

OZARKS TECHNICAL COMMUNITY COLLEGE

Facilities and Grounds
1001 E Chestnut Expressway
Springfield, MO 65802

Telephone: 417.447.4801
Facsimile: 417.447.4804
Email: maintenance@otc.edu

Invitation to Bid

Date: 1/17/2020

BPFY2027-Kitchen Exhaust Fire Suppression Inspections

This document constitutes a request for **Sealed** bids from qualified offerors for Kitchen Exhaust Fire Suppression Inspections Services for Ozarks Technical Community College in accordance with the requirements, terms and conditions of this Invitation to Bid.

Date and Time Returnable: 2/20/2020 9 a.m.

Proposals must be priced, signed, **SEALED**, and submitted electronically through ION Wave (<http://otc.ionwave.net/Login.aspx>.) Submissions will only be received through ION Wave.

Contact: Lesley Cash

Email: maintenance@otc.edu

The offeror hereby agrees to furnish items and/or services pursuant to all requirements and specifications contained in this document, upon either the receipt of an authorized purchase order from Ozarks Technical Community College, or when this document is countersigned by Ozarks Technical Community College as a binding contract. The offeror further agrees that the language of this document shall govern in the event of a conflict with the offeror's bid. Payment will occur no sooner than 30 days after receipt and acceptance of items and/or services or receipt of correct invoice whichever is later.

Company Name		Date
Mailing Address		Telephone
City	State	Zip Code
Facsimile		
Email		
Printed Name	Authorized Signature	Title

The College reserves the right to select the lowest responsible bid that serves the best interest of the college and to award a contract or to reject any and/or all bids. The College may also waive any informality in bids received. In the event of a tie the winning bid will be determined by the time bids were submitted. Any bids over \$9,999.99 will require additional information upon request. Bids submitted must be good for ninety (90) days after opened by Ozarks Technical Community College.

The Ozarks Technical Community College believes fully in equal opportunity in the provision of supplies, equipment, construction, and services. Positive steps should be taken to assure that small businesses, minority businesses, and women's businesses are given ample opportunity to provide the above-mentioned services when economically feasible.

General Requirements: Ozarks Technical Community College (the "College") requires that all bids be signed by a duly authorized representative of the bidder and received via submitting online through Ionwave at <https://otc.ionwave.net/Login.aspx> on or before the time and date of the bid opening specified or their BID MAY BE REJECTED.

The College retains the right to accept or reject any and all bids in part or in whole and to determine what constitutes the lowest responsible and responsive bid and is in the best interest of the College. "By virtue of statutory authority, a preference will be given to materials, products, supplies, provisions, and all other articles produced, manufactured, made or grown within the state of Missouri" RSMo. § 34.060. If bidders offer alternate products in their bid, they must include complete written specifications or their bid may be rejected. Bidders must also include copies of all applicable documents such as, but not limited to, contracts, sales agreements and licenses. The College retains the right to include these documents in the evaluation of the bid and to reject any bid where they are in conflict with the College's specifications, terms or conditions of purchase. Bidders may submit more than one response to this bid request. The College will accept no changes, additions or deletions to a bid after the time and date of the bid opening stated below. By signing and submitting this bid, the bidder is offering to provide the specified items and services at the price quoted, under the terms and conditions set forth in their bid response. If this bid is accepted by the College, it becomes a binding contract and the successful bidder will be required to honor all prices, terms and conditions specified therein. Failure to comply with this requirement will result in forfeiture of the bid award and may also result in suspension from the College's list of bidders in good standing.

Insurance Requirements: The Service Provider shall, at all times during the term of this Agreement and any extension(s), at Service Provider's sole cost and expense, obtain and maintain policies of insurance as shown in paragraphs (a) through (e) below. No such insurance policy is to be cancelled, non-renewed or materially changed without at least thirty (30) days written notice to OTC by Service Provider by certified mail to OTC's notice address specified herein. All policies of insurance required of Service Provider under this Agreement shall be obtained from reputable insurers licensed to do business in the State of Missouri and have an

A.M. Best rating of at least A-VIII. A Certificate of Insurance on all insurance policies required of Service Provider under this Agreement, shall be deposited with OTC promptly on or before the commencement of the term of this Agreement.

