



REQUEST FOR QUOTE (RFQ)

RFQ NUMBER -- 1103CS

RFQ TITLE – FIRE EXTINGUISHERS SERIVE AND MAINTENANCE

ISSUE DATE – JUNE 14, 2012

RESPONSE DUE DATE – June 22, 2012 @ 2:00 pm

PLEASE SUBMIT SIGNED ORIGINAL QUOTE AND TWO (2) ELECTRONIC COPIES (CD/DVD or FLASH DRIVE) TO THE FOLLOWING:

UCF Purchasing Department
University of Central Florida
Orlando, FL 32826
Phone: (407) 823-2661
Fax: (407) 823-5551

Attn: Christine Tangel (1103CS)

Please enclose a copy of this cover letter with your quote.

A handwritten signature in black ink, appearing to be "Ken Polk", written over a horizontal line.

COMPANY AUTHORIZED SIGNATURE

Ken Polk
PRINT NAME OF AUTHORIZED SIGNATURE

Sunstate Fire Equipment, Inc.
COMPANY NAME

711 Business Park Blvd. Ste. 104 Winter Garden, FL 34787
ADDRESS

407-877-0240
PHONE NUMBER

kpolk@sunstatefire.net
EMAIL ADDRESS

UNIVERSITY OF CENTRAL FLORIDA
Standards for Fire Extinguisher / Hose Maintenance

I. PURPOSE AND SCOPE OVERVIEW

- A. This request for quote is to establish a term contract with a qualified contractor that can provide maintenance to fire extinguishers and fire hoses to be contracted by the University of Central Florida (UCF), with an approved Fire Extinguisher Service Company (Contractor) that will meet or exceed the code required maintenance.
- B. The scope of work includes fixed pricing for all inclusive unit cost services as defined below.
- C. Contractor shall furnish labor, material and tools to complete the work specified herein. No deviation from stated work is permitted without owner authorization in writing in advance. All work shall be performed by a qualified technician as outlined below.
- D. This contract scope applies to all hand held fire extinguishers and fire hoses in UCF facilities in various central Florida locations such as Lake Nona, Research Park, Downtown Orlando, Rosen School on I-Drive, Athletics, Housing, and the South Orlando Campus (Lake Ellenore Drive), Florida Solar Energy Center and the main campus to include all campus facilities with the exception of privately owned Greek Houses.

II. AWARD TERM OF CONTRACT

- A. It is the owner's intention to enter into an agreement with one contractor to become effective on or about July 1, 2012 thru June 30, 2013. The term of the contract shall be one (1) year but may be renewed in four (4) one (1) year increments.
- B. The University reserves the right to accept or reject any and all quotes and to waive any informality in quotes.
- C. All qualified quotes will be evaluated and acceptance shall be made of the quote judged by the University to constitute the best value offered **based on the Annual Estimated Pricing**. Each year is provided with a summary table to reflect a typical year services based on past performance. Note the service numbers are different each year.
- D. UCF shall terminate contracts resulting from this quote by providing 30 day written notice to the contractor.

III. DEFINITIONS

- A. **Clean:** Dry and debris free, wiped clean of all residues and powders.
- B. **Code Required:** Required by the Florida State Statute, Florida Administrative Code, or the Florida Fire Prevention Code as adopted at the time of service.
- C. **Work Day:** Weekdays between the hours of 8 AM and 5 PM.

