rate: \$ \_\_\_\_\_ Per Service Vehicle  
*Specific quantities will not be guaranteed.*

Labor Rate: \$ \_\_\_\_\_ Per Hour

Material mark-up cost may be necessary should additional supplies be required for outfitting a service vehicle. Mark-up shall be calculated based on manufacturer's list price.

Material Mark-up \_\_\_\_\_%

Prompt Payment Terms: \_\_\_\_\_% \_\_\_\_\_ days

Time of Work: \_\_\_\_\_ calendar days after start of work.

**SECTION B: CONTACT INFORMATION**

Company Representative Signature: \_\_\_\_\_  
Printed Name and Title: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_  
EIN: \_\_\_\_\_

**SECTION C: REFERENCES:**

The City reserves the right request references with whom your company has provided same or similar services within the last 2 years.

## **SECTION D: WRITTEN QUOTE SUBMISSION**

If you have any questions, contact Greg Givens, City of Naples Purchasing Division

### **QUOTES ARE DUE BY 4:00 PM, AUGUST 7, 2014, via:**

- Email to: <ggivens@naplesgov.com>
- Fax to: 239-213-7105
- Mail / Express Mail to: Naples Purchasing, 735 8<sup>th</sup> St – S, Naples FL 34102
- Hand delivery to: Naples Purchasing, 735 8<sup>th</sup> St – S, Naples FL 34102

### **ATTACHMENT A : AirLink GX Series – User Guide**

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