- (a) Commercial General Liability – with a limit of not less than \$2,000,000 (\$5,000,000 if any portion of the services to be performed by Service Provider hereunder involves or affects in any way the roof of any building) for each occurrence and a \$2,000,000 (\$5,000,000 if any portion of the services to be performed by Service Provider hereunder involves or affects in any way the roof of any building) general aggregate limit. The General Liability policy should name OTC Parties as Additional Insureds on a primary and non-contributing basis with respects to the Service Providers on-going and completed operations using the Insurance Services Office Additional Insured form or its equivalent. The General Liability policy should include an endorsement that includes property damage coverage for property in the care, custody or control of the Service Provider. In the instances where Service Provider's services include the use of "pollutants" as defined by the General Liability policy, the policy must include an endorsement removing the absolute pollution exclusion and adding broadened pollution coverage for bodily injury and property damage resulting from the discharge, dispersal, seepage, migration, release or escape of "pollutants", and providing coverage on behalf of the "additional insured" including ongoing and completed operations. In the absence of the General Liability carrier providing this coverage, this requirement may be met by the purchase of a Contractor's Pollution Liability policy that provides Additional Insured status for OTC on a primary and non-contributing basis.
- (b) Commercial Automobile Liability – in the amount of \$1,000,000 combined single limit for bodily injury and property damage, covering all owned, non-owned, or hired automobiles used in the course of the Contractor's business. The Automobile Liability policy should name OTC Parties as Additional Insureds on a primary and non-contributing basis with respects to the Service Providers operations using the Insurance Services Office Additional Insured form or its equivalent.
- (c) Workers' Compensation – in compliance with any and all statues requiring such coverage in the State of Missouri.
- (d) Employer's Liability – in a minimum amount of \$1,000,000 each accident, \$1,000,000 each employee, \$1,000,000 policy aggregate.
- (e) Such other insurance as may be required from time to time by Owner.

Waiver of Lien: Waiver of lien contractor, for himself and for all subcontractors, mechanics, journeymen, laborers, materialmen and suppliers, does hereby waive the right to hold, claim, assert, file or enforce any mechanic's lien or materialmen's lien or any lien rights whatsoever

against Owner, any building, improvement, or real estate owned by Owner, nor cause, suffer or permit any mechanic's lien, materialmen's lien or any lien rights whatsoever to be filed against the Owner. Contractor shall indemnify and hold Owner and any real estate, buildings and improvements owned by Owner harmless from and against any such liens for labor and materials. Neither contractor nor any subcontractor, mechanic, journeyman, laborer, materialman, supplier or any person, firm or corporation, for any cause whatsoever, shall have any right to hold, claim, assert, file or enforce any mechanic's lien, materialmen's lien, or any lien rights whatsoever against the Owner for any services, labor, materials, or equipment furnished therein.

The successful bidder shall require certificates of insurance from subcontractors. Subcontractors will carry limits of insurance equal to or greater than those carried by the contractor. These certificates shall evidence waivers of subrogation in favor of the contractor and the College, and shall be made available to the College upon request. Questions concerning insurance coverage may be directed to J'Neal McCoy, at (417) 447-4817.

The successful bidder must possess or obtain City, State and Local license appropriate to conduct business as required.

E-Verify: At the Bid Opening, Bidder shall furnish an affidavit affirming their company is enrolled in and participates in the Department of Homeland Security (DHS) E-Verify Program for Employment Verification and stating the business does not knowingly employ illegal aliens. At the award of Bid and at the Contract Execution, the successful Bidder shall provide the E-Verify Memorandum of Understanding (MOU) and the Company Profile Page.

Evaluation Factors for Award: Bids must be complete and convey all of the information requested in order to be considered responsive. If the bid fails to conform to the essential requirements of the IFB, the College will determine whether the variance is significant enough to consider the bid as susceptible to being made acceptable and therefore, a candidate for further consideration or award.

After review of the bids received, a request for additional information or clarification of ambiguity may be requested of one or more bidders. At the College's discretion, an award may be made without discussion on the basis of the bids initially submitted or after discussions with those bidders who, in the College's judgment, are within a competitive range.

