

# Invitation for Bid (IFB)

## IFB23-401

**Supplies or Service Requested:** Convert Existing F550 mini pumper to mini rescue

NIGP Commodity Code(s):  
072-30

### Solicitation Schedule

EVENT	DATE
IFB Issue Date	08/19/2022
Pre-Bid Conference or Webinar <i>Location   Zoom/Teams link</i>	No Pre-Bid Meeting
Deadline for Questions <i>Submitted to assigned buyer via email.</i>	09/28/2022 <i>10 Days prior to IFB due date</i>
Bid Submission Date <i>Either mailed or delivered to City Clerk address. Bids are open the day after the due date.</i>	10/12/2022

If You have any questions or need additional information, contact the Assigned Buyer:

Darin Johnson | [darinjohnson@cityoftulsa.org](mailto:darinjohnson@cityoftulsa.org)  
All questions should be emailed with **IFB 23-401** on the subject line.

#### Submit Bids (sealed) to:

City of Tulsa – City Clerk’s Office  
175 E. 2<sup>ND</sup> St., Suite 260  
Tulsa, OK 74103

*Bids (2 total: 1 original, 1 copy) must be sealed and either mailed or delivered. Write the Bid Number, Supplies or Service Requested (as listed above), and Bid Opening Date on the lower left corner of the outside of Your Bid envelope. Feel free to use included packing slip. No faxed or emailed Bids will be considered. Barring certain circumstances (Section III-5), Bids received after the stated date and time **will not be accepted and will be returned to the Bidder** [Hyperlink]*



CITY OF  
**Tulsa**  
A New Kind of Energy.™

## I. STATEMENT OF PURPOSE:

### 1. Overview and Goals

It is the intent of the City to convert one, or more, existing 2011 model F550 chassis mini-pumpers to mini-rescues to deliver breathing air and oxygen cylinders to Fire Department facilities and emergencies.

### 2. Term of Contract

The City intends to award a one-year annual contract. The City may offer the Seller the opportunity for additional one-year terms. The City also reserves the right to make multiple or partial awards. To do business with the City, you must agree to the terms and conditions of the City's standard Purchase Agreement, indicated by your Authorized Agent's signature on the Purchase Agreement.

The entire Invitation for Bid (IFB) including any additional information submitted by Bidder and Accepted by City will be included as part of the Agreement between Seller and City. **All sheets of this IFB (including Sections I-V) must be submitted.**

Capitalized terms used in this IFB and not defined in the Agreement shall have the meanings as ascribed to them in Title 6, Chapter 4 of the Tulsa Revised Ordinances found at [https://library.municode.com/ok/tulsa/codes/code\\_of\\_ordinances?nodet=CD\\_ORD\\_TIT6FIDE\\_CH4PU](https://library.municode.com/ok/tulsa/codes/code_of_ordinances?nodet=CD_ORD_TIT6FIDE_CH4PU)

#### **Authorized Agent**

Several parts of the Bid (Affidavits, Purchase Agreement) must be signed by an “**Authorized Agent.**” An Authorized Agent means an agent who is legally authorized to bind the Seller under the law of the State in which the Seller is legally organized. For instance, under Oklahoma law, the Authorized Agent for each of the following types of entities is as stated below:

- **Corporations** – the president, vice president, board chair or board vice chair can sign; others can sign if they have and provide the City with (i) a corporate resolution giving them authority to bind the Seller, and (ii) a recent corporate secretary's certificate indicating the authority is still valid.
- **General Partnerships** – any partner can sign to bind all partners.
- **Limited Partnerships** – the general partner must sign.
- **Individuals** – no additional authorization is required, but signatures must be witnessed and notarized.
- **Sole Proprietorship** – the owner can sign. Any other person can sign if s/he provides a recent Power of Attorney, signed by the owner, authorizing him/her to bind the sole proprietorship.
- **Limited Liability Company (LLC)** – The manager as named in the Operating Agreement can sign. Any person authorized by the Operating Agreement or a member can sign providing the person submits a copy of the authorization with a certificate of the members indicating the authorization is still valid.

Entities organized in States other than Oklahoma must follow the law of the State in which they are organized.

## II. SCOPE OF WORK AND SPECIFICATIONS

### 1. Scope of Work

Convert one or more, existing 2011 model F550 chassis mini-pumpers to mini-rescues to deliver breathing air and oxygen cylinders to Fire Department facilities and emergencies.

#### **Delivery Requirements**

All items and products will be picked up and delivered when completed to the City of Tulsa Fire Department, 1790 Newblock Park Drive, Tulsa, OK 74127.

Absolutely no items over 500lbs. may be directly shipped to the City of Tulsa requiring the City personnel to unload from the shipping truck or trailer. The City of Tulsa carries no responsibility for any damages incurred during an unloading occurrence. All unloading shall be the responsibility of the Seller and/or shipping entity.

#### **SHIPPING COSTS:**

Seller will be responsible for all shipping costs.

### 2. Specifications

The Bid **must** meet or exceed the following Response Requirements and Specifications. Seller must describe in space provided (Page 13 thru 20) or added attached page of how it meets or exceeds the specification in the Bidder Response Requirement field. Simply stating “meets” or “exceeds” does not comply.

- 1.01 Each bid response will be evaluated for compliance to the specifications in the Bidder Response Requirement field.
- 1.02 The lowest bid meeting specifications will be determined upon a point evaluation process in the Criteria Table (Page 5 thru 11) whereby each paragraph in the Bidder Response Requirements fields is awarded points for compliance. The bid amount is then divided by the total number of awarded points to determine the cost per point. The cost per point is then multiplied by the total possible points to determine a bid evaluation number. The lowest bid evaluation number will be considered the lowest bid meeting specification.
  - Bid Price / Total awarded points = Cost per point
  - Cost per point X Total possible points = Bid evaluation number
  - The lowest bid evaluation number will be considered the lowest bid meeting specification
- 1.04 The response to the bid can be provided on the Bidders Response pages (13-20) separately from the specifications and should address each paragraph of the specifications. The response should include as much information and detail as possible. This can be a separate page.

- 1.05 Items or issues that are not specifically described in the Bidders response requirement field may be considered absent, non-responsive or non-compliant to these specifications and will receive no points for the applicable paragraph.
- 1.06 The term, phrase or response of, or similar to, “meets” will be considered non-responsive and no points given. A descriptive narrative of precisely what is to be provided or accomplished is expected to be provided by the bidder.
- 1.07 Exceptions, deviations, or variances, regardless of the real or perceived variance, will be provided on a separate document with disclosure and description of the exception, deviation, or variance.
- 1.08 The City retains the sole right in determining compliance to the specifications where the bid response includes Bidder provided exceptions, alternative options or is otherwise subjective as compliant to these specifications.
- 1.09 The bid shall include all applicable literature, details, and references to describe and demonstrate compliance to the specifications. The City will not use or consider information obtained through web-based references, searches, or links to various web pages. The absence of provided information or the use of links and references from the web will result in the applicable item or issue as non-responsive or non-compliant and will not be awarded any credit or points.
- 1.10 All items and products will be delivered to the City of Tulsa Fire Department, 1790 Newblock Park Drive, Tulsa, OK 74127.

The City of Tulsa does not guarantee any specific quantity or number of purchases that will be made during the contract period. If the Seller’s prices cannot stay competitive with the outside market, the City of Tulsa reserves the right to purchase from outside sources.

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<b>CRITERIA TABLE</b>			
<b>Line</b>	<b>Description</b>	<b>Possible Points</b>	<b>Awarded Points</b> To be filled out by Fire Dept.
<b>2.00</b>	<b>REFERENCE &amp; DETAILS TO BE SCORED- Line 2.06 THRU 2.106</b>	0	0
2.01	The City of Tulsa Fire Department will remove the existing mini-pumper fire body and related equipment in preparation for the conversion. The Department will also provide temporary stop, turn, and brake lights on the stripped-down chassis.	0	0
2.02	The chassis is a: <ul style="list-style-type: none"> <li>• 2011 Ford F550 Extended Cab diesel 4x4</li> <li>• Cab to rear axle (CA) 84-inches</li> <li>• Wheelbase (WB) 186-inches</li> <li>• The chassis is a 2011 Ford F550 extended cab 4x4 with a 6.7- liter Powerstroke diesel engine.</li> <li>• TorqueShift 5-speed electronic automatic transmission with overdrive/tow/haul mode</li> <li>• 4-wheelABS</li> <li>• Traction control</li> <li>• 4.88 limited slip rear axle</li> <li>• 19.5" aluminum wheels with 225/70R19.5 tires</li> <li>• High-capacity trailer tow package</li> <li>• Extra heavy service suspension package</li> <li>• Front tow hooks</li> <li>• 40-gallon fuel tank</li> <li>• 16k trailer tow hitch</li> <li>• Front stabilizer bar</li> <li>• Trailer brake controller for electric trailer brakes</li> <li>• Trailer towing package with telescoping power-operated, heated mirrors with signal</li> <li>• Dual rear wheels</li> <li>• Gross Vehicle Weight Rating (GVWR) of 19,000-lbs</li> <li>• Towing capacity of 16,000-lbs</li> <li>• Roof clearance marker lights</li> <li>• Dual alternators with combined output of 320-amps</li> <li>• Dual 750 CCA batteries</li> <li>• Fog lights</li> <li>• Air conditioning</li> <li>• Cruise control</li> <li>• Tilt steering</li> <li>• Advanced security group</li> <li>• 7-wire harness with relays, blunt cut and labeled</li> <li>• Daytime running lights</li> <li>• Electric locks</li> <li>• Electric window</li> </ul>	0	0

