



# Legal Notice

**Request for Proposals to  
Provide Thermal Imaging  
Cameras for the Fire  
Department**

City of Spartanburg  
P.O. Box 5107  
145 W. Broad Street  
Spartanburg, SC. 29304  
Email: [cwright@cityofspartanburg.org](mailto:cwright@cityofspartanburg.org)

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**January 30, 2023**

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**NOTICE IS HEREBY GIVEN** – The City of Spartanburg is seeking submissions for pricing of five (5) FLIR Thermal Imaging Camera Kits (TIC) to the City of Spartanburg Fire Department.

**Proposal No: 2223-02-21-01**

The City of Spartanburg, hereby, notifies all proposers that it will affirmatively ensure that all disadvantaged and women's business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of gender, race, color, or national origin in consideration for an award.

The City of Spartanburg reserves the right to reject any or all proposals or to waive any informality in the qualifications process. Proposals may be held by the City of Spartanburg for a period not to exceed sixty (60) days from the date of the opening of Proposals for the purpose of reviewing the Proposals and investigating the qualifications of prospective parties, prior to awarding of the Contract. The vendor that is awarded the proposal will be required to obtain a City of Spartanburg Business License.

Sealed proposals shall be submitted to Carl Wright, Procurement and Property Manager, on or before **Tuesday, February 21, 2022**, no later than 3 PM, City Hall, 145 West Broad Street, at which the time they will be publicly opened and read aloud in the Training Room, the same location.

Technical question regarding the scope of services should be directed to Carl F. Wright 864-596-2790 or emailed to [cwright@cityofspartanburg.org](mailto:cwright@cityofspartanburg.org).

Proposals can be hand-delivered or mailed to the following address:

City of Spartanburg  
**P.O. Box 1749**  
145 W. Broad Street  
Spartanburg, SC. 29304

Attn: Procurement and Property Division

For further information and complete Proposal Package, please contact the Procurement and Property office at (864) 596-2049. Complete proposal package are also available at [www.cityofspartanburg.org](http://www.cityofspartanburg.org) by following the links for Invitations for bids. The following Proposal Number Must be placed on the outer envelope in order for the bid to be Stamped in as accepted on time: **Proposal No: 2223-02-21-01**

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## **CITY OF SPARTANBURG**

### **REQUEST FOR PROPOSALS TO PROVIDE THERMAL IMAGING CAMERAS TO THE FIRE DEPARTMENT**

#### **I. INTENT AND GENERAL INFORMATION**

The City of Spartanburg (“City”) is seeking submissions for pricing of five (5) FLIR K55 TIC Kits to the City of Spartanburg Fire Department (SFD).

#### **BACKGROUND**

The City of Spartanburg is a municipality in the State of South Carolina with approximately 19 square miles and a population of 38,000. The Fire Department is tasked with responding to over 3,000 emergencies per year. The department is operates three shifts totaling 23 personnel each with six response apparatus across five stations. The SFD replaces TICs from the City’s Equipment Replacement Fund (ERF). SFD is seeking pricing for FY23.

#### **QUALIFICATIONS**

The SFD is seeking pricing for five (5) Teledyne FLIR K55 High Performance TIC Kits. Each Kit will include the following:

- FLIRK55 Camera
- Hard Case
- Two (2) Li-Ion batteries
- Carabineer strap
- Retractable Lanyard
- Tabletop charger with power cord

The vendor shall be able to provide current qualified pricing for Fiscal Year 2023.

A cover letter attesting to the company’s background, experience, and general process overview shall accompany the proposal.

The proposal shall include a list of clients who the company has or is conducting loose equipment fulfillment services.

