

INVITATION FOR BIDS (IFB)

ISSUE DATE: **August 14, 2017**
TITLE: HVAC Supplies

IFB # **UCPUMW 18-703**
COMMODITY
CODE: 03100, 03167, 03176

ISSUING AGENCY: COMMONWEALTH OF VIRGINIA
UNIVERSITY OF MARY WASHINGTON
EAGLE VILLAGE EXECUTIVE OFFICES
1125 JEFFERSON DAVIS HWY, SUITE 480
PROCUREMENT SERVICES
FREDERICKSBURG, VIRGINIA 22401

LOCATION WHERE
WORK WILL BE

PERFORMED: FREDERICKSBURG, VIRGINIA

PERIOD OF CONTRACT: **2 years**

RENEWALS: **6 optional 1 yr.**

BID DUE DATE & TIME: Sealed bids due **September 1, 2017**
@10:00 am

PRE-BID CONFERENCE: None

BUYER NAME: James DeLoatch

Email: jdeloatch@umw.edu

IF BIDS ARE MAILED, SEND DIRECTLY TO ISSUING AGENCY AND CONTRACT OFFICER SHOWN ABOVE. IF BIDS ARE HAND DELIVERED, DELIVER DIRECTLY TO PROCUREMENT SERVICES DEPARTMENT STAFF ONLY.

All Inquiries for Information Should Be Directed to: James DeLoatch; Tel: 540-654-1382 or via e-mail: jdeloatch@umw.edu. All email correspondence should include "HVAC Supplies" in the subject line. No questions will be accepted after close of business, 5:00pm, **August 21, 2017**.

In Compliance With This Invitation for Bids And To All The Conditions Imposed Therein, The Undersigned Firm hereby Offers And Agrees To Furnish All Goods/Services Required by this IFB At The Price(s) Indicated In the Pricing Schedule (Ref. Section VI Pricing Schedule in IFB), and the undersigned firm certifies that all information provided below and in any schedule or attachment contained in this document is true, correct and complete.

VA CONTRACTOR LIC.# &
CLASS W/SPECIALTY

FEIN#: *54188 0764*

CODES:
NAME OF FIRM

Tim's Supply Inc

SCC#: *06740500*

SUBMITTING BID:

8505 Ewells Ave

ADDRESS LINE 1:

50.7i G

ADDRESS LINE 2:

Manassas Park VA 2011

CITY/STATE/ZIP:

eVA VENDOR# OR DUNS#:

TELEPHONE NUMBER:

703 551 0415

FAX NUMBER:

703 551 0446

DSBSD CERT. #:

EXP.DATE: DSBSD CERTIFICATION TYPE:

Small-Micro/Woman-owned/Minority-Owned

DATE BID SIGNED:

9/15/2017

BIDDER'S ORIG. SIGNATURE:

[Signature]

BIDDER'S NAME:

Tim's Supply Inc

BIDDER'S TITLE:

EMAIL ADDRESS:

VI. PRICING SCHEDULE: The Contractor agrees to provide the products herein described in compliance with the scope of work and all terms and conditions of this Invitation for Bids at the following prices: **THE BIDDER IS TO COMPLETE AND RETURN THIS SECTION WITH BID PACKAGE. ONLY BID ON ITEMS THAT ARE ABLE TO BE SUPPLIED. AWARDS WILL BE BASED ON LOWEST PRICE ON TOTAL BID EVALUATION.**

Failure to complete any section of the pricing schedule table below, will result in a non-responsive determination, and shall constitute cause for rejection of the bid.

CATEGORY/ITEM	UNIT	BID RATE/PRICE
1. Marathon Motors 5KC36LN144G Motor, 1/2HP, 3450 RPM, 115/230V Cat. No C1420	1ea	\$ 288 ⁰⁰ / 2
2. Marathon Motors/ Leeson 1/2 HP, 3450RPM, 56J TEFC, 1PH Pump motor	1ea	\$ 383 ⁰⁰ / 2
3. Cutler Hammer Eaton Contactor, IEC, 3 Pole, FNVR, 15A, B-Frame, 1NO, 110V 50Hz/120V 60Hz Coil MFR# XTCE015B10A	1ea	\$ 115 ⁰⁰ / 2
4. Rectorseal KS1 Kickstart 3.5-5 ton Hard Start device	1ea	\$ 31 ⁰⁰ / 2
5. McQuay Daikin 106163003 1/15HP 277V 1250RPM motor	1ea	\$ 225 ⁰⁰ / 2
6. McQuay Daikin Blower Wheels 0002120143	1ea	\$ 102 ⁰⁰ / 2
7. B&G BEARING ASSEMBLY 18533LF for series PD & 60 pumps	1ea	\$ 1,018 ⁰⁰ / 2
8. FS-Curtis CT5 5-HP 80G Vertical Simplex Air Compressor Product Code: FCT05C55V8X-A2L1H1	1ea	2,045 ⁰⁰ w/ Freight
9. RADS-183P Comfort Aire 18,000 BTU Window unit	1ea	N/A
10. 816322-041 Armstrong Bronze Pump Impeller 3-3/8	1ea	\$ 455 ⁰⁰ / 2
11. LG LSU120HXV 12000 BTU Mega Series Outdoor Unit - 115V	1ea	N/A
12. Heat timer multi-mod modulating control 926650CV Multi-MOD Platinum Current/Voltage Standard	1ea	\$ 4,995 ⁰⁰ / 2

