



City of Tacoma, WA

TACOMA POLICE DEPARTMENT

REQUEST FOR BIDS

PURCHASE OF DUTY HANDGUNS

SPECIFICATION NO. PD22-0232F



**City of Tacoma
Tacoma Police Department**

**REQUEST FOR BIDS PD22-0232F
Purchase of Duty Handguns**

Submittal Deadline: 11:00 a.m., Pacific Time, Tuesday, July 19th, 2022

Submittal Delivery: Sealed submittals will be received as follows:

By Email:

bids@cityoftacoma.org

Maximum file size: 35 MB. Multiple emails may be sent for each submittal

Until further notice, public Bid Opening meetings have been cancelled.

Submittals in response to a RFB will be recorded as received. As soon as possible on the day of submittal deadline, preliminary results will be posted to www.TacomaPurchasing.org.

Solicitation Documents: An electronic copy of the complete solicitation documents may be viewed and obtained by accessing the City of Tacoma Purchasing website at www.TacomaPurchasing.org.

- [Register for the Bid Holders List](#) to receive notices of addenda, questions and answers and related updates.
- Click here to see a [list of vendors registered for this solicitation](#).

Pre-Proposal Meeting: A pre-proposal meeting will not be held.

Project Scope: To purchase new Glock firearms as replacement for current duty weapons for Tacoma Police.

Estimate: N/A

Paid Leave and Minimum Wage: Effective February 1, 2016, the City of Tacoma requires all employers to provide paid leave and minimum wages, as set forth in Title 18 of the Tacoma Municipal Code. For more information visit www.cityoftacoma.org/employmentstandards.

Americans with Disabilities Act (ADA Information: The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing Gail Himes at ghimes@cityoftacoma.org, or by calling her collect at 253-591-5785.

Federal Title VI Information:

"The City of Tacoma" in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

Additional Information: Requests for information regarding the specifications may be obtained by contacting Ryan Foster, Senior Buyer by email to RFoster1@cityoftacoma.org

Protest Policy: City of Tacoma [protest policy](#), located at www.tacomapurchasing.org, specifies procedures for protests submitted prior to and after submittal deadline.



Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.


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SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award.

Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Bids page.

The following items make up your submittal package:	
One original, of your complete submittal package submitted in pdf format via email	
Signature Page (Appendix A)	
Price Proposal Form	
Information in Section 16	
After award, the following documents will be executed:	
Purchase Order	

1. BACKGROUND

The City of Tacoma (City) is soliciting bids to establish a one-time purchase with a qualified vendor(s) to fulfill the City's needs for 250 Glock Handguns. A purchase order will be awarded to the lowest responsive and responsible bidder(s) based on price, product quality and availability.

The City will only accept bid submittals from bidders who are a valid Licensed Federal Firearms Dealer/Holder and a Glock approved law enforcement distributor.

2. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

The anticipated schedule of events concerning this RFB is as follows:

Question Deadline (Due):	July 7th, 2022
City response to Questions:	July 14th, 2022
Submittal Due Date:	July 19th, 2022
Anticipated Award Date:	July / August 2022

3. INQUIRIES

Please submit questions concerning this solicitation to Ryan Foster, Senior Buyer, via email to rfoster1@cityoftacoma.org.

- 3.1** Questions are due no later than 5 PM, July 7th, 2022.
- 3.2** Questions marked confidential will not be answered or included.
- 3.3** The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.
- 3.4** The answers are not typically considered an addendum.
- 3.5** Written answers to questions will be posted in the event approximately one week after the question deadline.

4. PRE-BID MEETING

- 4.1** No pre-proposal meeting will be held; however, questions and request for clarifications of the specifications may be submitted as stated in the [inquiries](#) section.

5. DISCLAIMER

The City is not liable for any costs incurred by the Respondent for the preparation of materials or a proposal submitted in response to this RFB, for conducting any presentations to the City, or any other activities related to responding to this RFB, or to any subsequent requirements of the negotiation process.

6. DELIVERY

- 6.1** Delivery shall be to the Harrison Range, 101 McMurray Rd, Tacoma, WA, 98422. Each vendor will be required to submit a delivery timeline they can commit to. Purchase order delivery dates will reflect this timeline. In the event a purchase order deliver date is not met, the City reserves the right to purchase these products elsewhere if they are in a time constraint. If constant late deliveries occur, the City may terminate the purchase order.
- 6.2** Hours of operation shall be Tuesday through Friday, 8:00 a.m. to 5:00 p.m., excluding legal holidays, as referred to in the Standard Terms and Conditions or as otherwise approved by the City.
- 6.3** Delivery must be made by a vehicle/truck capable of off-loading pallets with a pallet jack (lift gate) as Harrison Range does not have a loading dock. Delivery of handguns and magazines shall be made within one hundred eighty (180) days after award.