2.03	Unless the item is specifically described, the chassis will be stripped free of the center console, By the City. Emergency Medical Services (EMS) cabinet, wiring supply for the old fire body, multi-plex system and other after-market components. The object is to provide the seller a chassis that is operationally like that of a new chassis.	0	0
2.04	To maintain the integrity of the roof, the chassis will be picked up with the roof mounted light bar, radio antenna, old router antenna, and a small warning light on the forward portion of each fender. The equipment will be replaced by the seller in the manufacturing process.	0	0
2.05	The cylinders intended to be stored and transported by this vehicle include: <ul style="list-style-type: none"> <li>• 45-minute 4500 psi Scott Snap Change cylinders 6.25" diameter x 23-3/8" height or length</li> <li>• 60-minute 4500 psi Scott Snap Change cylinders 6-7/8" diameter x 24-3/4" height or length</li> <li>• 75-minute 5500 psi Scott RIC cylinder 7.15" diameter x 25.51" height or length</li> <li>• "D" size oxygen 4" diameter 20" height or length</li> </ul>	0	0
2.06	The seller will replace the 55" light bar with a new Whelen F4N2 LED 55-inch Freedom lightbar with two front corners and four front (2 red/2 white) and two end red. Lightbar to include a 795H GTT self-contained Opticom™ IR LED Emitter with permanent mount.	10	
2.07	The seller will replace the old router antenna and will be replaced by Panorama 5G 9-1 dome for Cradlepoint, black in color, SKU: LG-IN2448.	10	
2.08	The existing radio antenna may be reused.	10	
2.09	The front factory provided chrome grill will be removed by the seller and replaced by a new grill, black in color.	10	
2.10	The seller will remove the current front grill guard and front bumper and replace it with a Ranch Hand® Sport Series full width, grill guard with a receiver for a winch and heavy-duty bumper. The grill guard to be powder coated black.	10	
2.11	The grill guard, which includes a receiver for a winch, will be provided a ball hitch power supply for the winch.	10	
2.12	Two Whelen SA314B speakers will be mounted by the seller on the forward facing on the lower portion, or behind the lower portion, of the grill guard.	10	
2.13	Four Whelen M4J will be mounted by the seller onto the front face and positioned in the four corners of the grill guard.	10	
2.14	Two Whelen M4J, one each side, will be mounted by the seller onto the lower portion of the grill guard directly ahead of the front wheels.	10	
2.15	The small warning lights on the forward portion of each fender will be replaced by the seller with new Whelen ION TL12J with black flange. If the ION does not fit the space, use a Whelen TLMJ. The intent with this light is to avoid body work to remove the holes used to power the current light.	10	
2.16	The chassis is provided with black molded cab steps that will be removed by the seller and replaced by new black aluminum treadplate running boards that will include splash protection behind the front wheels.	10	

2.17	The underside of the rocker panel beneath each of the cab doors will be provided by the seller with LED lights that will be used to illuminate the steps when the transmission is placed into "Park" or "Neutral".	10	
2.18	The running boards will be provided by the seller with LED lights that will be used as ground lights when the transmission is placed into "Park" or "Neutral".		
2.19	A Kussmaul EV-20 battery charger will be provided by the seller.	10	
2.20	The rear portion of the driver's side running board will be provided by the seller with a Kussmaul 20-amp auto eject.	10	
2.21	A weatherproof display of the chassis battery condition will be provided by the seller and mounted onto the aluminum treadplate step near the auto-eject.	10	
2.22	A center console, Havis Shield, or equivalent, will be provided between the front seats by the seller. The console will be approximately 10" high, 9" wide, and 30" long.	10	
2.23	The center console will include the controls for audible and visual warning equipment, scene lights, door ajar warning light, one USB power supply, two lighter plug power supplies, radio, microphone brackets with mic clips for radio and electronic siren mics, arm rests for each seat, LED goose neck light, two power cup holders, and open storage for the retention of 3" three ring notebooks used as map books and provided by the seller.	10	
2.24	The console will include a faceplate to support, in a recessed position, angled to the rear to improve screen visibility, a Motorola 35-Watt Astro Spectra W9, 800 MHz radio provided by the city. The speaker will be mounted onto, or directly in front of the installed center console by the city. The radio, speaker and microphone will be supplied by the city and picked up with the chassis.	10	
2.25	The seller will install a Cradlepoint R1900 Series 5G ruggedized router and connect it to the Panorama 5G 9-1 antenna.	10	
2.26	A Whelen 295SLSA6 electronic siren with five push-button switches for secondary use to be provided by the seller.	10	
2.27	The console will include a faceplate to support the siren control in a semi-recessed position provided by the seller	10	
2.28	A Whelen TADCTL1 control head for the directional arrow will be provided by the seller on the center console.	10	
2.29	The console will include a faceplate to support the directional arrow control provided by the seller	10	
2.30	The console will be provided with a computer stand that will support a Havis Shield model DS-DELL-604-2. The monitor will be mounted on the passenger side of the console but positioned to be in view of the driver.	10	
2.31	The seller will install a rear facing camera system with audio from the rear of the vehicle for the driver to see the rear of the vehicle and hear commands from people helping while backing. The screen will be inside the cab and positioned within easy view of the driver.	10	
2.32	The seller will install a Rosco, DV XC4 forward and inward facing event recorder onto the front windshield.	10	
2.33	The seller will provide a HAAS Alert transmitter with a five-year subscription.	10	
2.34	The preferred electrical system for the vehicle and rescue body is to be a point-to-point rather than a multi-plex system provided by the seller.	10	

2.35	All power and control wiring between the exterior of the cab and the interior controls will be provided by the seller with a waterproof connection to allow the cab to be removed should the motor require major repair or maintenance which requires the cab to be removed.	10	
2.36	All wiring serving the newly installed rescue body will be provided by the seller with a waterproof connection to allow body removal from the chassis.	10	
2.37	The seller will provide a new rescue body, of approximately 144-inches in length, 96 inches wide and approximately 72" in height, to be constructed and mounted onto a 2011 Ford F-550 with a cab-to-rear-axle (CA) of 84-inches.	10	
2.38	The rescue body will be constructed of aluminum. The bid will describe the details describing the proposed construction to include structural elements, grade, and thickness of flat sheet as well as grade and thickness of treadplate by the seller.	10	
2.39	The bid will provide a description of the extrusions and other structural elements that will be used in the assembly of the rescue body by the seller.	10	
2.40	The bid will include a description on how the rescue body will be attached to the chassis by the seller.		
2.41	Flat or smooth sheet aluminum will be either 3/16" 3,000 series aluminum or 1/8" 5000 series aluminum provided by the seller.		
2.42	Seller to provide treadplate used for overlay placed directly on top of flat or smooth sheet aluminum may be 1/8" but will be no less than 3/16" if used by itself as the covering.	10	
2.43	The rescue body will have side facing compartments positioned ahead of the rear wheels, over the rear wheels, behind the rear wheels and a single rear facing compartment provided by the seller.	10	
2.44	The front face of the rescue body will be provided by the seller with an overlay of aluminum treadplate.	10	
2.45	The top or roof of the rescue body will be constructed an overlay of aluminum treadplate by the seller.	10	
2.46	The rear of the rescue body will be constructed of smooth plate aluminum that will be finished to allow the installation of a reflective chevron by the seller.	10	
2.47	The front compartment located ahead of the rear wheels will be approximately 40" wide, 24" deep below the frame rail, transverse above the frame rail and 53" in height provided by the seller.	10	
2.48	The front compartment on the driver's side, below the frame rails, will be designed for storage of size "D" medical oxygen cylinders by the seller.	10	
2.49	Each of the oxygen cylinder storage racks will accommodate size "D" oxygen cylinders stored horizontally in the compartment provided by the seller. The cylinder storage will consist of a square enclosure that will include a cradle designed to keep the cylinder in a position that reduces it's movement.	10	
2.50	Each oxygen cylinder storage rack will be provided by the seller with a retaining strap or device to prevent the cylinder from sliding out of the storage rack.	10	
2.51	The oxygen cylinder storage rack on the driver's side will be approximately eight racks wide, two high and single deep to accommodate approximately 16 size "D" oxygen cylinders provided by the seller.	10	

