

ADVERTISED BID  
**CITY OF ST. LOUIS**

OFFICE OF THE SUPPLY COMMISSIONER  
 1200 MARKET ST RM 324  
 ST LOUIS MO 63103-2842



REQUEST FOR QUOTE  
**41512Q1474**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO

We agree to furnish the following articles to the City of St. Louis, free of any extra charges, in the quantity named and at the prices respectively stated:

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PUB. UTILITIES-WATER DIVISION  
 DISTRIBUTION SECTION  
 STOREROOM  
 4600 MCREE AVENUE  
 ST LOUIS MO  
 63110

SEE TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS QUOTATION SHEET.

DATE PRINTED 03/26/12	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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REPLY DUE BY: 04/24/12 12:00 O'CLOCK NOON

NEEDED BY DATE	QUANTITY	UNIT	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
	REQ LINE NUMBER : 0001					
	10	EACH	CITY	415PLOGGER		
	PERMALOG+ LEAK NOISE LOGGER AS SOLD BY					
	FLUID CONSERVATION SYSTEMS, MILFORD, OHIO OR AN APPROVED EQUAL. **SEE ATTACHED SPECIFICATIONS**					
	REQ LINE NUMBER : 0002					
	1	EACH	CITY	415P11		
	PATROLLER II RECEIVER AND DATA COLLECTION DEVICE					
	AS SOLD BY FLUID CONSERVATION SYSTEMS, MILFORD, OHIO OR APPROVED EQUAL. **SEE ATTACHED SPECIFICATIONS**					
	PLEASE DELIVER TO: CITY OF ST. LOUIS - WATER DIVISION DISTRIBUTION STOREROOM 4600 MCREE ST. LOUIS, MO 63110					
	CONTACT: MAKR NANKIVIL 314-633-9023					
	/SMO					
	***** WEBSITE INFORMATION *****					
	* TO DOWNLOAD SUPPLY BIDS GO TO: *					
	* HTTP://STLOUIS-MO.GOV/SUPPLY/BID-NOTICES.CFM *					
	* *					
	<b>TOTAL</b>					➔

NAME OF FIRM	STATE DELIVERY:	COMPTROLLER	Date
ADDRESS	CALENDAR DAYS		
CITY STATE	SIGNED BY:	SUPPLY COMMISSIONER	Date
PHONE Area Code ( )			

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NEEDED BY DATE	QUANTITY	UNIT	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
	* CLICK ON BID NOTICES ***** OR ACCEPTABLE EQUAL CLEARLY STATE MFG., NO. & BRAND ----- VENDOR MUST SUBMIT DETAILED INFORMATION WITH BID ON PRODUCT OFFERED  IF FREIGHT OR DELIVERY CHARGE TO BE BILLED, IT MUST BE INCLUDED IN THIS QUOTE OR IT WILL NOT BE PAID. ( ) FREIGHT IS INCLUDED IN THE QUOTED UNIT PRICE. ( ) WE WILL CHARGE FREIGHT/DELIVERY IN THE AMOUNT OF: \$ ----- IT IS THE POLICY OF THE SUPPLY DIVISION THAT ALL BIDS/ CONTRACTS AWARDED IN THE AMOUNT OF \$500.00 AND ABOVE ADHERE TO THE MAYOR'S EXECUTIVE ORDER #28 WHICH RE- QUIRES MINIMUM UTILIZATION OF MINORITY OWNED BUSINESSES OF 25% AND WOMEN OWNED BUSINESSES OF 5%. ALL VENDORS MUST COMPLY WITH THIS POLICY AND ALL OTHER PROVISIONS OF EXECUTIVE ORDER NO. 28.  IMPORTANT REQUIRED BID FORM(S) ATTACHED: VENDOR MUST COMPLETE, SIGN & RETURN THE ENCLOSED BUY AMERICAN FORM WITH THEIR BID.  **BID REQUEST AND ATTACHED FORM/S MUST BE COMPLETELY FILLED OUT AND SIGNED. IF NOT, BID MAY BE REJECTED.** PLEASE QUOTE PRICES ON THIS FORM AND SIGN BID.				*	
<b>TOTAL</b> →						

NAME OF FIRM	STATE DELIVERY:	COMPTROLLER	Date
ADDRESS	CALENDAR DAYS		
CITY	STATE	SIGNED BY:	SUPPLY COMMISSIONER Date
PHONE	Area Code ( )		

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REPLY DUE BY: **04/24/12 12:00 O'CLOCK NOON**

