

**COLUMBUS CONSOLIDATED GOVERNMENT**  
Georgia's First Consolidated Government



**FINANCE DEPARTMENT**  
**PURCHASING DIVISION**

100 TENTH STREET, P. O. Box 1340  
COLUMBUS, GEORGIA 31902-1340  
706-653-4105, FAX 706-225-3033

Date: February 23, 2018

<p>REQUEST FOR BIDS:</p> <p><b>RFB NO: 18-0041</b></p>	<p>Qualified vendors are invited to submit sealed bids, subject to conditions and instructions as specified, for the furnishing of:</p> <p align="center"><b>HAZMAT SUPPLIES &amp; EQUIPMENT (ANNUAL CONTRACT)</b></p>
<p>GENERAL SCOPE</p>	<p>Provide hazmat supplies and equipment to Columbus Consolidated Government, Fire/EMS Department to be purchased on an "as needed" basis. The term of the contract shall be for two (2) years with the option to renew for three (3) additional 12-month periods.</p>
<p>DUE DATE</p>	<p align="center"><b>March 21, 2018 – 2:30 PM (EST)</b></p> <p>Bids must be received and date/time stamped on or before the due date by the Finance Department/Purchasing Division, 5<sup>th</sup> Floor – Government Center, 100 10<sup>th</sup> St, Columbus, GA. Bids will be opened during the 3:00 PM hour in the Conference Room of the Purchasing Division. Bidders are not required, but are invited to attend the bid opening.</p>
<p>ADDENDA</p>	<p align="center"><b><u>IMPORTANT INFORMATION</u></b></p> <p>Any and all addenda will be posted on the Purchasing Division's web page, at <a href="https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid_Opportunities.htm">https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid_Opportunities.htm</a>. <b>It is the vendors' responsibility to periodically visit the web page for addenda before the due date and prior to submitting a quote.</b></p>
<p>NO BID RESPONSE</p>	<p>Refer to the form on <b>page 3</b> if you are not interested in this invitation.</p>



**Andrea J. McCorvey**  
**Purchasing Manager**

## **IMPORTANT INFORMATION**

### **e-Notification**

*Effective December 31, 2014*, Columbus Consolidated Government (the City) discontinued mailing postcard notifications to its registered vendors. The City is using the Georgia Procurement Registry e-notification system. You must register with the Team Georgia Market Place/Georgia Procurement Registry to receive future procurement notifications via

<http://doas.ga.gov/state-purchasing/suppliers/getting-started-as-a-supplier>

**If you have any questions or encounter any problems while registering, please contact the Team Georgia Marketplace Procurement Helpdesk:**

**Telephone: 404-657-6000**

**Fax: 404-657-8444**

**Email: [procurementhelp@doas.ga.gov](mailto:procurementhelp@doas.ga.gov)**

## STATEMENT OF "NO BID"

**Complete and return this form immediately if you do not intend to Bid:**

**Email:** [hscheuttig@columbusga.org](mailto:hscheuttig@columbusga.org)  
**Fax:** (706) 225-3033, Attn: **Heather Scheuttig, Buyer**  
**Mail:** Columbus Consolidated Government  
Purchasing Division  
P. O. Box 1340  
Columbus, GA 31902-1340

We, the undersigned decline to bid on your **RFB No. 18-0041** for **Hazmat Supplies & Equipment** for the following reason(s):

- Specifications too "tight", i.e. geared toward one brand or manufacturer only (explain below)
- There is insufficient time to respond to the Invitation for Bids.
- We do not offer this product or service.
- We are unable to meet specifications.
- We are unable to meet bond requirements.
- Specifications are unclear (explain below).
- We are unable to meet insurance requirements.
- Other (specify below)

**Remarks:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**AGENT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

## GENERAL PROVISIONS

**THESE GENERAL PROVISIONS SHALL BE DEEMED AS PART OF THE BID SPECIFICATIONS.** The provisions of the Procurement Ordinance for the Consolidated Government of Columbus, Georgia as adopted and amended by Council shall apply to all invitations for bids and award of all contracts and is specifically incorporated herein by this reference. A copy of the ordinance is on file in the Purchasing Division.

- 1. TERM "CITY."** The term "City" as used throughout these documents will mean Consolidated Government of Columbus, GA.
- 2. PREPARATION OF FORM.** Bid proposals shall be submitted on the forms provided by the City. All figures must be written in ink or typewritten. Figures written in pencil or erasures are not acceptable. However, mistakes may be crossed out, corrections inserted adjacent thereto, initialed in ink by the person signing the proposal. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail. Failure to properly sign forms, in ink, will render bid incomplete.
- 3. EXECUTION OF THE BID PROPOSAL.** Execution of the bid proposal will indicate the bidder is familiar and in compliance with all local laws, regulations, ordinances, site inspections, licenses, dray tags, etc.
- 4. BID SUBMISSION. Fax bid submissions will not be accepted as a response to the Invitation for Bids.** Bids must be submitted in a sealed envelope or package. The exterior of the envelope or package must reference the bidder's name and address, the bid number, bid title, and must indicate the contents represent a "bid" or "no bid" submission. Failure to properly identify the bid submission may result in rejection of the bid.
- 5. BID DUE DATE.** The bid submission must arrive in the Purchasing Division on or before the stated due date and time. Upon receipt, bids will be time and date stamped. Bids will remain sealed and secured until the stated due date and time for the bid opening.
- 6. BID OPENING.** The Purchasing Division Manager or Purchasing staff appointee will open bids. The bid amount and other pertinent information as determined by the Purchasing Division Manager will be read and recorded. The bids as recorded at the bid opening represent draft tabulation and may include incorrect price extensions or transcription errors, and are subject to change if conflicting information is discovered during analysis of the bid responses. A bid tabulation will be made available to bidders after extensions have been checked and all other specification compliance has been determined. **In the essence of time, bidders may not be allowed to review bids at the bid opening. However, bidders will be allowed to make appointments to review the bids at a later date.**
- 7. LATE BIDS.** It is the responsibility of the bidder to ensure bids are submitted by the specified due date and time. Bids received after the stated date and time will be returned, unopened, to the bidder. The official clock to determine the date and time will be the time/date stamp located in the Finance Department. All bids received will be time and date stamped by the official clock. The City will not be held responsible for the late delivery of bids due to the U.S. Mail Service, or any other courier service.
- 8. RECEIPT OF ONE SEALED BID.** In the event only one sealed bid is received, no formal bid opening shall take place. First, the Purchasing Division shall conduct a survey of vendors to inquire of "no bid" responses and non-responsive vendors. If, from the survey, it is determined by the Purchasing Division that specifications need revision, the one bid received will be returned, unopened, to the responding vendor, with a letter of explanation and a new bid solicitation prepared. If it is determined that other vendors need to be contacted, the bid due date will be extended, and the one bid received will remain sealed until the new bid opening date. The vendor submitting the single bid will receive a letter of explanation. **If it is determined the one bid received is from the only responsive, responsible bidder, then the bid shall be opened by the Purchasing Division Manager or designee, in the presence of at least one other witness. The single bid will be evaluated by the using agency for award recommendation.**
- 9. RECEIPT OF TIE BIDS.** In the event multiple responsive, responsible bidders are tied for the lowest price and all other terms and requirements are met by the all tied bidders, the award recommendation shall be as follows:
  - a. Award to the local bidder, if one of the bidders has its principal place of business in Columbus, Georgia.
  - b. If all or none of the bidders has its principal place of business in Columbus, Georgia, then award the bid to the bidder who has received the award previously.
  - c. If neither bidder received the award previously, and neither of the tied bidders has its principal place of business in Columbus, Georgia, then the bid award shall be equally divided between the tied bidders.
  - d. If it is not feasible to divide the award, and if all or none of the tied bidders has its principal place of business in Columbus, Georgia, and neither was awarded the bid previously, then all bids will be rejected and the bid will be re-advertised.