IV. CONTRACTOR QUALIFICATIONS REQUIRED

- A. Contractor must be fully licensed and permitted in accordance with the current State of Florida's Fire Prevention Code, Florida Administrative Code, and Florida State Statutes and perform in accordance with the same.
- B. Contractor shall be an established firm, competent and experienced in the field of fire extinguisher and hose service and have a minimum of five (5) years in business.
- C. Contractor must maintain a service location where university property receiving shop service will be secured and protected from the elements.
- D. Contractor must have at least five (5) or more full time employees available for service calls who are permitted in accordance with the above referenced standards.
- E. Contractor must be able to perform annual certifications on site. The Contractor's authorized personnel must be able to walk through each facility scheduled to annually inspect and service the units in place. This includes all types of occupancies and spaces such as access on service catwalks at heights greater than twenty feet, laboratories, industrial and animal research areas.
- F. Contractor must demonstrate that they are able to respond on site within three (3) calendar days of an emergency service request.
- G. Contractor must be able to demonstrate availability for at least 3 (three) set monthly dates for service. Each month has extinguishers requiring maintenance and multiple days are needed to cover all those scheduled.
- H. Contractor must be able to transport a minimum of 30 units for service with protection from the inclement weather.
- I. Contractor preferred to have the capability to perform 6 year maintenance on site but is not mandatory provided that there are adequate loaners and service times are acceptable.
- J. The Contractor must maintain an inventory of commonly used spare parts for immediate use in repairs or provide overnight services for parts acquisition at no additional cost.
- K. Contractor must meet all terms and conditions set forth by the UCF Purchasing department in order to conduct business with the University.
- L. The following records must be provided for consideration:
 - 1. A photocopy of a valid Florida Fire Extinguishers Maintenance License.
 - 2. A photocopy of the licenses for the qualified employees who are available to perform service.
 - 3. A photocopy of the current occupational license, Florida State Contractors License. (Proof of workers compensation and general liability insurance as outlined by UCF Purchasing must be provided upon award.)
 - 4. The names and titles of other full time personnel available in the office during normal business hours to receive and relay email messages and telephone calls to facilitate service calls.
 - 5. The address and description of the nearest service office.
 - 6. Contact information including fax, phone, and email for routine correspondence.
 - 7. Examples of typical invoices and service tags.
 - 8. A statement agreeing to allow the inspection of such facilities by University personnel upon request.

V. INDEMNIFICATION AGREEMENT:

- A. The contractor shall indemnify the University against any and all liability claims and costs of whatsoever kind and nature of injury to or death of any persons for loss or damage to any property in connection with or in any way incident to or arising out of the occupancy, use, service, operation, or performance of work in connection with this agreement resulting in whole or in part from negligent acts or omissions by the contractor or any subcontractor.

VI. OWNERS RIGHTS

- A. The university reserves the right to adjust the monthly scheduling as needed to accommodate work load.
 B. The UCF fire safety coordinator or the authority having jurisdiction may adjust the placement of fire extinguishers to best serve the areas protected, accommodate area use changes, and to meet code.
 C. The university determines what is taken for service out of campus stock.
 D. The university may designate a unit for service prior to the expiration of existing tags.

VII. PARKING AND TRAVEL

- A. The vendor should familiarize themselves with UCF Transportation Vehicle Parking charges. This charge should be considered when pricing services performed.
 B. The University will not be responsible for parking tickets.
 C. Invoices may not reflect service call fees, time, travel, or parking expenses.
 D. The Contractor typically parks and unloads at the Facilities and Safety building 16 and is escorted to the designated campus facilities.
 E. Direct driving to remote sites is permitted but parking regulations still apply.

VIII. INVENTORY AND SCHEDULE

- A. The current inventory off campus fire extinguisher as of May 2012 consists of the following approximate extinguisher types and quantities 3700 total:
1. ABC dry chemical units from a variety of manufacturers in mostly five (5) and ten (10) pounds sizes with less than ten (10) in twenty (20) pound size.
 2. D class units are primarily Amerex brand wand type 30# size on a cart.
 3. K class units are primarily six (6) liter sized.
 4. Approximate numbers each type:

ABC DRY CHEM	3450
BC CO2	100
K CLASS	50
CLASS D	15
FIRE HOSES 50' 1 1/2"	3

- B. The annual schedule of extinguisher by month is approximately as follows:

July	375
August	400
September	350
October	350
November	275
December	325

January	375
February	275
March	400
April	250
May	325
June	0

- C. A review of the campus stock or Access Database of the inventory by serial number and size is available with a requested and scheduled appointment to UCF Facilities and Safety Building 16.

IX. SERVICE AND MAINTENACNE EXECUTION

- A. Monthly visits are to be coordinated with the UCF fire extinguisher program assistant and scheduled in advance during working hours.
- B. The assistant will escort the Contractor representative through the facilities for access to the units where they are installed. About 80-120 can be done comfortably in one workday so many months require two (2) or more visits.
- C. Multiple visits may be needed to return to a facility to accommodate academic or research activities, or spares will be tagged for exchange by the owner to keep the building on the same rotation.
- D. Annual paper type hang tags must be used unless special circumstances warrant applied decal sticker tags such as for kitchen units.
- E. Units requiring service are exchanged from campus spare stock where available as the facility is toured. Contractor loaners may also be used or additional service days scheduled where there is insufficient stock for all required exchanges. Units recently returned with the corresponding valid tag will be used first where possible.
- F. Units taken for offsite maintenance must be returned within 5 working days and **RETURNED CLEAN**. That time may be extended as approved on an individual basis providing that areas are not left unprotected.
- G. A list of extinguishers taken will be provided to UCF and an agreed return date noted. Return all extinguishers or provide credit for salvageable parts with justification for demo.
- H. Fire hoses requiring hydrostatic testing must be scheduled for service when the Theatre has no set on the stage. A loaner hose is required if the original cannot be returned in the same or next day A.M. No more than one (1) of the three (3) hoses can be removed for service at a time.