The review of bids received based upon the following criteria:

- Total Cost-40%
- Support and Maintenance-20%
- Criteria 1-Responsive to call-backs
- Installation, Training & Documentation-20%
- References-20%
- Criteria 1-Experience
- Criteria 2-Reliability

Submission of a bid indicates Vendor's acceptance of the College's evaluation factors and the Vendor's recognition that judgments will be made by the College during the evaluation process.

Law Governing this Contract: This contract shall be construed according to Missouri law, which is interpreted without regard to its conflicts of laws principles. The offeror is hereby advised that, upon completion of the evaluation process, all proposals and associated documentation will be made public pursuant to the "Open Records" law of the State of Missouri (RSMo 610.021). Please do not include statements of confidentiality or proprietary information in your bid. All bids are required to become a matter of public record according to state law. Allowable exclusions under state law are "software codes for electronic data processing and documentation thereof" and "records relating to scientific and technological innovations in which the College has a proprietary interest."

The successful bidder will note that the College pays by invoice on each Friday of the month. If you have any questions concerning billing, contact our accounts payable office at (417) 447-4829.

PRE-BID MEETINGS

PRE-BID MEETING & SITE VISITS

A Mandatory pre-bid meeting is required for first time bidders to attend.

Sites will be available for pre-bid inspections using the following schedule:

OTC Facilities Office located at 933 E. Central Springfield, MO to answer questions regarding the upcoming bids.

Springfield Main Campus Monday, January 27, 2020 at 9:00 a.m.

If you have any questions concerning this bid or site visits contact Lesley Cash at (417) 447-4801.

GENERAL SPECIFICATIONS

QUALITY ASSURANCE

- Reviews will be conducted by the College Director of Facilities. This inspection process will be used to determine quality of service.

BIDDER'S STATEMENT OF QUALIFICATIONS

In addition to completing the Bidder Qualification Form below, the apparent low bidder must also:

- Upon request provide a Certificate of Insurance Document evidencing your insurance coverage and policy expiration date within five working days or less.
- Provide proper documentation that you are qualified to perform these inspections.

BIDDER QUALIFICATION FORM

(Firm must prepare this statement in the form shown)

The undersigned bidder certifies that the information herein is true, correct, complete and accurate. (Elaboration on the following information or additional information deemed to be useful for evaluation of bidder's capabilities or to prevent misleading representations may be attached to this form.)

Date: _____

Bidder: _____

(Legal Name of Firm)

State of Missouri current registration or license number: _____

Federal ID No. _____

Address: _____

Phone Number: _____/FAX Number _____

E-Mail Address _____

President: _____ (or Managing Partner, etc.)

Dun and Bradstreet No.(if any) _____

Years in business under present name: _____

List all other names under which your business has operated in last 10 years:

Insurance Company:

Insurance Agent: _____ Phone:

Total staff employed by firm: _____ (Break down by Managers and Trades.)

Contracting Specialty (indicate trades in which bidder performs.)

Union affiliations: Local _____ National

Years performing work specialty:

% work performed by Firm's own forces:

Is Bidder in compliance with all applicable EEO requirements?

Yes ____ No ____ (If the answer is no, please attach summary of details on a separate sheet.)

Bank references:

Address:

Contact name:

Contact phone #:

Has firm or predecessor firm been involved in a bankruptcy or reorganization?

Yes ____ No ____ (If the answer is yes, please attach summary of details on a separate sheet.)

Bidder should have successfully completed (substantially on-schedule, on-budget) at least three projects of similar size and nature for which they are submitting qualifications. (List projects on a separate sheet with the following information on each and attach hereto.)

List below any/all Contract(s) awarded to Bidder which it has failed to complete: (If applicable, attach separate sheet.)

Project: (Name & Location)

Contract w/:

Brief explanation of cause & resolution:

List on a sheet attached hereto all judgments, claims, arbitration proceedings, or suits pending or outstanding against bidder over the last five (5) years with amount of claim and brief description.

List on a sheet attached hereto all lawsuits or requested arbitration with regard to construction contracts which bidder has initiated within the last five (5) years and brief explanation of claim and outcome.