NEEDED BY DATE	QUANTITY	UNIT	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p><b>* VENDORS SHOULD NOTE IF THEY ARE MINORITY OR WOMEN OWNED BUSINESS (CHECK)</b>                      MBE ----- WBE-----</p> <p><b>ALL BIDS MUST INCLUDE COMPLETED "BUY AMERICAN" AND "MINORITY/WOMEN UTILIZATION STATEMENT" FORMS, AND ANY SUPPLEMENTAL INFORMATION REQUIRED. ANY QUESTIONS SHOULD BE DIRECTED TO THE BUYER.</b></p> <p><b>*** BID RESULTS MAY BE AVAILABLE 30 DAYS AFTER OPENING DATE. IF YOU DESIRE BID RESULTS, PLEASE INCLUDE A SELF ADDRESSED STAMPED ENVELOPE WITH YOUR BID. ***</b></p> <p><b>NOTICE RE: ORDINANCE #60643</b>                      -----</p> <p><b>A CITY OF ST. LOUIS BUSINESS LICENSE IS REQUIRED IF YOU MEET ANY OF THE FOLLOWING (CHECK AS APPROPRIATE):</b>                      ----- BUSINESS IS LOCATED WITHIN THE CITY LIMITS                      ----- DELIVERY WITHIN CITY LIMITS IS BY COMPANY TRUCK                      ----- SALES CALLS MADE WITHIN THE CITY LIMITS</p> <p><b>PLEASE TYPE NAME OF CONTACT PERSON FOR THIS BID:</b>                      NAME: -----                      FAX: -----                      E-MAIL: -----</p>						
<b>TOTAL →</b>						

NAME OF FIRM	STATE DELIVERY: CALENDAR DAYS	COMPTRROLLER	Date
ADDRESS			
CITY	STATE	SIGNED BY:	SUPPLY COMMISSIONER
PHONE	Area Code ( )		Date

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REPLY DUE BY: 04/24/12 12:00 O'CLOCK NOON

NEEDED BY DATE	QUANTITY	UNIT	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BIDS WILL BE AWARDED BASED ON OFFICIAL SPECIFICATIONS PROVIDED BY SUPPLY DIVISION ONLY & ANY RELATED ADDENDA. ALL INQUIRIES MUST BE IN WRITING (LETTER/E-MAIL/FAX) TO THE FOLLOWING BUYER: BILL FULKERSON - FULKERSONB@STLOUISCITY.COM FAX# 314-622-4141 PHONE# 314-622-4250						
<b>TOTAL →</b>						

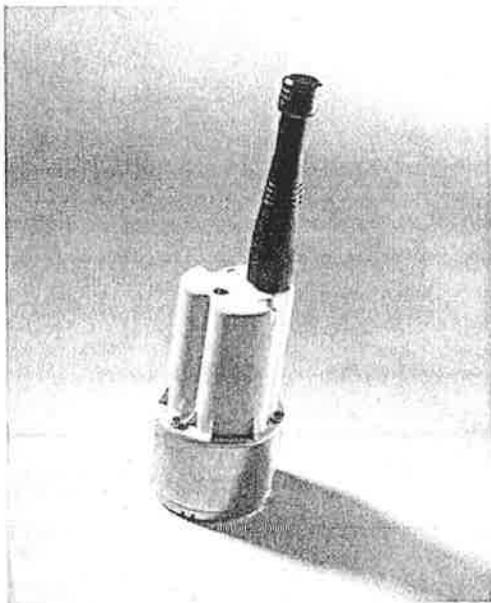
NAME OF FIRM	STATE DELIVERY: CALENDAR DAYS	COMPTRROLLER	Date
ADDRESS			
CITY	STATE	SIGNED BY:	SUPPLY COMMISSIONER
PHONE	Area Code ( )		Date

ITEM 1 - PERMALOG+

LOGGERS SHALL BE ABLE TO BE USED BOTH BY MANUAL DATE RETRIEVAL AND BY "DRIVE BY" DATE RETRIEVAL VIA RADIO TRANSMISSION. LOGGERS SHALL HAVE BATTERY REPLACEMENT AND USE LITHIUM BATTERIES. BATTERY LIFE SHALL BE A MINIMUM 5 YEARS. LOGGERS SHALL BE EQUIPPED WITH RINGS TO ALLOW FOR LOWERING INTO VALVE BOXES, ETC. ONE (1) PERMALOG+ CARRY CRATE SHALL ALSO BE SUPPLIED WITH UNITS. UNIT COST SHALL INCLUDE DELIVERY.

# Permalog+

## Advanced Leak Noise Logger



### KEY BENEFITS

- Flexible deployment options – permanent, semi-permanent or survey (as required by area).
- Responds rapidly to new mains bursts, improving service to customers.
- Automates leak surveying, eliminating human error and finding leaks that would otherwise be missed.
- Completely non-invasive method with no detrimental effects on supply to consumers.
- Loggers can be quickly deployed and used repeatedly with no disruption to the surrounding area.
- Low cost battery replacement and rugged construction enable long term low leakage levels to be maintained easily with minimum maintenance.
- Three year standard warranty.

Permalog® enables water suppliers to quickly and efficiently locate leaks in the water network. Loggers are deployed in areas of the distribution system to provide continuous monitoring of leakage. Easily installed on pipe fittings, they are retained in place by a strong magnet and are powered by low cost replaceable batteries. When a potential leak is detected, the logger enters an alarm state and transmits a radio signal to indicate a "LEAK" condition.

The effectiveness of Permalog® technology has been proven in some of the harshest conditions on earth. Loggers are immersion-tested to IP68 and will continue to operate even in flooded chambers. Water suppliers can monitor 100% of their distribution system confidently and effectively, enabling leakage to be reduced quickly, and easily maintained at a low level.

