

TAMPA SPORTS AUTHORITY

Bid #10-07 Rebid

**OPERATION AND PREVENTATIVE MAINTENANCE
FOR
C-Cure 9000 Access Security System**

AT

**RAYMOND JAMES STADIUM
4201 N. DALE MABRY HIGHWAY
TAMPA, FL 33607**

May, 2010

**TAMPA SPORTS AUTHORITY
4201 NORTH DALE MABRY HIGHWAY
TAMPA, FL 33607**

Bid #10-07 ReBid

REQUEST FOR BID

Bids may be submitted to:

Ms. Deltecia Jones, Director of Purchasing
TAMPA SPORTS AUTHORITY
4201 N. Dale Mabry Highway
Tampa, FL 33607

Deadline for submission of proposals is June 9, 2010 10:00 a.m. at the offices of the Tampa Sports Authority. **A Mandatory Pre-Submittal Conference** will be held on May 24, 2010 at 10:00 a.m. at the offices of the Tampa Sports Authority.

1. **SCOPE OF BID:**

Tampa Sports Authority is soliciting proposals from qualified professionals to provide routine preventative maintenance and perform required repairs for the proper and fully functioning operation of its C-Cure 9000 Security Access System. This includes maintenance and/ or programming of C-Cure software as well as all related items such as panels, servers, controllers, storage devices, card readers, magnetic door locks, and connecting cabling. Cameras will be covered under a separate unrelated contract; however this proposal must address the interface (cards and connections) between the cameras and the security system. Contractor shall have at least 5 years of recent and continuous experience with both the industry and the C-Cure system as documented by references to be submitted with proposal. These references will be contacted by the Tampa Sports Authority and their responses may contribute toward the acceptance and responsiveness of the successful proposal.

This contract will not be deemed as a license for the winning bidder to have sole control of maintenance and operation of this equipment at Raymond James Stadium or any other facility owned or operated by the Authority. No work or maintenance will be performed without the explicit permission of a TSA staff member.

2. **GENERAL REQUIREMENTS:**

Contractor shall provide proposal for services as follows in 3 parts:

Part One:

Preventative maintenance scheduled on a Bi-Annual basis, Software House maintenance and support agreement, provide lump sum rate, per year, for each of 5 consecutive years.

Part Two: Labor rates for all repairs, by hourly rate per employee category. These labor rates shall be inclusive of all markups for insurance, benefits, workman's comp, etc. and apply to standard working hours, Monday through Friday 8 AM to 5 PM. Emergency calls will be dealt with on a case by case basis.

List of all equipment items to be covered under this contract (See schedule of equipment on

proposal form for reference, this is the minimum to be covered).

Markup rate to be applied to above listed equipment.

No travel time will be paid. Hourly billing will start when the employee arrives on site.

The bid will give a price markup schedule to be charged TSA for any material or devices needed to repair or replace defective items, or, new items deemed by TSA too small to require formal request for quotation or bid. Authority will reserve the right any time to review supplier's invoice to confirm proper markups.

The successful bidder will take care to keep track, in writing, time and materials used on any project. (The Tampa Bay Buccaneers or an event promoter may request service on their equipment and should be billed direct for that service.)

Part Three (options):

All inclusive plan to include cost for bi-annual (2) preventative maintenance, labor rates (inclusive of all markups for insurance, benefits, Workman's Comp, etc.) all equipment, and Software House maintenance and support agreement and maintenance. These will be priced by two options, one for 25/5 and one for 24/7.

3. SPECIFIC REQUIREMENTS:

- Material is not covered under this contract. Pricing for repair material is based on:
 - Material pricing to be Manufacturer's list price less any applicable discount.
- All existing equipment that was re-used (or not listed on the Schedule of Equipment listed below) is not covered under this agreement. Such as existing magnetic locks, door lock power supplies, backup batteries and door equipment not included.
- Includes Software support agreement for Software House annual service support.
- Contractor to be available upon request of customer to be on stand-by during special events, rates to be determined by hourly rates stated below– see Supplemental Prices listed below.
- Upon direction of customer, repairs to system shall be done with coordination of customer. All labor for repairs to Software House C-cure 9000 system per the Schedule of Equipment listed below, are covered under this contract. Materials needed to repair defective equipment found during Preventative Maintenance Inspection or during service calls to be based on prices stated below – see Supplemental Prices. Contractor to supply customer with written estimates for cost of repair materials needed to repair defective equipment and shall not be done until approved by customer.