E-VERIFY AFFIDAVIT

Project Name: Kitchen Exhaust Fire Suppression Inspection
Ozarks Technical Community College
Springfield, Missouri (Greene)

Contractor

_____, being first
duly sworn, deposes and says that he/she is _____ of
_____ (sole owner, a partner, president, secretary, etc..) the
party making the foregoing Bid is a participating Employer in the Department of Homeland Security (DHS)
E-Verify program for Employment Verification. The Bidder has full understanding of the requirements set
forth in the E-Verify Memorandum of Understanding (MOU), and the Bidder does not knowingly employ
illegal aliens. Upon award of Bid and at the Contract Execution, the successful Bidder shall provide Ozarks
Technical Community College with the following documentation:

1. E-Verify Memorandum of Understanding (MOU)
2. E-Verify Company Profile Page

Signed:

Contractor

Title

Address

Company ID Number

State of

County of

On this _____ day of _____ in the year _____, before me, the undersigned notary public,
personally appeared _____, known to me to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged that he/she/they executed the same for the
purposes therein contained. In witness whereof, I hereunto set my hand and official seal.

Seal of Notary:

Notary Public

Indicate below a minimum of three (3) references similar in size (public entities and/or education preferred) who may be contacted by Ozarks Technical Community College where Vendor has supplied services similar to the services requested in this RFP.

Entity Name	
Entity Contact Person	
Entity Address	
Entity Phone Number	
Date & Description of Services Provided	

Entity Name	
Entity Contact Person	
Entity Address	
Entity Phone Number	
Date & Description of Services Provided	

Entity Name	
Entity Contact Person	
Entity Address	
Entity Phone Number	
Date & Description of Services Provided	

(This completed form (with all attachments) and statement must be certified true and correct by affidavit sworn before a Notary Public.)

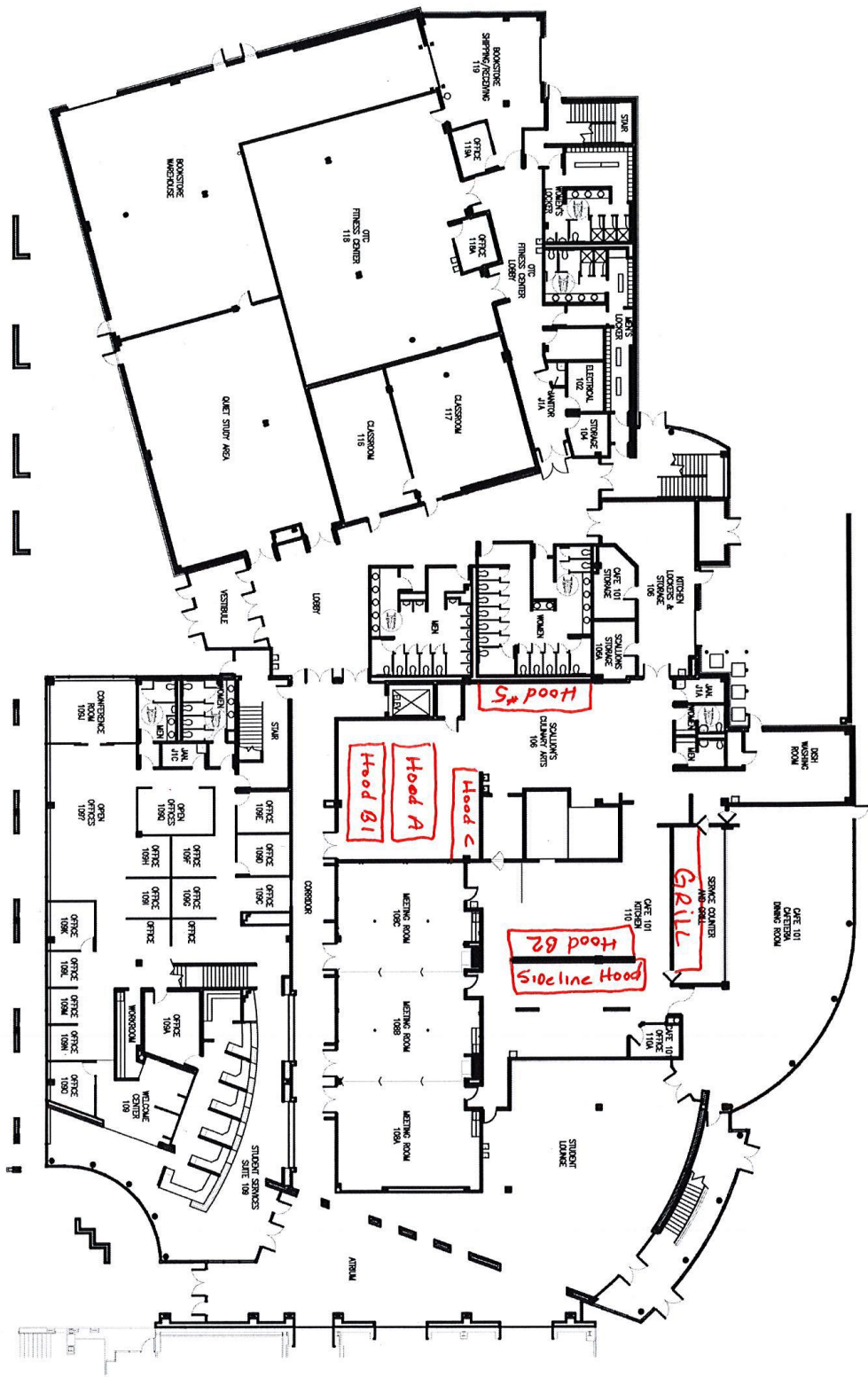
Return Form to: Ozarks Technical Community College
Facilities Office
1001 E. Chestnut Expressway
Springfield MO, 65802