X. BILING AND INVOICING

- A. Only charges for all inclusive Unit Costs described in the section below for each service type and outlined on the attached price tables will be considered for payment. Unit Price is to include all accessories typical of a particular maintenance. Do not assume costs can be added by itemizing parts later.

- B. All invoices will be itemized for each of the unit costs and number of units serviced. Lump sum billing is not acceptable.
- C. Separate charges associated with site access, travel, parking, multiple visits, deliveries/returns, service calls, or nickel and dime miscellaneous accessories, etc. are not acceptable.
- D. When performing service the Contractor is expected to economize cost to the University by not performing services that would exceed the reasonable cost to replace the unit itself.
- E. The base quote is for the 2012-2013 fiscal year July 1 2012 Through June 30 2012 (known as 2012 FY). If any price increases are anticipated over the cycle of optional renewal years, provide the increase in the subsequent tables for each fiscal year.
- F. The estimated annual use table values are for quote comparison only, actual years' service numbers will vary depending on inventory and use.
- G. Unforeseen cost changes as a result conditions beyond Contractor control such as code changes impacting service requirements will be reviewed by EH&S. Should a modification be approved it will be addressed through the UCF Purchasing Department or the work will require re-quoting. A minimum sixty (60) days' notice is required to request Amendment consideration.
- H. Miscellaneous Occasional items are UCF requested.
 - 1. Prices for new units are to include delivered unit with new annual tag no more than 8 months from date of manufacture.
 - 2. Acceptable manufacturers are Amerex, JL, or Badger per UCF Standards with full metal head assemblies and hook and eye "J" type mount.
 - 3. Bulk orders of multiple units may be quoted separately when needed.
- I. Be aware that extinguishers taken for offsite maintenance are not to be invoiced until they are returned. The University will not process invoices for payment unless the services have been completed.
- J. Invoicing shall be not less than weekly reflecting the service performed and units returned. Daily is preferred unless next day return for continued service is scheduled.
- K. Invoices are paid in accordance with UCF Purchasing and F&A guidelines.
- L. For the month of June, all work must be completed, units returned, and final invoice provided prior to June 10 due to fiscal accounting.
- M. Units returned from internal service, which go flat within 3 months (without tampering, i.e. no broken pin seal) shall be re-serviced at no charge to UCF.
- N. The University is TAX EXEMPT and a PCARD may be used for payment.
- O. Units may be added to the schedule throughout the year as new buildings are completed or acquired.

XI. ALL INCLUSIVE UNIT COST DESCRIPTIONS

- A. **ANNUAL INSPECTION:** Price each for annual inspection tag for any type of portable unit (A, ABC, BC, CO2, D, and K). To include powder fluff, pin & seal, hang tag, wipe down, hose inspection, conductivity testing where required by code, and any other NFPA 10 or code required annual checks or replacement parts.

- B. **6 YEAR MAINTENANCE AND/OR RECHARGE FOR DRY CHEMICAL \ CLASS D:** Price each for 6 year maintenance of dry chemical and Class D type units. Price to include hydro, labor, refilling, code required replacements and upgrades, routine miscellaneous parts, tags, seals, rings, etc. Unit returned with completed annual inspection tag ready to install. Note "Discharged" and "Full" columns. "Discharged" column to include price of agent for recharge when empty.
- C. **12 YEAR MAINTENANCE AND/OR RECHARGE DRY CHEMICAL \ CLASS D:** Price each for 12 year maintenance of dry chemical and Class D type units. Price to include hydro, labor, refilling, code required replacements and upgrades, routine miscellaneous parts, tags, seals, rings, etc. Unit returned with completed annual inspection tag ready to install. It is assumed that agent cannot be recycled, service to include price of agent.
- D. **5 YEAR MAINTENANCE (HYDRO) C02 \ K CLASS:** Price each for 5 year maintenance of CO2 and K Class type units. Price to include hydro, labor, refilling, code required replacements and upgrades, routine miscellaneous parts, tags, seals, rings, etc. Unit returned with completed annual inspection tag ready to install. It is assumed that agent cannot be recycled, service to include price of agent.
- E. **RECHARGE ONLY C02 \ K CLASS:** Price each for recharge only including agent. Price to be applied when a unit recently received 5-year maintenance and is not in need of a full hydro\rebuild. Price to include hydro, labor, refilling, code required replacements and upgrades, routine miscellaneous parts, tags, seals, rings, etc. Unit returned with completed annual inspection tag ready to install.
- F. **FIRE HOSES 1 1/2":** Annual price is for each annual inspection, re-rack, tag and any other code required services. The 3 yr. \5 yr. price is for hydrostatic testing and service as required by NFPA including reinstallation with tag. Provide a loaner hose where an area is left unprotected. New hoses to meet Orange County Fire rescue thread patterns.