The new Permalog+ includes 'Aqualog' extended logging functionality, where noise is recorded at preset intervals over an extended period of time. The logger can store up to twenty-nine days of level and spread history and the noise trends identified can then be presented in graph format, enabling the user to distinguish clearly between leak and non leak noise. The highly versatile logger has user changeable plastic/metallic alarm threshold settings and allows data to be accessed via:

- **Lift & Shift** – loggers are removed from the ground and the data is manually retrieved
- **Patroller "Drive By"** - data is transmitted via radio to a moving patrol vehicle using a Patroller system
- **PermaNet** – data is transmitted directly to an office computer via radio network or SMS repeater.



For more information call (513) 831-9335  
 or visit [www.fluidconservation.com](http://www.fluidconservation.com)

A PALMA COMPANY

# Permalog+

## Advanced Leak Noise Logger

ENVIRONMENTAL MONITORING

PRESSURE CONTROL

LEAK DETECTION

DATA LOGGING

FLOW MEASUREMENT

Specification	Permalog +
Dimensions (with aerial)	Market Dependant: Varying Sizes for Aerial Used
Dimensions (without aerial) Angle fittings available	Height to Top of TNC: 123mm, width: 50mm width
Weight	700 grams
Type of Battery	Lithium/replaceable
Battery Life	Typically 5 years depending on mode of operation
IP Rating	IP68
Carrying Handles	Optional Hook Accessory
Parameters	User Programmable



*Full specifications provided on request to Fluid Conservation Systems  
FCS reserve the right to change the specification of any product without prior notice.*

### Lift & Shift Data Collection

The Permalog+ "Lift & Shift" mode is designed for use in a rapid deployment mode allowing users to distribute loggers into the distribution systems, quickly identify potential areas of leakage and then re-deploy the loggers into another area. Fluid Conservation Systems have introduced a useful accessory to support "Lift & Shift" operations. The new Permalog+ Carry Crate has been designed to safely hold and protect up to 20 loggers during transportation from site to site. The loggers fit snugly into a specially designed foam insert at the bottom of the 25 litre crate, thereby offering peace of mind to the driver and ensuring that the loggers remain fully protected until they are removed from the box to be positioned on the pipe. The crate has four easy grip handles to assist with transportation and each crate can be stacked even with the Permalog aerials still attached. Their depth also ensures that sufficient distance remains between the loggers so that they do not reset whilst in transit. Crate dimensions: l 360mm x w 360mm x h 250mm. Crate Weight when empty: 1.4kg

### Drive By (Patroller II) Data Collection

Permalog+ has an improved surveying speed enabling fast radio download of new data, including full noise logging Aqualog graphics where further investigation is required. The drive by version features a new PDA based blue-tooth Patroller (Patroller II) to enable remote multiple logger programming and download.

### PermaNet (Radio or SMS Repeater) Collection

As part of a fixed network Permalog+ can be combined with PermaNet network radio, or SMS repeater, to send leak data daily to the office via dedicated web hosted or local software packages. This gives a powerful system for immediate leakage notification and localisation, leak sizing when combined with daily flow data, for the cost effective management of areas with high levels of leakage, or access/security issues.

*For more information, please view the FCS Data sheets for Patroller II and PermaNet.*

**Permalog** is a Registered Trademark  
Patent in the US No. 6,647,721 B1

Fluid Conservation Systems  
a Division of Palmer Environmental  
502 TechnoCenter Drive, Suite B, Millard, Ohio 45150 USA  
Tel: (513) 831-9335 (800) 531-5455 Fax: (513) 831-9336  
fcsinfo@fluidconservation.com  
www.fluidconservation.com

ENVIRONMENTAL MONITORING  
PRESSURE CONTROL  
LEAK DETECTION  
DATA LOGGING  
FLOW MEASUREMENT

# Permalog+

## 'Lift & Shift' and 'Drive By' Data Collection via Patroller II



### KEY BENEFITS

#### "Lift & Shift" Mode

- Allows rapid deployment and collection of loggers.
- Pre-programmed settings for ease of use.
- Easy data collection.
- No radio interference from other lift and shift loggers.

#### Drive By Mode (Patroller II)

- Improved drive-by speeds.
- Drive-by with 'Aqualog' mode.
- Full programming and download via radio.
- Download of historical and Aqualog data.
- Improved graphics via PDA with blue tooth link to Patroller II.

#### Lift & Shift Mode

The Permalog+ "Lift & Shift" mode is designed for use in a rapid deployment mode allowing users to distribute loggers into the distribution systems, quickly identify potential areas of leakage and then re-deploy the loggers into another area.



Either pre-programmed in the factory or by users through the specially designed "lift & shift software" the loggers do not transmit stored data via radio until the user swipes the logger with a magnet. There is no radio interference from other "lift & shift loggers" carried in the vehicle and downloaded data is protected.

While logging times and radio transmission modes are preset for ease of use these can be re-configured when required through the software

#### Drive By Mode with Patroller II

Permalog+ has an improved surveying speed enabling fast radio download of new data, including full noise logging Aqualog graphics where further investigation is required.

The drive by version features a new PDA based blue-tooth Patroller (Patroller II) to enable remote multiple logger programming and download.



