

Township of Cinnaminson
Advertisement for Bids for
Electric Power Load and Cot Fastening System for
Patient Transport Ambulance

Cinnaminson Township
1621 Riverton Road,
Cinnaminson, NJ 08077

Bids Due: Wednesday, June 22, 2022, 10:00 A.M. PREVAILING TIME

This Bid Submitted by: _____

TOWNSHIP OF CINNAMINSON

Advertisement for Bids for Electric Power Load and Cot Fastening System for Patient Transport Ambulance

Notice is hereby given that sealed bids will be received by the Municipal Clerk of the Township of Cinnaminson, New Jersey for the purchase and delivery of Electric Power Load and Cot Fastening System for Patient Transport Ambulance, on or before 10:00 AM prevailing time on Wednesday, June 22, 2022, and publicly opened and read aloud at the Township of Cinnaminson, 1621 Riverton Road, Cinnaminson, New Jersey. Specifications and contract documents may be obtained from the Township of Cinnaminson, Office of the Municipal Clerk, 1621 Riverton Road, Cinnaminson, New Jersey between 8:30 A.M. and 4:00 P.M., Monday – Friday or at <https://cinnaminsonnj.org/town-hall/>

Submissions must be on the standard proposal form in the manner designated therein and enclosed in a sealed envelope bearing the name and address of the bidder and the contract description on the outside, addressed to the Municipal Clerk of the Township of Cinnaminson. Bidders are to comply with the requirements of P.L. 1975, C. 127. (N.J.A.C. 17:27).

All bids shall be submitted only at the hours, date and place indicated above for receiving sealed bids. The Township will reject submissions for this Contract where vendors are not properly qualified in accordance with the requirements of the specifications. The right is also reserved to reject any or all proposals or to waive any informalities where such informality is not detrimental to the best interest of the Township of Cinnaminson. Although award is expected much sooner, the Township shall have sixty (60) days within which to accept or reject bids. Submitted bidders shall be required to keep their bids open for that period of time and agree that they will not withdraw or reverse their prices therein.

Lisa A. Passione
Municipal Clerk

TOWNSHIP OF CINNAMINSON

INSTRUCTIONS TO BIDDERS AND STATUTORY REQUIREMENTS

I. SUBMISSION OF BIDS

A. The Township of Cinnaminson, Burlington County, New Jersey (hereinafter referred to as "TOWNSHIP") invites sealed bids pursuant to the Notice to Bidders.

B. Sealed bids will be received by the designated representative at 10:00AM prevailing time on Wednesday, June 22, 2022 at which time said bids will be publicly opened and read aloud.

C. The bid proposal form shall be submitted, in a sealed envelope: (1) addressed to the TOWNSHIP, (2) bearing the name and address of the bidder written on the face of the envelope, and (3) clearly marked "BID ENCLOSED FOR ELECTRIC POWER LOAD AND COT FASTENING SYSTEM FOR PATIENT TRANSPORT AMBULANCE".

D. It is the bidder's responsibility to see that bids are presented to the Township on or prior to the hour designated and at the place designated. Bids may be hand delivered or mailed; however, the Township disclaims any responsibility for bids forwarded by regular or overnight mail. If the bid is sent by overnight mail, the designation in section C, above, must also appear on the outside of the delivery company envelope. Bids received after the designated time and date will be returned unopened as permitted by law.

E. Sealed bids forwarded to the Township before the time of opening of bids may be withdrawn upon written application of the bidder who shall be required to produce evidence showing that the individual is or represents the principal or principals involved in the bid. Once bids have been opened, they must remain firm for a period of sixty (60) calendar days.

F. All prices and amounts must be written in ink or preferably typewritten. Bids containing any conditions, omissions, unexplained erasures or alterations, items not called for in the bid proposal form, attachment of additive information not required by the specifications, or irregularities of any kind, may be rejected by the Township. Any changes, white-outs, strike-outs, etc. on the proposal page must be initialed in ink by the person responsible for signing the bid.