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## II. SUBMISSION AND DEADLINE

**Proposals must be received by 3:00 P.M. Tuesday, February 21, 2023.**

One (1) original, three (3) copies and one (1) electronic copy (thumb drive) of the submission shall be sent to:

City of Spartanburg  
**P.O. Box 1749**  
145 W. Broad Street  
Spartanburg, SC. 29304

Attn: Procurement and Property Division

**Envelopes must be marked:**

**“COMPETATIVE BID FOR FD THERMAL  
IMAGING CAMERAS”  
Proposal No: 2223-02-21-01**

Questions regarding this RFP may be directed to, Carl F. Wright 864-596-2790 or emailed to [cwright@cityofspartanburg.org](mailto:cwright@cityofspartanburg.org).

## III. SCOPE OF SERVICES

Vendor will provide the loose equipment stated above to the City of Spartanburg Fire Department in a method agreed upon by the winning bidder and the fire department representative.

SFD will provide a purchase order to the winning bidder when items are ordered via email or other agreed upon method of communications.

Vendor will deliver items ordered to SFD new HQ at 450 Wofford Street, Spartanburg, SC 29301 in a reasonable timeframe. Vendor will notify SFD of any delays in delivery of items.

## IV. SUBMISSIONS

The City will not be liable for costs incurred in the preparation of the response to this RFP or in connection with any review of the submissions.

Respondents shall submit their proposal in the following format:

1. One (1) original and three (3) printed copies of the proposal shall be submitted for review. An electronic copy shall be submitted via a thumb drive.
2. Cover Letter indicated in Section I above
3. Completed City of Spartanburg Exhibits B, C D, E, G, and H below
4. Work plan or approach to Scope of Services included herein.
5. Statement of ability to perform all professional requirements as stated in Qualifications and Scope of Services sections

6. Listing of proposed staff, including resumes, credentials and applicable licenses.
7. Related Experience of firm as it relates to this RFP.
8. Names, Addresses and Telephone numbers of references (minimum of three).
9. Additional information, not included above, which you feel may be useful and applicable to this project.

**Exhibit B**



# Price page

## Request for Proposals to PROVIDE THERMAL IMAGING CAMERAS TO THE FIRE DEPARTMENT

City of Spartanburg  
P.O. Box 5107  
145 W. Broad Street  
Spartanburg, SC. 29304  
Email:  
cwright@cityofspartanburg.org

Proposer has examined this Request for Proposal, the Advertisement for this Request for Proposal, and the following Addenda (receipt of which is hereby acknowledged):

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

By: \_\_\_\_\_ (Signature)

\_\_\_\_\_ (Printed Name)

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

### Proposal Price Table

Item	Cost Fiscal Year 2023
FLIR K55 Thermal Imaging Camera Kit – Unit Price	
Kit Includes: <ul style="list-style-type: none"><li>- FLIRK55 Camera</li><li>- Hard Case</li><li>- Two (2) Li-Ion batteries</li><li>- Carabineer strap</li><li>- Retractable Lanyard</li><li>- Tabletop charger with power cord</li></ul>	
<b>**No equivalents will be allowed. Bids must be for the FLIR K55 only**</b>	
Total for Proposal:	

**Please complete the above proposal sheet, which outlines the cost.**

By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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**Exhibit C**

**Authority to execute a contract**

**A RESOLUTION**

FOR THE PURPOSE OF AUTHORIZING \_\_\_\_\_ TO EXECUTE AN CONTRACT WITH SPARTANBURG CITY

**WHEREAS,** \_\_\_\_\_ will or has submitted a bid/proposal to Spartanburg City of Spartanburg for the purpose of providing goods or services; and

**WHEREAS,** \_\_\_\_\_ may be or has been awarded a contract to provide good or services to Spartanburg City of Spartanburg ; and

**WHEREAS,** \_\_\_\_\_ Type of Organization is :

Check the applicable box):

- Sole Proprietorship
- Partnership
- Corporate entity (not tax-exempt)
- Corporate entity (tax-exempt)
- Government entity (Federal, State or Local)
- Other \_\_\_\_\_

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors (or other appropriate governing body) of \_\_\_\_\_ does hereby approve and authorize  
(Company's Name)

\_\_\_\_\_ to execute a contract with Spartanburg City of Spartanburg  
(Name of Individual)

in an amount not to exceed \$\_\_\_\_\_.