**10. RECEIPT OF MULTIPLE BIDS.** Unless otherwise stated in the bid specifications, the City will accept one and only one bid per vendor. Any unsolicited multiple bid(s) will not be considered. If prior to the bid opening, more than one bid is received from the same vendor, the following will occur: (1) the bidder will be contacted and required to submit written acknowledgment of the bid to be considered; (2) the additional bid(s) will be returned to the bidder unopened. If at the bid opening more than one bid is enclosed in a single bid package, the City will consider the vendor non-responsive and bids will be returned to the bidder.

**11. CONDITION AND PACKAGING.** Unless otherwise defined in the bid specifications, it is understood and agreed that any item offered or furnished shall be new, in current production and in first class condition, that all containers shall be new and suitable for storage or shipment, and that prices include standard commercial packaging.

**12. FREIGHT/SHIPPING/HANDLING CHARGES.** All freight, shipping, and handling charges shall be included in the bid price. The City will pay no additional charges.

**13. CORRECTION OR WITHDRAWAL OF BID/CANCELLATION OF AWARDS.** Corrections or withdrawals of inadvertently erroneous bids before or after bid opening, or cancellation of awards of contracts based on such bid mistakes may be permitted where appropriate. Mistakes discovered before bid opening may be modified or bid withdrawn by written notice received in the office of Purchasing prior to the time of the bid opening. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the City or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident, or if the bidder submits evidence that clearly and convincingly demonstrates that a mistake was made. All decisions to permit corrections or withdrawals of bids or to cancel awards or contracts based on bid mistakes will be supported by the written determination of the Purchasing Officer.

**14. ADDENDA AND INTERPRETATIONS.** If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders. The City is not bound by any oral representations, clarifications, or changes made to the written specifications by City employees, unless such clarification or change is provided to the bidders in written addendum form from the Purchasing Officer. Bidders will be required to acknowledge receipt of the addenda (if applicable) in their sealed bid proposal. The vendor may provide an initialed copy of each addendum or initial the appropriate area on the bid form (pricing page). Failure to acknowledge receipt of the addenda (when applicable) will render bid incomplete. **It is the bidder's responsibility to ensure that they have received all addenda.**

**15. BID EVALUATION AND AWARD.** During the evaluation of bids, the City reserves the right to request clarification of bid responses and to request the submission of references, if deemed necessary for a complete evaluation of bid responses. Award will be made to the responsive and responsible bidder whose bid is most economical according to criteria designated in the solicitation. The determination of the lowest responsive and responsible bidder may involve all or some of the following factors: prices, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payment, compatibility as required, other cost, and other objective and accountable factors, if any, (which are further described in the specifications). The City shall be the judge of the factors and will make the award in the best interest of the City.

**16. TIME FOR CONSIDERATION.** Bids must remain in effect for at least sixty (60) days after date of receipt to allow for evaluation.

**17. BID SECURITY AND PERFORMANCE BOND.** Bid security (Bid Bond) shall be required for all competitive sealed bids for construction contracts when the price is estimated by the Purchasing Officer to exceed \$10,000. Bid security shall be a bond provided by a surety company authorized to do business in the State, or in the form of a certified check. Such bonds may also be required on construction contracts under \$10,000 or other procurement contracts when circumstances warrant. Bid security shall be in an amount equal to at least five percent (5%) of the bid amount. The City will accept a copy of a bid bond at the bid opening. However, if a copy of a bid bond is submitted, the bidder must submit to the Purchasing Division the identical original document within five (5) days after the bid opening. **If the original document is not received within the five (5) days, the bid will not be considered.** When a construction contract is awarded in excess of \$25,000, the successful bidder will be required to furnish a **Performance Bond** executed by a surety company authorized to do business in the State. The performance bond shall be equal to one hundred percent (100%) of the price specified in the bid.

**18. SUBCONTRACTING.** Should bidder intend to subcontract all or any part of the work specified, name(s) and address(es) of sub-contractor(s) must be provided in bid proposal (use additional sheet if necessary). The bidder shall be responsible for subcontractor(s) full compliance with the requirements of the bid specifications. **THE**

**COLUMBUS CONSOLIDATED GOVERNMENT WILL NOT BE RESPONSIBLE FOR PAYMENTS TO SUBCONTRACTORS.**

**19. DISQUALIFICATION OF BIDDERS AND REJECTION OF BIDS.** Bidders may be disqualified, and rejection of bid proposals may be recommended by the City for any (but not limited) to the following reasons:

- (A) Receipt after the time limit for receiving bid proposals as stated in the bid invitation.
- (B) Any irregularities contrary to the General Provisions or bid specifications.
- (C) Unbalanced unit price or extensions.
- (D) Unbalanced value of items.
- (E) Failure to use the proper forms furnished by the Consolidated Government.
- (F) Failure to complete the proposal properly
- (G) Omission of warranty, product literature, samples, acknowledgment of addenda or other items required to be included with bid proposal.
- (H) Failure to properly sign forms in ink.

**The City reserves the right to waive any minor informality or irregularity. The City reserves the right to reject any and all bids.**

**20. BRAND NAMES "OR EQUAL".** Whenever in this invitation any particular material, process and/or equipment are indicated or specified by patent, proprietary or brand name of manufacturer, such wording will be deemed to be used for the purpose of facilitating description of the material, process and/or equipment desired by the City. It is not meant to eliminate bidders or restrict competition in any bid process. Any manufacturers' names, drawings, trade names, brand names, specifications and/or catalog numbers used herein are for the purpose of description and establishing general quality levels. Bidders may propose equivalent equipment, services or manufacturer. Any proposal that is equivalent to or surpasses stated specifications will be considered. Determination of equivalency shall rest solely with the City. **Please Note: Due to existing equipment, specific manufacturers may be required to facilitate compatibility.**

**21. ASSIGNMENT OF CONTRACTUAL RIGHTS.** It is agreed that the successful bidder will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof, without previous consent of the City and any sureties.

**22. DISCOUNTS.** Terms of payments offered will be reflected in the space provided on the bid proposal form. Cash discounts will be considered net in the bid evaluation process. All terms of payment (cash discounts) will be taken and computed from the date of delivery of acceptable material or services, or the date of receipt of the invoice, whichever is later.

**23. TAXES.** The City is exempt from State Retail Tax and Federal Excise Tax. Tax Exemption No. GA Code Sec. 48-8-3. Federal ID No. 58-1097948.

**24. FEDERAL, STATE AND LOCAL LAWS.** All bidders will comply with all Federal, State, and Local laws and ordinances, relative to conducting business in Columbus, Georgia.

**25. BID INCLUSIONS.** When bid inclusions are required, such as warranty information, product literature/specifications, references, etc. The inclusions should reference all aspects of the specific equipment or service proposed by the bidder. Do not include general descriptive catalogs. References to literature or other required inclusions submitted previously do not satisfy this provision. Bids found to be in non-compliance with these requirements will be subject to rejection.