The Contractor may be requested to furnish technicians for such events held at Raymond James Stadium. Listed below is the outline of our anticipated yearly standard events. This list is in no way binding and will vary according to schedules. Additional events may be added throughout the year.

<u>EVENT</u>	<u>REQUIRED TECHNICIANS</u>
10 Buccaneer games	1 Technician
7 USF games	1 Technician

Outback Bowl	1 Technician
2 Monster Jam	1 Technician
American Invitational	1 Technician
1-2 Concerts	1 Technician

4. **FEES, PERMITS, AND LICENSES:**

In the performance of these services, Contractor will fully comply with all the laws and regulations of all Federal, State, County, City, and other governmental authorities or agencies as required by reasons of these services. Contractor will hold the Authority, County of Hillsborough, and City of Tampa harmless from any liability which may be imposed by reason of any alleged violation of the law by Contractor or for failure to pay taxes or secure necessary licenses or permits.

5. **CONTRACTOR SELECTION PROCEDURE:**

Evaluation of the proposals will be by Authority personnel. Proposals will be assessed on the basis of per hourly rate, percentage discount on parts, the Contractor's qualifications and experience with similar work, as well as reputation and demonstrated experience. Should the Authority deem necessary, selected Contractor may be invited to be interviewed before a board of Staff.

6. **ACCEPTANCE AND REJECTION OF PROPOSALS:**

This request for proposal does not commit the Authority to award a contract or to pay any costs associated with the preparation of the proposal. The Authority reserves the right to reject any and all proposals and to re-submit the request for proposal if so deemed.

7. **DISCOUNTS:**

Discounts for prompt payment offered may be taken into consideration during proposal evaluation.

8. **TAXES:**

All proposals submitted must show the net proposal price after any and all discounts allowable have been deducted. State sales tax shall not be included. The Authority will sign exemption certificates submitted by the successful proposer.

9. **CONTRACT PERIOD:**

The contract shall be effective July 1st, 2010 through June 30th, 2015 and may be renewed for an additional two (2) year period if both parties can agree to the terms and conditions to include up to June 30th, 2017.

The contract may be terminated at any time by either Authority or Contractor by giving written notice sixty (90) days prior to the desired termination date with written notice directed to the Director of Operations of Tampa Sports Authority.

10. **INSURANCE REQUIREMENTS:**

Contractor shall provide, pay for, and maintain with insurance company satisfactory to the Authority the types of insurance described herein. All insurance shall be from insurance companies duly authorized to do business in the State of Florida.

All liability policies shall provide that the Authority, City of Tampa, and County of Hillsborough are

additional insureds as to the operations of the Contractor under this agreement and shall also provide the severability of interest provision.

The insurance coverages required must be evidenced by properly executed Certificate of Insurance forms which are to be furnished by the Authority.

11. AS BUILT DRAWINGS

As Builts of the Security System Upgrade Construction Project as discussed in the pre bid meeting are available for examination at the Tampa Sports Authority Office. Due to the drawing size and lack of electronic format, we are be unable to provide copies to bidders. Please call the office ahead of time to make certain there are staff on site to assist bidders. Please contact Judy Baker at 350-6519 or alternatively, Steve Reed at 350-6503

12. INSURANCE REQUIREMENTS

During the life of this Agreement, the Licensee shall provide, pay for, and maintain with companies satisfactory to the Authority, the types of insurance described herein. All insurance shall be from responsible insurance companies eligible to do business in the State of Florida. All Liability Policies shall provide that the Authority, the City of Tampa, and Hillsborough County are additional insured but solely in accordance with and subject to the indemnification provisions set forth in paragraph 4 above as to the operations of the Licensee under this Agreement and shall also provide the Severability of Interest Provision. The insurance coverage and limits required must be evidenced by properly executed Certificates of Insurance on forms which are to be approved by Licensor and furnished by the Authorized Representative of the insurance company shown in the Certificate with proof that he/she is an authorized representative thereof. In addition, certified, true and exact copies of all insurance policies required shall be provided the Authority if requested on a timely basis.

Thirty (30) days prior written notice by registered or certified mail shall be given the Authority of any cancellation or reduction in the policies' coverage except in the application of the Aggregate Limits Provisions. In the event of a reduction in any Aggregate Limit, the Licensee shall take immediate steps to have it reinstated. If at any time the Authority requests a written statement from the insurance company as to any impairments to the Aggregate Limit, the Licensee shall promptly authorize and have delivered such statement to the Authority. Licensee shall make up any impairment when known to it. The Licensee authorizes the Authority and its Insurance Consultant to confirm all information furnished the Authority, as to its compliance with its insurance carriers. As to the operations of the Licensee, all insurance coverage of the Licensee shall be primary to any insurance of self-insurance program carried by the Authority.