In addition to the prices listed, the contractor will provide an additional discount of a minimum 10 % for all other catalog items. (Additional overall discount does not count towards low bid for award)

VII. CONTRACTOR QUALIFICATIONS:

In determining if responding potential sources are qualified to provide the required supplies, parts, equipment requested by this solicitation, the following factors will be considered, including but not limited to:

1. Bidder must be a regular dealer or supplier of the goods offered;
2. Bidder must be able to respond to emergency delivery;
3. Bidder must have a satisfactory record of on-time delivery of quality parts;
4. Bidder must have a satisfactory record of integrity;
5. Bidder must have the necessary facilities, organization, experience, financial resources to full the requirements; and
6. Bidder must be insured in accordance with provisions of this contract.
7. No Brokers are allowed (defined as an individual who buys and sells goods or assets for others)

Bidders must provide adequate detail (Reference Attachment B) along with two recent (within the past three years) references with their bid to substantiate their capacity to meet the factors indicated above.

VIII. GENERAL TERMS AND CONDITIONS: Please refer to the link to follow regarding Required General Terms and Conditions of this Solicitation which are a mandatory part of the resulting contract:
<http://adminfinance.umw.edu/procurement/files/2014/11/UMW-General-Terms-and-Conditions-Nov14.pdf>

IX. SPECIAL TERMS AND CONDITIONS:

AUDIT: The contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The agency, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.

COOPERATIVE PROCUREMENT/ADDITIONAL USERS - USE OF AGREEMENT BY THIRD PARTIES: It is the intent of this solicitation and resulting contract(s) to allow for cooperative procurement. Accordingly, any public body (to include government/state agencies, political subdivisions, etc.), cooperative purchasing organizations, public or private health or educational institutions, or any University affiliated agency and/or corporation may access any resulting contract if authorized by the Contractor.

Participation in this cooperative procurement is strictly voluntary. If authorized by the Contractor(s), the resultant contract(s) will be extended to the entities indicated above to purchase goods and services in accordance with contract terms. As a separate contractual relationship, the participating entity will place its own orders directly with the contractor(s) and shall fully and independently administer its use of the

CATEGORY/ITEM	UNIT/QTY	BID RATE/PRICE
1. Marathon Motors 5KC36LN144G Motor, 1/2HP, 3450 RPM, 115/230V Cat. No C1420	2	
2. Marathon Motors/ Leeson ½ HP, 3450RPM, 56J TEFC, 1PH Pump motor	2	
3. Cutler Hammer Eaton Contactor, IEC, 3 Pole, FNVR, 15A, B-Frame, 1NO, 110V 50Hz/120V 60Hz Coil MFR# XTCE015B10A	5	
4. Rectorseal KS1 Kickstart 3.5-5 ton Hard Start device	2	
5. McQuay Daikin 106163003 1/15HP 277V 1250RPM motor	2	
6. McQuay Daikin Blower Wheels 0002120143	5	
7. B&G BEARING ASSEMBLY 18533LF for series PD & 60 pumps	5	
8. FS-Curtis CT5 5-HP 80G Vertical Simplex Air Compressor <i>Product Code: FCT05C55V8X-A2L1H1</i>	2	
9. RADS-183P Comfort Aire 18,000 BTU Window unit	2	
10. 816322-041 Armstrong Bronze Pump Impeller 3-3/8	5	
11. LG LSU120HXV 12000 BTU Mega Series Outdoor Unit - 115V	3	
12. Heat timer multi-mod modulating control 926650CV Multi-MOD Platinum Current/Voltage Standard	3	
	Total	\$

CANCELLATION OF CONTRACT: The University reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

CLARIFICATION OF TERMS: If any prospective offeror has questions about the specifications or other solicitation documents, the prospective offeror should contact the contract officer whose name appears on the face of the solicitation no later than five (5) days prior to the due date for receipt of proposals. Any revisions to the solicitation and any answers to questions posed by offerors will be made only by written addendum issued by the contract officer and posted on eVA (VBO).