**26. NON-COLLUSION.** By signing and submitting this bid, bidder declares that its agents, officers or employees have not directly or indirectly entered into any agreements, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this bid. In the event, said bidder is found guilty of collusion, the company and agents will be removed from the City's bid list for one full year and any current orders will be canceled.

**27. INDEMNITY.** The successful bidder agrees, by entering into this contract, to defend, indemnify and hold City harmless from any and all causes of action or claims of damages arising out or under this contract.

**28. DISADVANTAGED BUSINESS ENTERPRISE.** Disadvantaged Business Enterprises (minority or women owned businesses) will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, creed, sex, sexual orientation, gender identity or national origin in consideration for an award. It is the policy of the City that disadvantaged business enterprises and minority

business enterprises have an opportunity to participate at all levels of contracting in the performance of City contracts to the extent practical and consistent with the efficient performance of the contract.

**29. AFFIRMATIVE ACTION PROGRAM - NON-DISCRIMINATION CLAUSE.** The City has an Affirmative Action Program in connection with Equal Employment Opportunities. The successful bidder will comply with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees, and will not discriminate between or among them by reason of race, color, age, religion, sex, sexual orientation, gender identity, national origin or physical handicap.

**30. AWARDS TO LOCAL BUSINESSES.** Except for construction contracts, awards will be made to responsive and responsible local businesses proposing a cost not more than two percent (2%) above the low bid or quote for contracts involving an expenditure of \$25,000.00 or less and made to responsive and responsible local businesses proposing a cost not more than one percent (1%) above the low bid or quote for contracts involving an expenditure greater than \$25,000.00. (Ordinance No. 95-5). **\*\*STATE OR FEDERALLY FUNDED PROJECTS EXCLUDED\*\***

**31. RIGHT TO PROTEST.** A protest with respect to an Invitation for bids or Request for Proposals shall be submitted in writing no less than five (5) days **prior** to the opening of bids or the closing date of proposals to the Purchasing Officer. If the matter is not resolved, then an appeal may be filed with the City Manager or City Council.

**32. FAILURE TO QUOTE.** Vendors choosing not to submit a bid are requested to return a **Statement of "No Bid"**.

**33. PRODUCT/EQUIPMENT DEMONSTRATION - SITE VISIT.** During the evaluation of bids, the City reserves the right to request a demonstration or site visit of the product, equipment or service offered by a bidder. The demonstration or site visit shall be at the expense of the bidder. Bidders who fail to provide demonstration or site visit, as requested, will be considered non-responsive.

**34. CANCELLATION PROVISIONS.** When such action is in the best financial interest of the City, contracts for supplies to be purchased or services to be rendered under an annual (term) contract basis may be canceled and re-advertised at the discretion of the Purchasing Officer and in accordance with contract terms.

After the receipt of a product or piece of equipment, it is found that said item does not perform as specified and required, payment for said product or equipment will be withheld. The successful vendor will be notified of the non-performance in writing. After notification, the successful vendor will have ten (10) calendar days, from the date of notification, to deliver product or equipment that performs satisfactorily. If a satisfactory product is not delivered within 10 calendar days, from the notification date, the City will cancel the contract (purchase order) and award to the next low, responsive, responsible bidder. The vendor will be responsible for the pick-up or shipment of the unsatisfactory equipment or product.

**35. QUESTIONS.** Questions concerning specifications must be submitted, in writing, at least 5 (five) working days (Monday-Friday) prior to receipt date. Questions received less than five working days prior to receipt date will not be considered.

**36. SAMPLES.** When samples are required to be included with the proposal response, the bidder will be responsible for the following:

- 1) **Unless otherwise specified**, bidders are required to submit exact samples of item(s) bid. Do not submit sample of "like" item(s).
- 2) Affix an identification label to each individual sample to include bidder's name, bid name and number.
- 3) Make arrangements for the return of sample after the bid award. All shipping costs will be the responsibility of the bidder. If bidder does not make arrangements for return of sample, within 60 days after award, the sample will be discarded.

**37. GOVERNING LAW:** The parties agree that this Agreement shall be governed by the laws of Georgia, both as to interpretations and performance.

**38. PAYMENT DEDUCTIONS.** The City reserves the right to deduct, from payments to awarded vendor(s), any amount owed to the City for various fees, to include, but not limited to: False Alarm fees, Ambulance fees, Occupation License Fees, Landfill fees, etc.

**39. PAYMENT TERMS.** The City's standard payment term is usually net 30 days, after successful receipt of goods or services. Payment may take longer if invoice is not properly documented or not easily identifiable, goods/services are not acceptable, or invoice is in dispute.

## NOTICE TO VENDORS

**Columbus Council, by Ordinance 92-60 has prohibited any business that is owned by any member of Columbus Council or the Mayor, or any business in which any member of Columbus Council or the Mayor has a substantial pecuniary interest from submitting a bid for goods or services to the Consolidated Government of Columbus, Georgia.**

Likewise, by Ordinance 92-61, no business which is owned by any member of any board, authority or commission, subordinate or independent entity, or any business in which any member of any board, authority or commission, subordinate or independent entity has substantial pecuniary interest may submit a bid to the Consolidated Government if such bid pertains to the board, authority or commission.



**DO YOU HAVE QUESTIONS, CONCERNS OR NEED  
CLARIFICATION ABOUT THIS SOLICITATION?**

**COMMUNICATION CONCERNING ANY SOLICITATION CURRENTLY  
ADVERTISED MUST TAKE PLACE IN WRITTEN FORM AND ADDRESSED  
TO THE PURCHASING DIVISION.**

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS  
SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT  
ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR  
CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A  
VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH  
QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE  
QUESTIONS IN WRITING.

**ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE  
THROUGH THE PURCHASING DIVISION.** BIDDERS SHALL NOT  
CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES,  
EVALUATION COMMITTEE MEMBERS OR ELECTED OFFICIALS WITH  
QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION.  
QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED  
TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT  
A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING  
DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL  
SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO  
THE RESPECTIVE BIDDER OR IF IT BECOMES NECESSARY TO REVISE  
ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE  
ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS,  
CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN  
SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION  
OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM  
FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED  
“QUESTION/CLARIFICATION FAX FORM” TO FAX OR EMAIL QUESTION.

ANY REQUEST, AFTER A SOLICITATION HAS CLOSED AND PENDING  
AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING  
DIVISION.

# QUESTION/CLARIFICATION FORM

DATE: \_\_\_\_\_

TO: Heather Scheuttig, Buyer  
Email : [hscheuttig@columbusga.org](mailto:hscheuttig@columbusga.org)  
Fax : (706) 225-3033

RE: Hazmat Supplies & Equipment (Annual Contract); RFB No. 18-0041

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**Questions/clarification requests must be submitted at least (5) business days before the due date:**

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From: \_\_\_\_\_

Company Name	Website		
Representative	Email Address		
Complete Address	City	State	Zip
Telephone Number	Fax Number		

**GENERAL SPECIFICATIONS**  
**HAZMAT SUPPLIES & EQUIPMENT**  
**(ANNUAL CONTRACT)**  
**RFB No. 18-0041**

**I. SCOPE OF WORK**

These specifications describe minimum requirements for the purchase of hazmat supplies and equipment. Columbus Consolidated Government (the City), Fire/EMS Department will purchase the supplies and equipment on an “as needed” basis. The City may purchase some, all, more or none of the items contained in these specifications.