**ADOPTED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

NAME OF ORGANIZATION [ \_\_\_\_\_ ]

ATTESTED

\_\_\_\_\_

By: \_\_\_\_\_ (signature)

\_\_\_\_\_ (printed name)

Title: \_\_\_\_\_



**Exhibit D**

**CITY OF SPARTANBURG, SC  
Bidder Conflict of Interest Disclosure Form**

The information called for in this questionnaire is for use by the City of Spartanburg in connection with its risk assessment procedures and related activities

Does your organization have any officers, managers, employees, or officials that are related to any employees, officials, board members, committee members or City Council Members of the City of Spartanburg, SC?

\_\_\_ **No** (Please sign the certification below and promptly return this page with the W-9)

\_\_\_ **Yes** (Please sign and provide the name(s) of the individual(s))

**CERTIFICATION**

*I certify that the information herein supplied in response to this questionnaire is complete and correct to the best of my knowledge and belief and understand that the information submitted is subject to audit and verification by the City of Spartanburg.*

\_\_\_\_\_  
*Name of Authorized Official*

\_\_\_\_\_  
*Title of Authorized Official*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Email Address**

**Exhibit E**

**DRUG FREE WORKPLACE ACT STATEMENT**

The undersigned hereby certifies on behalf of the company listed below that it is in full compliance with the requirements set forth in Title 44, Code of Laws of South Carolina, 1976, Chapter 107, Paragraph 47 and the Drug-Free Workplace Act of 1988 (Public Law 100-690, title V, Sec. 5153, as amended by Public Law 105-85, Div. A, Title VIII, Sec. 809, as codified at 41 U.S.C. § 702) and Department of Commerce implementing regulations published at 15 CFR Part 29, "Government-wide Requirements for Drug-Free Workplace (Financial Assistance)" (published in the Federal Register on November 23, 2003, 68 FR 66534).

\_\_\_\_\_  
(Name of Corporation or Entity)

By: \_\_\_\_\_ (Signature)

\_\_\_\_\_ (Print name)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit G**

**EXPERIENCE/ REFERENCES**

List five jobs, similar in size, completed by Proposer. List dollar amount, brief description reference name and phone number for each job.

a. Name of Project: \_\_\_\_\_ Owner/Engineer: \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Date Started: \_\_\_\_\_ Date  
Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_  
\_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_

b. b: Name of Project: \_\_\_\_\_ Owner/Engineer: \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Date Started: \_\_\_\_\_ Date  
Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_  
\_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_

c. Name of Project: \_\_\_\_\_ Owner/Engineer: \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Date Started: \_\_\_\_\_ Date  
Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_  
\_\_\_\_\_  
Project Description: \_\_\_\_\_  
\_\_\_\_\_

# Exhibit H

## AFFIDAVIT OF NON-COLLUSION

I state that I am \_\_\_\_\_ (title) of \_\_\_\_\_ (name of firm) and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Offer.

I state that:

- (1) The price(s) and amount of this Offer have been arrived at **independently and** without consultation, communication or agreement with any other Proposer or potential Proposer.
- (2) That neither the price(s) nor the amount of this Offer, and neither the approximate price(s) nor approximate amount of this Offer, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed before Solicitation opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit an Offer higher than this Offer, or to submit any intentionally high or noncompetitive Offer or other form of complementary Offer.
- (4) The Offer of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Offer.
- (5) \_\_\_\_\_ (name of firm), its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as described in the attached appendix.

I state that \_\_\_\_\_ (name of firm) understands and acknowledges that the above representations are material and important, and will be relied on **by the City of Spartanburg** in awarding the contract(s) for which this Offer is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the **City of Spartanburg** of the true facts relating to the submission of Offers for this contract.

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Name of Company/Position)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary

My Commission Expires: \_\_\_\_\_