The acceptance of delivery to the Authority of any Certificate of Insurance evidencing the insurance coverage and limits required in the Agreement does not constitute approval or agreement by the Authority that the insurance requirements in the Agreement have been met or that the insurance policies shown in the Certificate of Insurance are in compliance with the Agreement requirements.

No operations under this Agreement shall commence at the site until the required Certificate of Insurance is received and has been approved by the Authority. Evidence of such insurance approval will be provided to Licensee by the Authority in a Notice to Proceed.

If any General Liability Insurance required herein is to be issued or renewed on a "claims made" form as opposed to the "occurrence" form, the retroactive date for coverage shall be no later than the commencement date of this Agreement and shall provide that in the event of cancellation or non-renewal the discovery period for insurance claims (Tail Coverage) shall be unlimited.

All of the required insurance coverage shall be issued as required by law and shall be endorsed, where necessary, to comply with the minimum requirements contained herein. Thirty (30) days prior written notice by certified or registered mail shall also be given to:

**Ms. Jeanette Baker
Director of Finance
Tampa Sports Authority
4201 N. Dale Mabry Hwy.
Tampa, Florida 33607**

as to cancellation of any policy and any change that will reduce the insurance coverage required in this Agreement except for the application of the Aggregate Limits Provisions.

Should at any time the Licensee not, in the opinion of the Authority, provide or maintain the insurance coverage required in this Agreement, the Authority may terminate or suspend this Agreement.

The amounts and types of insurance shall conform to the following minimum requirements with the use of Insurance Service Office (ISO) policies, forms, and endorsements or broader where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the Authority.

INSURANCE COVERAGE AND LIMITS

- A. **Workers' Compensation and Employers' Liability Insurance** shall be maintained in force during the term of this agreement for all employees of Licensee engaged in this Work under this Agreement, in accordance with the laws of the State of Florida. The amount of the Employers' Liability Insurance shall not be less than:

Workers' Compensation	Florida Statutory Requirements
Employers' Liability:	\$100,000 Limit Each Accident \$500,000 Limit Disease Aggregate \$100,000 Limit Disease Each Employee

- B. **Commercial General Liability Insurance** shall be maintained by the Licensee. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for the Agreement, Independent Contractors, Broad Form Property Damage including Completed Operations, and Products & Completed Operations Coverage and shall not exclude coverage for the "X" (explosion), "C" (collapse) and "U" (underground) Property Damage Liability exposures.

Limits of Coverage shall not be less than:

Bodily Injury, Personal Injury, & Property Damage Liability:

\$1,000,000	Combined Single Limit Each Occurrence and Aggregate
\$1,000,000	Each occurrence and Aggregate for Liability under this Specific

Agreement. The Aggregate limits shall be separately applicable to this specific event.

Should the Licensee's General Liability Insurance be written or renewed on the Comprehensive General Liability Form, then the limits of coverage required shall not be less than:

Bodily Injury, Personal Injury & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence

- C. **Automobile Liability Insurance** shall be maintained by the Licensee as to the Ownership, maintenance, and use of all owned, non-owned, leased or hired vehicles to be used for the event with limits of not less than:

Bodily Injury & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence

13. EEOC/WMBE/DM/DWBE/SBE:

The Authority is an equal employment opportunity employer and encourages the firms and contractors with whom it does business to likewise follow these principles. WMBE/DM/DWBE/SBE businesses will be afforded full opportunity to submit bids in response to this Bid and will not be discriminated against on the grounds of race, color, creed, sex or natural origin in consideration for an award.

INSTRUCTION TO BIDDERS

1. Each bidder shall present a sealed opaque envelope, identified with the project name and contractor's name.
2. Bids shall be signed in ink by an official of the firm submitting the bid. The bid submitted by a partnership shall list the name of all partners and shall be signed in the partnership name by one of the members of the partnership.
3. Bids which have been submitted may not be modified or withdrawn after submission. Negligence on the part of the bidder in the preparation of his bid shall not be grounds for the modification or withdrawal of a bid after the time set for bid opening.