**II. VENDOR REQUIREMENTS**

- A.** Successful bidder must have a contact person and (800) phone number/e-mail address to provide consultation on their products twenty-four (24) hours a day.
- B.** All items must clearly state the material content on the outside of the containers.
- C.** All Decon chemicals must have Decon labels. No generic cleaner labels accepted. **Material Safety Data Sheets** must accompany first shipment of any chemicals.
- D.** Releases must be complete before payment is made for that release.
- E.** Successful bidder shall stock all items.
- F.** Successful bidder shall provide a loaner for any electronic equipment that is being repaired at no additional cost to the City.
- G.** **Any discount given for items listed on the pricing page must be included in the unit cost. Do not provide a separate percentage discount.**

**III. TERM OF CONTRACT**

- A.** The term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods.

Notice of intent to renew will be given to the contractor in writing by the City Purchasing Division Director, normally sixty days before the expiration date of the current contract. This notice shall not be deemed to commit the City to a contract renewal.

It should be noted that multi-year contracts may be continued each fiscal year only after funding appropriations and programs approval have been granted by the Council of the Consolidated Government of Columbus, GA. In the event the necessary funding is not approved, the affected multi-year contract becomes null and void, effective July 1<sup>st</sup> of the fiscal year for which such approval has been denied.

- B. Termination for Convenience**

For the protection of both parties, either party giving 30 days' prior notice in writing to the other party may cancel this contract.

#### IV. ESCALATION CLAUSE

Contract pricing shall remain fixed for the initial two (2) year(s) term of the contract. After the initial term, Contractor may request a price escalation by submitting a fully documented request for a review of the pricing. Such escalation shall not exceed a 5% increase. Price escalation requests must be submitted by January 30<sup>th</sup> so as to allow Departments to factor the increases into their budgets for the next fiscal year, which will begin July 1.

The Using agency(cies) and Purchasing Manager will review the request and shall approve or disapprove the increases based on budget constraints and other price comparisons. **If approved, the price increase shall not commence until the next fiscal year, which will begin July 1.**

If for any reason the contractor has a price increase that exceeds five percent (5%), the price increase will be evaluated on a case-by-case basis. The City and the Contractor will have the option to discuss and make adjustments to the requested increase. If either party declines approval of the adjustments, the contract will be considered cancelled on the scheduled expiration date of the contract.

#### V. BRAND NAMES

It is not the intent of Columbus Consolidated Government (City) to restrict competition in any purchasing process. Any manufacturers' names, drawings, trade names, brand names, information and/or catalog numbers used herein are for purpose of description and establishing general quality levels. Such references are not intended to be restrictive; any equivalent products of any manufacturer may be offered. Any bid that is equivalent to or surpasses these specifications will be considered; determination of equivalency shall rest solely with the City.

#### VI. QUESTIONS/ADDENDA

Questions and requests for clarification must be submitted **within five (5) business days of the due date** (see pages 9 & 10). Changes to the specifications (if any) will be provided in the form of an addendum, which will be posted on the web page of the Finance Department/Purchasing Division of Columbus Consolidated Government at [https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid\\_Opportunities.htm](https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid_Opportunities.htm). **It is the vendors' responsibility to periodically visit the web page for addenda before the due date and prior to submitting a quote.**

#### VII. EMERGENCY PURCHASES

The City reserves the right to make emergency purchases from other sources, should the Contractor be unable to furnish the required item/service within the required time frame.

#### VIII. BID SUBMISSION REQUIREMENTS:

Each bidder shall include the following information with bid submission. Bidder shall submit **THE ORIGINAL AND 1 IDENTICAL COP(IES)**. The City reserves the right to request any omitted information, **WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE**. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed **"Incomplete"**:

- A. Bid Form Pricing Page (Form 2)
- B. Material Safety Data Sheet(s) (If applicable)
- C. Contract Signature Page: Complete Form 3

**D. Addenda:** Vendors must include acknowledgment of receipt of addenda **(if any)** in their sealed bid. Provide an initialed copy of each addendum or initial the appropriate area on bid form (pricing page). Addenda will be posted at [https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid\\_Opportunities.htm](https://www.columbusga.org/finance/purchasing/docs/opportunities/Bid_Opportunities.htm). **Vendors are responsible for periodically visiting the web page, to check for addenda, prior to the bid due date and before submitting a bid.**

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**THE FOLLOWING ITEMS WILL BE REQUIRED OF THE AWARDED VENDOR(S) PRIOR TO CONTRACT SIGNING OR ISSUANCE OF PURCHASE ORDER. AFTER NOTIFICATION, THE AWARDED VENDOR(S) WILL HAVE FIVE (5) BUSINESS DAYS TO PROVIDE THE INFORMATION BELOW, OR THE NEXT RESPONSIVE, RESPONSIBLE BIDDER WILL BE RECOMMENDED FOR AWARD.**

- 1) **Business License:** Vendors located in Muscogee County shall submit a current copy of their City of Columbus Business License (Occupation License). If the business is not located in Muscogee County and has proof of being properly licensed by a municipality in Georgia, and paid applicable occupation taxes in that city, the vendor will not be required to pay occupation taxes in Columbus, Georgia.

If the business location is not in Georgia, vendor must provide a current copy of their active Articles of Incorporation from the State and/or a current business license from the City/State in which business is located.

If you have questions regarding this requirement, please contact Yvonne Ivey, Revenue Manager: 706-225-3091.

- 2) **W-9 Request for Taxpayer Identification Number and Certification (Form 1)**

Bids must be delivered sealed in an envelope or package. The envelope or package should reference the bidder's name, full address and the bid number and/or bid name. Mail or hand-deliver bid to:

Columbus Consolidated Government  
Purchasing Division  
**RE: RFB No. 18-0041 – Hazmat Supplies & Equipment (Annual Contract)**

**(Mail)** P. O. Box 1340  
Columbus, GA 31902-1340

**(Deliver)** 5<sup>th</sup> Floor – Finance Department  
100 10<sup>th</sup> Street  
Columbus, Georgia 31901

**BIDS MUST REACH THE OFFICE OF THE PURCHASING DIVISION NO LATER THAN 2:30 PM ON BID OPENING DATE. BIDS RECEIVED AFTER 2:30 PM WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.**

#### **IX. AWARD/ORDERING/DELIVERY/INVOICE**

A. **Award:** This contract will be awarded in total to one vendor. Therefore, it is necessary to bid the complete package. Should the successful vendor not be able to supply the required product(s), the City reserves the right to purchase from other sources.

B. **Ordering:** The items will be procured on an "as needed" basis by phone or by

purchase order. It is the vendor's responsibility to notify the City at the time an order is placed if delivery will be delayed. Inability to make delivery is grounds for the City to make the purchase from the next lowest vendor.

C. Delivery: Deliveries shall be made to the applicable address.

For standard orders, shipments are required within three (3) days of order request, priced FOB destination Columbus, Georgia.

For on-scene emergency orders, delivery is required within four (4) hours of order request, with the first three (3) orders shipped FOB Destination. Any additional orders are to be shipped Freight Prepaid at the expense of the City.

D. Invoices: After receipt of goods/services and upon satisfactory delivery, the successful vendor shall forward invoice(s) to the following address:

Columbus Consolidated Government  
Accounting Division  
P. O. Box 1340  
Columbus, Georgia 31902-1340

The invoice(s) shall reference the bid number (RFB No. 18-0041) and/or purchase order number.