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or visit [www.fluidconservation.com](http://www.fluidconservation.com)

A HALMA COMPANY

# Permalog+

'Lift & Shift' and 'Drive By'  
Data Collection via Patroller II

ENVIRONMENTAL MONITORING

PRESSURE CONTROL

LEAK DETECTION

DATA LOGGING

FLOW MEASUREMENT

Specification	Permalog +	Patroller II
Dimensions (with aerial)	Market Dependant Varying Sizes for Aerial Used	Market Dependant Varying Sizes for Aerial Used
Dimensions (without aerial) Angle fittings available	Height to Top of TNC: 123mm, width: 50mm width	Height to Top: 200mm 136mm, depth 48mm
Weight	700 grams	Interface Unit 650 grams
Type of Battery	Lithium/replaceable	Rechargeable Lithium ion
Battery Life	Typically 5 years depending on operation	+ 8 hours (car charger supplied)
Charging Time	-	4 hours
IP Rating	IP68	IP54
Type of Screen	-	PDA Based LCD
Size of Screen	-	Depends on PDA
Backlit Screen	-	Yes
Type of Keypad	-	PDA Touch Pad
Carrying Handles	Optional Hook Accessory	Yes, Nylon Carry Strap
Parameters	User Programmable	Printing: Direct to PC



Full specifications provided on request to Fluid Conservation Systems  
FCS reserve the right to change the specification of any product without prior notice.

Permalog® enables water suppliers to quickly and efficiently locate leaks in the water network. Loggers are deployed in areas of the distribution system to provide continuous monitoring of leakage. Easily installed on pipe fittings, they are retained in place by a strong magnet and are battery-powered for up to 10 years. With over 200,000 loggers deployed worldwide, the effectiveness of Permalog technology has been proven again and again in some of the harshest conditions on earth.



FCS have introduced a useful accessory to support "Lift & Shift" operations. The new Permalog+ Carry Crate has been designed to safely hold and protect up to 20 loggers during transportation from site to site. The loggers fit snugly into a specially designed foam insert at the bottom of the 25 litre crate, thereby offering peace of mind to the driver and ensuring that the loggers remain fully protected until they are removed from the box to be positioned on the pipe. The crate has four easy grip handles to assist with transportation and each crate can be stacked even with the Permalog aerials still attached. Their depth also ensures that sufficient distance remains between the loggers so that they do not reset whilst in transit. Crate dimensions: l 360mm x w 360mm x h 250mm. Crate Weight when empty: 1.4kg

## PermaNet (Radio or SMS Repeater) Data Collection

As part of a fixed network Permalog+ can be combined with PermaNet network radio, or SMS repeater, to send leak data daily to the office via dedicated web hosted or local software packages. This gives a powerful system for immediate leakage notification and localisation.

For more information, please view the FCS Data Sheet for PermaNet

Fluid Conservation Systems  
a Division of Palmer Environmental  
508 TechnoCenter Drive, Suite B, Milford, Ohio 45150 USA  
Tel: (513) 831-9935 (800) 531-5465 Fax: (513) 831-9936  
fcsinfo@fluidconservation.com  
www.fluidconservation.com

ITEM 2 - PATROLLER II

UNIT SHALL INCLUDE RADIO RECEIVER TO INTERROGATE PERMALOG+ LEAK LOGGERS, BOTH INDIVIDUALLY AND IN "DRIVE BY" MODE. A PDA (BLUE TOOTH CAPABLE), SOFTWARE THAT IS ALSO COMPATIBLE WITH USE ON PC LAPTOPS WITH LICENSING TO COVER INSTALLATION ON UP TO 7 PCS/LAPTOPS. RADIO RECEIVER AND PDA SHALL BE RECHARGEABLE AND BE SUPPLIED WITH NECESSARY CHARGERS AS WELL AS PROTECTIVE CARRYING/STORAGE CASES.

# Patroller II PC

*Drive By Permalog+ Data Collection  
For Use With PC/Laptop*

ENVIRONMENTAL MONITORING

PRESSURE CONTROL

LEAK DETECTION

DATA LOGGING

FLOW MEASUREMENT



## KEY BENEFITS

- Full programming and download via radio.
- Improved graphical display options via laptop/PC software.
- Easy to use specialist software.
- Configurable options.
- New intuitive user interface to enable rapid set up of DMA's and patrol windows.



Some of the icon options available on the dedicated Patroller software

FCS's world leading Patroller II system enables data transmitted by Permalog+ leak noise loggers to be collected wirelessly in a moving patrol vehicle. The dedicated radio receiver is equipped with a rechargeable battery, leak alarm and LED display for battery life and communication status.

The Patroller II can now be set up and operated using a PC or laptop running new specialist software. This removes the requirement of having to program and retrieve data using a PDA device before uploading it to a separate PC for analysis. Now, the same software can perform both tasks, enabling the complete operation to be performed with a single computer.

The major advantage of the new software is that data is naturally much easier to enter when using a proper keyboard rather than a stylus. The new software improves the user experience yet further by incorporating an intuitive user interface that enables users to use simple drag and click options to set up patrol windows and logging times. Multiple loggers can now be set up simultaneously and settings can now be saved and loaded, enabling complete District Metered Areas to be set up quickly and efficiently.

The large graphical display screen also makes viewing incoming data much easier during the patrol. The user can view detailed information from each logger in graphical and table format. The data presentation screen is fully customisable, allowing users to select exactly which information is displayed during a patrol. A wide range of data fields are available – including serial number, location number, level and spread, leak status, patrol time, address and GPS co-ordinates.



