

Request for Bids – Metal Detectors with Thermal Scanning Capacity



REQUEST FOR BIDS:

**Standard Panel Style Walk-Through Metal Detectors with Thermal Screening
Capacity**

For the Greater Columbus Convention Center

Due: November 17, 2020

Issued by:

Franklin County Convention Facilities Authority
400 North High Street, 4th Floor
Columbus, Ohio 43215
Phone: (614) 827-2800
Fax: (614) 827-2806

www.meetusincolumbus.com

NOTICE TO BIDDERS

Sealed bids will be received by the Franklin County Convention Facilities Authority (“FCCFA”) until **November 17, 2020 at 4:00 PM EST** and will be publicly opened and read aloud immediately thereafter, for the furnishing of goods and services for the execution of:

BID PACKAGE #2020-3 – Walk-Through Metal Detectors with Thermal Screening Capacity

GREATER COLUMBUS CONVENTION CENTER
400 NORTH HIGH STREET
COLUMBUS, OHIO 43215

The instructions to bidders, form of proposal, technical specifications, and other contract documents may be obtained by prospective bidders from the offices of the FCCFA by contacting Jordan Edmonds at jedmonds@fccfa.org or 614-827-2811. General information regarding the FCCFA can be found on its website at www.meetusincolumbus.com.

All questions regarding the bid documents and technical specifications should be submitted in writing and can be forwarded to Jordan Edmonds at jedmonds@fccfa.org.

Bids shall be sealed and addressed to:

**Franklin County Convention Facilities Authority
400 North High Street, 4th Floor
Columbus, Ohio 43215
Attention: Jordan Edmonds**

State of Ohio Prevailing Wage Rates, and Equal Employment Opportunity requirements, as provided for in this RFB, are applicable to this bid invitation for all work performed pursuant to this contract.

The Franklin County Convention Facilities Authority reserves the right to waive any informalities or in its sole discretion, to reject any or all bids.

INSTRUCTIONS TO BIDDERS

ARTICLE 1: OVERVIEW

The FCCFA is the owner/developer of the Greater Columbus Convention Center (“GCCC”), the Hilton Columbus Downtown Hotel and Nationwide Arena, all located in downtown Columbus, Ohio. Established by the Franklin County Commissioners in July 1988 pursuant to Chapter 351 of the Ohio Revised Code, the FCCFA is a special governmental unit governed by an eleven-member board of directors appointed by the Franklin County Commissioners, Mayor of Columbus, and suburban mayors.

As owner/developer, the FCCFA is responsible for the improvement, management, and successful operation of owned facilities. In addition, the FCCFA is responsible for ensuring the continued success and growth of the convention business within the Greater Columbus community. Both responsibilities are directly linked to the FCCFA’s continued investment in and support of services, resources, facilities, and community projects that enhance the use and improvement of the convention center, hotel, and arena.

In order to respond to the ongoing COVID-19 pandemic, and to ensure the health and safety of all guests and visitors to the GCCC, the FCCFA is now seeking bids from interested vendors to provide walk-through metal detectors with thermal screening capacity (“Metal Detectors”).

More information regarding the FCCFA can be found on its website: www.meetusincolumbus.com.

ARTICLE 2: GENERAL REQUIREMENTS

- a) All Forms of Proposal (bids), documentation of insurance, and other required forms (collectively, the “Bid Documents”), each fully executed, are to be submitted in sealed form and addressed to:

Franklin County Convention Facilities Authority
400 North High Street (4th Floor)
Columbus, Ohio 43215
Attention: Jordan Edmonds

- b) Submittals will be received until **November 17, 2020 at 4:00 PM EST** and will be publicly opened by the FCCFA on November 17, 2020 at 4:00 PM EST. Bidders are invited to be present at the opening of the bids.
- c) Blank spaces in the Form of Proposal (“Bid Form”) must be completed and phraseology of the form must not be changed unless specifically instructed to do so in the following instructions or in any addenda issued. The Form of Proposal must be returned in its entirety and all pages must be in proper sequence. Additions must not be made to the items listed in the Form of Proposal and any conditions, limitations, or provisions attached to the Form of Proposal may render the bid nonresponsive and result in its rejection.