SUMMARY OF THE WORK:

- Project Description
 - a) Inspections and maintenance must be performed by a trained person who has undergone the instructions and is familiar with current *NFPA 17a Codes* necessary to perform the maintenance and recharge service. (*Please reference pages 17 & 18*)
 - b) Springfield Main Campus location 1001 E. Chestnut Expressway. – Information Commons Building Café – *Bi-Annual --- (Summer)- July 6-31 2020 & (Winter) – December 21 – 31, 2020*
 - c) Springfield Main Campus location – (ECEC) Early Childhood Center *Bi-Annual --- (Summer)- July 6-31 2020 & (Winter) –December 21 – 31, 2020*
 - d) Contractor must be Amerax and Ansel certified.

OTC Kitchen Hood Fire Suppression Systems Information & Location (*Fuse link amounts are an estimate from last year's inspection service*)

<u>Location</u>	<u>Fuse Links</u>	<u>Size per gallon</u>
Commons Grill	(6) 450°	6
Cafeteria 2 side line hood	(12) 450°	9
Cafeteria hood bank A	(8) 450°	9
Cafeteria hood bank B1	(8) 450°	9
Cafeteria hood bank B2	(5) 450°	4.75
Cafeteria hood bank C	(3) 450°	3
Cafeteria hood # 5	(5) 450°	6
ICW Room 218	(4) 450°	3
Early Childhood Development Center	(3) 450°	3



Kitchen Hood Layout

INFORMATION COMMONS WEST – FIRST FLOOR PLAN

Scale: Scaled to Fit



CONTRACTOR USE OF PREMISES

- General: Limit use of the premises to immediate area being serviced; allow for owner occupancy and use by the public.
- a) **Winter Inspections** premises will be available during Christmas break December 21 – 31, 2020, during normal operating hours Monday through Thursday 7:00 a.m. to 4:00 p.m.
- b) **Summer Inspections** premises will be available July 6-31, 2020, during normal operating hours Monday through Friday 7:00 a.m. to 4:00 p.m.
- c) Contractor shall coordinate with Owner for location of specific areas for parking, material storage, loading areas.

SMOKING AND TABACCO POLICY

Smoking or the use of tobacco products in any form will not be allowed on any of the Ozarks Technical Community College owned properties.

IDENTIFICATION:

Each employee of the contractor assigned to perform work at any of the Ozarks Technical Community College locations must display a form of identification (I.D.) at all time. The I.D. must be displayed at all times. Photo identification must include a minimum of the following:

- Company name
- Employee photo
- First and last name

BILLING:

An invoice shall be submitted after completion of inspections and required repairs. Individual invoices are required for each college location. Ozarks Technical Community College will pay by said statement.

Send to:

Ozarks Technical Community College
Facilities Office
1001 E. Chestnut Expressway
Springfield MO, 65802

reliably and has the applicable manufacturer's listed installation and maintenance manual and service bulletins shall service the wet chemical fire extinguishing system 6 months apart as outlined in 5-3.1.1.