**Fcs**  
Fluid Conservation Systems

For more information call (513) 831-9335  
or visit [www.fluidconservation.com](http://www.fluidconservation.com)

A HALMA COMPANY

# Patroller II PC

Drive By Permalog+ Data Collection  
For Use With PC/Laptop

ENVIRONMENTAL MONITORING

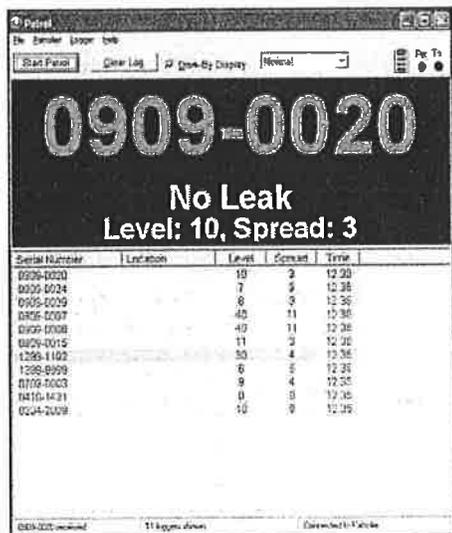
PRESSURE CONTROL

LEAK DETECTION

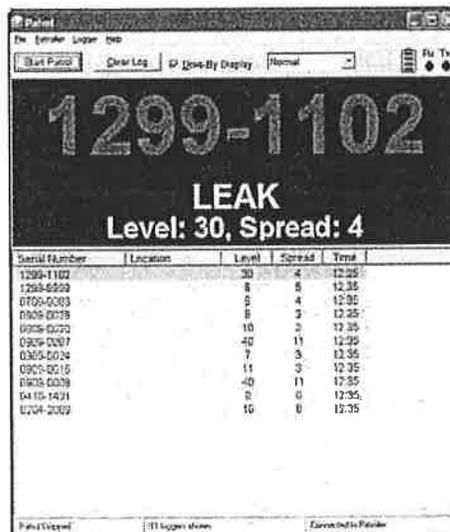
DATA LOGGING

FLOW MEASUREMENT

Specification	Permalog +	Patroller II
Dimensions (with aerial)	Market Dependant Varying Sizes for Aerial Used	Market Dependant Varying Sizes for Aerial Used
Dimensions (without aerial)	Height to Top of TNC:	Height to Top: 200mm
Angle fittings available	123mm, width: 50mm width	136mm, depth 48mm
Weight	700 grams	Interface Unit 650 grams
Type of Battery	Lithium/replaceable	Rechargeable Lithium ion
Battery Life	Typically 5 years depending on operation	+ 8 hours (car charger supplied)
Charging Time	-	4 hours
IP Rating	IP68	IP54
Type of Screen	-	PDA Based LCD
Size of Screen	-	Depends on PDA
Backlit Screen	-	Yes
Type of Keypad	-	PDA Touch Pad
Carrying Handles	Optional Hook Accessory	Yes, Nylon Carry Strap
Parameters	User Programmable	Printing: Direct to PC



Standard Patrol Screen showing clear No Leak status



Standard Patrol Screen showing clear Leak status

Fluid Conservation Systems  
a Division of Palmer Environmental  
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Tel: (513) 831-9335/(800) 531-5465 Fax: (513) 831-9336  
fcsinfo@fluidconservation.com  
www.fluidconservation.com

**CITY OF ST LOUIS, MISSOURI**  
**INSTRUCTION TO BIDDERS (for request for quotations - RFQs)**

VENDORS SHOULD CAREFULLY READ THE FOLLOWING INSTRUCTIONS AND TERMS AND CONDITIONS, BEFORE SUBMITTING QUOTATION. **CAUTION: THIS IS NOT AN ORDER**