2.52	The front compartment on the driver's side, above the frame rails, will be provided by the seller with a full width half depth slide out tray that extends from the center of the chassis to the opening of the compartment.	10	
2.53	The compartment over the rear wheels will be approximately 57" wide, transverse and 36" in height provided by the seller.	10	
2.54	The compartment over the rear wheels will be used for cylinder storage.	10	
2.55	The cylinder storage will consist of a square enclosure that will include a cradle designed to keep the cylinder in a position that reduces its movement provided by the seller.	10	
2.56	Each Self-Contained Breathing Apparatus (SCBA) cylinder storage rack will accommodate cylinders that range from 6-1/4" through 7-5/32" diameter and length, or cylinder height of 25-1/2" provided by the seller.	10	
2.57	Each cylinder opening will be provided with a National Fire Protection Association (NFPA) approved cylinder storage strap or retention system to keep the cylinder from sliding out of its storage rack provided by the seller.	10	
2.58	The driver's side of the center compartment will have storage racks that will store two cylinders end to end and positioned to provide the maximum number of cylinders as possible provided by the seller. Approximately 7 racks wide, 4 racks high, two cylinder deep = 56 SCBA cylinders (primarily 45/45 cylinders)	10	
2.59	The passenger's side of the center compartment will have storage racks that will store one cylinder deep and positioned to provide the maximum number of cylinders as possible provided by the seller. Approximately 7 racks wide, 4 racks high, one cylinder deep = 28 SCBA cylinders (Combination of 45/45, 60/45 and 75/55)	10	
2.60	The compartment behind the rear wheels will be approximately 38" wide, 24" deep below the frame rails and 53" in height provided by the seller.	10	
2.61	The compartment behind the driver's side rear wheel will be provided with a full height divider to divide the width in half provided by the seller	10	
2.62	The forward portion of the driver's side rear compartment will be provided by the seller with a slide out tray and two adjustable shelves.		
2.63	The rear portion of the compartment will remain fully open to allow a two-wheel dolly that is used to transport multiple cylinders to be safely secured.	10	
2.64	The front compartment on the passenger's side, below the frame rails, will be designed for storage of size "D" medical oxygen cylinders by the seller	10	
2.65	The seller will provide the oxygen cylinder storage rack on the driver's side will be approximately eight racks wide, two high and single deep to accommodate approximately 16 size "D" oxygen cylinders.	10	
2.66	The front compartment on the passenger's side, above the frame rails, will be provided by the seller with a full width half depth slide out tray that extends from the center of the chassis to the opening of the compartment.	10	
2.67	The compartment behind the passenger's side rear wheel will be provided by the seller with a slide out tray and two adjustable shelves.	10	

2.68	The compartment behind the passenger's side rear wheel will be provided by the seller with a slide out tray and two adjustable shelves.	10	
2.69	The rear compartment will be provided by the seller with a slide out tray and a single adjustable shelf.	10	
2.70	The rear of the body will be provided by the seller with an aluminum treadplate tailboard that extends approximately 12-inches behind the body.	10	
2.71	The rear of the fire body will be provided by the seller with 2 tow eyes.	10	
2.72	The rear of the fire body will be provided by the seller with a 16,000 lb. receiver hitch with power connections provided for trailers.	10	
2.73	The rescue body will be provided by the seller with an aluminum rub rail that consists of 5/8" thick by 2" wide aluminum bar stock that is attached to the body with spacers that hold the bar stock away from the body by approximately 3/8".	10	
2.74	The fasteners for the bar stock will be recessed within the material and ends will be beveled for a pleasing appearance by the seller.	10	
2.75	The fire body surrounding the rear wheels will be provided by the seller with an overlay of aluminum treadplate.	10	
2.76	The rear wheel openings will be provided by the seller with black rubber fender flares.	10	
2.77	Black mud flaps will be provided by the seller behind the rear wheels.	10	
2.78	A fuel fill, recessed into the body, provided by the seller will be located near the driver's side rear wheels.	10	
2.79	A Diesel Exhaust Fluid (DEF) fill opening will be located near the driver's side rear wheels behind a hinged stainless steel compartment door by the seller. Ideally, the fill opening will be recessed and designed to prevent spillage onto the side of the fire body.	10	
2.80	All compartments will be provided by the seller with Amdor roll-up doors painted to the job color.	10	
2.81	Each of the compartment doors will be provided by the seller with a drip pan to protect the coiled door from physical damage when the door is opened.	10	
2.82	Each of the compartment doors will be provided by the seller with an elastic pull strap.	10	
2.83	Each compartment will be provided by the seller with LED dual light strips that automatically operate with the opening of the compartment door.	10	
2.84	The fire body will be provided by the seller with ground lights that will operate when the transmission is placed into park, neutral or reverse.	10	
2.85	The rear of the fire body will include a third brake light located above the rear facing compartment door provided by the seller.	10	
2.86	A Whelen model TADP8A amber directional arrow will be located on the rear face of the body located above the rear facing compartment provided by the seller. Controls for the directional arrow will be located in the center console located inside the cab provided by the seller	10	
2.87	The rear of the fire body will be provided by the seller with Britax rubber arm marker lights with red/amber lens to identify the location of the rear corners of the fire body.	10	

2.88	The rear of the fire body will be provided by the seller with individual Whelen lights to form warning, tail, stop, turn and back-up lighting. Whelen M6, red with clear lens and black flange will be located a few inches above the tailboard. Whelen M6 clear with clear lens will be located above the Rota-Beam for use as a back-up light. Whelen M6 directional light, amber, will be located above the back-up light. Whelen M6, red, will be used as a stop/taillight.	10	
2.89	Two, Whelen M6 blue with scene light, will be provided by the seller and located on the rear of the fire body at an elevation slightly below the top of the compartment door. The scene light feature will be operated by a switch located on the rear face of the fire body.	10	
2.90	Two, Whelen Rota-Beam, red with clear lens and black flange will be located, one each side, rear facing, near the top of the fire body by the seller.	10	
2.91	Each side of the fire body will be provided by the seller with two, one near the forward corner and one near the rear corner, of the fire body, Whelen M6J, red/blue with clear lens, installed with a black flange.	10	
2.92	Two, one each side near the rear wheels, Whelen M6 warning lights, red with clear lens and black flange provided by the seller.	10	
2.93	The seller will install two, one on each forward-facing upper corner of the fire body, a Whelen PCPSM1B single panel combination flood/spotlight with black flange that will be operated by switches installed on the console within the cab.	10	
2.94	The seller will install two, one on each side of the upper fire body, near the center, a Whelen PCPSM2B dual panel combination flood/spotlight with black flange operated by switches installed on the console within the cab.	10	
2.95	The cab and rescue body will be prepared and painted by the seller with Sikkens paint, to match Pierce #90 red.	10	
2.96	The cab roof, and the space above the compartments on the rescue body, will be painted by the seller with Sikkens paint, to match Pierce #101 black.	10	
2.97	The compartment doors will match Pierce #90 red. Provided by the seller.	10	
2.98	The cab and rescue body will be provided by the seller with a "Z" strip similar in design and color scheme as the Tulsa Engines and Ladders but sized to fit the vehicle.	10	
2.99	The reflective material used to make the "Z" image will be reflective black with a silver/gray accent to match the Pierce Engines and Ladders by the seller. Details will be provided at the pre-construction meeting.	10	
2.100	The front doors will be provided by the seller with sized to fit, "Tulsa Fire Dept." and Maltese cross similar to that used on the Tulsa Engines and Ladders. The lettering is silverleaf with shadow and the Maltese Cross is silverleaf with conventional goldleaf accents. Details will be provided at the pre-construction meeting.	10	
2.101	The rear cab door will be provided by the seller "AIR" above the numeral "4", "24", or "27", sized to fit. The designation will be provided at the preconstruction meeting.	10	
2.102	The upper forward side facing corner of the rescue body will include an American flag with an eagle's head that is imposed and sized to fit the area by the seller. Details will be provided at the preconstruction meeting.	10	

2.103	The rear face of the rescue body will be provided with a reflective chevron constructed of alternating reflective red and fluorescent yellow green by the seller.	10	
2.104	The rear facing compartment will be provided with a reflective white, with black shadow, numerical digit to match that selected on the rear cab door by the seller.	10	
2.105	A pre-construction meeting will be held in Tulsa prior to construction of the rescue body and vehicle assembly.	10	
2.106	A final inspection of the vehicle will be conducted at the manufacturer's facility prior to its delivery to Tulsa. The successful bidder will provide travel, lodging and meals for two Tulsa Fire Department representatives.	10	
2.107	<b>Total Possible Points</b>	1,070	

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**BIDDERS RESPONSE REQUIREMENTS:**

Line	Description	Bidders Response Requirements
<b>2.00</b>	<b>REFERENCE &amp; DETAILS ONLY (NOT SCORED)</b>	
2.01	The City of Tulsa Fire Department will remove the existing mini-pumper fire body and related equipment in preparation for the conversion. The Department will also provide temporary stop, turn, and brake lights on the stripped-down chassis.	
2.02	The chassis is a: <ul style="list-style-type: none"> <li>• 2011 Ford F550 Extended Cab diesel 4x4</li> <li>• Cab to rear axle (CA) 84-inches</li> <li>• Wheelbase (WB) 186-inches</li> <li>• The chassis is a 2011 Ford F550 extended cab 4x4 with a 6.7-liter Powerstroke diesel engine.</li> <li>• TorqueShift 5-speed electronic automatic transmission with overdrive/tow/haul mode</li> <li>• 4-wheelABS</li> <li>• Traction control</li> <li>• 4.88 limited slip rear axle</li> <li>• 19.5" aluminum wheels with 225/70R19.5 tires</li> <li>• High-capacity trailer tow package</li> <li>• Extra heavy service suspension package</li> <li>• Front tow hooks</li> <li>• 40-gallon fuel tank</li> <li>• 16k trailer tow hitch</li> <li>• Front stabilizer bar</li> <li>• Trailer brake controller for electric trailer brakes</li> <li>• Trailer towing package with telescoping power-operated, heated mirrors with signal</li> <li>• Dual rear wheels</li> <li>• Gross Vehicle Weight Rating (GVWR) of 19,000-lbs</li> <li>• Towing capacity of 16,000-lbs</li> <li>• Roof clearance marker lights</li> <li>• Dual alternators with combined output of 320-amps</li> <li>• Dual 750 CCA batteries</li> <li>• Fog lights</li> <li>• Air conditioning</li> <li>• Cruise control</li> <li>• Tilt steering</li> <li>• Advanced security group</li> <li>• 7-wire harness with relays, blunt cut and labeled</li> <li>• Daytime running lights</li> <li>• Electric locks</li> </ul> Electric window	