G. Each bid proposal form must give the full business address of the bidder and be signed by an authorized representative. Bids by partnerships must furnish the full name of all partners and must be signed in the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and designation of the person signing. Bids by corporations must be signed in the legal name of the corporation, followed by the name of the State in which incorporated and must contain the signature and designation of the president, secretary or other person authorized to bind the corporation in the matter. When requested, satisfactory evidence of the authority of the officer signing shall be furnished.

H. Bidders must insert prices for furnishing all of the materials and/or services required by these specifications. Prices shall be net. Bidders must be able to supply all the items on the list(s) they are bidding.

I. The bidder shall guarantee any or all materials and services supplied under these specifications. Defective or inferior items shall be replaced at the expense of the vendor. In case of rejected materials, the vendor will be responsible for return freight charges.

J. The person designated as the Township's Representative is Eric Schubiger or his designated agent. The Township's Representative will present the final recommendation for award of the bid to the Township.

II. BID SECURITY

The following provisions if indicated by an (X), shall be applicable to this bid and be made a part of the bidding documents:

A. BID GUARANTEE (X)

Bidder shall submit with the bid a certified check, cashier's check or bid bond in the amount of ten percent (10%) of the total price bid, but not in excess of \$20,000, payable unconditionally to the Township. When submitting a Bid Bond, it shall contain Power of Attorney for full amount of Bid Bond from a surety company authorized to do business in the State of New Jersey and acceptable to the Township. The check or bond of the unsuccessful bidder(s) shall be returned to all but the three (3) lowest bidders within ten (10) days after opening of bids, Sundays and Holidays excepted. The check or bond of the three (3) lowest bidders shall be returned within three (3) days, Sundays and Holidays excluded of the award and signing of the contract and approval of the required performance bond or other security is submitted. The check or bond of the successful bidder shall be forfeited if the bidder fails to enter into a contract pursuant to N.J.S.A. 40A:11-21.

B. CONSENT OF SURETY

Bidder shall submit with the bid a Certificate (Consent of Surety) with Power of Attorney for full amount of bid price from a Surety Company authorized to do business in the State of New Jersey and acceptable to the Township stating that it will provide said bidder with a Performance Bond in the full amount of the bid. This certificate shall be obtained in order to confirm that the bidder to whom the contract is awarded will furnish Performance Bonds from an acceptable surety company on behalf of said bidder, any or all subcontractors or by each respective subcontractor or by any combination thereof which results in performance security equal to the total amount of the contract, pursuant to N.J.S.A. 40A:11-22.

C. PERFORMANCE BOND

Successful bidder shall simultaneously with the delivery of the executed contract, submit an executed bond in the amount of the one hundred percent (10%) of the acceptable bid as security

for the faithful performance of this contract and to guarantee payment of laborers and supplies for the labor and material used in the work performed under the contract.

The performance bond provided shall not be released until final acceptance of the whole service and/or materials and then only if any liens or claims have been satisfied.

D. SURETY DISCLOSURE STATEMENT AND CERTIFICATION (X)

The surety shall have the minimum surplus and capital stock on net cash assets required by N.J.S.A. 17:17-6 or 17:17-7 whichever is appropriate at the time the invitation to bid is issued.

The Bid Bond shall have attached thereto a Surety Disclosure Statement and Certification to which each surety executing the bond shall have subscribed.

The surety on such bond or bonds shall be a duly authorized surety company authorized to do business in the State of New Jersey. N.J.S.A. 17:31-5.

III. INTERPRETATION AND ADDENDA

A. The bidder understands and agrees that its bid is submitted on the basis of the specifications. The bidder accepts the obligation to become familiar with these specifications.

B. Bidders are expected to examine the specifications and related documents with care and observe all their requirements. Ambiguities, errors or omissions noted by bidders should be promptly reported in writing to Township's designated representative. In the event the bidder fails to notify the Township of such ambiguities, errors or omissions, the bidder shall be bound by the bid.