- Quotations will only be accepted on this form which must be returned in a **sealed envelope**. *The upper left corner of the envelope must include the following information: Vendor Name, Quotation Number and the Due By Date.* This information is also required on any mail delivered next day or overnight.
- Quotations should be typewritten or in ink. Altered or erased unit price(s) must be initialed. One copy of Quotation Sheet must be submitted, please retain a copy for your files.
- The Supply Commissioner reserves the right to reject any or all bids.
- The Supply Commissioner reserves the right to make awards on an item basis or on a total basis.
- Bidders must quote Unit Price(s) and Extension on each item. When an error appears on an extension, the Unit Price(s) will govern.
- When Quotation Sheet requests item(s) by brand name and your quote is for an alternate brand – show brand name(s) with model number(s) and attach full specifications.
- When Quotation Sheet has only a general description(s) of item(s) required – show brand name with model number(s) and attach full specifications.
- Suppliers shall not offer more than one bid on each item. Two or more quotations on the same item may cause a rejection of the bid. Suppliers must determine which one of their many styles or types fully meet the specification.
- Freight or delivery charges must be included in quote, or shown separately on quote, so bid can be evaluated.
- **Bids must arrive no later than NOON** on the date stated or will be rejected. Faxed or E-mailed bids are not accepted unless specifically requested.
- Bids will be publicly opened on the date specified beginning at NOON.
- Prices quoted will be considered firm.
- Bids having an acceptance limit of less than 30 days after opening date may be rejected.
- Time of proposed delivery must be stated in definite terms.
- Failure of Bidder to understand the item(s) requested or any part of the specifications will not be a valid reason for bidding on the wrong item(s). Any questions regarding description of item(s) requested should be cleared with the Buyer listed in the bid document.
- **Samples** when requested must be delivered before actual time of bid opening with each sample plainly tagged showing the name of Bidder, Quotation Number, Brand Name and lot number or quality. Submission of samples does not relieve bidder from meeting the specifications as outlined in the Bid Documents unless the bidder specifically states they are bidding on an alternate.
- All samples are to be submitted to the address listed below unless otherwise stated in Bid Documents.
- Deliveries must be accompanied by a packing slip or invoice, listing the Department, Quotation Number, and the exact quantities of each item included in the shipment.
- ONLY U.S.P., N.F., OR N.N.D. DRUGS ARE ACCEPTABLE. ALL DRUGS MUST COME IN MANUFACTURER'S ORIGINAL PACKAGES, PROPERLY SEALED.
- In the event the successful bidder fails to make delivery of any item or items that meet the conditions and requirements as outlined in this proposal within 7 days of time stated by bidder on face of this quotation sheet, the City reserves the right to purchase said item or items on the "OPEN MARKET" and charge any costs above the BID PRICE to the bidder.
- The laws of the State of Missouri provide that the City of St. Louis pay no State Sales or Use Tax or Federal Excise Taxes and these taxes should be excluded from your bid price. Federal Excise Tax Exemption Certificates will be furnished to successful bidder.
- Suppliers shall save harmless the City of St. Louis from the payment of any and all claims or demands arising out of any infringement, alleged infringement, or use of any patent or patented device, article, system, arrangement, material or process used by him in the execution of this contract.
- Supply Division hours are Monday through Friday – 8:00 A.M. to 5:00 P.M. Main Number: 314-622-4580.

**All bids must be submitted in a SEALED ENVELOPE and mailed to:**

SUPPLY COMMISSIONER  
1200 MARKET ST RM 324  
ST LOUIS MO 63103-2842



**CITY OF ST. LOUIS  
DEPARTMENT OF FINANCE  
OFFICE OF THE SUPPLY COMMISSIONER**

**FREDDIE L. DUNLAP**  
SUPPLY COMMISSIONER

**FRANCIS G. SLAY**  
MAYOR

1200 MARKET STREET  
ROOM 324  
ST LOUIS, MO 63103-2819  
(T): (314) 622-4580  
(F): (314) 622-4141

**ATTENTION BIDDERS**

*Please carefully review all information requested in this bid package.*

*Failure to submit requested samples, literature or any other requested information may result in disqualification of your bid or any portion of your bid.*

*Also the reasons indicated below may disqualify your bid. If you have any questions, call the buyer indicated in this bid package.*

**This form must be returned with your bid.**

- Two or more bids submitted for one item, unless instructed to do so. (item rejected)
- Signature missing on bid or any required form.
- Buy American Form not completed or returned. (may be rejected)
- M/WBE Form not completed or returned. (may be rejected)
- Altered or erased unit prices must be initialed.
- Faxed bid, unless specifically requested (will be rejected).
- FOR CONTRACTS ONLY: Please provide your DUNS # \_\_\_\_\_
- FOR CONTRACTS ONLY: Failure to submit required Bond by the date indicated.

***I certify that I have read and understand the information above.***

\_\_\_\_\_  
Manual Signature

\_\_\_\_\_  
Date

# ST. LOUIS DOMESTIC PRODUCTS PROCUREMENT ACT

The City of St. Louis has enacted an ordinance relating to the purchase of domestic products by City government, with penalty provisions. The ordinance amends Section 5.58.010 Revised Code of the City of St. Louis, 1986, as amended by adding thereto new subsections dealing with the requirement that the Supply Commissioner or his designee give preference to goods or commodities manufactured in the United States of America, stating exceptions to said policy. Sections one through six are reprinted below.

**Section One.** Section 5.58.010 Revised Code of the City of St. Louis is hereby amended by adding the following language: Each solicitation to bid and the method of describing the items to be bid upon of any goods or commodities sought to be purchased by the Office of Supply Commissioner, and any contract entered into by and on behalf of the City of St. Louis and executed by the Mayor and/or the Comptroller of the City of St. Louis wherein the construction, alteration, repair or maintenance of any public works is the subject of the contract so executed, shall contain a provision that the goods or commodities furnished or used in the furtherance of said project by any contractor or subcontractor, manufacturer or supplier as the case may be, shall be manufactured, assembled or produced in the United States, and said requirement as defined above shall be stated in said bid.

**Section Two.** The provision of Section One of this Ordinance shall not apply in the following instances:

- (i) Where the item purchased as the contract entered into for repairs or renovation is less than One Thousand (\$1,000.00) Dollars.
- (ii) Where no line of a particular good or product is manufactured, assembled or produced in the United States.
- (iii) Where the acquisition of United States manufactured or produced goods would increase the cost by more than (10%) percent.