2.03	Unless the item is specifically described, the chassis will be stripped free of the center console, Emergency Medical Services (EMS) cabinet, wiring supply for the old fire body, multi-plex system and other after-market components. The object is to provide the successful bidder a chassis that is operationally like that of a new chassis.	
2.04	To maintain the integrity of the roof, the chassis will be picked up with the roof mounted light bar, radio antenna, old router antenna, and a small warning light on the forward portion of each fender. Most of this equipment will be replaced in the manufacturing process.	
2.05	The cylinders intended to be stored and transported by this vehicle include: <ul style="list-style-type: none"> <li>• 45-minute 4500 psi Scott Snap Change cylinders 6.25" diameter x 23-3/8" height or length</li> <li>• 60-minute 4500 psi Scott Snap Change cylinders 6-7/8" diameter x 24-3/4" height or length</li> <li>• 75-minute 5500 psi Scott RIC cylinder 7.15" diameter x 25.51" height or length</li> </ul> <p>"D" size oxygen 4" diameter 20" height or length</p>	
2.06	The seller will replace the 55" light bar with a new Whelen F4N2 LED 55-inch Freedom lightbar with two front corners and four front (2 red/2 white) and two end red. Lightbar to include a 795H GTT self-contained Opticom™ IR LED Emitter with permanent mount.	
2.07	The seller will replace the old router antenna and will be replaced by Panorama 5G 9-1 dome for Cradlepoint.	
2.08	Cradlepoint SKU: LG-IN2448 Black.	
2.09	The existing radio antenna may be reused.	
2.10	The front factory provided chrome grill will be removed by the seller and replaced by a new grill, black in color.	
2.11	The seller will remove the current front grill guard and front bumper and replace it with a Ranch Hand® Sport Series full width, grill guard with a receiver for a winch and heavy-duty bumper. The grill guard to be powder coated black.	
2.12	The grill guard, which includes a receiver for a winch, will be provided a ball hitch power supply for the winch.	
2.13	Two Whelen SA314B speakers will be mounted by the seller on the forward facing on the lower portion, or behind the lower portion, of the grill guard.	
2.14	Four Whelen M4J will be mounted by the seller onto the front face and positioned in the four corners of the grill guard.	

2.15	Two Whelen M4J, one each side, will be mounted by the seller onto the lower portion of the grill guard directly ahead of the front wheels.	
2.16	The small warning lights on the forward portion of each fender will be replaced by the seller with new Whelen ION TL12J with black flange. If the ION does not fit the space, use a Whelen TLMJ.	
2.17	The intent with this light is to avoid body work to remove the holes used to power the current light.	
2.18	The chassis is provided with black molded cab steps that will be removed by the seller and replaced by new black aluminum treadplate running boards that will include splash protection behind the front wheels.	
2.19	The underside of the rocker panel beneath each of the cab doors will be provided by the seller with LED lights that will be used to illuminate the steps when the transmission is placed into "Park" or "Neutral".	
2.20	The running boards will be provided by the seller with LED lights that will be used as ground lights when the transmission is placed into "Park" or "Neutral".	
2.21	A Kussmaul EV-20battery charger will be provided by the seller.	
2.22	The rear portion of the driver's side running board will be provided by the seller with a Kussmaul 20-amp auto eject.	
2.23	A weatherproof display of the chassis battery condition will be provided by the seller and mounted onto the aluminum treadplate step near the auto-eject.	
2.24	A center console, Havis Shield, or equivalent, will be provided between the front seats by the seller. The console will be approximately 10" high, 9" wide, and 30" long.	
2.25	The center console will include the controls for audible and visual warning equipment, scene lights, door ajar warning light, one USB power supply, two lighter plug power supplies, radio, microphone brackets with mic clips for radio and electronic siren mics, arm rests for each seat, LED goose neck light, two power cup holders, and open storage for the retention of 3" three ring notebooks used as map books and provided by the seller.	
2.26	The console will include a faceplate to support, in a recessed position, angled to the rear to improve screen visibility, a Motorola 35-Watt Astro Spectra W9, 800 MHz radio provided by the city. The speaker will be mounted onto, or directly in front of the installed center console by the city.	
2.27	The radio, speaker and microphone will be supplied by the city and picked up with the chassis.	
2.28	The seller will install a Cradlepoint R1900 Series 5G ruggedized router and connect it to the Panorama 5G 9-1 antenna.	
2.29	A Whelen 295SLSA6 electronic siren with five push-button switches for secondary use to be provided by the seller.	

2.30	The console will include a faceplate to support the siren control in a semi-recessed position provided by the seller	
2.31	A Whelen TADCTL1 control head for the directional arrow will be provided by the seller on the center console.	
2.32	The console will include a faceplate to support the directional arrow control provided by the seller	
2.33	The console will be provided with a computer stand that will support a Havis Shield model DS-DELL-604-2. The monitor will be mounted on the passenger side of the console but positioned to be in view of the driver.	
2.34	The seller will install a rear facing camera system with audio from the rear of the vehicle for the driver to see the rear of the vehicle and hear commands from people helping while backing. The screen will be inside the cab and positioned within easy view of the driver.	
2.35	The seller will install a Rosco, DV XC4 forward and inward facing event recorder onto the front windshield.	
2.36	The seller will provide a HAAS Alert transmitter with a five-year subscription.	
2.37	The preferred electrical system for the vehicle and rescue body is to be a point-to-point rather than a multi-plex system provided by the seller.	
2.38	All power and control wiring between the exterior of the cab and the interior controls will be provided by the seller with a waterproof connection to allow the cab to be removed should the motor require major repair or maintenance which requires the cab to be removed.	
2.39	All wiring serving the newly installed rescue body will be provided by the seller with a waterproof connection to allow body removal from the chassis.	
2.40	The seller will provide a new rescue body, of approximately 144-inches in length, 96 inches wide and approximately 72" in height, to be constructed and mounted onto a 2011 Ford F-550 with a cab-to-rear-axle (CA) of 84-inches.	
2.41	The rescue body will be constructed of aluminum. The bid will describe the details describing the proposed construction to include structural elements, grade, and thickness of flat sheet as well as grade and thickness of treadplate by the seller.	
2.42	The bid will provide a description of the extrusions and other structural elements that will be used in the assembly of the rescue body by the seller.	
2.43	The bid will include a description on how the rescue body will be attached to the chassis by the seller.	
2.44	Flat or smooth sheet aluminum will be either 3/16" 3,000 series aluminum or 1/8" 5000 series aluminum provided by the seller.	

2.45	Seller to provide treadplate used for overlay placed directly on top of flat or smooth sheet aluminum may be 1/8" but will be no less than 3/16" if used by itself as the covering.	
2.46	The rescue body will have side facing compartments positioned ahead of the rear wheels, over the rear wheels, behind the rear wheels and a single rear facing compartment provided by the seller.	
2.47	The front face of the rescue body will be provided by the seller with an overlay of aluminum treadplate.	
2.48	The top or roof of the rescue body will be constructed an overlay of aluminum treadplate by the seller.	
2.49	The rear of the rescue body will be constructed of smooth plate aluminum that will be finished to allow the installation of a reflective chevron by the seller.	
2.50	The front compartment located ahead of the rear wheels will be approximately 40" wide, 24" deep below the frame rail, transverse above the frame rail and 53" in height provided by the seller.	
2.51	The front compartment on the driver's side, below the frame rails, will be designed for storage of size "D" medical oxygen cylinders by the seller.	
2.52	Each of the oxygen cylinder storage racks will accommodate size "D" oxygen cylinders stored horizontally in the compartment provided by the seller. The cylinder storage will consist of a square enclosure that will include a cradle designed to keep the cylinder in a position that reduces it's movement.	
2.53	Each oxygen cylinder storage rack will be provided by the seller with a retaining strap or device to prevent the cylinder from sliding out of the storage rack.	
2.54	The oxygen cylinder storage rack on the driver's side will be approximately eight racks wide, two high and single deep to accommodate approximately 16 size "D" oxygen cylinders provided by the seller.	
2.55	The front compartment on the driver's side, above the frame rails, will be provided by the seller with a full width half depth slide out tray that extends from the center of the chassis to the opening of the compartment.	
2.56	The compartment over the rear wheels will be approximately 57" wide, transverse and 36" in height provided by the seller.	
2.57	The compartment over the rear wheels will be used for cylinder storage.	
2.58	The cylinder storage will consist of a square enclosure that will include a cradle designed to keep the cylinder in a position that reduces it movement provided by the seller.	
2.59	Each Self-Contained Breathing Apparatus (SCBA) cylinder storage rack will accommodate cylinders that range from 6-1/4" through 7-5/32" diameter and length, or cylinder height of 25-1/2" provided by the seller.	

