



CITY of NOVI CITY COUNCIL

Agenda Item B
July 23, 2018

SUBJECT: Approval to award bid to Stryker Sales Corporation, the lowest bidder, to purchase six (6) Stryker 6252 Stair-Pro chairs, in the amount of \$19,140.12 for the Novi Fire Department.

SUBMITTING DEPARTMENT: Public Safety – Fire Department 

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$19,140.12
AMOUNT BUDGETED	\$20,435
APPROPRIATION REQUIRED	N/A
LINE ITEM NUMBER	101-337.00-740.000

BACKGROUND INFORMATION:

As part of the 2018-19 Budget, funds were approved for the purchase of six (6) Stryker 6252 Stair-Pro chairs with an integrated tread system for the Novi Fire Department. The moving of patients is one of the most critical parts of the job when responding to a call for service. The need to ensure the patient is moved safely and comfortably, as well as personnel's safety is essential. To help assist with moving patients up and down stairs or to the ambulance, the Fire Department utilizes stair chairs. These stair chairs are collapsible and compact to store on every front line apparatus. The Stryker 6252 offers several components that the other models tested do not have. One of the major components is the integrated tread system. This system allows a patient to be safely moved up and down stairs with ease of use for the fire team members. This will also limit the amount of bending over required due to the light weight design and extendable handles.

There is currently one stair chair on each of the front line apparatus, for a total of eight. Four of these stair chairs are made by Ferno and are extremely worn and antiquated. The other four are made by Stryker. Of these four, two are older models that are showing major signs of wear and tear and do not have the integrated tread system. The remaining two are the Stryker 6252 models.

An Invitation to Bid (ITB) for the Stryker 6252 Stair-Pro chair was posted on the Michigan Intergovernmental Trade Network (MITN). Three (3) bids were received on June 25, 2018. Stryker Sales Corporation was the lowest bidder meeting all the specifications.

With the purchase of the six new Stryker Stair Chair Pro's, all of the eight frontline apparatus will now have the same stair chairs. This will streamline training for use and reduce injuries. These chairs will also keep the patient comfortable and stable when being moved and will decrease the amount of time on scene for our crews.

RECOMMENDED ACTION: Approval to award bid to Stryker Sales Corporation, the lowest bidder, to purchase six (6) Stryker 6252 Stair-Pro chairs, in the amount of \$19,140.12 for the Novi Fire Department.

CITY OF NOVI
STRYKER STAIR-PRO 6252 STAIR CHAIRS
Monday, June 25, 2018

	Stryker	Moore Medical	Audio Visual Equipment & Supplies
Stair Chairs (each, as specified)	\$ 3,190.02	\$ 3,486.00	\$ 3,994.00
TOTAL (6)	\$ 19,140.12	\$ 20,916.00	\$ 23,964.00
Delivery after receipt of order	5-7 wks from order date	7 weeks	NARO
How long hold price?	120 days	120 days	120 days
Warranty	1 year, parts, labor, travel. Extended warranty available if interested.	MFG warranty only	2 years



Comprehensive Quotation

Sales Account Manager
JAMIE SMITH
jamie.smith@stryker.com
Cell: 269-303-1257

Remit to:
Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308

End User Shipping Address
1281638
CITY OF NOVI
42975 GRAND RIVER AVE
NOVI, MI 48375-1731

Shipping Address
1281638
CITY OF NOVI
42975 GRAND RIVER AVE
NOVI, MI 48375-1731

Billing Address
1281637
CITY OF NOVI
45175 TEN MILE RD
NOVI, MI 48375-3006

Table with 6 columns: Customer Contact, Ref Number, Date, PO Number, Reference Field, Quote Type. Row 1: 6545777, 05/17/2018, QUOTE

Main item table with columns: Line #, Quantity, Item Description, Part #, Unit Price, Extended Price, Item Comments. Includes 11 rows of item details for Stair-PRO Model 6252.

Note:
Pricing valid through Sept. 2018.

Summary table with 2 columns: Description, Amount. Rows: Product Total (\$19,140.12), Freight (\$0.00), Tax (\$0.00), Total Incl Tax & Freight (\$19,140.12)

Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval.
Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information...
Terms: Net 30 Days. FOB origin.
Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days...

NOTE: Terms and Conditions: In the event Stryker is the successful bidder hereunder, any agreement resulting herefrom between the parties shall be structured upon agreeable remedies and terms and conditions will be negotiated between the parties.

Stryker Sales Corporation, through its Medical Division
By: [Signature]
Paul Rovinsky, Sales Regional Manager
Dated: June 15, 2018



cityofnovi.org

**CITY OF NOVI
STRYKER STAIR-PRO 6252 STAIR CHAIRS**

BID NOTICE

This bid is issued by the Purchasing Office of the City of Novi.