EXCLUSIVITY: The University reserves the right to procure goods or services covered under this contract from a third party when, in the University's sole discretion, it is deemed to be in the University's best interest.

ATTACHMENT: A

Small Business Subcontracting Plan
MUST be completed and returned with Bid Package

DEFINITIONS:

Small Business: "Small business " means an independently owned and operated business which, together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years.
Note: DSBSD-certified women- and minority-owned businesses shall also be considered small businesses when they have received DSBSD small business certification.

Women-Owned Business: Women-owned business means a business concern that is at least 51% owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or non-citizens who are in full compliance with the United States immigration law.

Minority-Owned Business: Minority-owned business means a business concern that is at least 51% owned by one or more minority individuals or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals and both the management and daily business operations are controlled by one or more minority individuals.

All small businesses must be certified by the Commonwealth of Virginia, Department of Small Business and Supplier Diversity (DSBSD) by the due date of the solicitation to participate in the SWAM program. Certification applications are available through DSBSD online at www.sbsd.virginia.gov (Customer Service).

Bidder Name: TMS SUPPLY INC
Preparer Name: TONY CARROLL Date: 8/31/2017

Instructions

A. If you are certified by the Department of Small Business and Supplier Diversity (DSBSD) as a small business, complete only Section A of this form. This shall not exclude DSBSD-certified women-owned and minority-owned businesses when they have received DSBSD small business certification.

B. If you are not a DSBSD-certified small business, complete Section B of this form. For the bid to be considered and the bidder to be declared responsive, the bidder shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business in Section B.

Section A

If your vendor is certified by the Department of Small Business and Supplier Diversity (DSBSD), are you certified as a (check only one below):

Small Business Small and Minority-owned Business Small and Women-owned Business

Certification# 656657 Date: 8/31/17

Section B

Populate the table below to show your vendor's plans for utilization of DSBSD-certified small businesses in the performance of this contract. This shall not exclude DSBSD-certified women-owned and minority-owned businesses that have received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

B. Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement

Small Business Name & Address DSBSD Certificate #	Status if Small Business is also: Women (W), Minority (M)	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract	Planned Contract Dollars During Initial Period of the Contract
Totals \$					

ATTACHMENT B
Bidder Information/Qualification Sheet

1. Business Name and TMS Supplies, Inc.
Address: 8505-G. Euclid Ave, Manassas Park, VA 20111
2. Ordering Address, if different than business address: _____
3. Toll Free Telephone Number: N/A
24/7 Telephone Number: (240) 606-1253
Facsimile Number: (703) 551-2448
Email: tami_silke@yahoo.com
Website Address: tmssuppliesinc.com
4. Contact Person(s). At least two names requested.
Name: Tony Carroll
Phone: (540) 522-2932
Email: tpcarroll66@gmail.com

Name: Tami Silke
Phone: (703) 551-2445
Email: tami_silke@yahoo.com
5. Check type of Organization
 a. Corporation
b. Individual
c. Partnership
d. Joint Venture
e. Other
f. DUNS Number: _____
6. Years in Business 19
7. In the past ten years, has your organization, or any officer, director, partner or owner, had judgments entered against it or them for breach of contract? Yes _____ No . If yes, include on a separate attachment the person or entity against whom the judgment was entered, the location and date of the judgement, describe the project involved, and explain the circumstances relating to the judgment, including the names, addresses and phone numbers of persons who may be contacted for additional information.
8. Convictions and Debarment: _____

If you answer yes to any of the following, include on a separate attachment the person or entity against whom the conviction or debarment was entered, the location and date of the conviction or debarment, describe the project involved, and explain the circumstances relating to the conviction or debarment, including the names, addresses and phone numbers of persons who may be contacted for additional information.