2.60	Each cylinder opening will be provided with a National Fire Protection Association (NFPA) approved cylinder storage strap or retention system to keep the cylinder from sliding out of its storage rack provided by the seller.	
2.61	The driver's side of the center compartment will have storage racks that will store two cylinders end to end and positioned to provide the maximum number of cylinders as possible provided by the seller.	
2.62	Approximately 7 racks wide, 4 racks high, two cylinder deep = 56 SCBA cylinders (primarily 45/45 cylinders)	
2.63	The passenger's side of the center compartment will have storage racks that will store one cylinder deep and positioned to provide the maximum number of cylinders as possible provided by the seller.	
2.64	Approximately 7 racks wide, 4 racks high, one cylinder deep = 28 SCBA cylinders (Combination of 45/45, 60/45 and 75/55)	
2.65	The compartment behind the rear wheels will approximately 38" wide, 24" deep below the frame rails and 53" in height provided by the seller.	
2.66	The compartment behind the driver's side rear wheel will be provided with a full height divider to divide the width in half provided by the seller	
2.67	The forward portion of the driver's side rear compartment will be provided by the seller with a slide out tray and two adjustable shelves.	
2.68	The rear portion of the compartment will remain fully open to allow a two-wheel dolly that is used to transport multiple cylinders to be safely secured.	
2.69	The front compartment on the passenger's side, below the frame rails, will be designed to for storage of size "D" medical oxygen cylinders by the seller	
2.70	The seller will provide the oxygen cylinder storage rack on the driver's side will be approximately eight racks wide, two high and single deep to accommodate approximately 16 size "D" oxygen cylinders.	
2.71	The front compartment on the passenger's side, above the frame rails, will be provided by the seller with a full width half depth slide out tray that extends from the center of the chassis to the opening of the compartment.	
2.72	The compartment behind the passenger's side rear wheel will be provided by the seller with a slide out tray and two adjustable shelves.	
2.73	The compartment behind the passenger's side rear wheel will be provided by the seller with a slide out tray and two adjustable shelves.	
2.74	The rear compartment will be provided by the seller with a slide out tray and a single adjustable shelf.	
2.75	The rear of the body will be provided by the seller with an aluminum treadplate tailboard that extends approximately 12-inches behind the body.	
2.76	The rear of the fire body will be provided by the seller with 2 tow eyes.	

2.77	The rear of the fire body will be provided by the seller with a 16,000 lb. receiver hitch with power connections provided for trailers.	
2.78	The rescue body will be provided by the seller with an aluminum rub rail that consists of 5/8" thick by 2" wide aluminum bar stock that is attached to the body with spacers that hold the bar stock away from the body by approximately 3/8".	
2.79	The fasteners for the bar stock will be recessed within the material and ends will be beveled for a pleasing appearance by the seller.	
2.80	The fire body surrounding the rear wheels will be provided by the seller with an overlay of aluminum treadplate.	
2.81	The rear wheel openings will be provided by the seller with black rubber fender flares.	
2.82	Black mud flaps will be provided by the seller behind the rear wheels.	
2.83	A fuel fill, recessed into the body, provided by the seller will be located near the driver's side rear wheels.	
2.84	A Diesel Exhaust Fluid (DEF) fill opening will be located near the driver's side rear wheels behind a hinged stainless steel compartment door by the seller. Ideally, the fill opening will be recessed and designed to prevent spillage onto the side of the fire body.	
2.85	All compartments will be provided by the seller with Amdor roll-up doors painted to the job color.	
2.86	Each of the compartment doors will be provided by the seller with a drip pan to protect the coiled door from physical damage when the door is opened.	
2.87	Each of the compartment doors will be provided by the seller with an elastic pull strap.	
2.88	Each compartment will be provided by the seller with LED dual light strips that automatically operate with the opening of the compartment door.	
2.89	The fire body will be provided by the seller with ground lights that will operate when the transmission is placed into park, neutral or reverse.	
2.90	The rear of the fire body will include a third brake light located above the rear facing compartment door provided by the seller.	
2.91	A Whelen model TADP8A amber directional arrow will be located on the rear face of the body located above the rear facing compartment provided by the seller. Controls for the directional arrow will be located in the center console located inside the cab provided by the seller	
2.92	The rear of the fire body will be provided by the seller with Britax rubber arm marker lights with red/amber lens to identify the location of the rear corners of the fire body.	

2.93	The rear of the fire body will be provided by the seller with individual Whelen lights to form warning, tail, stop, turn and back-up lighting. Whelen M6, red with clear lens and black flange will be located a few inches above the tailboard. Whelen M6 clear with clear lens will be located above the Rota-Beam for use as a back-up light. Whelen M6 directional light, amber, will be located above the back-up light. Whelen M6, red, will be used as a stop/taillight.	
2.94	Two, Whelen M6 blue with scene light, will be provided by the seller and located on the rear of the fire body at an elevation slightly below the top of the compartment door. The scene light feature will be operated by a switch located on the rear face of the fire body.	
2.95	Two, Whelen Rota-Beam, red with clear lens and black flange will be located, one each side, rear facing, near the top of the fire body by the seller.	
2.96	Each side of the fire body will be provided by the seller with two, one near the forward corner and one near the rear corner, of the fire body, Whelen M6J, red/blue with clear lens, installed with a black flange.	
2.97	Two, one each side near the rear wheels, Whelen M6 warning lights, red with clear lens and black flange provided by the seller.	
2.98	The seller will install two, one on each forward-facing upper corner of the fire body, a Whelen PCPSM1B single panel combination flood/spotlight with black flange that will be operated by switches installed on the console within the cab.	
2.99	The seller will install two, one on each side of the upper fire body, near the center, a Whelen PCPSM2B dual panel combination flood/spotlight with black flange operated by switches installed on the console within the cab.	
2.100	The cab and rescue body will be prepared and painted by the seller with Sikkens paint, to match Pierce #90 red.	
2.101	The cab roof, and the space above the compartments on the rescue body, will be painted by the seller with Sikkens paint, to match Pierce #101 black.	
2.102	The compartment doors will match Pierce #90 red. Provided by the seller.	
2.103	The cab and rescue body will be provided by the seller with a "Z" strip similar in design and color scheme as the Tulsa Engines and Ladders but sized to fit the vehicle.	
2.104	The reflective material used to make the "Z" image will be reflective black with a silver/gray accent to match the Pierce Engines and Ladders by the seller. Details will be provided at the pre-construction meeting.	
2.105	The front doors will be provided by the seller with sized to fit, "Tulsa Fire Dept." and Maltese cross similar to that used on the Tulsa Engines and Ladders.	

2.106	The lettering is silverleaf with shadow and the Maltese Cross is silverleaf with conventional goldleaf accents. Details will be provided at the pre-construction meeting	
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### III. BID SUBMISSION INSTRUCTIONS AND INFORMATION

- 1. Bidder Registration:** To ensure timely updates and alerts about business opportunities with the City of Tulsa, interested Bidders should register as a Bidder with the City. To register, interested Bidders should complete the City’s online vendor registration form ([linked here](#)). If you have any questions, email Jina Djahedian ([jdjahedian@cityoftulsa.org](mailto:jdjahedian@cityoftulsa.org)) or check the City’s “Selling to the City” website ([linked here](#)).
- 2. Pre-Bid Conference:** If a pre-Bid conference is required, see the first page for time, location, and teleconference link.

**Attendance Requirement**

- Attendance at the Pre-Bid Conference (in-person or virtual) is required to submit a Bid.
- Attendance is not required to submit a Bid.

- 3. Questions and Concerns:** As You prepare Your bid response, You may have questions or points of clarification around this solicitation. Any questions or comments about this Invitation for Bid must be sent via e-mail to the Assigned Buyer (listed on the first page) and be received at least **10 Days prior to the Bid Submission Date**. Please include the IFB bid number (as indicated on the title page) on all communications. Bidders may only communicate with the City through the Assigned Buyer – communication with other City staff could result in disqualification.
- 4. Issuing of Addenda:** The City of Tulsa may addend or amend its IFB at any time before the Bid Submission Date. In addition to registering as a Bidder with the City, Bidders can check the “Purchasing Bid Opportunities & Results” page on the City of Tulsa Website for the latest updates ([linked here](#)). Any such amendments shall become a part of the Agreement. You must acknowledge receipt of any Addenda or Amendments by signing and returning the Acknowledgment of Receipt of Addenda/Amendments and including it with Your Information for Bid. City may reject any Bid that fails to acknowledge any Addenda or Amendments.
- 5. Submission and Receipt of Bids:** The City requires two completed Invitation for Bids: 1 Original and 1 Copy. Each must be clearly labeled on the front sheet indicating “Original” or “Copy.” Use the Document Checklist to ensure your Bid includes all required components. If a copy on electronic media is also required, the box below will be checked.

Electronic Copy also required.

**Bids must be received no later than 5:00 PM (CST) on the Bid Submission Date (see first page) and delivered to:**

**City of Tulsa - City Clerk’s Office  
175 East 2<sup>nd</sup> Street, Suite 260  
Tulsa Oklahoma 74103**

Bids must be sealed and either mailed or delivered. The package, container, or envelope should contain both of Your completed Bids, the original and the copy. Please use the provided label on the last page of this IFB to clearly write the Bidder legal name and Bid number on the outside of the package, container, or envelope. No faxed or emailed Bids will be considered.

Bids received after the stated date and time **will not be accepted**. The time stamp clock located at the City Clerk's Office on the second floor of City Hall at 175 East 2nd Street, Suite 260, Tulsa, Oklahoma, 74103 is the City of Tulsa's official bid clock for this IFB. Timeliness of Bid submittals will be determined using only this clock.

***Exceptions to Timeliness Requirement***

The Purchasing Agent, at his/her sole discretion, may make exceptions only for the following reasons:

- City Hall closed for business for part or all of the day on the date the response was due;
- If the City deems it appropriate due to large-scale disruptions in supply chains and the transportation industry that may have prevented delivery as required;
- And if documented weather conditions caused the late delivery. You must provide documentation of such weather to the satisfaction of the Purchasing Agent.