**X. TERMINATION OF CONTRACT**

A. Default: If the contractor refuses or fails to perform any of the provision of this contract with such diligence as will ensure its completion within the time specified in this contract, or any extension thereof, otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the Purchasing Division Director may notify the contractor in writing of the delay or non-performance and if not cured within ten (10) days or any longer time specified in writing by the Purchasing Division Director, such director may terminate the contractor's right to proceed with the contract or such part of the contract as to which there has been delay or a failure to properly perform.

In the event of termination in whole or in part the Purchasing Division Director may procure similar supplies or services, from other sources, in a manner and upon terms deemed appropriate by the Purchasing Division Director. The contractor shall continue performance of the contract to the extent it is not terminated and shall be liable for excess costs incurred in procuring similar goods or services.

B. Compensation: Payment for completed services delivered and accepted by the City shall be at the contract price. The City may withhold from amounts due the contractor such sums as the Purchasing Division Director deem necessary to protect the City against loss because of outstanding liens or claims of former lien holders and to reimburse the City for the excess costs incurred in procuring similar goods and services.

C. Excuses for Nonperformance or Delayed Performances: Except with respect to defaults of subcontractors, the contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms, if the contractor has notified the Purchasing Division Director within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of public enemy; acts of the City and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics;

quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather. If the failure to perform is caused by the failure of a subcontractor to perform or to make progress, and if such failure arises out of causes similar to those set forth above, the contractor shall not be deemed in default, unless the supplies or services to be furnished by the subcontractor were reasonably obtainable from other sources in sufficient time to permit the vendor to meet the contract requirements.

Upon request of the vendor, the Purchasing Division Director shall ascertain the facts and extent of such failure, and, if such director determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, the contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly.

Form **W-9**  
(Rev. November 2017)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
					-				
or									
Employer identification number									
					-				

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

## What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note: ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

### Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

### Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

#### Exempt payee code.

Generally, individuals (including sole proprietors) are not exempt from backup withholding.

- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

## Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

## Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.SSA.gov](http://www.SSA.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/Businesses](http://www.irs.gov/Businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. Go to [www.irs.gov/Forms](http://www.irs.gov/Forms) to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to [www.irs.gov/OrderForms](http://www.irs.gov/OrderForms) to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee <sup>1</sup> The actual owner <sup>1</sup>
6. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

\*Note: The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records From Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at [spam@uce.gov](mailto:spam@uce.gov) or report them at [www.ftc.gov/complaint](http://www.ftc.gov/complaint). You can contact the FTC at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see [www.IdentityTheft.gov](http://www.IdentityTheft.gov) and Pub. 5027.

Visit [www.irs.gov/IdentityTheft](http://www.irs.gov/IdentityTheft) to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**BID FORM  
(PRICING PAGES)  
HAZMAT SUPPLIES & EQUIPMENT  
(ANNUAL CONTRACT)  
RFB No. 18-0041**

**IMPORTANT INFORMATION:**

PLEASE SUBMIT ONE ORIGINAL AND ONE IDENTICAL COPY OF EACH BID

By signing this Bid Form, the authorized representative understands the City reserves the right to request any omitted information, WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed "Incomplete". Use the following check-list to verify the items are included in sealed bid:

Bid Form     Material Safety Data Sheet(s)  
  
 Contract Signature Page     Addenda

Initial below to acknowledge receipt of the following addenda (if any):

Addendum No. 1 \_\_\_\_\_ Addendum No. 2 \_\_\_\_\_ Addendum No. 3 \_\_\_\_\_

**HAZMAT SUPPLIES & EQUIPMENT  
BID FORM (PRICING PAGE)  
RFB NO. 15-0010**

VENDOR'S NAME:

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
1.	Test Strips and Kits				

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	a. pH Strips - 5 color strips with scale graduated 0-14, 100 per box. As manufactured by E. Merck & Company, or <b>Equal</b> .	BOX/100	10		
	b. Chemical Classifier Kit - strip type to identify chemical classes; acids, bases, organic, inorganic, fluorides, chlorine, hydrocarbon, as manufactured by J. V. Manufacturing, Inc. with reference chart.	6/KIT	4 KITS		
	c. Waste Water Classifier Kit (6 strips) - As above except to test for pH, lead, organic solvent, Hydrogen Sulfides, Nitrite.	KIT	1		
	d. Chlorine Test Strips - for high level chlorine testing from 10 ppm up to 200 ppm.	BOTTLE	4		
<b>2.</b>	Pipe band clamp Kit with Polyethylene storage box  The following sizes must be provided: 3" - 2" - 1" - 12" - 2" - 3" - 4" - 6" Spec's: 6" long - stainless steel clamps with corrosion resistant bolts, nuts and washers with Viton gasket.	BOX	1		
<b>3.</b>	Formaldehyde Test Kit for Low Levels of Formaldehyde.	Kit	1		
<b>4.</b>	<b>Chemical squeegees and replacement.</b>				
	a. Chemical squeegee-polypropylene with fiberglass handle.	EA	1		
	b. Replacement handle for above.	EA	1		
	c. Squeegee blades - 16" x 1" with 3 holes drilled 1" on center, made of polyethylene.	EA	3		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
5.	Chemical Broom - 18" long structural foam block, plastic bristles 3" trim threaded handle as by Magnolia Brush Manufacturers, Inc or <b>Equal</b> .	EA	1		
	a. 60" fiberglass handle for chemical broom.	EA	1		
6.	Tamper warning tape - 2" x 330' roll with permanent adhesive and tamper warning legend clear tape with red permanent print.	ROLL	12		
7.	<b>Barricade Tape</b>				
	a. Printed - Hazardous materials - black on red 3" x 1000'	ROLL	3		
	b. Printed - Caution - black on yellow 3" x 1000'	ROLL	3		
	c. Printed - Caution - black on green 3" x 1000'	ROLL	3		
8.	Duct tape 2" x 60 yds as by National Tape or Equal – Silver	ROLL	9		
9.	<b>Chlorine Leak Gasket Kit parts</b>				
	a. Replacement gasket set for Chlorine A kit	SET	1		
	b. Replacement gasket set for Chlorine B kit	SET	1		
	c. Replacement gasket set for Chlorine C kit	SET	1		
10.	Drum/Tank Patch Kit - to include a - o below plus bronze tools and non-corossive/non-conductive tool box.	EA	1		
	<b>Patch Equipment</b>				
	a. 4" x 4" x 15" Pressure treated wedges	EA	2		