- a. In the past ten years has your organization or any officer, director, partner, owner, project manager, procurement manager or chief financial officer of your organization:
 - i. Ever been found guilty on charges relating to conflicts of interest? Yes ___ No X.
 - ii. Ever been convicted on criminal charges relating to contracting, bid rigging or bribery? Yes ___ No X.
 - iii. Ever been convicted (i) under VA Code Section 2.2-4367 et. seq. (Ethics in Public Contracting); (ii) under VA Code Section 18.2-498.1 et. seq. (VA Government Frauds Act); (iii) under VA Code Section 59.1-68.6 et. seq. (Conspiracy to Rig Bids); or (iv) of violating any substantially similar federal law or law of another state? Yes ___ No X.
- b. Has your organization or any officer, director, partner or owner ever been debarred or enjoined from doing federal, state or local government work for any reason? Yes ___ No X.

Compliance:

If you answer yes to any of the following, include on a separate attachment the date of the termination order, or payment, explain the circumstances relating to the same, including the names, addresses and phone numbers of persons who may be contacted for additional information.

- 1. In the past five years has your organization:
 - a. Ever been terminated on a contract for cause? Yes ___ No X.
 - b. Ever made payment of actual and/or liquidated damages for failure to complete a contract for any reason? Yes ___ No X.

Signature:

The undersigned certifies that the information contained in this Statement of Qualifications and attachments hereto are complete, true, and correct:

Signature: Tami Silke
Printed Name: Tami Silke
Title: President / Owner
Date: 8/31/17



Vendor Information



Vendor Location and HQ information

Vendor Information	HQ Information																
<p>Vendor Location Standard Name - eMail Supplier: TMS Supplies Inc</p> <p>Location Name - eMail Contact: Manassas Office</p> <p>eVA Status: Active(Self-Registered) eVA ID: VS0000025028 VLIN ID: VA10058782 Headquarter: Yes</p> <p>Order Address 8505-G Euclid Ave Manassas Park, VA 20111</p> <p>Contact Information Contact: tami silke Phone No: 703-551-2445 Fax No: 703-551-2448</p>	<p>Headquarter Information HQ Legal Name: TMS Supplies Inc</p> <p>eVA ID: VS0000025028</p> <p>Headquarter Ordering Address 8505-G Euclid Ave Manassas Park, VA, 20111</p> <p>Vendor SWAM Certification # 656657</p> <table border="1"> <thead> <tr> <th>Business Type</th> <th>Approve Date</th> <th>Expire Date</th> </tr> </thead> <tbody> <tr> <td>Small Business</td> <td>02/09/2017</td> <td>05/11/2025</td> </tr> <tr> <td>Woman Owned Business</td> <td>02/09/2017</td> <td>05/11/2025</td> </tr> <tr> <td>Micro Business</td> <td>09/28/2014</td> <td>05/11/2025</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>PCard & Orders</th> <th>Purchase Order Dollars</th> </tr> </thead> <tbody> <tr> <td> Accepts P-Cards: Yes Accepts Visa: Yes Accepts Electronic Orders: Yes </td> <td> Current FY (2018): \$97,539.46 </td> </tr> </tbody> </table>	Business Type	Approve Date	Expire Date	Small Business	02/09/2017	05/11/2025	Woman Owned Business	02/09/2017	05/11/2025	Micro Business	09/28/2014	05/11/2025	PCard & Orders	Purchase Order Dollars	Accepts P-Cards: Yes Accepts Visa: Yes Accepts Electronic Orders: Yes	Current FY (2018): \$97,539.46
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Accepts P-Cards: Yes Accepts Visa: Yes Accepts Electronic Orders: Yes	Current FY (2018): \$97,539.46																

NIGP Commodity Code(s)

NIGP Code	Description
03109	AIR FLOW METERS
03141	FANS, ROOM TYPE, CEILING AND PORTABLE TYPE (STATIONARY AND OSCILLATING)
03145	FILTERS, AIR CONDITIONING/FURNACE (DISPOSABLE TYPES)
06036	ELECTRICAL ACCESSORIES: ALTERNATORS, AMMETERS, DISTRIBUTORS, GENERATORS, REGULATORS, STARTERS, ETC.
06037	ELECTRICAL PARTS (NOT IGNITION) (NOT OTHERWISE CLASSIFIED)
07502	ALARM SYSTEMS, VISUAL AND AUDIO (FOR ELECTRICALLY AND MECHANICALLY OPERATED DOORS)
12036	ELECTRICAL ACCESSORIES AND PARTS, MARINE
15012	CEMENT, CONCRETE, LIME AND PLASTER MIXES, SACKED (LTL QUANTITIES) (SEE CLASS 750 FOR BULK CEMENT, CONCRETE AND LIME)
17549	INTERVAL TIMERS AND ACTUATORS, ELECTRICAL AND MECHANICAL