7. RESPONSIVENESS

Bid submittals must provide ninety (90) days for acceptance by City from the due date for receipt of submittals. All submittals will be reviewed by the City to determine compliance with the requirements and instructions specified in this RFB. The Respondent is specifically notified that failure to comply with any part of this RFB may result in rejection of the submittal as non-responsive. The City reserves the right, in its sole discretion, to waive irregularities deemed immaterial. The City also reserves the right to not award a purchase order or to issue subsequent RFB's.

8. AWARD

Award will be made to the lowest responsive, responsible bidder. All bidders shall provide unit pricing for each line item. Each line item will be added up for a subtotal price. The subtotal price will be compared amongst each bidder, including any payment discount terms offered twenty (20) days or more. The City may also take into consideration all other criteria for determining award, including evaluation factors set forth in Municipal Code Section 1.06.262.

All other elements or factors, whether or not specifically provided for in this specification, which would affect the final cost to and the benefits to be derived by the City will be considered in

determining the award of the purchase order. The final award decision will be based on the best interests of the City.

The City reserves the right to let the purchase order to the lowest responsible bidder whose bid will be the most advantageous to the City, price and any other factors considered. In evaluating the proposals, the City may also consider any or all of the following:

1. Compliance with specification.
2. Proposal prices, listed separately if requested, as well as a lump sum total
3. Time of completion/delivery.
4. Warranty terms.
5. Bidder's responsibility based on, but not limited to:
 - a) Ability, capacity, organization, technical qualifications and skill to perform the delivery or provide the services required.
 - b) References, judgment, experience, efficiency and stability.
 - c) Whether the delivery can be performed within the time specified.
 - d) Quality of performance of previous contracts or services

9. STANDARD TERMS AND CONDITIONS

City of Tacoma [Standard Terms and Conditions](#) apply.

10. WARRANTY

Vendor will warrant goods according to the manufacturer's warranty guidelines. The start of the warranty commences once the firearms and or accessories are delivered and accepted by the Tacoma Police Department.

11. INSPECTION

All goods are subject to final inspection and acceptance by the City. If any inspection fails, the vendor shall be required to make arrangements to exchange the goods at their own expense and replace it in a timely manner acceptable to the City.

Material failing to meet the requirements of this purchase order will be held at Vendor's risk and may be returned to Vendor. If so returned, the cost of transportation, unpacking, inspection, repackaging, reshipping, or other like expenses are the responsibility of the Vendor.

12. REPORTS

After the conclusion of the purchase, upon request from the City to facilitate a new bid process, contractor shall furnish a list that cross references the manufacturer model numbers specified in this bid to the current model numbers.

13. COMPLIANCE WITH SPECIFICATIONS

All products shall be new and unused. Any product that does not comply with any part of these technical specifications shall be rejected and the vendor shall, at its own expense, including shipping, replace the item.

14. MATERIALS AND WORKMANSHIP

The successful bidder shall be required to furnish all materials necessary to perform contractual requirements. Materials and workmanship for this purchase order shall conform to all codes, regulations and requirements for such specifications contained herein and the normal uses for which intended. Material shall be manufactured in accordance with the best commercial practices and standards for this type of goods. All literature and products must be packaged and labeled to sell in the United States.

15. DAMAGED GOODS

The vendor shall replace any orders that are damaged in transit. They will be notified by the City and they must arrange to have damaged orders picked up within 48 hours' notice (excluding weekends and holidays). Vendor will pay all expenses incurred to ship damaged goods back to manufacturer or their own warehouse.

16. CONTENT TO BE SUBMITTED – This section represents 100% of the possible scoring criteria.

- 16.1** Prices shall be quoted F.O.B. Destination, freight prepaid and allowed.
- 16.2** State your proposed delivery time, in calendar days, following receipt of a purchase order and all subsequent purchase orders during the term of the agreement.
- 16.3** Are warranties equal to or do they exceed those specified in this solicitation? Please submit proposed guarantee and/or warranty information
- 16.4** Provide a copy of your Federal Firearm License (FFL) and Glock Law Enforcement Approved Distributor Authorization Form
- 16.5** Completed Price Proposal (Section 19)
- 16.6** Provide a statement regarding your ability to meet the City's credit card requirements (below) as well as identifying your reporting capabilities (Level I, II, or III). This information is not a consideration in the evaluation process.

