



# MIDDLETOWN

**CITY OF MIDDLETOWN  
REQUEST FOR PROPOSALS**

\*\*\*\*\*

## **Police Cruiser Computers**

**Bid No. 23-8397-09**

\*\*\*\*\*

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

**Contact Person:** \_\_\_\_\_

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

**City, State & Zip:** \_\_\_\_\_

**Phone No:** \_\_\_\_\_ **Fax No.** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Bid Opening Date: Thursday, April 6<sup>th</sup>, 2023, @ 11:00 AM**

**PROPOSAL**

**CITY OF MIDDLETOWN, OHIO**

To the Purchasing Agent of the City of Middletown, Ohio, for furnishing during the period of the contract the commodity (commodities) indicated by item numbers in this proposal.

We \_\_\_\_\_ of \_\_\_\_\_  
(Company) (City & State)

do hereby declare that we are the only persons interested as principal or otherwise in this proposal; that said proposal is, in all respects, fair and without collusion or fraud and that no person in the employ of the City of Middletown, Ohio, is in any way interested therein.

We do further declare that we have examined the annexed specifications and will contract to furnish and deliver the item(s) mentioned below in not more than \_\_\_\_\_ calendar days after receipt of award, f.o.b. City of Middletown, Ohio. Legal Notice, Bidder's Instruction Sheet, Specifications, and Proposal, will be part of any contract awarded.

**There will be NO SUBSTITUTIONS! All prices must be for manufactured products.**

*Please provide individual pricing on Page 11 & 12.*

Terms: \_\_\_\_\_% discount \_\_\_\_\_ days, Net \_\_\_\_\_ days.

\*\*\* As delivery and cash discount payments may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

**COMPANY NAME:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**TELEPHONE NO.:** \_\_\_\_\_ **FAX NO.:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**LEGAL NOTICE NO. 23-8397-09**

Sealed proposals will be received by the City of Middletown, Ohio, in the Purchasing Office, second floor, City Building, One Donham Plaza, until 11:00 a.m., local time, Thursday, April 6<sup>th</sup>, 2023, at which time such proposals will be publicly opened in Conference Room 2C on the second floor of the City Building for the following item:

Police Cruiser Computers

Detailed specifications, proposal forms, and instructions to vendors may be obtained in the Purchasing Office or on the City of Middletown website, [www.cityofmiddletown.org/bidview](http://www.cityofmiddletown.org/bidview).

KAYLA BATES  
PURCHASING AGENT

THE CITY OF MIDDLETOWN DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE, HANDICAPPED STATUS, GENDER OR SEXUAL ORIENTATION IN EMPLOYMENT OR THE PROVISION OF SERVICES.

PUBLISH: MARCH 23, 2023  
MARCH 23, 2023

## **VENDOR'S INSTRUCTION SHEET**

Pursuant to Legal Notice No. 23-8397-09, sealed proposals, properly endorsed with proposal reference number on the envelope, will be received at the Purchasing Office, in the City Building, One Donham Plaza, City of Middletown, Ohio, until 11:00 a.m., local time, Thursday, April 6<sup>th</sup>, 2023, for furnishing the item in the notice.

All proposals must be made on forms provided for each item and must be in conformity with this notice. Proposals shall be returned with the notice, proposal form, and specifications intact.

No proposal may be withdrawn after it has been deposited with the Purchasing Agent of the City. Proposal forms and specifications for each item may be secured at the Purchasing Office, City Building, One Donham Plaza, City of Middletown, Ohio or on the City of Middletown website, [www.cityofmiddletown.org/bidview](http://www.cityofmiddletown.org/bidview).

All proposals containing quotes not asked for or which are otherwise not in conformity with this notice, may be considered invalid and may be rejected. Each vendor will be required to state in their proposal, their name and place of residence, and the names of members interested with them. In case of a corporation, only the names of the President and Secretary need to be given.

The right to reject any and all proposals is reserved by the City of Middletown. Informalities may be waived at the option of the City Council.

**NICOLE CONDREY**  
**Mayor**

**CITY OF MIDDLETOWN AFFIDAVIT**  
**DELINQUENT PERSONAL PROPERTY TAX**

STATE OF OHIO, COUNTY OF \_\_\_\_\_, SS

\_\_\_\_\_, being first duly sworn says that he/she is the  
\_\_\_\_\_ of \_\_\_\_\_, which company is  
submitting a bid to the City of Middletown for \_\_\_\_\_  
on \_\_\_\_\_.  
(date)

Affiant says that no personal property taxes are currently due to **BUTLER/WARREN** County,  
Ohio, as of the date of said bid.

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

SWORN TO AND SUBSCRIBED before me, a notary public this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_, 20\_\_\_\_\_.