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- d) Each change or addendum issued in relation to the Bid Documents will be mailed, faxed, or emailed to each firm registered as having received a set of the Bid Documents.
- e) Questions regarding the Bid Documents can be submitted in writing via email to Jordan Edmonds at jedmonds@fccfa.org. The FCCFA will provide answers to all questions and any clarifications, changes and/or other information deemed necessary as addenda to the documents. The deadline for submittal of questions is November 10, 2020 at 5:00 PM EST.
- f) The process schedule (which is subject to change) is as follows:

MILESTONE	DATE
Bid Documents Issue Date	11/3/2020
Final Questions Deadline	11/10/2020
Final Addendum	11/12/2020
Bid Due Date/Bid Opening	11/17/2020
Contract Execution	11/20/2020

ARTICLE 3: BIDDING PROCEDURES

- a) Bidders shall utilize the Bid Form included in these documents to submit pricing to the FCCFA.
- b) Bidders shall provide pricing for the provision of standard panel style walk-through metal detectors with thermal screening capacity as described herein. Failure to provide pricing on all required goods and services shall render the bid unresponsive and shall disqualify the Bidder from consideration.
- c) All products shall be furnished by the same manufacturer.
- d) If the Bid Form requires unit prices for each item, the unit prices shall include all costs related to that item (special instructions, shipping, handling, and installation, etc.).
- e) Bidders are reminded to sign and date their Bid Forms (in ink), and to be sure all required paperwork is included with their submittal.
- f) Bids shall be opened and read publicly at the time and place named in the notice and advertisement for bids. The time for opening bids shall be extended at the discretion of the FCCFA with no further advertising when an addendum to the plans or specifications is issued at least seventy-two (72) hours before the scheduled bid opening, excluding Saturdays, Sundays, and Legal Holidays.
- g) Subject to the right of the Owner to reject any or all bids, the Owner will award the contract for the work to the bidder submitting the lowest and best bid, taking into consideration accepted alternates. In determining which bid is the lowest and best bid, the Owner may take into consideration not only the amount of the bid but such of the following criteria as

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it, in its sole discretion, deems appropriate and may give such weight thereto as it deems appropriate:

- 1) The Bidder's financial ability to complete the contract successfully and on time;
- 3) The Bidder's prior history of the successful and timely completion of similar projects;
- 4) The Bidder's equipment and facilities;
- 7) The Bidder's compliance with federal, state, and local laws, rules, and regulations, including but not limited to, the prevailing wage law and Occupational Safety and Health Act;
- 8) Depending upon the type of work, other essential factors, as the Owner may determine.

ARTICLE 4: PREVAILING WAGE & PAYROLL (when applicable)

Prevailing wages for the State of Ohio must be paid for all public improvement work performed on the premises of the Greater Columbus Convention Center.

ARTICLE 5: EQUAL EMPLOYMENT OPPORTUNITY & NON-DISCRIMINATION BID REQUIREMENTS

The hiring of employees for the performance of work under this Request for Bids shall be done in accordance with Section 153.59 and 153.591 of the Ohio Revised Code and the Owner's Non-Discrimination Policy. The Bidder shall not discriminate against or intimidate any person hired for the performance of the contract requirements by reason of race, color, religion, national origin, ancestry, sex, handicap, sexual orientation, or any other basis prohibited by law. For any violation, the Bidder shall suffer such penalties as provided for in Section 153.60 of the Ohio Revised Code, and the purchase agreement.

ARTICLE 6: INSURANCE

- a) The Bidder shall take out and maintain during the life of the purchase agreement, such public liability (bodily injury and property damage) insurance as shall protect the Bidder from claims for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under the purchase agreement, whether such operation be by itself or any subcontractor by anyone directly or indirectly employed by either of them. Such insurance policy shall include the FCCFA and ASM Global, the GCCC facility manager, as named insured. The Bidder shall maintain coverage of the types and in the amounts specified below. Submitting a certificate of insurance shall evidence proof of such insurance coverage. An "umbrella" type policy with the limits specified below may be submitted for this requirement, with the FCCFA and other entities as designated by the FCCFA as named insured.

The amount of such insurance shall be as follows:

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Bodily Injury Liability:

Each Person: \$500,000.00
Each Accident: \$1,000,000.00

Property Damage Liability.

Each Person: \$500,000.00
Each Accident: \$1,000,000.00

Such insurance shall remain in full force and effect during the life of the contract. Insurance may not be changed or cancelled unless the FCCFA is notified in writing not less than thirty (30) days prior to such change or cancellation. If any part of the project requirements is subcontracted, the Bidder is responsible for the subcontracted portions being adequately covered by the insurance described herein.