5-3.1.1* At least semiannually, maintenance shall be conducted in accordance with the manufacturer's listed installation and maintenance manual. As a minimum, such maintenance shall include the following:

- (a) A check to see that the hazard has not changed
- (b) An examination of all detectors, the expellant gas container(s), the agent container(s), releasing devices, piping, hose assemblies, nozzles, signals, all auxiliary equipment, and the liquid level of all nonpressurized wet chemical containers
- (c)* Verification that the agent distribution piping is not obstructed
- (d) Where semiannual maintenance of any wet chemical containers or system components reveals conditions such as, but not limited to, corrosion or pitting in excess of the manufacturer's limits; structural damage or fire damage; or repairs by soldering, welding, or brazing; the affected part(s) shall be replaced or hydrostatically tested in accordance with the recommendations of the manufacturer or the listing agency. The hydrostatic testing of wet chemical containers shall follow the applicable procedures outlined in Section 5-5.
- (e) All wet chemical systems shall be tested, which shall include the operation of the detection system signals and releasing devices, including manual stations and other associated equipment. A discharge of the wet chemical normally is not part of this test.
- (f) Where the maintenance of the system(s) reveals defective parts that could cause an impairment or failure of proper operation of the system(s), the affected parts shall be replaced or repaired in accordance with the manufacturers' recommendations.
- (g) The maintenance report, with recommendations, if any, shall be filed with the owner or with the designated party responsible for the system.
- (h)* Each wet chemical system shall have a tag or label securely attached, indicating the month and year the maintenance is performed and identifying the person performing the service. Only the current tag or label shall remain in place.

5-3.2* Fixed temperature-sensing elements of the fusible metal alloy type shall be replaced at least annually from the date of installation. They shall be destroyed when removed.

5-3.2.1 The year of manufacture and the date of installation of the fixed temperature-sensing element shall be marked on the system inspection tag. The tag shall be signed or initialed by the installer.

5-3.3 Fixed temperature-sensing elements other than the fusible metal alloy type shall be permitted to remain continuously in service, provided they are inspected and cleaned or replaced if necessary in accordance with the manufacturers' instructions every 12 months or more frequently to ensure proper operation of the system.

5-4 Recharging.

5-4.1 All extinguishing systems shall be recharged after use or as indicated by an inspection or maintenance procedure.

5-4.2 Systems shall be recharged in accordance with the manufacturer's listed installation and maintenance manual.

5-5* Hydrostatic Testing. The following parts of wet chemical extinguishing systems shall be subjected to a hydrostatic pressure test at intervals not exceeding 12 years:

- (a) Wet chemical containers
- (b) Auxiliary pressure containers
- (c) Hose assemblies

Exception No. 1: Auxiliary pressure containers not exceeding 2-in. (0.05-m) outside diameter and less than 2 ft (0.6 m) in length.

Exception No. 2: Auxiliary pressure containers bearing the DOT "3E" marking.

5-5.1 Wet chemical containers, auxiliary pressure containers, and hose assemblies shall be subjected to a hydrostatic test pressure equal to the marked factory test pressure or the test pressure specified by the manufacturer. No leakage, rupture, or movement of hose couplings shall be permitted. The test procedure shall be in accordance with the manufacturers' detailed written hydrostatic test instructions.

Exception: Containers bearing DOT or TC markings shall be tested or replaced in accordance with the appropriate DOT or TC requirements.

5-5.2 Wet chemical agent removed from the containers prior to hydrostatic testing shall be discarded.

5-5.3 To protect the hazard during hydrostatic testing, if there is no connected reserve, alternate protection acceptable to the authority having jurisdiction shall be provided.

Chapter 6 Referenced Publications

6-1 The following documents or portions thereof are referenced within this standard as mandatory requirements and shall be considered part of the requirements of this standard. The edition indicated for each referenced mandatory document is the current edition as of the date of the NFPA issuance of this standard. Some of these mandatory documents might also be referenced in this standard for specific informational purposes and, therefore, are also listed in Appendix B.

6-1.1 NFPA Publications. National Fire Protection Association, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101.

NFPA 70, *National Electrical Code*®, 1996 edition.

NFPA 72, *National Fire Alarm Code*®, 1996 edition.

6-1.2 UL Publication. Underwriters Laboratories Inc., 333 Pfingsten Road, Northbrook, IL 60062.