**Section Three.** The certificate required by this section shall specify the nature of the contract, the product being purchased or leased, the names and addresses of the United States manufacturers and producers contracted by the Commissioner or the project architect or engineer, and an indication that such manufacturers or producers could not supply sufficient quantities or that the price of the products would increase the cost of the contract by more than ten percent.

**Section Four.** No public agency may authorize, provide for, or make any payment to any vendor or contractor upon any contract in violation of section 2 of this act. Prior to the awarding of the bid and before any public agency authorizes, provides, or makes payment to any vendor or contractor upon any contract to which section 2 or 6 of this act applies, the vendor or contractor shall provide proof of compliance with section 2, and, if applicable, section 6 of this act. Any vendor or contractor who knowingly misrepresents any material fact to the public agency concerning the origin of any manufactured goods or commodities shall be guilty of a Class A misdemeanor.

**Section Five.** Sections 1 to 6 of this act shall apply only to contracts and subcontracts entered into after the effective date of this act, and shall not limit the use or supply of manufactured goods or commodities purchased or leased prior to the effective date of this act.

**Section Six.** Nothing in sections 1 or 6 of this act is intended to contravene any existing treaty, law, agreement, or regulation of the United States. All contracts under section 1 or 6 of this act shall be entered into in accordance with existing treaty, law, agreement, or regulation of the United States including all treaties entered into between foreign countries and the United States regarding export-import restrictions and international trade and shall not be in violation of sections 1 to 6 of this act to the extent of such accordance.

## Interpretations and Guidelines

**Section One:** "Shall be manufactured" is interpreted to mean to make or process a raw material into a finished product or to turn-out in a mechanical manner. "Assembled" is interpreted to mean to fit or to join together the parts, gather, or to congregate in a manufacturing environment. "Produced" is interpreted to mean to create by manual or physical effort, to make or yield to customary product or products.

**Section Two (I)** This is interpreted to mean less than one thousand dollars in aggregate (total purchases).

(iii) When applying this subsection, multiply the cost of the foreign product by ten percent and compare the cost to the American product. If the American product cost is less than the sum of the cost of the foreign product plus ten percent, the award will be made to the vendor bidding the American product. The price paid by the City of St. Louis will be the actual price bid by the winning bidder.

**Section Three:** "Could not supply sufficient quantities" is interpreted to mean in order to meet the using agency's delivery schedule and in quantity specified.

**Section Four:** The vendor's authorized representative must complete a self-certification form, as required by the existing procedures previously indicated. These certification forms will be used to determine whether the manufacturer or producers could, or could not supply sufficient quantities, or the cost of the products would increase the contract by more than ten percent.

Prior to the City awarding the bid, the vendor shall provide certification that the product being bid is manufactured, assembled or produced in the United States or there is an existing treaty, law or regulation whereby the product bid shall be treated the same as product manufactured, assembled or produced in the United States. The procuring agency shall accept the self certification in order to apply the percentage differential that is applicable under this law. Failure to provide certification shall cause the city to presume that such product is not American made and preference shall not be considered for that product.

## CERTIFICATION FORM ST. LOUIS DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)

Bidders are advised of legislation enacted by the City of St. Louis which requires all manufactured goods or commodities used or supplied in the performance of this contract or any subcontract to be manufactured, assembled or produced in the United States, unless obtaining American made products would increase the cost of this contract by more than ten percent.

Section Four requires the vendor or contractor to certify his compliance with this legislation and if applicable, Section Six, if preference is claimed.

This legislation does not apply if the total bid is less than one thousand dollars (\$1,000.00).

Bids received will be evaluated on the basis of this legislation. Certificates of compliance must be completed and returned to be considered for preference. Failure to provide certification shall cause the City to presume that such product is not American made.

**CERTIFICATION**

If **all** the specified goods or products are manufactured, assembled or produced in the United States, check box at left and complete certification at the bottom of this form.

**SECTION SIX CERTIFICATION**

If any or all of the specified goods or products are manufactured, assembled or produced in a country other than the "United States", and exemption is requested because such product is Fair Trade Product: (a) list the country, other than the United States, where each good or product you propose to furnish is manufactured, assembled or produced; (b) check box at left of this paragraph and list corresponding commodities and (c) complete Section Six Documentation portion below.

**Item Number(s)**

**Location Where Item Manufactured, Assembled or Produced**


**SECTION SIX DOCUMENTATION**

The specified goods or products are treated as manufactured, assembled or produced in the United States under an existing treaty, law, agreement or regulation of the United States regarding export-import restrictions and international trade. List item Number(s) and Treaties covering item below.

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**DEFINITIONS**

- MANUFACTURED** - to make or process a raw material into a finished product; create, or to produce or to turn-out in a mechanical manner.
- ASSEMBLED** - to fit or join together the parts in a manufacturing environment.
- PRODUCED** - create by manual or physical effort, to make or yield the customary product or products.

**MUST BE COMPLETED AND SIGNED**

I hereby certify that the above information is true and correct and further certify that this statement complies with all provisions of Section 5.58.010 Revised Code of the City of St. Louis, 1985, as amended.