17. ENVIRONMENTALLY PREFERABLE PROCUREMENT

In accordance with the City of Tacoma's [Sustainable Procurement Policy](#), it is the policy of the City of Tacoma to encourage the use of products or services that help to minimize the environmental and human health impacts of City Operations. Respondents are encouraged to incorporate environmentally preferable products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, products, manufacturing, packaging, distribution reuse, operation, maintenance or disposal of the product or service.

The City of Tacoma encourages the use of sustainability practices and desires any awarded contractor(s) to assist in efforts to address such factors when feasible for:

- Reduction of pollutant releases
- Toxicity of materials used
- Waste generation
- Greenhouse gas emissions, including transportation of materials and services
- Recycle content
- Comprehensive energy conservation measures
- Waste management reduction plans
- Potential impact on human health and the environment

18. PROPRIETARY OR CONFIDENTIAL INFORMATION

The Washington State Public Disclosure Act ([RCW 42.56 et seq.](#)) requires public agencies in Washington make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act, or are otherwise privileged. Documents submitted under this RFB shall be considered public records and, with limited exceptions, will be made available for inspection and copying by the public.

Information that is confidential or proprietary must be clearly marked. Further, an index must be provided indicating the affected page number(s) and location(s) of all such identified material. Information not included in said index will not be reviewed for confidentiality or as proprietary before release.

19. PRICING

Name	Description	Price	Quantity	Unit of Measure	Mfr. Name (Optional)
Model 17	Gen 5, MOS with Night Sights, 3 Magazines		175	EA	Glock
Model 19	Gen 5, MOS with Night Sights, 3 Magazines		75	EA	Glock
	Subtotal (Before Tax):	\$			

Prompt Payment Discount _____% _____ days, net 30. Payment discount periods of twenty (20) calendar days or more will be considered in determining lowest responsible bid.

Company can accept a Procurement Card as payment: YES _____ NO _____

Are you a City of Tacoma Small Business or State of Washington WMBE Enterprise Company?
YES _____ NO _____

20. APPENDICES – BID FORMS

Appendix A

Signature Page

SIGNATURE PAGE

CITY OF TACOMA TACOMA POLICE DEPARTMENT

All submittals must be in ink or typewritten, executed by a duly authorized officer or representative of the bidding/proposing entity, and received and time stamped as directed in the **Request for Bids page near the beginning of the specification**. If the bidder/proposer is a subsidiary or doing business on behalf of another entity, so state, and provide the firm name under which business is hereby transacted.

REQUEST FOR BIDS SPECIFICATION NO. PD22-0232F Purchase of Duty Handguns

The undersigned bidder/proposer hereby agrees to execute the proposed contract and furnish all materials, labor, tools, equipment and all other facilities and services in accordance with these specifications.

The bidder/proposer agrees, by submitting a bid/proposal under these specifications, that in the event any litigation should arise concerning the submission of bids/proposals or the award of contract under this specification, Request for Bids, Request for Proposals or Request for Qualifications, the venue of such action or litigation shall be in the Superior Court of the State of Washington, in and for the County of Pierce.

Non-Collusion Declaration

The undersigned bidder/proposer hereby certifies under penalty of perjury that this bid/proposal is genuine and not a sham or collusive bid/proposal, or made in the interests or on behalf of any person or entity not herein named; and that said bidder/proposer has not directly or indirectly induced or solicited any contractor or supplier on the above work to put in a sham bid/proposal or any person or entity to refrain from submitting a bid/proposal; and that said bidder/proposer has not, in any manner, sought by collusion to secure to itself an advantage over any other contractor(s) or person(s).

Bidder/Proposer's Registered Name

Signature of Person Authorized to Enter Date
into Contracts for Bidder/Proposer

Address

Printed Name and Title

City, State, Zip

(Area Code) Telephone Number / Fax Number

Authorized Signatory E-Mail Address

State Business License Number
in WA, also known as UBI (Unified Business Identifier) Number

E.I.No. / Federal Social Security Number Used on Quarterly
Federal Tax Return, U.S. Treasury Dept. Form 941

State Contractor's License Number
(See Ch. 18.27, R.C.W.)

E-Mail Address for Communications

Addendum acknowledgement #1_____ #2_____ #3_____ #4_____ #5_____

THIS PAGE MUST BE SIGNED AND RETURNED WITH SUBMITTAL.