**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	<b>b. BUNG ASSORTMENT FOR METAL AND POLY DRUMS</b>				
	1 ea. - 2" & : " no flange metal bung with gasket	EA	1		
	1 ea. - 2" & : " with flange metal bung with gasket	EA	1		
	1 ea. - 2" & : " steel flanged bungs with vents and gaskets	EA	1		
	1 ea. - 2" fine thread flanged plastic bung with gasket	EA	1		
	1 ea. - 2" fine thread vented plastic bung with gasket	EA	1		
	1 ea. - 2" buttress thread bung with gasket	EA	1		
	1 ea. - 2" plasticube bung	EA	1		
	1 ea. - 3/4" fine thread flanged bung(plastic)	EA	1		
	1 ea. - 3/4" fine thread plain bung plastic	EA	1		
	c. Piece 8" x 8" Viton sheet x 1/16" thick	EA	1		
	d. Piece 18" x 18" Teflon over fiberglass sheet	EA	1		
	e. Rubber ball patches with bronze or stainless steel rod and nuts	EA	6		
	f. Urethane ball patches with bronze or stainless steel rod and nuts	EA	6		
	g. Assortments of 12 soft wooden wedges (untreated)	KIT	24		
	h. Assortments of soft wooden tapered dowels (untreated)	KIT	23		
	I. Assortments of 6 stainless steel screw patches with PVC and stainless steel backing washers from #6 to #12 with Viton gaskets	KIT	6		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	j. 8 oz. of each, Part A & B Fast Set Chemical Epoxy 1 to 1 mix, 5 minute maximum set time. Chemical resistant. Sample may be required.	KIT 8 OZ. A & B	1		
	k. 150 ml. polyethylene mixing cups graduated in ml. and ounces.	12/BOX	186		
	l. Roll 3" x 60' foil tape	ROLL	2		
	m. Roll 36" x 2" fiberglass tape	ROLL	2		
	n. 16 oz. can aerosol Safety Solvent - 1-1-1 Trichloroethane base	CAN	10		
	o. Label Kit - contains the following:	KIT	3		
	2 ea. - DOT 4" x 4" vinyl peel & stick label				
11.	Mercury Spill Kit - a spill control kit for handling mercury spills, containing all necessary clean-up items to include the following; with instructions and MSDS sheets, all packed in a noncorrosive heavy duty case or <b>Equal</b> .				
	a. Aspirator bottle	EA	3		
	b. Waste mercury bottle	EA	3		
	c. 33" x 60" 6 mil haz-mat disposal bag	EA	3		
	d. Protective gloves	PAIR	3		
	e. Chemical Sponge	EA	3		
	f. Mixing beakers	EA	3		
	g. Mixing paddles	EA	6		
	h. Mini pick-up pan with brush	EA	3		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	I. Hazardous waste labels	EA	6		
	j. Mercury indicating powder 16 oz.	BOTTLE	3		
	k. Mercury vapor control powder 20 oz.	BOTTLE	3		
	l. Mercury absorption powder 9 oz	BOTTLE	3		
12.	Base Neutralizer - free flowing, nonhazardous powder for neutralizing caustic compounds. Must leave dry solid granules at pH of 7 to 9 when completely solidified as SASCO Base Control or <b>Equal</b> .	35# HANDI-PAK	1		
13.	Acid Neutralizer - free flowing, nonhazardous powder for neutralizing acidic compounds. Must leave dry solid granules at pH of 7 to 9 when completely solidified as SASCO Acid Handler or <b>Equal</b> .	35# HANDI-PAK	1		
14.	<b>Formaldehyde Neutralizers</b>				
	a. Liquid Neutralizer - must be liquid product which immediately reduces formaldehyde products to harmless vapor-free polymer as Formalex or <b>Equal</b> .	5 GAL CUBE	1		
	b. Granular product for formaldehyde spills as above. Polyform or <b>Equal</b> .	35# HANDI-PAK	1		
15.	<b>Chlorine Neutralizers</b>				
	a. Neutralizer for liquid and powdered chlorine. A powder product to safely neutralize chlorine spills as Chlorine Control Powder or <b>Equal</b> .	35# HANDI-PAK	1		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	b. Neutralizer for gas chlorine A liquid chlorine neutralizing agent for application through fire apparatus or by sprayer for neutralizing chlorine gas clouds. Non Corrosive pH neutral	5 GAL	1		
16.	Control Solvent 228. A Georgia EPD approved fuel emulsifier. Any emulsifier must have letter of Approval or <b>Equal</b> from EPD and The Columbus Water Works.				
	a. 5 gallon handi-pak	5 GAL	10		
	b. 55 gallon drums	55 GAL	10		
17.	Control Solv Gun - 2.5 gal air pressurized dispenser for Control Solve 228. Unit shall be stainless steel with brass valve. Hose shall be 20" with a brass roll-over valve and a 40-70 brass nozzle. Label directions shall be compatible with Control Solve 228. <b>No Substitutions.</b>	EA	1		
18.	Sorbents - Universal - Must absorb and be compatible for all chemicals including Sulfuric and Hydrofluoric Acids. MSDS or manufacturer's literature on compatibility must accompany bid.				
	a. 36" x 300' roll - 3/16" thick grey blankets as by SPC or <b>Equal</b>	ROLL	5		
	b. 18" x 18' pad - 3/16" thick grey blanket as by SPC or <b>Equal</b>	EA	45		
	c. 5" x 20' boom with ropes and snaps as by M & I or <b>Equal</b>	EA	12		
19.	Hydrocarbon on-water Sorbents. Must float on water and not pick up water. Booms and pillows must not dust or lint particulate. Must absorb 10-20 times their weight.				
	a. 36" x 150' roll 3/8" thick as by M & I or <b>Equal</b>	ROLL	13		
	b. 18" x 18" x 3/8" pad white	EA	50		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	c. 5" x 10" with ropes and snaps - solid sock as by M & I or <b>Equal</b>	EA	4		
	d. 5" x 20' with ropes and snaps - solid sock as by M & I or <b>Equal</b>	EA	4		
	e. 8" x 10' with ropes and snaps - solid sock as by M & I or <b>Equal</b>	EA	8		
	f. 8" x 20' with ropes and snaps - solid sock as by M & I or <b>Equal</b>	EA	22		
20.	Hazmat Disposal Bag 33" x 60" Polyethylene - yellow with Hazardous Materials printed in black 6 mil or <b>Equal</b> .	EA	98		
21.	Replacement Parts for Control Solve Gun: <b>No Substitutions.</b>				
	a. Hose assembly with nozzle	EA	12		
	b. Drop tube	EA	5		
	c. Drop tube shield	EA	5		
	d. Valve Assembly	EA	5		
	e. Gauge	EA	5		
22.	20' x 100' polyethylene x 6 mil, black	ROLL	6		
23.	Daisy hand scrub brushes, 4: " x 12" 4 rows plastic bristles, 5/8" trim or Equal	EA	6		
24.	Small brushes with plastic bristles, for respirator cleaning 12" long - 1" diameter head 2" trim plastic handle.	EA	1		
25.	3 gallon plastic pump sprayer with heavy duty valve assembly and blue translucent tank, acid resistant with replaceable valve assembly #30P or <b>Equal</b> .	EA	6		
	a. Replacement valve assembly for B & G #30P sprayer or <b>Equal</b>	EA	6		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	b. Replacement wand and nozzle assembly for B & G #30P sprayer or <b>Equal</b> .	EA	6		
	c. Nozzle for B & G #30P pump sprayer or <b>Equal</b>	EA	6		
	d. Pump check valve for B & G #30P pump sprayer or <b>Equal</b>	EA	6		
26.	Chemical splash goggles - shall be Uvex #9300 only	EA	1		
27.	GLOVES - All gloves must be packed in resealable zip lock bags and marked as to contents. Compatibility charts must accompany first shipment of each type of glove.				
	A. NEOPRENE - Black, 12.5", flock lined, embossed grip, precurved 25 mil. - As by Impact or Equal	PR	12		
	B. NITRILE - Green 12.5", flock lined, embossed grip, precurved silicone free, 17 mil. - As by Impact or Equal	PR	12		
	C. BUTYL - Black, 12", precurved, rolled cuff, neoprene supported, 30 mil. - As by Comasec or Equal	PR	12		
	D. VITON - Black, 11", precurved, rolled cuff, 10 mil. As by North or Equal.	PR	12		
	E. SILVER SHIELD - Nor Foil Construction, 14", ambidextrous. As by North or Equal.	PR	12		
28.	Incident command vest, heavy duty knitted vinyl coated nylon with 18" x 4" Reflex-ite panels and 1" Reflex-ite strips front and back as by Service Materials or <b>Equal</b> .	EA	1		
29.	Incident command Rehab vest, heavy duty knitted vinyl coated nylon with 12" x 4" Reflex-ite panels and 1" Reflex-ite strips front and back as by Service Materials or <b>Equal</b> .	EA	1		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
30.	A.. Incident command Safety vest, heavy duty knitted vinyl coated nylon with 18" x 4" Reflex-ite panels and 1" Reflex-ite strips front and back as by Service Materials or <b>Equal</b> .	EA	1		
	B. Incident command PIO vest, heavy duty knitted vinyl coated nylon with 18" x 4" Reflex-ite panels and 1" Reflex-ite strips front and back as by Service Materials or <b>Equal</b> .	EA	1		
31.	Command post flag - 2' x 3" heavy duty orange outdoor nylon with COMMAND POST screened one each side in large black letters with 2 brass grommets on the hoist.	EA	6		
32.	<b>REFERENCE MANUALS (All manuals must be most current edition printed at time of order.)</b>				
	a. CHRIS manual ( no binder)	EA	1		
	b. LeFevre Chemical First Aid Manual	EA	3		
	c. Lange Handbook of Poisoning	EA	3		
	d. Fireman's Guide to Hazardous Materials	EA	3		
	e. Niosh Pocket Guide to Chemical Hazards	EA	3		
	f. Industrial Toxicology	EA	1		
	g. AARR Emergency Action Guides printed on Tyvek with binders	EA	1		
33.	<b>Safety Shovels</b>				