UL 300-1994, *Fire Extinguishing Systems for Protection of Restaurant Cooking Areas, Fire Testing of*.

Appendix A Explanatory Material

Appendix A is not a part of the requirements of this NFPA document but is included for informational purposes only. This appendix contains explanatory material, numbered to correspond with the applicable text paragraphs.

A-1-1 The wet chemical systems described in this standard are designed to discharge wet chemical from fixed nozzles and piping by means of expellant gas. The intent of the standard

Chapter 4 Plans and Acceptance Tests

4-1* Specifications. Specifications for wet chemical fire extinguishing systems shall be drawn up with care under the supervision of a trained person and with the advice of the authority having jurisdiction. To ensure a satisfactory system, the following items shall be included in the specifications.

The specifications shall

- (a) Designate the authority having jurisdiction and indicate whether plans are required
- (b) State that the installation conforms to this standard and meets the approval of the authority having jurisdiction
- (c) Indicate that only equipment that is referenced in the manufacturer's listed installation and maintenance manual or alternate suppliers' components that are listed for use with the specific extinguishing system shall be used

Exception: Special auxiliary devices acceptable to the system manufacturer and the authority having jurisdiction.

- (d) Include the specific tests, if any, that are required
- (e) Indicate the hazard to be protected and include such information as physical dimensions, cooking appliances, energy sources for each appliance, and air-handling equipment

4-2 Plans. Where plans are required, the responsibility for their preparation shall be entrusted only to trained persons.

4-2.1 The plans shall be drawn to an indicated scale or be suitably dimensioned and shall be reproducible.

4-2.2 The plans shall contain sufficient detail to enable the authority having jurisdiction to evaluate the protection of the hazard(s).

4-2.3 The details on the system shall include the size, length, and arrangement of connected piping and the description and location of nozzles so that the adequacy of the system can be determined. Information shall be submitted pertaining to the location and function of detection devices, operating devices, auxiliary equipment, and electrical circuitry, if used.

4-2.4 Approval of Plans. Where plans are required, they shall be submitted to the authority having jurisdiction for approval before work starts.

4-2.5 Where field conditions necessitate any substantial change from the approved plan, the as-installed plans shall be submitted to the authority having jurisdiction for approval.

4-3 Approval of Installations. The completed system shall be tested by trained personnel as required by the manufacturer's listed installation and maintenance manual. The tests shall determine that the system has been properly installed and will function as intended.

4-3.1 The installer shall certify that the system has been installed in accordance with the approved plans and the manufacturer's listed installation and maintenance manual.

4-3.2* Where required by the authority having jurisdiction, the approval tests shall include a discharge of wet chemical to verify that the system is properly installed and functional.

4-3.3 The owner shall be provided with a copy of the manufacturer's listed installation and maintenance manual or listed owner's manual.

Chapter 5 Inspection, Maintenance, and Recharging

5-1 General.

5-1.1* Storage. Recharging supplies of wet chemical shall be stored in the original closed shipping container supplied by the manufacturer. These containers shall not be opened until the system is recharged.

5-1.1.1 Wet chemical supplies shall be maintained within the manufacturer's recommended storage temperature range.

5-1.2 Expellant Gas. A method and instructions shall be provided for checking the amount or the pressure of expellant gas to ensure that it is sufficient for the proper operation of the system.

5-1.3 Access. System access for inspection or maintenance that requires opening panels in fire chases or ducts, or both, shall not be permitted while any appliance(s) or equipment protected by that system is in operation.

5-1.4* Recharge. After any discharge, or if insufficient charge is noted during an inspection or maintenance procedure, the following procedures shall be conducted in accordance with the manufacturer's listed installation and maintenance manual:

- (a) The system shall be properly recharged.
- (b) The system shall be placed in the normal operating condition.
- (c) The piping shall be flushed in accordance with the manufacturers' recommended instructions (only following a discharge).

5-2 Owner's Inspection.