C. No oral interpretation of the meaning of the specifications will be made to any bidder. Every request for an interpretation shall be in writing, addressed to the Township's representative stipulated in the bid. In order to be given consideration, written requests for interpretation must be received at least ten (10) days prior to the date fixed for the opening of the bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications, and will be distributed to all prospective bidders, in accordance with N.J.S.A. 40A:11-23. All addenda so issued shall become part of the contract documents, and shall be acknowledged by the bidder in the bid. The Township's interpretations or corrections thereof shall be final.

D. Discrepancies in Bids

1. If the amount shown in words and its equivalent in figures do not agree, the written words shall be binding. Ditto marks are not considered writing or printing and shall not be used.

2. In the event that there is a discrepancy between the unit prices and the extended totals, the unit prices shall prevail. In the event there is an error of the summation of the extended totals, the computation by the Township of the extended totals shall govern.

IV. BRAND NAMES, PATENTS AND STANDARDS OF QUALITY

A. Brand names and/or descriptions used in this bid are to acquaint bidders with the type of commodity desired and will be used as a standard by which alternate or competitive materials offered will be judged. Brand names are to be treated as the brand name "or equal" as required by the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq. Competitive items must be equal to the standard described and be of the same quality of work. Variations between materials described and the materials offered are to be fully identified and described by the bidder on a separate sheet and submitted with the bid proposal form. Bidder's literature WILL NOT suffice in explaining exceptions to these specifications. In the absence of any changes by the bidder, it will be presumed and required that materials as described in the proposal be delivered.

B. It is the responsibility of the bidder to demonstrate the equivalency of item(s) offered. The Township reserves the right to evaluate the equivalency of an item(s) which, in its deliberations, meets or does not meet its requirements.

C. In submitting its bid, the bidder certifies that the merchandise to be furnished will not infringe upon any valid patent or trademark and that the successful bidder shall, at its own expense, defend any and all actions or suits charging such infringement, and will save the Township harmless from any damages resulting from such infringement.

D. Only manufactured and farm products of the United States, wherever available, shall be used on this contract pursuant to N.J.S.A. 40A:11-18.

INDEMNIFICATION

Successful bidder will indemnify and hold harmless the Township from all claims, suits or actions and damages or costs of every name and description to which the Township may be subjected or put by reason of injury to the person or property of another, or the property of the Township, resulting from negligent acts or omissions on the part of the bidder, the bidder's agents, servants or subcontractors in the delivery of materials and supplies, or in the performance of the work under this contract. By submitting a bid, the vendor accepts this provision.

PREPARATION OF BIDS

The Township is exempt from any local, state or federal sales, use or excise tax.

STATUTORY AND OTHER REQUIREMENTS

A. Mandatory Affirmative Action Certification

No firm may be issued a contract unless it complies with the affirmative action regulations of N.J.S.A. 10: 5-3 1 et seq. (P.L. 1975, c. 127).

1. Procurement, Professional and Service Contracts

All successful vendors must submit, within seven days after the receipt of the notice of intent to award the contract or the receipt of the contract, one of the following:

- i. A photocopy of a valid letter for an approved Federal Affirmative Action Plan (good for one year from the date of the letter), or
- ii. A photocopy of an approved Certificate of Employee Information Report, or
- iii. An initial Affirmative Action Employee Information Report (AA-302), such forms to be provided by Township.

B. Americans with Disabilities Act of 1990

Discrimination on the basis of disability in contracting for the purchase of bids and services is prohibited. The successful bidder is required to read Americans with Disabilities language that is part of this specification and agrees that the provisions of Title II of the Act are made a part of the contract. The successful bidder is obligated to comply with the Act and to hold the Township harmless.

C. Stockholder Disclosure

Chapter 33 of the Public Laws of 1977 provides that no corporation or partnership shall be awarded any contract for the performance of any work or the furnishing of any materials or supplies, unless, prior to the receipt of the bid or accompanying the bid of said corporation or partnership, there is submitted a statement setting forth the names and addresses of all stockholders in the corporation or partnership who own ten percent or more of its stock of any class, or of all individual partners in the partnership who own a ten percent or greater interest therein. The Stockholder Disclosure Form shall be completed and attached to the bid proposal.