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	a. Two piece chemical shovel - D grip 10" x 12" x 39", anti-static, nonsparking, noncorrosive polyethylene.	EA	1		
	b. One piece yellow polyethylene shovel - nonsparking, noncorrosive, anti-static, 11" x 14" x 38".	EA	1		
34.	<b>Beryllium bronze nonsparking tools</b>				
	a. Crash fire axe with case	EA	1		
	b. 7/8" x 36" wrecking bar	EA	1		
	c. 2" x 12" cold chisel	EA	1		
	d. 5/8" x 6" drift punch	EA	1		
	e. 12" groove joint pliers with insulated handle	EA	1		
	f. 7/8" x 6" flat blade screwdriver	EA	1		
	g. 12" adjustable wrench	EA	1		
	h. #3 x 6" Phillips screwdriver	EA	1		
	I. 11/16" x 3/8" drive deep well socket	EA	1		
	j. 3/4" x 3/8" drive deep well socket	EA	1		
	k. 3/8" drive t-bar assembly 12" long	EA	1		
	l. 15/16" combination wrench	EA	1		



**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	m. 3/4" combination wrench	EA	1		
	n. 11/16" combination wrench	EA	1		
35.	<b>Sampling Equipment</b>				
	a. Brass clam shell soil sampler 10"	EA	1		
	b. Lamotte water sampler with rope - double entry with dump valve or <b>Equal.</b>	EA	1		
	c. Polyethylene dipper with 12' two piece handle - 500 ml capacity	EA	1		
36.	HM-DB30 25 x 53; 30 gallon orange; 6 mil disposal bag	EA	500		
37.	HM-DB55 36 x 53; 55 gallon orange; 6 mil disposal bag	EA	200		
38.	4 mil heavy duty liner to fit 85 gallon recovery drums	EA	6		
39.	RL-5196 Level A, Chemical Suit Custom	EA	6		
40.	Bata Haz-Max Boots - No Substitutions will be accepted	PR	6		
41.	<b>ToxiRAE Pro Personal Monitors for Toxic Gases Non-Wire Less:</b>				
	a. ToxiRAE Pro Ammonia monitor RAE-G02-B810-100	EA	2		
	b. ToxiRAE Pro Carbon Monoxide up to 500 ppm RAE-G02-B210-100	EA	2		
	c. ToxiRAE Pro Carbon Monoxide up to 2,000 ppm RAE-G02-BD10-100	EA	2		
	d. ToxiRAE Pro Chlorine RAE-G02-B610-100	EA	2		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	e. ToxiRAE Pro Hydrogen Cyanide RAE-G02-B710-100	EA	2		
	f. ToxiRAE Pro Hydrogen Sulfide up to 100 ppm RAE-G02-B110-100	EA	2		
	g. ToxiRAE Pro Hydrogen Sulfide up 1000 ppm RAE-G02-BN10-100	EA	2		
42.	<b>HAZMAT RESCUE EQUIPMENT</b>				
	A - Rescue Rope - 1", NFPA Certified and tagged. Each length must come with a rope log book, color to specified at order time. Minimum tensile strength 9.100#.				
	a. 600 foot spool	SPOOL	1		
	b. 300 foot spool	SPOOL	1		
	c. Per foot, cut lengths (each length w/log)	FOOT	1		
	B. Rope bags - R. D. Nylon with drawstring closure and drainage grommet in bottom. Colors to match rope above.				
	a. Small - 150' of 1"	EA	4		
	b. Medium - 225' of 1", with shoulder strap	EA	4		
	c. Large - 325' of 1" with shoulder strap	EA	4		
	d. Extra Large - 600' of 1" with shoulder strap	EA	2		
	C. Rescue Pulleys				
	1. 2" Single Pulley, stainless steel, 10,000#	EA	2		
	2. 3" Double with becket, 12,000#	EA	2		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	3. Double haul safe with brake, 10,000#	EA	1		
	4. Knot passing, 2", 10,000#	EA	2		
	D. Ascenders - CMI Ultra Ascender left or right hand	EA	2		
	E. Rescue Eight - Blue water, 10,000#, forged aluminum	EA	4		
	F. Carabineers				
	1. Aluminum Locking, colored gate, NFPA, 6000#	EA	12		
	2. Steel Locking, extra large, 15,000#	EA	12		
	3. Steel Locking, Big Hook, 10,000#	EA	6		
	4. Steel Locking Twist Link, 7,500#	EA	6		
	G. Anchor/Rigging Plate - Aluminum, 11,000#, with coned holes to prevent chafing.	EA			
	H. Rescue Swivel - 3/4" opening, 10,000#.	EA			
	I. Rescue Rack - @ U@ formed loop, 1" bars, 304 S/S frame, 10,000#	EA			
	J. Harnesses				
	1. Victim Harness - Protecta AB102/A1	EA	4		
	2. Rescue Harness - Protecta HB1/MISC	EA	4		
	K. Guard Rail Anchor - Formed to fit standard D.O.T. guard rail, 10,000#	EA	2		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	L. Rigging Rings - Drop forged rings 9/16" diameter 40,000#	EA	4		
	M. Cords 1. 8 mm accessory cord - Nylon, 3100# assorted colors, 200' spool 2. 8 mm prusil cord - Nylon b, 3100# assorted colors, 200' spool	EA EA	5 5		
	N. Webbing – 150 ft flat webbing, heavy duty type 18, 6000#, assorted colors	EA	3		
	O. Anchor Straps 1. Anchor Loop, 15,000# continuous loop with red tracer to identify cuts and abrasions. a. 48" b. 60" c. 72" d. 10' 2. Stretcher Strap - Type 19 webbing, reversed stitched loop and V-ring adjustable buckle, webbing strength, 10,000#, buckle slips at 4500#.	EA EA EA EA EA	5 5 5 5 5		
	P. Rescue Belt - two plate friction buckle, forged anchor ring, 5000#, must exceed NFPA 1983, must meet ANSI/OSHA Class 1 Belt Design.	EA	10		
	Q. Lights 1. Pelican Stealth Light - 4/AA battery powered, FM, CSA, UL approved watertight to 500'. 2. Replacement Bulb for above 3. Chemlights a. 30 minute high output b. 12 hour long life	EA EA EA EA	5 5 4 3		
43.	Gas Analyzers for Chemicals use in weapons of mass destruction				