5-2.1 Inspection shall be conducted on a monthly basis in accordance with the manufacturer's listed installation and maintenance manual or the owner's manual. As a minimum, this "quick check" or inspection shall include verification of the following:

- (a) The extinguishing system is in its proper location.
- (b) The manual actuators are unobstructed.
- (c) The tamper indicators and seals are intact.
- (d) The maintenance tag or certificate is in place.
- (e) No obvious physical damage or condition exists that might prevent operation.
- (f) The pressure gauge(s), if provided, is in operable range.
- (g) The nozzle blowoff caps are intact and undamaged.
- (h) The hood, duct, and protected cooking appliances have not been replaced, modified, or relocated.

5-2.2 If any deficiencies are found, appropriate corrective action shall be taken immediately.

5-2.3 Personnel making inspections shall keep records for those extinguishing systems that were found to require corrective actions.

5-2.4 At least monthly, the date the inspection is performed and the initials of the person performing the inspection shall be recorded. The records shall be retained for the period between the semiannual maintenance inspections.

5-3 Maintenance.

5-3.1* A trained person who has undergone the instructions necessary to perform the maintenance and recharge service

BID PROPOSAL #1

TO: OZARKS TECHNICAL COMMUNITY COLLEGE (Springfield)

We, the undersigned propose to furnish the service listed below and guarantee that if we are awarded the bid, we will furnish this service in accordance with the attached specifications, unless otherwise indicated below:

***Provide: Bi-Annual Main Campus Fire Suppression Inspection Services at OTC's main campus
1001 East Chestnut Expressway, Springfield, Missouri 65802***

Per Inspection \$_____ Price

Fuse link \$_____ Price each

Nozzle cap \$_____ Price each

-NO MINIMUM CHARGES

-NO FUEL SURCHARGES

-NO MISCELLANEOUS CHARGES ON BILLING THAT HAVE NOT BEEN PRE AUTHORIZED BY
SIGNATURE OF THE DEPARTMENTAL SUPERVISOR

**SATISFACTION OF SERVICE IS REQUIRED TO MAINTAIN CONTRACT; THIRTY DAY (30)
NOTICES IS REQUIRED FOR CANCELLATION OF CONTRACT BY EITHER PARTY.**

IF THE SUCCESSFUL BIDDER DOES NOT MAINTAIN THE REQUIRED QUALIFICATIONS AS
SPECIFIED FOR THE TERM OF THIS CONTRACT OR FAILS TO PROVIDE A SATISFACTORY LEVEL OF
SERVICE, THE CONTRACT MAY BE CANCELLED WITH NO PENALTIES ASSESSED AGAINST THE
COLLEGE AFTER A **THIRTY (30) DAY** WRITTEN NOTICE.

NAME OF FIRM

ADDRESS

AUTHORIZED SIGNATURE

PHONE/FAX NO.

BID PROPOSAL #2

TO: OZARKS TECHNICAL COMMUNITY COLLEGE (OTC's Early Childhood Development Center ECEC)

We, the undersigned propose to furnish the service listed below and guarantee that if we are awarded the bid, we will furnish this service in accordance with the attached specifications, unless otherwise indicated below:

Provide: Bi-Annual ECEC Kitchen Hood Fire Suppression Inspection Services at OTC's Early Childhood Development Center 936 North Hampton Springfield, Missouri 65802.

Per Inspection \$_____ Price

Fuse link \$_____ Price each

Nozzle cap \$_____ Price each

-NO MINIMUM CHARGES

-NO FUEL SURCHARGES

-NO MISCELLANEOUS CHARGES ON BILLING THAT HAVE NOT BEEN PRE AUTHORIZED BY SIGNATURE OF THE DEPARTMENTAL SUPERVISOR

SATISFACTION OF SERVICE IS REQUIRED TO MAINTAIN CONTRACT; THIRTY DAY (30) NOTICES IS REQUIRED FOR CANCELLATION OF CONTRACT BY EITHER PARTY.

IF THE SUCCESSFUL BIDDER DOES NOT MAINTAIN THE REQUIRED QUALIFICATIONS AS SPECIFIED FOR THE TERM OF THIS CONTRACT OR FAILS TO PROVIDE A SATISFACTORY LEVEL OF SERVICE, THE CONTRACT MAY BE CANCELLED WITH NO PENALTIES ASSESSED AGAINST THE COLLEGE AFTER A **THIRTY (30) DAY** WRITTEN NOTICE.

NAME OF FIRM

ADDRESS

AUTHORIZED SIGNATURE

PHONE/FAX NO.