The Bidder assumes all risk of loss and damage to the equipment that occurs prior to delivery of the equipment to the FCCFA, unless such loss or damage occurs at the time the goods are being used or operated for the purposes designated by the FCCFA and such loss or damage is caused by an act of the FCCFA, its agents, or employees, which constitutes gross negligence or wanton misconduct.

- b) The Bidder shall take out and maintain, during the life of the purchase agreement, adequate worker's compensation insurance for all of the Bidder's employees at the site of the project, and in case any work is sublet, the Bidder shall require its subcontractors to similarly provide worker's compensation insurance for the latter's employees, unless such employees are covered by the protection afforded by the Bidder. The Bidder shall furnish a copy of the worker's compensation certificate showing that the Bidder has paid all industrial insurance premiums.

ARTICLE 7: ADDITIONAL INSTRUCTIONS & INFORMATION

The FCCFA reserves the right to reject any bid in which the Bidder takes exception to the terms and conditions of this Request for Bids, including, but not limited to, the standards, specifications, and requirements specified herein, or submits prices that the FCCFA considers to be excessive compared to existing market conditions, or determines exceeds the available funds of the FCCFA.

The FCCFA reserves the right to reject, in whole or in part, any proposal that the FCCFA determines, using the stated evaluation criteria, is not in the best interest of the FCCFA.

The FCCFA may conduct discussions with Bidders who submit proposals for the purpose of clarifications or corrections regarding a proposal to ensure full understanding of, and responsiveness to, the requirements specified in this Request for Bids.

A Bidder may withdraw their bid at any time prior to the award of a contract. The FCCFA may terminate negotiations with a Bidder at any time during the negotiation process if the Bidder fails to provide the necessary information for negotiations in a timely manner or fails to negotiate in good faith. If the FCCFA terminates negotiations with a Bidder, the FCCFA shall negotiate with

the Bidder whose proposal is ranked the next most advantageous to the FCCFA, as determined by the evaluation criteria.

No Gratuities – Bidders shall not offer any gratuities, favors, or anything of monetary value to any official or employee of the FCCFA, nor its advisors for the purpose of influencing the selection process. Any attempt by the Bidder to influence the selection process, by any means, other than disclosure of qualifications and credentials through the proper channels, shall be grounds for exclusion from the selection process.

No False Information – Bidders who provide false or misleading information, whether intentional or not, in any of the documents presented to the FCCFA for consideration in the selection process shall be excluded.

Preparation Costs – Under no circumstances will the FCCFA be responsible for any costs incurred by anyone in (a) the submittal of bids; (b) in any subsequent follow-up to the submittal; (c) in any subsequent negotiations of a contract; or (d) in any other aspect of the effort to select a supplier.

Confidentiality – To the extent permitted by law, the FCCFA will make reasonable efforts to safeguard the confidential information submitted in response to this request for bids, provided that the information is conspicuously marked “CONFIDENTIAL”. The FCCFA will not be required to defend any litigation seeking disclosure of confidential information. The FCCFA will make reasonable efforts to notify the Bidder to provide the Bidder with an opportunity to defend any litigation seeking disclosure.

FCCFA Policies and Ordinances – Bidders should be aware of and therefore familiar with all pertinent ordinances and policies that will relate to contracting with the FCCFA. In the event of any inconsistency or conflict between the process or requirements set forth in this Request for Bids and FCCFA policies and procedures, or other requirements of law, such policies, ordinances, or other requirements shall take precedence.

ARTICLE 8: NON-DISCRIMINATION POLICY

The FCCFA is committed to equal opportunity and non-discrimination in all aspects of its contracting and procurement activities through the adoption of this Non-Discrimination Policy (“Non-Discrimination Policy”). Pursuant to this Non-Discrimination Policy, the FCCFA will not participate in either active or passive unlawful discrimination of any type.

The FCCFA recognizes that it has a continuing obligation to avoid unlawful discrimination in contracting and procurement activities. Therefore, all Bidders shall not have engaged, and shall not engage, in any kind of unlawful discrimination. Each Bidder, prior to being engaged by the FCCFA, shall certify in writing that such Bidder, directly or indirectly, (1) has not engaged, is not engaged, and will not engage in any kind of unlawful discrimination involving race, color, sex, disability, age, sexual orientation, disability reasonably accommodated, religion, veteran status, national origin, or any other basis prohibited by laws of the United States, the State of Ohio, or the City of Columbus (“Other Prohibited Basis”), whether or not such discrimination is related to a contract or procurement activity with or for the FCCFA and (2) will not, for any purpose related to its engagement with the FCCFA, employ or contract with persons or businesses which the

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Bidder knows or has reason to know have engaged, are engaged, or will engage in any kind of unlawful discrimination involving race, color, sex, disability, age, religion, veteran status, national origin, or Other Prohibited Basis, whether or not such unlawful discrimination is related to a contract or procurement activity with or for the FCCFA.