CUSTOMER REFERENCES

Firm: _____

Name: _____

Address: _____

City, St, Zip: _____

Contact: _____

Phone #: _____ Fax #: _____

Yrs. With Firm: _____

Firm: _____

Name: _____

Address: _____

City, St, Zip: _____

Contact: _____

Phone #: _____ Fax #: _____

Yrs. With Firm: _____

Firm: _____

Name: _____

Address: _____

City, St, Zip: _____

Contact: _____

Phone #: _____ Fax #: _____

Yrs. With Firm: _____

PROPOSAL FORM

OPERATION AND PREVENTATIVE MAINTENANCE C-Cure 9000 Access Security System Bid #10-07 Rebid

The undersigned hereby offers to contract with the Authority on the terms and conditions contained in this proposal for the following:

C-Cure 9000 Access Security System

In making this offer, the undersigned, as an independent Contractor, agrees to provide all labor, materials, equipment, transportation, and services necessary for the preventative maintenance of electronic equipment at Raymond James Stadium.

Part One:

Lump Sum Year One _____	\$ _____	
Written		Figures
Lump Sum Year Two _____	\$ _____	
Written		Figures
Lump Sum Year Three _____	\$ _____	
Written		Figures
Lump Sum Year Four _____	\$ _____	
Written		Figures
Lump Sum Year Five _____	\$ _____	
Written		Figures

Part Two:

Supplemental Prices

Estimated Cost of Labor and Materials not covered under contract:

Item	Hours	List Price	Discount off List Price	Cost after Discount
Maintenance Rate - Normal business hours	1			
Maintenance Rate - After Normal business hours	1			
Event Day labor - Normal business hours	1			
Event Day labor - After Normal Business Hours	1			
Event Day labor – Holiday & Sunday hours	1			
Parts & Materials (Includes Shipping if applicable)	Sample			

Part Three 24/5 Option:

Lump Sum Year One _____ \$ _____
Written Figures

Lump Sum Year Two _____ \$ _____
Written Figures

Lump Sum Year Three _____ \$ _____
Written Figures

Lump Sum Year Four _____ \$ _____
Written Figures

Lump Sum Year Five _____ \$ _____
Written Figures

Part Three 24/7 Option:

Lump Sum Year One _____ \$ _____
Written Figures

Lump Sum Year Two _____ \$ _____
Written Figures

Lump Sum Year Three _____ \$ _____
Written Figures

Lump Sum Year Four _____ \$ _____
Written Figures

Lump Sum Year Five _____ \$ _____
Written Figures

NAME OF FIRM: _____

SIGNED(in ink): _____
Members of Firm or Person Authorized to Sign Bid DATE

STREET ADDRESS: _____

_____ City State Zip

MAILING ADDRESS: _____

PHONE #: _____ FAX #: _____

_____ TYPED OR PRINTED NAME AND TITLE OF ABOVE SIGNATURE:

The following list of equipment are the items to be serviced under this contract, include on a separate sheet any additional items proposed by bidder:

Schedule of Equipment

Description	Access Head End	QTY
PC	HP WX4600 Workstation	3
	HP 6730B P8400 Notebook	1
	Computer Monitor	1
Printer	Fargo DTC Double-side printer	1
	Door Control Module, involves RM-4E	4
	Software House Multi-Technology Flex	28
Panel	Eight Input Reader Bus Module	4
	Enhanced RM-4 Board	18
	Enclosure RM-DCM-CAN	8
	64mb Ram General Controller Module W/ Access Control Module	2
Stargc-64mba	64mb Ram General Controller Module	1
Star-acm8-wa	Add on Access Control	2
Devices		
	C-Cure 9000 series P Bundle System	1
	C-Cure 9000 Language Translation	1
	C-Cure ID Video Identification and Badging	1

STATEMENT OF NO BID

NOTE: IF YOU DO NOT INTEND TO BID ON THIS REQUIREMENT, PLEASE RETURN THIS FORM IMMEDIATELY TO:

**Tampa Sports Authority
Purchasing Department
4201 North Dale Mabry
Tampa, FL 33607**

We, the undersigned, have declined to bid on your RFP #10-07 Rebid for **OPERATION AND PREVENTATIVE MAINTENANCE FOR C-Cure 9000 Access Security System** at Raymond James Stadium due to the following reasons:

- _____ Specifications to "tight", geared toward one brand or manufacturer only (explain below).
- _____ Insufficient time to respond to the Invitation to Bid.
- _____ Specifications unclear (explain below).
- _____ We do not offer this product or an equivalent.
- _____ Our product schedule would not permit us to perform.
- _____ Unable to meet specifications.
- _____ Unable to meet Bond requirements.
- _____ Other (explain below).

REMARKS: _____

We understand that if the "No Bid" letter is not executed and returned, our name may be deleted from the list of qualified bidders for Tampa Sports Authority.

COMPANY NAME: _____

SIGNATURE: _____

PHONE NUMBER: _____ DATE: _____