D. The New Jersey Worker and Community Right to Know Act

The manufacturer or supplier of a substance or mixture shall supply the Chemical Abstracts Service number of all the components of the mixture or substance and the chemical name. The manufacturer and supplier must properly label each container. Further, all applicable Material Safety Data Sheets (MSDS) - hazardous substance fact sheet - must be furnished.

E. Non-Collusion Affidavit

The Non-Collusion Affidavit, which is part of these specifications, shall be properly executed and submitted with the bid proposal.

F. Non-Assignment of Contract

The bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract, or his rights, title or interest in or to the same of any part thereof except as otherwise provided herein. Any subletting of the Contract in no way relieves the Contractor from his full obligations under this Contract.

METHODS OF AWARD

- A. The Township will award the work on the basis of the Base Bid.
- B. If the award is to be made on the basis of Base Bids only, it will be made to that responsible bidder whose Base Bid, therefore, is the lowest. The Township reserves the right and discretion to award the base bid.

REJECTION OF BIDS

A. Reservation of Rights

Township reserves the right to waive any informalities, irregularities or minor defects in the bids received and to report any and all bids. In addition, Township reserves the right to reject any and all bids for reasons that the Township deems appropriate, and where said rejection is, in the judgment of the Township, determined to be in the best interest of the municipality.

B. Availability of Funds

Pursuant to statutory requirements, any contract resulting from this bid shall be subject to the availability and appropriation of sufficient funds annually.

C. Multiple Bids Not Allowed

More than one bid from an individual, a firm or partnership, a corporation or association under the same or different names shall not be accepted or considered.

D. Unbalanced Bids

Bids which are obviously unbalanced may be rejected.

E. Unsatisfactory Past Performance

Bids received from bidders who have previously failed to complete contracts within the time scheduled therefore, or who have performed prior work for the Township in an unacceptable manner, may be rejected. Bidders may also be rejected for "prior negative experience" pursuant to N.J.S.A. 40A:11-4.

F. Failure to Enter Contract

Should the bidder, to whom the contract is awarded, fail to enter into a contract/purchase order within 21 days, Sundays and holidays excepted, the Township may then, at its option, accept the bid of the next lowest responsible bidder.

TERMINATION OF CONTRACT

A. If, through any cause, the successful bidder shall fail to fulfill in a timely and proper manner obligations under this contract or if the contractor shall violate any of the requirements of this contract, the Township shall thereupon have the right to terminate this contract by giving written notice to the contractor of such termination and specifying the effective date of termination. Such termination shall relieve the Township of any obligation for balances to the contractor of any sum or sums set forth in the contract.

B. Continuation of the terms of this contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the Township reserves the right to cancel this contract.

GOVERNING LAW

This contract shall be governed by and construed in accordance with Local Public Contracts Law of the State of New Jersey (N.J.S.A. 40A:11-1 et. seq.)

OTHER REQUIREMENTS

- A. Bidding Format:** All bidders shall present all forms, contained herein, with their bid package. All exceptions must be fully explained on a separate page to be added at the end of the bid specifications, titled "Exceptions to Specifications," giving reference to the page and section title where the exception is being taken. Failure to comply with this requirement will result in the bid proposal being rejected.
- B. Manufacturer's Specifications:** Each bid shall be accompanied by a detailed set of *Manufacturer's Specifications*.
- C. Prices and Payments:** Unless otherwise specified, the cost of the bid shown shall be the cost to the Township at the delivery point designated which shall be the Township of Cinnaminson, Town Hall, **1621 Riverton Road**, Cinnaminson, NJ 08077. Total price on bidder's proposal sheet must include all items listed in the specifications. Listing any items contained in the specification as an extra cost item, unless specifically requested to do so in the specifications, will automatically be cause for rejection. Bidder will compute pricing less federal and state taxes. It is understood that any applicable taxes will be added to the proposed prices, unless the purchaser furnishes appropriate tax exempt forms.