IMPORTANT DATES

Bid Issue Date	June 8, 2018
Last Date for Questions	Monday, June 18, 2018 by 12:00 p.m. Please submit all questions via email to: Sue Morianti, Purchasing Manager smorianti@cityofnovi.org
Response Due Date	Monday, June 25, 2018 by 2:00 p.m. Bids are to be entered on MITN website at www.mitn.info

DESCRIPTION:

City of Novi is seeking bids for six (6) new Stryker Stair-PRO 6252 Stair Chairs. No Substitutions.

BID SUBMITTALS

Submittals must be entered the MITN website by the due date and time. Late submittals will not be accepted by the system. There will not be a bid opening due to the nature of the solicitation. NO HARD COPIES ARE TO BE SUBMITTED.

QUESTIONS

Please email all questions to the staff member listed above. Please write the name of the bid in the subject line. If you write anything else in the subject line, your email may be deleted as spam.

TYPE OF CONTRACT

If a contract is executed as a result of the bid, it stipulates a fixed price for products/ services.

CHANGES TO THE BID/ADDENDA

Should any prospective Bidder be in doubt as to the true meaning of any portion of the ITB, or should the Bidder find any patent ambiguity, inconsistency, or omission therein, the Bidder shall make a written request (via email) for official interpretation or correction. Such request shall be submitted to the staff member indicated above. The individual making the request shall be held responsible for its prompt delivery.

Such interpretation or correction, as well as any additional Bid provisions that the City may decide to include, will be made as an addendum, which will be posted on the

MITN website at www.mitn.info . Any addendum issued by the City shall become part of the ITB and subsequent contract and shall be taken into account by each bidder in preparing its bid. Only written addenda is binding. It is the Bidder's responsibility to be sure they have obtained all addenda. Receipt of all addenda must be acknowledged on bid form.

SUBMISSION OF BID

To be considered, bids must be uploaded to the MITN website (www.mitn.info) on or before the specified time and date. There will be no exceptions to this requirement. The MITN website will not accept late bids. Faxed, emailed, or telephone bids are not acceptable.

Bids must be signed by an Authorized Representative of the submitting company on the enclosed form when one is provided. Bids must show unit and total prices if requested. In case of mistakes in price extension, unit pricing shall govern.

A bid may be withdrawn by giving written notice to the Purchasing Manager before the stated due date/closing time. After the stated closing time, the bid may not be withdrawn or canceled for a period of One Hundred and Twenty (120) days from closing time.

Bidders are expected to examine all specifications and instructions. Failure to do so will be at the bidder's risk.

Failure to include in the bid all information requested may be cause for rejection of the bid.

No bid will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City of Novi upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City.

INELIGIBILITY OF IRAN LINKED BUSINESS

Under 2012 PA 517, an Iran Linked Business, as defined therein, is not eligible to contract with the City and shall not submit a bid.

CONSIDERATION OF BIDS

In cases where items are requested by a manufacturer's name, trade name, catalog number or reference, it is understood that the bidder/proposer intends to furnish the item so identified or an item of "equal" quality and value as determined by the City of Novi.

Reference to any of the above is intended to be descriptive, but not restrictive, and only indicates articles that will be satisfactory. Bids of "equal" quality and value will be considered, provided that the bidder states in his/her bid what he/she proposed to furnish, including literature, or other descriptive matter which will clearly indicate the character of the item covered by such bid.

The Purchasing Manager hereby reserves the right to approve as an "equal", any item proposed which contains minor or major variations from specification requirements, but which may comply substantially therewith.

RESPONSIVE BIDS

All pages and the information requested herein shall be furnished completely in compliance with instructions. The manner and format of submission is essential to permit prompt evaluation of all bids on a fair and uniform basis. Unit prices shall be submitted if space is provided on bid form. In cases of mistakes in extension, the unit price shall govern. Accordingly, the City reserves the right to declare as non-responsive, and reject an incomplete bid if material information requested is not furnished, or where indirect or incomplete answers or information is not provided.

CONTRACT AWARD

The contract will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City of Novi. Qualifications, experience, references, comparable projects, price, previous experience with vendor/contractor, delivery, and other factors will be considered in the evaluation process and award of contract. The City reserves the right to accept any or all alternative bids and award the contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

The City reserves the right to accept any or all alternative bids and award a contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; to subdivide the award, and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

After contract award, a summary of total price information for all submissions will be posted on the MITN website at www.mitn.info.

The City may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

VENDOR DISQUALIFICATION

The City maintains the right to disqualify vendors under the following conditions:

1. In addition to any other remedies authorized by law, a vendor may be disqualified from bidding on any City contracts for up to three (3) years if it has been determined that the vendor, after award of the contract:
 - (a) Failed to provide the service or supplies required;
 - (b) Provided the service or supplies in an untimely manner causing delays and interference;

- (c) Lacked financial resources and the ability to satisfactorily perform the contract or provide the services or supplies;
- (d) Exhibited poor quality of performance in delivering the service;
- (e) Delivered poor quality of goods;
- (f) Failed to comply with laws and ordinances relating to the contract performance;
- (g) Defaulted on its quotations;
- (h) Such other action what leads the City to believe that the contractor's duties will not comport or comply with the bid requirements.