In the event that the bid submittal is delivered after the time specified and does not meet the exceptions listed above, the Bid will not be accepted and submittal envelope will not be opened.

The City of Tulsa will not be liable for delays in delivery of Bids to the City of Tulsa due to handling by the U.S. Postal Service, or any other type of delivery service. The City of Tulsa reserves the right to postpone the date and time for submittal of Bids at any time prior to the Bid Opening or to delay or reschedule the Bid Opening for its own convenience.

The City of Tulsa reserves the right to cancel, revise, or amend this IFB and associated bidding documents up to the time specified for receipt of Bids.

6. **Bid Opening**: All Bid openings are public and take place at 8:30 a.m. Thursday, the day after Bids are due. The Bid openings are held in the City of Tulsa Council Meeting Room, 175 East 2nd Street, 2nd Floor, Tulsa, Oklahoma.

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## IV. BID EVALUATION AND AWARD

- Bid Evaluation**: The Assigned Buyer and departmental staff will work together to determine the winning bid. Generally speaking, the Bid award will go to the **Lowest Secure Bidder: the Supply or Service that can best meet the City's needs at the lowest cost**. In addition to price and specifications, the Buyer and departmental staff may also evaluate Bidder history and experience, delivery time, maintenance requirements, and performance data, among other factors.
- Bid Rejection or Withdrawal**: The City may reject any or all Bids in whole or in part. Reasons a Bid may be rejected are as set forth in [the City's Purchasing Ordinance](#) and include, but are not limited to the following:
  - A submitted Invitation for Bid does not contain all the necessary materials, signatures, and/or affidavits (listed on the included checklist);
  - The Bid does not meet specifications and requirements in some material way;
  - The Bidder holds outstanding debt to the City;
  - The Bidder adds additional terms and conditions that modify IFB requirements or attempt to limit Bidder's liability to the City.

City reserves the right to waive any formalities or minor irregularities, defects, or errors in Bids. Bid withdrawal, meanwhile, may only be accomplished by having an Authorized Agent request the withdrawal in person at the City Clerk's office before the City's close of business on the Bid Submission Date.

- Bid Award Recommendation and Appeal**: Upon confirming the Bid recommended for selection, the Assigned Buyer will email all participating Bidders a memo announcing the recommended Bid. This email will also share the time, date, and virtual meeting link for the Standard, Specifications, and Award (SSA) committee meeting where the Bid award recommendation will be reviewed.

If approved by SSA, the award recommendation is then sent to the Mayor for the Mayor's final approval. SSA meetings are held Thursdays at 8:30am in the City of Tulsa Council Meeting Room, 175 East 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor, Tulsa, Oklahoma. The meeting will be held on a given Thursday at 8:30am, depending on when the Bid award has been determined. During this meeting, Bidders who are not recommended for award can issue an appeal and ask that the Bid award be reconsidered. Bidders who are not recommended for award can also email the Assigned Buyer prior to the SSA meeting if they have any questions or concerns regarding the award recommendation.

If/when the Bid award is approved by the SSA committee, the City will make available on the City's Purchasing Website a summary of bids received generally within 5 working days after the Bid Opening Date. After a Bid award is recommended to the Mayor, a copy of the bid summary will be available in the City Clerk's Office. Bid results are not provided in response to telephone or email inquiries. All Bid awards are subject to Acceptance by the City.

**V. BID PROCESSING AND PAYMENT**

- 1. Forms, Notice to Proceed, and Irrevocability of Offer:** If the City Accepts Your Bid, You will have ten (10) Days from notification of the Acceptance to provide a completed IRS form W-9. You cannot start work until authorized to do so by the Purchasing Agent or a representative. Often a purchase order receipt will serve as notice to proceed.

Bidder understands and acknowledges that the offer submitted as the Bid is firm and irrevocable from the City’s close of business on the Bid Submission Date until 365 Days after the Bid Opening Date.

- 2. Purchase Order Without Contract:** If the successful Bid is less than One Hundred Thousand Dollars (\$100,000), the City, in its sole discretion, may Accept the Bid upon written approval of the Mayor rather than execute the Purchase Agreement. Instead, the City will purchase the Supplies and/or Services by issuing a purchase order. In any event, the terms of this Invitation for Bid will govern the transaction and be enforceable by the City and Bidder.

- 3. Payments:** Invoices should be e-mailed to City of Tulsa – Accounts Payable at:

[apinvoices@cityoftulsa.org](mailto:apinvoices@cityoftulsa.org)

Payment will be made net 30 Days after receipt of a properly submitted invoice or the City’s Acceptance of the Supplies or Services, whichever is later.

- 4. Insurance:**

Yes:  No:

Seller and its subcontractors must obtain at Seller’s expense and keep in effect so long as City is purchasing Supplies or Services from Seller pursuant to this Bid, policies of insurance in the minimum amounts set forth below and Workers’ Compensation and Employer’s Liability insurance in the statutory limits required by law.

General Liability: (This coverage includes Bodily Injury & Property Damage)	\$1,000,000.00 (Per Occurrence) \$2,000,000.00 (Aggregate)
Commercial Auto Liability (This coverage includes Bodily Injury & Property Damage)	\$1,000,000.00 (Aggregate)
Workers’ Compensation	(Statutory limits)

**Seller’s insurer must be authorized to transact business in the State of Oklahoma.** Seller will have 10 Days after notification that its Bid was Accepted by the City to provide proof of coverage. The Certificate of Insurance must be completed with the following information:

- Your name
- Insurer’s name and address
- Policy number

- D. Liability coverage and amounts
- E. Commencement and expiration dates
- F. Signature of authorized agent of insurer

Seller shall not cause any required insurance policy to be cancelled or to permit it to lapse. Failure of the Seller to comply with the insurance requirements may be deemed a breach of the contract.

**5. Bonding:**

No Bid or Performance Bond is Needed

**6. Federal Funding:** If the box is checked "Yes," federal funding is involved with this purchase:

Yes:       No:

Click or tap here to enter text.

**7. References:** If the box is checked "Yes," References are **required:**

Yes:       No:       If yes, number of references required: 2

For each reference, the following information must be included: Company Name, Contact Name, Address, Phone Number, E-Mail Address, and the nature of their relationship with the Bidder.

Company Name:	_____
Contact Name:	_____
Address:	_____
Phone Number:	_____
Email Address:	_____
Description of Supplies/Services Provided:	_____
Company Name:	_____
Contact Name:	_____
Address:	_____
Phone Number:	_____
Email Address:	_____
Description of Supplies/Services Provided:	_____

## EXHIBIT A – DELIVERY AND PRICING

**Bidder's Legal Name:** \_\_\_\_\_  
(Must be Bidder's company name as reflected on its organizational documents, filed with the state in which Bidder is organized)

**Delivery:** If Your Bid is Accepted, state the number of Days You need to deliver the Supplies and/or to begin providing Services: [Click or tap here to enter text.](#)

You must be able to deliver the Supplies and/or Services as specified in Your Bid. Failure to do so may result in City terminating the Agreement and pursuing collection under any performance bond, as well as seeking any other damages to which it may be entitled in law or in equity.

**Pricing:**

Item	Description	Quantity	Total Price for Installing Rescue Body
1.	Conversion of New Rescue Body 2011 F550 Ford per specification	1ea or more	\$

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## EXHIBIT B - BIDDER INFORMATION SHEET

**Bidder's Legal Name:** \_\_\_\_\_  
(Must be Bidder's company name as reflected on its organizational documents, filed with the state in which Bidder is organized)

**State of Organization:** \_\_\_\_\_

**Bidder's Type of Legal Entity: (check one)**

- |  |  |
|--|--|
| <input type="checkbox"/> Sole Proprietorship       | <input type="checkbox"/> Limited Partnership                   |
| <input type="checkbox"/> Partnership               | <input type="checkbox"/> Limited Liability Partnership         |
| <input type="checkbox"/> Corporation               | <input type="checkbox"/> Limited Liability Limited Partnership |
| <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Other: _____                          |

**Bidder's Address:** \_\_\_\_\_  
Street City State Zip Code

**Bidder's Website Address:** \_\_\_\_\_

**Sales Contact:**

Name: \_\_\_\_\_  
Title/Position: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Contact for Legal Notice:**

Name: \_\_\_\_\_  
Title/Position: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**How did you learn about this business opportunity with the City of Tulsa?**

- Email from Assigned Buyer
- City of Tulsa Website
- Tulsa World posting
- Purchasing search engine
- Industry colleague
- Other: Click or tap here to enter text.



## PURCHASE AGREEMENT

(Page 1 of 5)

**INSTRUCTIONS:** Bidder must properly sign and return this document or Bid may be **rejected**. Your signature on this document indicates You have read and understand these terms and conditions and agree to be bound by them.

**THIS PURCHASE AGREEMENT** is between the CITY OF TULSA, OKLAHOMA, a municipal corporation, 175 East 2<sup>nd</sup> Street, Tulsa, Oklahoma, 74103-3827 (the "City") and:

(Bidder's company name as reflected on its organizational documents filed with the state in which Bidder is organized; not simply DBA) (the "Seller").

### WITNESSETH:

WHEREAS, the City has approved certain specifications and advertised for or solicited Bids on the following supplies or services:

**IFB22-425-Convert Existing F550 mini pumper to mini rescue**

(the "Supplies and/or Services").

