

CITY OF NORTH LITTLE ROCK, ARKANSAS  
COMMERCE DEPARTMENT  
Mary Beth Bowman, Director  
Amy Smith, Assistant Director for Procurement  
Crystal Willis, Assistant Purchasing Agent/Admin Sect.



120 Main Street, North Little Rock, AR 72114  
P.O. Box 5757 North Little Rock, AR 72119  
501-975-8881 Phone  
501-975-8885 Fax

### INVITATION TO BID

Bid Number: 21-3696 Date Issued: Thursday, March 25, 2021

Date & Time Bid Opening: **Thursday, April 8, 2021 @ 10:00 am**

## CCTV Inspection System for Sewer and Storm Drains

**Total Project Bid Price: \$** \_\_\_\_\_

Specifications attached.

For technical questions and/or comments, contact Patrick Lane, Street Director at 501-340-5355  
General Bidding questions should be directed to the Commerce Department at 501-975-8881.

If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings for attachments including any changes to the bid.

The City of North Little Rock encourages participation of small, minority, and woman own business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman businesses to collaborate with them.

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### EXECUTION OF BID

Upon signing this page, the organization certifies that they have read and agree to the requirements set forth in this bid including conditions set forth and pertinent information requests.

Name of Firm: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Tax Identification No.: \_\_\_\_\_

Business Address: \_\_\_\_\_

Signature of Authorized Person: \_\_\_\_\_

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

**UNSIGNED BID COVER SHEET WILL BE REJECTED.**

## INVITATION TO BID

**Project:** CCTV Inspection System for Sewers and Storm Drains

The City of North Little Rock will receive sealed bids for a CCTV Pipeline inspection Camera to meet or exceed the minimum specifications provided.

Evaluation of the bid(s) will include a review of overall pricing for the CCTV Pipeline Inspection Camera as well as review of provided specified components and will not be based on price alone.

### **Bidder's Qualifications:**

Bidders shall have experience in the manufacture and installation of equipment of this nature. References shall be provided with the Bid identifying work in similar scope, performed by the Bidder. The Street Department Director will make such investigation, as deemed necessary to determine the ability of the Bidder to discharge this contract. The Bidder shall furnish the Owner with all such information and data as may be required for this purpose. The Owner reserves the right to reject any Bid, if the Bidder fails to satisfactorily convince the Owner that he/she is properly qualified by experience and facilities to carry out the contracted obligations and to satisfactorily complete the work called for herein. Conditional Bids will not be accepted.

The successful bidder shall be required to abide by Federal and State laws.

### **Equipment/Products:**

All material and equipment shall be new, of first class quality and shall be furnished, delivered, finished in every detail. Where no specific kind of quality of material is specified, a first class standard article as approved by the City shall be furnished.

All component parts of each item of equipment or device shall bear the manufacturer's nameplate, giving name of manufacturer, description, size, type, serial number, electrical characteristics, etc., in order to facilitate maintenance or replacement.

### **Equivalent Products:**

This specification is not to be interpreted as restrictive, but should be viewed as a desired measure of safety, quality and performance against which all equipment will be compared. Bids will be accepted for consideration on any make or model that is equal or superior to the equipment specified. Decisions on equivalency will be at the sole interpretation of the Street Department Director. A blanket statement by the vendor that the equipment proposed will meet all requirements will not be sufficient to establish equivalent.

**Inquiries:**

Questions concerning this contract proposal and work designated should be submitted to Patrick Lane, Street Department at 501-340-5355.

**Delivery:**

Bid prices are to include delivery to the Street Department at 1124 North Orange, North Little Rock, Arkansas 72114. Delivery is to be arranged with the Department Head or his authorized representative.

**Startup/Training:**

Upon delivery, seller will provide startup services to insure the proper operation of all components and functions. Operator training shall be provided after startup, covering all the features of the hardware and software supplied. A minimum of eight (8) hours of on-site training by factory-authorized personnel shall be provided.

**Basis of Bid Award:**

The City of North Little Rock will award the Bid to the lowest responsive and responsible bidder meeting all the specification requirements. The City will be the sole judge in determining Bid compliance. The City reserves the right not to award the Bid as the City determines it necessary.