SOLICITATION FOR BID

The Township of Cinnaminson is seeking bids for one (1) Electric Power Patient Loading and Fastening System including a cot/stretchers and all other appurtenances necessary to install the unit in an existing ambulance.

SPECIFICATIONS FOR ONE ELECTRIC POWER LOAD AND COT FASTENING SYSTEM FOR A PATIENT TRANSPORT AMBULANCE	Bidder Complies	
	Yes	No
EXCEPTION TO SPECIFICATIONS Whenever the bidder cannot meet a specific requirement of the specification the “NO” Box under “Bidder Complies” must be checked. The bidder is required to provide a written explanation and description, including manufacturers documentation, of a proposed substitute that meets or exceeds the intent of the requirement the bidder is seeking an exception to. The determination of whether the proposed substitution meets the intent of the specification lies solely with the township.		
INDEPENDENT QUALIFICATION The system shall have the following independent certifications:		
<ul style="list-style-type: none"> • IPX6 		
<ul style="list-style-type: none"> • IEC 60601-1 		
<ul style="list-style-type: none"> • IEC 60601-1-2 		
<ul style="list-style-type: none"> • KKK-A-1822 		
CRASH STANDARDS The system shall meet the following dynamic crash test standards:		
<ul style="list-style-type: none"> • EN 1789:2007 <i>Medical vehicles and their equipment – Road ambulances</i>¹ 		
<ul style="list-style-type: none"> • AS/NZS 4535:1999 <i>Ambulance restraint systems</i>² 		
EASE OF USE		
<ul style="list-style-type: none"> • The system shall be capable of lifting patients weighing up to 700lbs 		
<ul style="list-style-type: none"> • The system shall support the patient and cot throughout the loading and unloading process 		
<ul style="list-style-type: none"> • The system shall provide a linear guide for cot through the loading and unloading process 		
<ul style="list-style-type: none"> • The cot/stretchers must have a minimum 700-pound weight capacity. 		
<ul style="list-style-type: none"> • The cot/stretchers must have an adjustable loading height up to 36 inches 		
<ul style="list-style-type: none"> • The cot/stretchers must have height controls at the foot end 		
<ul style="list-style-type: none"> • The cot/stretchers must be capable of extending to a minimum of 84 inches 		

• The cot/stretcher must be capable of retracting to a minimum of 60 inches		
• The cot/stretcher must be powered by a lithium-ion battery located at the foot and the accessible with a single hand		
• The system shall be equipped with LED indicators which communicate system status to the operator		
• The system shall have wireless communication capabilities		
• The system shall provide a method of inductive charging for associated batteries without the use of cables or connectors		
• The system shall provide a method of operation for powered ambulance cots and non-powered ambulance cots		
• The system shall provide a method of operation in the event that the system loses power or experiences an error		
• A light must be provided on the foot end of the cot/stretcher to assist navigating in dark environments		
• Reflectors must be provided on all legs of the cot/stretcher		
• The cot/stretcher must include a manual release handle for operating in the manual mode		
• The cot/stretcher must include hydraulic dampening devices to prevent abrupt jarring of the patient or operator when operating in the manual mode		
• The cot/stretcher must have a mechanism to detect an obstruction when it is suspended that will stop the extension of the legs		
• The cot/stretcher must include a power-retract/power-extend operation within 1.5 seconds		
• The cot/stretcher must include foot end lifting bars and control switches at a least two different heights to provide optimum ergonomics to most operator heights		
• The cot/stretcher must have automatic system that is activated via a touch button to lower the cot/stretcher to a predetermined level for safe patient transport outside of the ambulance		
• The foot end of the cot/stretcher must include a transport handle at the foot end for better ergonomics while in transport height		
• The cot/stretcher must include 6 inch by 2 inch sealed caster and bearing wheels and integrated steering and wheel locks that can be activated from the head or foot end of the cot/stretcher		
• The frame of the cot/stretcher must be made of aluminum and powder coated, including the patient handling surfaces, to eliminate oxidation		
• The cot/stretcher must be capable of being power washed		
COMPATABILITY		
• The cot must be compatible with the existing automatic loading system in use by other agency ambulances		