WHEREAS, Seller submitted a Bid and desires to provide the Supplies and/or Services to City;

WHEREAS, Seller acknowledges that its signature on this Purchase Agreement constitutes an irrevocable offer to provide the Supplies and/or Services specified in the Agreement and that if Accepted by the City's Mayor, this document will become the contract for such Supplies and/or Services.

NOW, THEREFORE, for and in consideration of the terms, covenants and conditions hereinafter set forth, the parties hereto agree as follows:

1. **Definitions.**

- a. **"Acceptance" or "Accepts"** with respect to a Bid means either (1) City's execution of the Purchase Agreement, or (2) Mayor's written approval of the Bid award recommendation and issuance of a purchase order on behalf of the City if the purchase is for an amount less than One Hundred Thousand Dollars (\$100,000) and the City determines it is in its best interests.
- b. **"Acceptance"** with respect to delivery of the Supplies and/or Services shall mean City's written acknowledgment that Seller has satisfactorily provided such Supplies and/or Services as required.
- c. **"Addenda" "Addendum" or Amendment(s)"** means a clarification, revision, addition, or deletion to the Invitation for Bid by City which will become a part of the agreement between the parties.
- d. **"Agreement"** consists of the Invitation for Bid and the Purchase Agreement.
- e. **"Bid Opening Date"** means the date the Bid is opened by the City.
- f. **"City"** means the City of Tulsa, Oklahoma.
- g. **"Days"** means calendar days unless otherwise specified.
- h. **"Invitation for Bid" or "IFB"** consists of the following documents: Notice of Invitation for Bid (Sections I-V, all preceding pages), Bidder Information Sheet, References, Specifications, Affidavit(s), Acknowledgment of Receipt of Addenda/Amendments, Delivery and Pricing
- i. **"Primary Seller"** means the Seller whose Bid City Accepts as the principal seller of the Supplies and/or Services required.
- j. **"Purchasing Ordinance"** means Tulsa Revised Ordinances, Title 6, Chapter 4 et seq.
- k. **"Secondary Seller"** means the Seller whose Bid City Accepts as a back-up seller in the event the primary Seller is unable to provide all the Supplies and/or Services.
- l. **"Seller"** means the Bidder whose Bid City Accepts.
- m. **"Specifications"** means the technical and/or performance requirements for the Supply or Service.
- n. **"You" or "Your"** means the Bidder responding to this Invitation for Bid or the Seller whose Bid the City Accepts.
- o. **"Website"** means the City of Tulsa's website for the Purchasing Division: [www.cityoftulspurchasing.org](http://www.cityoftulspurchasing.org)

2. **Order of Precedence.** Capitalized terms used but not defined herein will have the respective meanings given to them in the Purchasing Ordinance. In the event of conflicting or ambiguous language between this Purchase Agreement, any of the other Agreement documents, and additional information submitted by the Seller and Accepted by City, the parties shall be governed first according to this Purchase Agreement, second according to the remainder of the documents included in the Agreement and third according to any additional information submitted by Seller and Accepted by City.

3. **Purchase and Sale.** Seller agrees to sell City the Supplies and/or Services for the price and upon the delivery terms set forth on Exhibit A – Delivery and Pricing. City agrees to pay Seller the price as set forth in Exhibit A based on (a) the quantity actually purchased in the case of Supplies and/or Services priced by unit, or (b) the total price for a stated quantity of Supplies and/or Services, upon (i) delivery of the Supplies and/or Services to the City, (ii) the City's Acceptance thereof, and (iii) Seller's submission and City's approval of a verified claim for the amount due. City shall not pay any late charges or fees.

4. **Term.** The term of the Agreement begins on the date the Mayor/Mayor Pro Tem of the City of Tulsa executes this Purchase Agreement and terminates one year from that date. City in its sole discretion may offer Seller an opportunity to renew this

## PURCHASE AGREEMENT

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Agreement up to an additional four (4) one (1) year term(s). Seller understands and acknowledges that any future contracts or renewals are neither automatic nor implied by this Agreement. City's continuing purchase of the Supplies and/or Services set forth in this Agreement is subject to City's needs and to City's annual appropriation of sufficient funds in City's fiscal year (July 1<sup>st</sup> to June 30<sup>th</sup>) in which City purchases Supplies and/or Services. In the event City does not appropriate or budget sufficient funds to perform this Agreement, this Agreement is null and void without further action by City.

5. **Supplies Warranty.** With respect to all Supplies to be delivered under this Agreement, Seller warrants to City that such Supplies will be of good materials and workmanship and free from defects and will conform to the Specifications provided by City. In addition, Seller shall assure that the Supplies purchased hereunder are covered by all available and applicable manufacturers' warranties for such Supplies and expressly agrees that it will be responsible for performing all warranty obligations set forth in the Specifications for the Supplies.
6. **Services Warranty.** With respect to all Services to be performed under this Agreement, Seller warrants that it shall perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and in accordance with the Specifications provided by City.
7. **Warranty Period.** Seller agrees that all warranties set forth herein will remain in effect for a period of one (1) year from the date City Accepts the Supplies and/or Services, or as specified in the Specifications, whichever is later. Seller shall not disclaim or otherwise limit the express warranties set forth herein.
8. **Warranty Remedies.** City shall notify Seller if any of the Supplies and/or Services fails to meet the warranties set forth above. If the failure is with a Supply, then Seller shall promptly correct, repair or replace such Supplies at its sole expense and/or if the failure is with a Service, then Seller shall promptly reperform such Service at Seller's sole expense. Notwithstanding the foregoing, if City determines that such Supplies and/or Services are defective or non-conforming within the first thirty (30) Days after the date of Acceptance by City, then Seller at City's option shall refund the entire purchase price, and, in the case of Supplies, City shall promptly return such Supplies to Seller. Seller shall pay all expenses related to the return of such Supplies to Seller.
9. **Seller Bears Risk.** Seller shall bear the risk of loss or damage at all times until the Acceptance of the Supplies or Services by City.
10. **No Indemnification by City.** Seller understands and acknowledges that City is a municipal corporation that is funded by its taxpayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, City shall not indemnify nor hold Seller harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorneys' fees and costs. In addition, Seller shall not limit its liability to City for actual loss or direct damages for any claim based on a material breach of this Agreement. City reserves the right to pursue all legal and equitable remedies to which it may be entitled.
11. **Liability/Indemnification.** Seller shall hold City harmless for any loss, damage or claims arising from or related to its performance of the Agreement. Seller must exercise all reasonable and customary precautions to prevent any harm or loss to all persons and property related to the Agreement. Seller agrees to indemnify and hold the City harmless from all claims, demands, causes of action or suits of whatever nature arising out of the Supplies, Services, labor, or materials furnished by Seller or Seller's subcontractors under this Agreement. In addition, Seller agrees to indemnify, defend, and save harmless City and its officers, employees and agents from all suits and actions of any nature brought against them due to the use of patented appliances, products or processes provided by Seller hereunder. Seller shall pay all royalties and charges incident to such patents.
12. **No liens.** Pursuant to City's Charter (Art. XII, §5), no lien of any kind shall exist against any property of City. Bidder shall deliver all Supplies to City free and clear of liens. Delivery by Seller to City of Supplies which are subject to liens shall be a material breach of the Agreement and all damages and costs incurred by City because of the existence of such liens shall be paid to City by Seller. At City's option, City may return such Supplies to Seller and Seller shall pay the cost of returning such Supplies and reimburse City for any payments made for such Supplies.
13. **No Insurance by City.** If City is leasing Supplies herein, City shall not be required to obtain insurance for Seller's property. Seller shall be solely responsible for any insurance it deems necessary. City is self-insured for its own negligence, subject to the limits of the Governmental Tort Claims Act (51 O.S. § 151 et seq.).
14. **No Confidentiality.** Seller understands and acknowledges that City is subject to the Oklahoma Open Records Act (51 O.S. §24A.1 et seq.) and therefore cannot assure the confidentiality of this Agreement or other information provided by Seller pursuant to this Agreement that would be inconsistent with City's compliance with its statutory requirements thereunder.
15. **Compliance with Laws.** Seller shall comply, and ensure its subcontractors used in the performance of this Agreement comply, with all applicable federal, state and local laws, regulations and standards. Seller is responsible for any costs of such compliance. Seller certifies that it and all its subcontractors to be used in the performance of this Agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is

## PURCHASE AGREEMENT

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defined in 25 O.S. Sec. 1312 and includes but is not limited to the free Employee Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