**FIRM NAME:** \_\_\_\_\_

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

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

**BY:** \_\_\_\_\_

(SIGNATURE and TITLE)

**CITY OF ST. LOUIS/SUPPLY DIVISION  
MINORITY/WOMEN BUSINESS ENTERPRISES FORM  
(M/WBE FORM)**

**A. Mayor's Executive Order #28, Section Six - Supply Contracts**

1. The goal of the City of St. Louis is that 25% of the value of all contracts let and purchases made by the Supply Commissioner shall be let or made with Minority Business Enterprises (MBEs) and that 5% of the value of all contracts let and purchases made by the Supply Commissioner shall be let or made with Women's Business Enterprises (WBEs).
2. All contracts let by the Supply Division for the purchase or lease of materials, equipment, supplies, commodities or services, the estimated cost of which exceeds \$500, shall be subject to this goal.
3. The methods by which the Supply Commissioner shall pursue this goal shall include but not be limited to the following:
  - a. The Supply Commissioner shall solicit bids from minority business enterprises and women's business enterprises certified to supply the required materials, equipment, supplies or services;
  - b. St. Louis Airport Authority (SLAA) shall provide the Supply Commissioner with a list of minority business enterprises and women's business enterprises qualified to provide each of those commodities that the Supply Commissioner indicates are required by the City;
  - c. The Supply Commissioner shall notify SLAA prior to solicitation of bids whenever no such qualified businesses are available;
  - d. SLAA shall attempt to identify such qualified businesses, and if successful, shall notify the Supply Commissioner of their availability; and
  - e. The Supply Commissioner shall provide such minority business enterprises and women's business enterprises every practical opportunity to submit bids.
4. Joint ventures or mentor-protégé relationships between prime contractors and subcontractors with local MBE and WBE firms are encouraged.
5. Participation of MBE and WBE firms located outside the St. Louis Metropolitan Statistical Area (SMSA) shall not count toward the goals established in this order.

**B. SUPPLY DIVISION POLICY**

It is the policy of the Supply Division that all bids/contracts awarded adhere to the Mayor's Executive Order #28. All vendors are encouraged to comply with this policy and all other provisions of Executive Order #28. A copy of Executive Order #28 is available upon request. Each Vendor/Contractor (bidder) must complete, sign and return this M/WBE Form. Failure to complete, sign and return the M/WBE Form will result in the bid being declared non responsive and your bid may be eliminated.

**C. OBLIGATION**

The bidder agrees to make a good faith effort to ensure that M/WBE businesses have an opportunity to participate in the performance of contracts or subcontracts financed in whole or in part with City funds. The bidder will take all necessary and reasonable steps to ensure that said businesses have an opportunity to compete for and perform under this bid/contract. The bidder shall not discriminate on the basis of race, color, national origin or sex in the award and performance of bids/contracts. The Directory of Disadvantaged, Minority and Women Owned Business Enterprises certified by the City of St. Louis, can be viewed at [www.mwdbe.org](http://www.mwdbe.org).

**CITY OF ST. LOUIS/SUPPLY DIVISION  
MINORITY/WOMEN BUSINESS ENTERPRISES FORM  
(M/WBE FORM)**

**D. BID/CONTRACT IDENTIFICATION**

Bid #: \_\_\_\_\_ or Contract Name: \_\_\_\_\_

Opening Date: \_\_\_\_\_ Your Bid Total: \$ \_\_\_\_\_

If your bid is \$500 or higher, please complete Section 'E'. We are NOT requesting information on how your company currently supports M/WBE suppliers. We want to know if there are opportunities you might consider to work with M/WBE suppliers for THIS SPECIFIC bid/contract.

**E. ASSURANCE                      MBE/WBE Goal: 25% MBE and 5% WBE (Minimum Participation)**

I, acting in my capacity as an officer of the undersigned bidder(s) if a joint venture, hereby assure the City of St. Louis that on this bid/contract my company will: **(CHECK ONLY ONE)**

**Meet or exceed the M/WBE goal with: \_\_\_\_\_% MBE and \_\_\_\_\_% WBE Participation**

Proposed MBE Vendor Name: \_\_\_\_\_ Amount \$ \_\_\_\_\_

Item or materials to be supplied by MBE Vendor: \_\_\_\_\_

Proposed WBE Vendor Name: \_\_\_\_\_ Amount\$ \_\_\_\_\_

Item or materials to be supplied by WBE Vendor: \_\_\_\_\_

**Fail to meet the M/WBE goal, but made a good faith effort to meet the goals as follows:**  
\_\_\_\_\_ % MBE and \_\_\_\_\_ % WBE Participation (Enter Proposed Vendor information above.)

**Not meet the M/WBE goal for the following reasons(s): (Check All That Apply)**

<input type="checkbox"/>	Our Company is an MBE certified by the State of: _____
<input type="checkbox"/>	Our Company is a WBE certified by the State of: _____
<input type="checkbox"/>	We have contacted suppliers listed in the SLAA Directory but have received no reply
<input type="checkbox"/>	There are no subcontracting opportunities for this bid/contract
<input type="checkbox"/>	We are a Dealer and the order will be drop-shipped from the manufacturer to the user
<input type="checkbox"/>	We are the manufacturer and the order will be drop-shipped from the factory to the user
<input type="checkbox"/>	A letter of explanation is attached
<input type="checkbox"/>	Other reason: _____ _____

FIRM NAME: \_\_\_\_\_ FEDERAL ID NUMBER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_