**Bid Term:**

Bid prices shall remain valid if award is made within six (6) months following the Bid opening date/time.

**Compliance to Specifications:**

Bidders shall denote compliance on the compliance checklist with the required specification by placing a check in the "yes" box. A check in the "no" box shall indicate non-compliance with the requested specification. Bidders must explain each non-compliance item on the compliance checklist or on the exception's page.

Bids received without the compliance checklist completed or without non-compliance, items fully explained may be rejected.



	Yes	No
<b>Large Crawler 12" – 60" Diameter Pipe</b>		
3 Sets of Wheels and Wheel Extenders for 12-60" Pipe Inspection		
Remotely Operated Elevator		
Rear Backup Camera and Light for Reverse Operation		
Additional Light Head with Adjustable Brightness		
Constructed of Aluminum for Lightweight Operation		
Pressurized		
IP68 Rating		
Inclinometer		
High, Low and Normal Pressure Indicator		
Internal 512hz Sonde		
<b>Accessories Included:</b>		
Tiger Tail		
Downhole Rope and Hook for Retrieving		
Top Manhole Roller		
Storage Cases for Camera, Crawler and Controller		
Misc. Tools		



## GENERAL TERMS AND CONDITIONS FOR THE CITY OF NORTH LITTLE ROCK, AR

1. When submitting an "Invitation to Bid," the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition, bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid."
2. Prices quoted are to be net process, and when an error is made in extending total prices, the City may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.
3. Discounts offered will be taken when the City qualifies for such. The beginning date for computing discounts will be the date of invoice or the date of delivery and acceptance, whichever is later.
4. When bidding other than the brand and/or model specified in the "Invitation to Bid," the brand and/or model number must be stated by that item in the "Invitation to Bid," and descriptive literature be submitted with the bid.
5. The City reserves the right to reject any and all bids.
6. The Purchasing office reserves the right to award items, all or none, or by line item(s).
7. Quality, time and probability of performance may be factors in making an award.
8. Bid quotes submitted will remain firm for 30 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the Department of Commerce.
9. Bidder must submit a completed signed copy of the front page of the "Invitation to Bid" and must submit any other information required in the "Invitation to Bid."
10. In the event a contract is entered into pursuant to the "Invitation to Bid," the bidder shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The bidder must include in any and all subcontracts a provision similar to the above.
11. Sales or use tax is not to be included in the bid price, but is to be added by the vendor to the invoice billing to the City. Although use tax is not to be included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
12. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated facility in North Little Rock. Charges may not be added after the bid is opened.
13. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between them at the discretion of the Department of Commerce..
14. Specifications furnished with this Invitation are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price. Other than designated brands and/or models approved as equal to designated products shall receive an equal consideration.
15. Samples of items when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will become property of the City.
16. Bids will not be considered if they are:
  1. Submitted after the bid's opening time.
  2. Submitted electronically or faxed (unless authorized by Purchasing Agent).
17. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.

18. **CONSTRUCTION**

- A. Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
- B. When noted, a Certified check or bid bond in the amount of 5% of total bid shall accompany bid.
- C. A Performance Bond equaling the total amount of any bid exceeding \$35,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Arkansas Code Annotated Section 22-9-203).

19. **LIQUIDATED DAMAGES** - Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.

20. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.

21. The bid number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.

22. Whenever a bid is sought seeking a source of supply for a specified period of time for materials and services, the quantities of usage shown are estimated ONLY. No guarantee or warranty is given or implied by the participants as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for the bidders information ONLY and will be used for tabulation and presentation of bid and the participant reserves the right to increase or decrease quantities as required.

23. The City of North Little Rock reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City of North Little Rock may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.

24. Additional information or bid forms may be obtained from:  
COMMERCE DEPARTMENT, 120 Main Street, P.O. Box 5757, North Little Rock, Arkansas 72119 (501)975-8881 [www.nlr.ar.gov](http://www.nlr.ar.gov)

**Bidding documents must be submitted on or before the bid's opening date and time. Unless noted, bids must be sealed and mailed or delivered to:**

**Commerce Department  
120 Main Street (P.O. Box 5757)  
North Little Rock, AR 72119**