16. **Termination.** City, by written notice, may terminate this Agreement, in whole or in part, when such action is in the best interest of City. If City terminates this Agreement, City shall be liable only for payment for Supplies accepted and Services rendered prior to the effective date of termination. City's right to terminate this Agreement is cumulative to any other rights and remedies provided by law or by this Agreement.
17. **Price Changes.** The parties understand and agree that the variables in Seller's cost of performance may fluctuate, but any change in Seller's cost of performance will not alter its obligations under this Agreement, nor excuse performance or delay on Seller's part. If the IFB provides that Seller may include a price escalation provision in its Bid, Seller's price escalation provision will be evaluated by City as part of Seller's Bid price when awarding the Bid.
18. **Right to Audit.** Seller agrees that Seller's books, records, documents, accounting procedures, practices, price lists or any other items related to the Supplies and/or Services provided hereunder are subject to inspection, examination, and copying by City or its designees. City requires Seller to retain all records related to this Agreement for the duration of the term of this Agreement and a period of three years following completion and/or termination of the Agreement. If an audit, litigation or other action involving such records begins before the end of the three-year period, Seller shall maintain the records three years after the date that all issues arising out of the action are resolved or until the end of the three-year retention period, whichever is later.
19. **Notice.** Any notice, demand, or request required by or made pursuant to this Agreement will be deemed properly made if personally delivered in writing or deposited in the United States mail, postage prepaid, to the following:
- |               |  |
|---------------|--|
| i. To Seller: | Contact for Legal Notice as specified on the Bidder Information Sheet. |
| To CITY:      | City Clerk   |
|               | CITY OF TULSA, OKLAHOMA  |
|               | 175 E. 2 <sup>nd</sup> Street, Suite 260                               |
|               | Tulsa, Oklahoma 74103  |
- With a copy to:
- |   |
|---|
| Tulsa Purchasing Division                             |
| 175 E. 2 <sup>nd</sup> Street, 15 <sup>th</sup> Floor |
| Tulsa, OK 74103                                       |
20. **Relationship of Parties.** The Seller is and shall always remain an independent contractor with respect to activities and conduct while engaged in the performance of services for the City under this Agreement. No employees, subcontractors or agents of the Seller will be deemed to be employees of the City for any purpose whatsoever, and none will be eligible to participate in any benefit program provided by the City for its employees. The Seller shall be solely responsible for the payment of all employee wages and salaries, taxes, withholding payments, fringe benefits, insurance premiums, continuing education courses, materials or related expenses on behalf of its employees, subcontractors, and agents. Nothing in this Agreement will be construed to create a partnership, joint venture, or agency relationship among the parties. No party will have any right, power or authority to act as a legal representative of another party, and no party will have any power to obligate or bind another party, or to make any representations, express or implied, on behalf of or in the name of the other in any manner or for any purpose whatsoever.
21. **Third Parties.** This Agreement is between City and Seller and creates no right unto or duties to any other person. No person is or will be deemed a third-party beneficiary of this Agreement.
22. **Time of Essence.** City and Seller agree that time is deemed to be of the essence with respect to this Agreement.
23. **Binding Effect.** This Agreement shall be binding upon City and Seller and their respective successors, heirs, legal representatives and permitted assigns.
24. **Headings.** The headings used herein are for convenience only and will not be used in interpreting this Agreement
25. **Severability Provision.** If any term or provision herein is determined to be illegal or unenforceable, the remainder of this Agreement will not be affected thereby. It is the intention of the parties that if any provision is held to be illegal, invalid or unenforceable, there will be added in lieu thereof a provision as similar in terms to such provision as is possible to be legal, valid and enforceable.
26. **Governing Law and Venue.** This Agreement is executed in and shall be governed by and construed in accordance with the laws of the State of Oklahoma without regard to its choice of law principles, which shall be the forum for any lawsuits arising under this Agreement or incident thereto. The parties stipulate that venue is proper in a court of competent jurisdiction in Tulsa County, Oklahoma and each party waives any objection to such venue. City does not and will not agree to binding

## PURCHASE AGREEMENT

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arbitration of any disputes.

27. **No Waiver.** A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provision, nor shall any failure to enforce any provision hereof operate as a waiver of the enforcement of such provision or any other provision.
28. **Entire Agreement.** The entire agreement between City and Seller is contained in the Agreement. No verbal agreement between the parties is binding. Any statement of work, quote, invoice, acknowledgment or other communication or other document issued by Seller in connection with this Agreement will be for the purposes of describing in greater detail the Supplies and/or Services (as applicable) to be provided. Seller's rejection or modification of the terms set forth in the City's IFB is void and of no effect, unless any such modification improves upon the City's terms or specifications, in which case the improvement is accepted. Seller understands and acknowledges that if it adds terms and conditions to its Bid that are different from the terms set forth herein that City may reject the Bid as non-responsive.
29. **Amendment/No Assignment.** The Agreement may only be modified or amended in a writing signed by both parties. Notwithstanding anything to the contrary stated herein or in the attachments to this Agreement, no future agreements, revisions or modifications that may be required under this Agreement are effective or enforceable unless such terms, revisions or modifications have been reduced to writing and signed by City and Seller. Seller may not assign this Agreement or use subcontractors to provide the Supplies and/or Services without City's prior written consent. Seller shall not be entitled to any claim for extras of any kind or nature.
30. **Multiple Counterparts.** This Purchase Agreement may be executed in several counterparts, each of which will be deemed an original, but which together will constitute one and the same instrument.
31. **Interpretive Matters and Definitions.** The following interpretive matters shall be applicable to this Agreement:
- 30.1 Unless the context otherwise requires: (a) all references to Sections are to Sections of or to this Agreement; (b) each term defined in this Agreement has the meaning assigned to it; (c) "or" is disjunctive but not necessarily exclusive; (d) words in a singular include the plural and vice versa. All references to "\$" or to dollar amounts shall be in lawful currency of the United States of America;
  - 30.2 No provision of this Agreement will be interpreted in favor of, or against, any of the parties hereto by reason of the extent to which such party or its counsel participated in the drafting thereof or by reason of the extent to which any such provision is inconsistent with any prior draft hereof or thereof;
  - 30.3 Any reference to any applicable laws will be deemed to include all rules and regulations promulgated thereunder and judicial interpretations thereof, unless the context requires otherwise;
  - 30.4 The word "including" means "including, without limitation" and does not limit the preceding words or terms; and
  - 30.5 All words used in this Agreement will be construed to be of such gender, number or tense as circumstances require.
32. **Equal Employment Opportunity.** Seller agrees to comply with all applicable laws regarding equal employment opportunity and nondiscrimination.
33. **Authority to Bind.** The undersigned individual states that s/he has authority to bind Seller to this Agreement, that s/he has read and understands the terms of this Agreement, and that Seller agrees to be bound by this Agreement.

**PURCHASE AGREEMENT**  
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**IMPORTANT NOTE: This document must be signed by Authorized Agent FAILURE TO SUBMIT PROPERLY AUTHORIZED SIGNATURE MAY RESULT IN YOUR BID BEING REJECTED AS NONRESPONSIVE.**

IN WITNESS WHEREOF, this Agreement has been executed in multiple copies on the dates set forth below to be effective during the period recited above.

Seller Company Name: \_\_\_\_\_

**Sign Here ►** \_\_\_\_\_

ATTEST:

Printed Name: \_\_\_\_\_

\_\_\_\_\_  
Corporate Secretary

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF TULSA, OKLAHOMA,**  
**a municipal corporation,**

ATTEST:

By: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Assistant City Attorney

## ACKNOWLEDGMENT OF RECEIPT OF ADDENDA/AMENDMENTS

I hereby acknowledge receipt of the following Addenda or Amendments and understand that such Addenda or amendments are incorporated into the Invitation For Bid and will become a part of any resulting contract.

List Date and Title/Number of all Addenda or Amendments: (Write "None" if applicable).

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---

---

---

---

**Sign Here ►**

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## BIDDER CHECKLIST

Use this checklist to ensure You have properly read and completed **all** documents listed below. This document (the IFB) contains all the following materials, which must be completed and returned to the City of Tulsa City Clerk's Office in a mailed envelope with the affixed packing label (found on the last page). Each of these documents will form the resulting Agreement between the City of Tulsa and Seller.

Remember: Bids must be sealed and either mailed or delivered. Please use the provided label to clearly write the Bidder legal name and Bid number on the outside of the package, container, or envelope. The package, container, or envelope should contain both of Your completed Bids, the original and the copy. No faxed or emailed Bids will be considered. Bids received after the stated date and time **will not be accepted**.

Bidder's Name: \_\_\_\_\_

<b>BIDDER CHECKLIST</b>		
<b>RESPONDENT DOCUMENTS</b>	<b>PAGES</b>	<b>INCLUDED?</b>
Notice of Invitation for Bid (Sections I-V, all preceding pages)	1-25	
EXHIBIT A: Delivery and Pricing	26	
EXHIBIT B: Bidder Information Sheet	27	
Specifications	3-21	
Criteria Table	5-12	
Bidders Response Requirements	13-21	
References (if applicable)	25	
Certificate(s) of Insurance (if applicable)	24-25	
Affidavits <i>Signatures of Authorized Agent and notarization required</i>	28	
Purchase Agreement <i>Complete legal name in first paragraph and signature block. Signature by Authorized Agent required.</i>	29-33	
Acknowledgment of Receipt of Addenda/Amendments <i>Must be completed and signed by Authorized Agent.</i>	34	

## PACKING LABEL

**FROM: [Name]**

[Bidder's legal name]

[Street Address]

[City, State, Zip Code]

**City of Tulsa - City Clerk's Office**

175 East 2<sup>nd</sup> Street, Suite 260

Tulsa, OK, 74103

**Bidder Submission For:**

BID# IFB22-425

BID DESCRIPTION: Convert Existing F550 Mini Pumper to Mini Rescue

Please affix this label on the package, container, or envelope containing Your two completed Bids: one labeled "Original," the other labeled "Copy." We recommend that both Bids (original and copy) be sent in the same envelope.

This label ensures that Your Bid will be sent to the correct office (City Clerk's) and that it is associated with the correct Solicitation (indicated by the Bid number). Bids must be sealed and either mailed or delivered to the City Clerk's Office. Bids must also be received no later than 5:00 PM (CST) on date listed on the first page of the IFB.