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	a. RAE Instruments MINI RAE 2000 PID with 150 curves and WMD lamp b. RAE Instruments PPB RAE 2000 PID with 150 curves and WMD lamp c. Area RAE 5 sensor Remote Monitor with radio transmitter for wireless transmission	EA EA EA	1 1 1		
44.	HM-ROB – Neoprene Overboots – CFES Over the shoe boot made from Flex-O-Thane. Boot shall have 4-way cleated soles with kick off lugs and 2 non-corossive metal snaps as made by Bata or equal.  a) 0 - 184 b) 185 – 499 c) 500 – 684 d) 685 and Over	pr pr pr pr	184 499 684 685		
45.	HM-CSTF – TyChem F Chemical coverall with booties, storm cuff, boot flaps, storm cuff and hood. Seams shall be taped an sealed. As made by Lakeland or equal.  a) 0 - 184 b) 185 – 499 c) 500 – 684 d) 685 and Over	Pr Pr Pr Pr	184 499 684 685		
46.	HM-GLN – Nitrile Gloves – CFES Flock lined, pre-curved, embossed grip glove, green in color. As by Impact Products or equal.  a) 0 - 184	Pr	184		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
	b) 185 – 499	Pr	499		
	c) 500 – 684	Pr	684		
	d) 685 and Over	Pr	685		
47.	HM-GLR – Glove Rings –CFES Glove attachment rings. 4” PVC glove attachment ring with stainless steel screw type clamps and viton seals. As made by Lakeland or equal.				
	a) 0 - 184	Pr	184		
	b) 185 – 499	Pr	499		
	c) 500 – 684	Pr	684		
	d) 685 and Over	Pr	685		
48.	RAE Systems MultiRAE –Threat monitor for O2, CO, H2S, LEL w/PID, Pump, lithim-ion battery PGM-6228. To include cost of replacement sensors	EA	4		
49.	Hydrogen Sulfide Sensor; RAE-008-1111-000	EA	6		
50.	Carbon Monoxide Sensor; RAE-008-1112-000	EA	6		
51.	Oxygen Sensor; RAE-008-1161-000	EA	6		
52.	Combustible Sensor (LEL); RAE-008-1171-001	EA	6		
53.	Four-Gas Calibration Mix, 34 liter cylinder (requires 58L regular) (50% LEL methane, 20.9% oxygen, 25ppm hydrogen sulfide, 50ppm balance nitrogen); RAE-600-0050-001	EA	3		
54.	Gas-Calibration-Isobutylene 100 ppm/Balance Air 34 Liters; RAE-600-0002-000	EA	3		

**HAZMAT SUPPLIES & EQUIPMENT  
 BID FORM (PRICING PAGE)  
 RFB NO. 15-0010**

**VENDOR'S NAME:**

ITEM #	DESCRIPTION	PKG	EST. QTY	UNIT COST	EXTENDED COST
55.	AutoRAE 2 Automated Calibration System; RAE-01-0103-000	EA	3		
56.	AutoRae 2 cradle for multiRAE pumped models	EA	3		
	a. AutoRAE2 controller	EA	3		
	b. AutoRAE2 multiRAE multiRAE starter kit	EA	3		
	Rescue Tech				
57.	<b>ToxicRAE Pro Replacement Senors</b>				
	a. Ammonia (NH3) RAE-C03-0950-000	EA	2		
	b. Carbon Monoxide (CO) up to 500 ppm RAE-C03-0906-000	EA	2		
	c. Carbon Monoxide (CO) up to 2,000 ppm RAE-C03-0903-000	EA	2		
	d. Chlorine (C12) RAE-C03-0978-000	EA	2		
	e. Hydrogen Cyanide (HCN) RAE-C03-0949-000	EA	2		
	f. Hydrogen Sulfide (H2S) up to 100 ppm RAE-C03-0907-000	EA	2		
	g. Hydrogen Sulfide (H2S) up to 1,000 ppm RAE-C03-0904-000	EA	2		
<b>Total Extended Cost</b>					<b>\$</b>

(CONTINUED)

Delivery can be made within \_\_\_\_\_ days after receipt of order.

**PLEASE INDICATE 24-HOUR CONSULTANT INFORMATION:**

Contact Name: \_\_\_\_\_  
Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Contact Name: \_\_\_\_\_  
Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

*\*EMERGENCY WORKER SHALL BE AVAILABLE 24 HOURS PER DAY/SEVEN (7) DAYS PER WEEK.*

**VENDOR NAME & SIGNATURE:**

\_\_\_\_\_

If certified as a DBE or WBE, list the certifying agency: \_\_\_\_\_

**\*\*\*COMPLETE ALL PAGES AND RETURN WITH BID\*\*\***



**CONTRACT SIGNATURE PAGE  
HAZMAT SUPPLIES & EQUIPMENT  
(Annual Contract)  
RFB No. 18-0041**

The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all equipment, terms and services of the Consolidated Government of Columbus, Georgia:

ATTEST:

\_\_\_\_\_  
Signature of Authorized Representative      Date

\_\_\_\_\_  
Witness as to the Contractor

\_\_\_\_\_  
Print Name and Title of Signatory

\_\_\_\_\_  
Witness as to the Contractor

Company: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

\* \* \* \* \*

**CONSOLIDATED GOVERNMENT OF COLUMBUS, GEORGIA**

Accepted this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Isaiah Hugley, City Manager

\_\_\_\_\_  
Clifton C. Fay, City Attorney

ATTEST:

\_\_\_\_\_  
Tiny B. Washington, Clerk of Council

**☑ CHECKLIST ☑**  
**Hazmat Supplies & Equipment**  
**RFB No. 18-0041**

CHECK OFF EACH ITEM AS THE NECESSARY ACTION IS COMPLETED:

- ✓ 1. THE **CONTRACT SIGNATURE PAGE** HAS BEEN SIGNED.
- ✓ 2. PRICING HAS BEEN CHECKED.
- ✓ 3. ADDENDA (IF ANY) HAVE BEEN SIGNED.
- ✓ 4. ALL SUBMISSION REQUIREMENTS ARE INCLUDED.
- ✓ 5. THE MAILING ENVELOPE HAS BEEN ADDRESSED TO:

**Columbus Consolidated Government**  
**Purchasing Division – Attn: Heather Scheuttig**  
**5<sup>th</sup> Floor, Tower Bldg.**  
**100 10<sup>th</sup> Street**  
**Columbus, Georgia 31901**

- ✓ 6. THE MAILING ENVELOPE HAS BEEN SEALED AND MARKED WITH THE:

BID TITLE: **Hazmat Supplies & Equipment (Annual Contract)**  
BID NUMBER: **RFB 18-0041**  
OPENING DATE: **March 21, 2018**

- ✓ 7. **Please ONLY submit what is required; keep the remaining pages of these specifications for your records/recycle.**

 **PLEASE CONSIDER THE ENVIRONMENT** 

\* Opening date subject to change by Addendum

This checklist is for informative purposes only and is not intended to be a part of the formal bid document.