(ORC 5719.042)

**CITY OF MIDDLETOWN AFFIDAVIT**

**RELATIONSHIP TO CITY OFFICIALS OR EMPLOYEES  
TO BE SIGNED BY AN OFFICER OF BIDDER**

STATE OF OHIO, COUNTY OF \_\_\_\_\_, SS

\_\_\_\_\_ being first duly sworn says that he/she is  
(name & title)  
related by blood or marriage to the following City of Middletown officials or employees

\_\_\_\_\_  
(If none, write in "none")

Affiant further states that he/she knows of no person in his/her company who is related by blood or marriage to any City of Middletown official or employee, except the following:

<u>Name of Company Person</u>	<u>Relationship</u>	<u>City Official or Employee</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

(If none, write "no exception")

Further affiant saith not.

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

\_\_\_\_\_  
(Title & Company Name)

\_\_\_\_\_  
(Address)

SWORN TO AND SUBSCRIBED before me, a notary public this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_, 20\_\_\_\_.

## GENERAL CONDITIONS

1. The City Manager reserves the right to reject any or all bids, and unless otherwise specified by the bidder, to accept any item in the bid. In case of error in extending the total amount of the bid the unit prices will govern.
2. Unless otherwise stated in the bid by the bidder, time, in connection with discount offered, will be computed from date of delivery of the supplies or services to carrier when final inspection and acceptance are at a point of origin, or from date of delivery and acceptance at destination when final inspection and acceptance are at this point, or from date correct bill or claim voucher properly certified by the contractor is received if the latter date is later than the date of delivery and acceptance.
3. In case of default by the bidder or contractor, the City of Middletown may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
4. Prices should be stated in units of quantity specified.
5. Prices quoted unless otherwise stated by bidder, will be considered as being based on delivery to destination as designated and to include any charges for packing, crating, containers, etc. and being in strict accordance with specifications as shown.
6. Wherever a reference is made in the specification or in describing the material, supplies, or services required, of a particular trade name, manufacturers' catalog or model number, the bidder, if awarded a contract will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal by the bidder.
7. The bidder, if awarded an order or contract, agrees to protect, defend, and save harmless the City against any demand for payment for use of any patented material, process, article, or device, that may enter into the manufacture, construction, or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the City from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his servants, or agents.
8. Samples, when requested, must be furnished free of expense prior to the opening of bids and, if not destroyed, will, upon request, be returned at the bidder's expense.

## INSTRUCTIONS TO BIDDERS

1. Each bid must be signed by the bidder with his usual signature. Bids by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature of a person authorized to bind in this matter.
2. Proposals, to receive consideration, must be received prior to the specified time of closing as designated in the invitation.
3. Envelopes must be sealed when submitted.
4. Separate proposals must be submitted on each reference number.
5. Proposals having any erasures or corrections thereon will be rejected unless explained or noted over the signature of the bidder.
6. Bidders may submit proposals on any one or group of items, provided, however, that the unit price is shown as requested.
7. References in the specification or in describing the material, supplies, or services required, of a particular trade name, manufacturers' catalog or model number are made for descriptive purposes to guide the bidder in interpreting the type of material or supplies or nature of the work desired.

They should not be construed as excluding proposals on other types of materials and supplies or of performing the work in a manner other than specified.

However, the bidder's attention is called to paragraph six of the General Conditions as shown above, which must be strictly adhered to.

8. Proposals should be mailed or delivered to the City Purchasing Office, second floor, City Building, One Donham Plaza, Middletown, OH 45042.

## CITY OF MIDDLETOWN

### GENERAL SPECIFICATIONS

#### Police Cruiser Computers

#### BID 23-8397-09

### 1.0 SCOPE

The City of Middletown is actively seeking proposals for Havis/DT Research/TG3/Panorama Antennas/Cradlepoint brand manufactured products to be used by the Division of Information Systems.

It is the intent of these specifications to describe police cruiser computers for the Division of Information Systems in sufficient detail to obtain bids from several contractors.

There will be no substitutions. Other brands will not be evaluated by the City of Middletown. All equipment must be new, unopened, sealed by the manufacturer in the box and manufactured by Havis/DT Research/TG3/Panorama Antennas/Cradlepoint.

While the purpose of this specification is to indicate certain minimum requirements, it is not the intent to exclude any bids, but is written to ensure the City of Middletown a contractor most suitable for its requirements.

### 1.1 EXCEPTIONS

The bidder shall list on a separate sheet of paper, titled "Exception(s) to the Bid Conditions and Specifications," any variations from or exceptions to the conditions and specifications of this bid. It will be the determination of a representative of the City of Middletown to decide what is or is not important in any variation or deviation of bid.

Whereas alternate features, additions, or deletions to the specifications will be given due and utmost consideration, they shall be clearly outlined by the successful bidder. Failure to comply may disqualify bid.