It is the position of the FCCFA that discrimination against business owners based on race, color, sex, disability, age, religion, sexual orientation, disability reasonably accommodated, veteran status, national origin, or Other Prohibited Basis, is prohibited. No person shall unlawfully be denied the benefit of, or otherwise discriminated against, in connection with the award and/or performance of any contract or award, or modification of any contract or award, between a Bidder and the FCCFA on such basis.

The fundamental tenets of this Non-Discrimination Policy are as follows:

- All Bidders should have an equal opportunity to compete with respect to contract and procurement activities of the FCCFA, regardless of race, color, sex, disability, age, religion, veteran status, or national origin;
- No Bidder shall have engaged or shall engage in any kind of unlawful discrimination involving race, color, sex, disability, age, religion, sexual orientation, disability reasonably accommodated, veteran status, national origin, or Other Prohibited Basis, whether or not such unlawful discrimination is related to a contracting or procurement activity with or for the FCCFA;
- The FCCFA through its staff, management company, and other contractors will (i) monitor and provide periodic reports to the FCCFA regarding compliance by the FCCFA and its contractors with this Non-Discrimination Policy; (ii) collect and record information on the use of minorities and women in contracting and procurement activities; and (iii) analyze data to evaluate the utilization of minorities and women in the FCCFA's contracting and procurement activities;
- The FCCFA shall review this Non-Discrimination Policy periodically to ensure that it effectively promotes and achieves non-discrimination and equal opportunity in connection with FCCFA contracting and procurement activities; and
- All Bidders shall comply with this Non-Discrimination Policy. A Bidder's success or failure to comply with this Non-Discrimination Policy will be a factor in any award of contracts or procurement from the FCCFA to such Bidder.

The FCCFA through its staff, management company, and other contractors shall be responsible for implementing, monitoring, and evaluating this Non-Discrimination Policy.

The FCCFA staff shall periodically review this Non-Discrimination Policy to ensure that it effectively promotes non-discrimination and equal opportunity in connection with the FCCFA's

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contracting and procurement activities and periodically report to the Board of Directors regarding compliance by the FCCFA and its contractors.

If the FCCFA determines that the objectives of this policy are not being achieved, the FCCFA may, in its discretion, direct the Executive Director to conduct further investigations into the reasons for not achieving such objectives.

This Non-Discrimination Policy applies to all contracting and procurement activities of the FCCFA, including contracting for construction, professional and non-professional services, and procurement of goods and supplies.

This Non-Discrimination Policy shall be referenced in each bid and RFP or qualification document issued by the FCCFA. A Bidder's failure to comply with this Non-Discrimination Policy may result in (a) debarment from participation in future FCCFA contracting opportunities, (b) liability for breach of contract and (c) the enforcement of any other remedies available under the related contract or applicable law.

END OF INSTRUCTIONS

Technical Specifications

General System Overview

Bidders shall provide pricing for the following quantities and types of equipment:

Quantity	Description
20	Panel style metal detector – indoor rated features, standard passage width of 28”
4	Panel style metal detector – outdoor rated features, standard passage width of 32”, ADA compliant
24	Thermal detection kits mounted on top of the metal detectors
24	Long-range wheel kits, tip over style
12	Cable sets for daisy chain of pairs of detectors. Should consist of three cables: 2 short cables to bridge detectors and a trunk cable for plugging into the wall socket.
2	Metal detector power supply with 12-foot-long cord.
24	Service, labor, installation

All equipment provided to the FCCFA under the purchase agreement shall include a 2-year manufacturer’s warranty. Bids should also include pricing for the freight and shipping of the metal detectors.

Additional requirements for the Metal Detectors include:

1. Dimensions

- a. Indoor Rated Metal Detectors
 - i. Interior passage height of no less than 79”, width of no less than 28”.
- b. Outdoor Rated Metal Detectors
 - i. Interior passage height of no less than 79”, width of no less than 32”.
 - ii. Shall comply with all requirements of the Americans with Disabilities Act (“ADA”).

2. Weight

- a. Metal Detectors shall have an overall weight of no more than 120 pounds.