2. Vendors who are listed on the Excluded Parties List System at www.sam.gov

GENERAL CONDITIONS

NOTICE TO BIDDERS

The City of Novi officially distributes bid documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of bid documents obtained from any other source are not considered official copies.** The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain bid documents from the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.mitn.info and obtain an official copy.

TAX EXEMPT STATUS

It is understood that the City of Novi is a governmental unit, and as such, is exempt from the payment of all Michigan State Sales and Federal Excise taxes. Do not include such taxes in the bid prices. The City will furnish the successful bidder with tax exemption certificates when requested. The City's tax-exempt number is 38-6032551.

FREIGHT CHARGES/SHIPPING/HANDLING

All bid/proposal pricing is to be F.O.B. destination.

INVOICING

Invoices may be mailed to: City of Novi, Attn: Finance Department, 45175 Ten Mile Road, Novi, MI 48375, OR emailed to: invoices@cityofnovi.org. ***This email address is to be used for invoices and statements only, and not for any other type of communication or sales advertisements. We are unable to respond to any inquiries from this email.***

CONTRACT TERMINATION

The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty days (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancellation shall be clearly stated in the written notice.

TRANSFER OF CONTRACT/SUBCONTRACTING

The successful bidder will be prohibited from assigning, transferring, converting or otherwise disposing of the contract agreement to any other person, company or corporation without the expressed written consent of the City of Novi. Any subcontractor, so approved, shall be bound by the terms and conditions of the contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Novi for such acts or omissions.

NON-DISCRIMINATION

In the hiring of employees for the performance of work described in this ITB and subsequent contract, neither the contractor, subcontractor, nor any person acting in their behalf shall by reason of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status

discriminate against any person qualified to perform the work required in the execution of the contract.

ACCEPTANCE OF BID CONTENT

Should a contract ensue, the contents of the bid of the successful Bidder may become contractual obligations. Failure of a contractor to accept these obligations may result in cancellation of the award.

DISCLOSURE

All documents, specifications, and correspondence submitted to the City of Novi become the property of the City of Novi and are subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments hereto. This means that any informational material submitted as part of this ITB is available without redaction to any individual or organization upon request.

ECONOMY OF PREPARATION

The City of Novi is not liable for any costs incurred by bidders prior to issuance of a contract.

INDEPENDENT PRICE DETERMINATION

By submission of a bid, the offeror certifies, and in case of a joint bid, each party hereto certifies as to its own organization, that in connection with the bid:

- (a) The prices in the bid have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any other Competitor; and
- (b) No attempt has been made or will be made by the offeror to induce any other person or firm to submit or not submit a bid for the purpose of restricting competition.

Each person signing the bid certifies that:

- (c) He is the person in the offeror's organization responsible within that organization for the decision as to prices being offered in the bid and that he has not participated and will not participate in any action contrary to (a) and (b) above; or
- (d) He is not the person in the offeror's organization responsible within that organization for the decision as to prices being offered in the bid but that he has been authorized in writing to act as agent for the persons responsible for such decisions in verifying that such persons have not participated, and will not participate, in any action contrary to (a) and (b) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (a) and (b) above.

A bid will not be considered for award if the sense of the statements required in the bid has been altered so as to delete or modify the above.



CITY OF NOVI
STRYKER STAIR-PRO 6252 STAIR CHAIRS
SPECIFICATIONS

SPECIFICATIONS

Six (6) New Stryker Stair-PRO 6252 Stair Chairs (**NO SUBSTITUTIONS**)

Price to include:

- Common Components
- Stair-PRO Operations Manual
- Two Piece ABS Panel Seat
- Polypropylene Restraint Set (Plastic Buckles)
- Removable Head Support
- Main Frame Assy Option
- Standard Length Lower Lift Handles
- In-Service Video (DVD)
- Footrest Option
- No IV Clip Option
- 1 year parts, labor & travel
- Shipping



STRYKER

Stair Pro 6252 Stair Chair



Stair Pro 6252 Stair Chair is scientifically proven to reduce the risk of operator injury. Independent ergonomic experts found Stair-PRO users had less physical stress and risk of back injury than operators of any of the six major competitive chairs.

The operator position, adjustability of handles, angle of the track and the built-in descent control made Stair-PRO the safest chair in its product category.

- Extendable head and foot end lift handles support proper ergonomic lifting technique
- Good line of vision and personal space between operators and patient
- Positive locking for security and rigidity
- Folds to compact size for convenient storage
- Molded handgrips for better control
- Dual wheel locks
- Light weight aluminum construction
- Color coded restraint set
- 4" front caster wheels
- Extendable upper control handle
- 500 lb weight capacity
- Stair-trac system
- Locking handles