### 1.2 PRICE AGREEMENT

All prices must be firm for 60 days.

Terms are to be listed on the proposal page.



### 1.3 AWARD CRITERIA

In making an award, the City of Middletown will evaluate the bids received considering such facts as listed below, as well as other factors which are considered pertinent:

- 1.3.0 Compliance with specifications
- 1.3.1 Delivery time
- 1.3.2 Total delivered net price
- 1.3.3 Availability of replacement parts
- 1.3.4 Guarantees/warranties
- 1.3.5 Bidder past history in performance

The City of Middletown reserves the right to reject any or all bids, to waive technicalities or informalities, and to accept any proposal deemed to be in the best interest of the City of Middletown.

### 1.4 FREIGHT

All price quotes shall be submitted with freight cost included.

### 1.5 DELIVERY

Delivery must be made to the following locations between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday:

City of Middletown  
Division of Information Systems  
One Donham Plaza  
Middletown, OH 45042

Standard delivery time shall be stated on the proposal page.

### 1.6 INVOICES

Invoices shall be mailed to the following location:

City of Middletown  
Division of Information Systems  
One Donham Plaza  
Middletown, OH 45042

1.7 WARRANTY

Manufacturer’s standard warranty, complete parts list and service manual shall be furnished by the successful vendor at the time of delivery and prior to payment.

1.8 ADDENDA

The bidder shall acknowledge receipt of addenda, if any, by adding the following statement to the proposal page:

*Receipt and acceptance of Addendum No. \_\_\_\_ to Legal Notice No. 23-8397-09 is acknowledged.*

1.9 SUBMISSION OF BIDS

All bids must be received in the Purchasing Office, no later than 11:00 a.m., local time, Thursday, April 6<sup>th</sup>, 2023. Sealed envelopes must be clearly marked, “POLICE CRUISER COMPUTERS, BID #23-8397-09.” Bidders should take caution if U.S. Mails or other carriers are to be used for submission of bids. Mailing should be made in sufficient time for bids to arrive at the City Purchasing Office prior to the time and date specified above. Email or fax submissions NOT accepted as a form of submission.

1.10 CONTACT PERSON

Please provide the name, telephone number, and e-mail of contact person:

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

Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

1.11 ADDITIONAL INFORMATION

If additional information is needed in the preparation of the bid package, please contact Kayla Bates, City of Middletown Purchasing Agent, 513-425-7832 or [kaylac@cityofmiddletown.org](mailto:kaylac@cityofmiddletown.org), or Troy Anderton, Information Systems Director, 513-425-7773.

**Individual Pricing**  
**Police Cruiser Computers**  
**Bid# 23-8397-09**

*There will be NO SUBSTITUTIONS! All prices must be for the following manufactured products.*

MANUFACTURER	ITEM	PART NUMBER	QTY	UNIT PRICE	TOTAL PRICE
Havis	Heavy-Duty Dash Mount for 2020-2023 Ford Interceptor Utility Vehicle	C-DMM-3115 (alt part #C-DMM-2018)	3		
Havis	Heavy-Duty Dash Mount for 2021-2023 Ford F-150	C-DMM-3123	1		
Havis	Heavy-Duty Dash Mount for 2021-2023 Chevrolet Tahoe	C-DMM-3119	1		
Havis	Havis - Keyboard Swivel Arm Mount With 3" Base, 6" Extension	MD-ARM-0306	5		
Havis	Havis - Pole Mount for Swivel Arm	C-LDM-0012	5		
Havis	Adapter Arm	C-ADP-123	2		
Havis	Havis - Universal Rugged Cradle Mounting Component	UT-1003	5		
DT Research	DT Research Rugged Tablet DT340T - 14" - 8GB RAM - 256GB SSD	340T-10B5-495	5		
DT Research	DDR4 - module - 8 GB to 16GB Upgrade	UD8GB-16GBDDR4	5		
LIND	LIND DT1935 Mobile Power Adapter - Compatible with DT Research 340T Series	DT1935	5		
LIND	LIND 120" Cable - CBLOP-F00324	CBLOP-F00324	5		
TG3	TG3 Electronics BLTX Series - keyboard	KBA-BLTX-USNNR-US	5		

Panorama Antennas	PANORAMA ANTENNAS LG-IN2446 ANTENNA (For use with Cradlepoint IBR1700)	LG-IN2446	5		
Cradlepoint	Cradlepoint Router COR IBR1700-1200M-B	MA1-1700120B-NNA	5		
Cradlepoint	Cradlepoint OBD-II Cable M/F with DB9-DB9	170758-000	5		
Cradlepoint	SIM VERIZON 2FF CAN BE CARDACTIVATED ON CRADLEPOINT	170594-000	5		