3. Optical Sensors

- a. Metal Detectors shall have a minimum of 2 optical sensors to be used for counting the number of transits, calculating the alarm rate, and triggering random alarms as programmed by the user.

4. Power

- a. Metal Detectors shall be supplied by no more than 30Vdc, via an external power adapter.

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5. UL Listing

- a. Metal Detectors shall be certified compliant with UL Standard for Safety Requirements for Electrical Equipment for Measurement, Control, and Laboratory Use – Part 1: General Requirements (ANSI/UL 61010-1:2012 Ed.3).
- b. UL certification shall be issued by a nationally recognized testing laboratory.

6. Signaling

- a. Metal Detectors shall have a minimum of 4 vertical display bars (2 each on the entry and exit sides), with each individual display bar capable of providing alarm zones, power status, and pacing lights as a stop/go indicator.
- b. Metal Detectors shall be equipped with an audible alarm signal having at least 40 distinct tones with adjustments for duration and volume.

7. Zone Indication

- a. Metal Detectors shall be capable of accurately pinpointing the vertical height of alarms with LED zone indication. Metal Detectors shall also be capable of accurately pinpointing horizontal position of alarms, with left, right and center indication.
- b. Metal Detectors shall have a minimum of 60 different zones for alarm indication.

8. Security

- a. Metal Detectors shall include a mechanical locking cover to protect the Metal Detector's local programming access keys.
- b. Metal Detectors shall have a programming access password made up of at least 6 alphanumeric characters.
- c. Metal Detectors shall have a minimum of 2 independent levels of programming (user and super user) with each level of programming protected by a unique password.

9. SAFETY Act Certification

- a. Metal Detectors shall be actively present on the SAFETY Act Certified Product List for Homeland Security.

10. Programming

- a. Programming for complete installation, and programming for changes to volume control, security level, and other important functions shall be able to be accomplished by a person that has received no prior training on programming a walk-through metal detector.
- b. Programming adjustments shall be possible to perform locally without use of the control panel or a remote control.
- c. Use of chip cards or memory cards shall be an available option for performing programming adjustments.

11. Electrical Interference Compensation

- a. Metal Detectors shall include a built-in function that initiates an automated evaluation and compensation of environmental electrical interference.

12. Wind and Vibration Compensation

- a. Metal Detectors shall include an automated function to compensate for the presence of wind and minimize the effect on the metal detector signal without compromising detection capability.

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13. Synchronization

- a. Metal Detectors shall be capable of operating within a distance of no more than 2” from another detector.

14. Security Standards

- a. Metal Detectors shall have the following minimum-security standards:
 - i. NIJ-0601.02 Medium and Large Object Classes
 - ii. NILECJ-STD-0601.00 Levels 1-15
 - iii. Assembled guns
 - iv. Disassembled guns
 - v. Disassembled guns including knives
 - vi. 3-gun test
 - vii. Half cutter blades

15. Sensitivity

- a. At a minimum, the Metal Detectors shall be capable of detecting all of the items contained in NIJ-0601.02 Medium Object Class (NIJ Standard 0601.02 par. 2.3.1).
- b. Metal Detectors shall be capable of allowing all commonly carried cell phones to pass through the detector without triggering an alert.
- c. Divesting personal items shall not be required to achieve accurate screenings and maximum attendee throughput. Walk through metal detectors must detect all weapons and other prohibited items on a person without alarming on common personal items such as cell phones, keys, watches, coins, glasses, belts or shoes.

16. Thermal Screening

- a. Metal Detectors shall include an integrated thermal camera unit with built-in calibration. The thermal unit must be able to detect high body temperatures commonly associated with COVID-19.

FORM OF PROPOSAL

Submitted By: _____

on: _____, 2020

To: Franklin County Convention Facilities Authority
400 North High Street, 4th Floor
Columbus, Ohio 43215-2096

having read the Bid Documents and examined the Technical Specifications entitled:

Bid Package 2020-3 – 24 Standard Panel Style Walk-Through Metal Detectors with Thermal Screening Capacity

the undersigned proposes to furnish all materials and perform all labor as specified, described, shown, and required in the Contract Documents, and Technical Specifications, for the indicated sum.

(NOTE: Fill in all spaces of items being bid and quote the sum in both words and figures.)

Total material, labor and services for the project – **BID PACKAGE 2020-3 – 24 Standard Panel Style Walk-Through Metal Detectors with Thermal Screening Capacity** for the lump sum amount of:

Dollars (\$ _____)