XII. PRICE QUOTE TABLES

A. Year 1, 2012-2013:

ALL EXTINGUISHER UNITS EACH

ANNUAL INSPECTION COST \$	1.75
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DRY CHEMICAL \ CLASS D \$/EACH UNIT

APPROXIMATE SIZE POUNDS	6 YEAR MNT SENT IN FOR SERVICE FULL	6 YEAR MNT SENT IN FOR SERVICE DISCHARGED	12 YEAR MNT SENT IN FOR SERVICE FULL OR DISCHARGED
0-5	9.00	12.00	24.00
6-10	14.00	20.00	32.00
11-20	20.00	32.00	44.00
CLASS D	30.00	90.00	102.00

CO2 / K PRICE \$/EACH UNIT

APPROXIMATE SIZE POUNDS	5 YR MNT HYDRO	RECHARGE ONLY
0-5	22.00	10.00
6-10	32.00	20.00
10-20	52.00	40.00
K CLASS	67.00	55.00

FIRE HOSE \$/EACH UNIT

ANNUAL RERACK TAG AND VISUAL CHECK	12.50
3 YR/5 YR HOSE HYDROSTATIC AND REINSTALL	75.00

2012 Service type	a Cost from Price Quote Table	b Typical Annual Frequency	a x b Total Fiscal Year 1 2012
Annual Inspection	1.75	3300	5775.00
5# 6YR Full	9.00	10	90.00
5# 6YR Empty	12.00	35	420.00
5# 12 YR	24.00	80	1920.00
10# 6YR Full	14.00	80	1120.00
10# 6YR Empty	20.00	150	3000.00
10# 12 YR	32.00	175	5600.00
Class D 6YR Full	30.00	2	60.00
Class D 12 YR	102.00	2	204.00
5# CO2 5YR	22.00	5	110.00
K Class 5YR	67.00	5	335.00
Hose Annual	12.50	2	25.00
Hose Hydro	75.00	1	75.00
Sum Total Estimated 2012 Σ			18734.00

B. Year 2, 2013-2014:

ALL EXTINGUISHER UNITS EACH

ANNUAL INSPECTION COST \$	1.75
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DRY CHEMICAL \ CLASS D \$/EACH UNIT

APPROXIMATE SIZE POUNDS	6 YEAR MNT SENT IN FOR SERVICE FULL	6 YEAR MNT SENT IN FOR SERVICE DISCHARGED	12 YEAR MNT SENT IN FOR SERVICE FULL OR DISCHARGED
0-5	9.00	12.00	24.00
6-10	14.00	20.00	32.00
11-20	20.00	32.00	44.00
CLASS D	30.00	90.00	102.00

CO2 / K PRICE \$/EACH UNIT

APPROXIMATE SIZE POUNDS	5 YR MNT HYDRO	RECHARGE ONLY
0-5	22.00	10.00
6-10	32.00	20.00
10-20	52.00	40.00
K CLASS	67.00	55.00

FIRE HOSE \$/EACH UNIT

ANNUAL RERACK TAG AND VISUAL CHECK	12.50
3 YR/5 YR HOSE HYDROSTATIC AND REINSTALL	75.00

2013 Service type	a Cost from Price Quote Table	b Typical Annual Frequency	a x b Total Fiscal Year 2 2013
Annual Inspection	1.75	3350	5862.50
5# 6YR Full	9.00	10	90.00
5# 6YR Empty	12.00	35	420.00
5# 12 YR	24.00	80	1920.00
10# 6YR Full	14.00	80	1120.00
10# 6YR Empty	20.00	150	3000.00
10# 12 YR	32.00	150	4800.00
Class D 6YR Full	30.00	2	60.00
Class D 12 YR	102.00	2	204.00
5# CO2 5YR	22.00	5	110.00
K Class 5YR	67.00	5	335.00
Hose Annual	12.50	2	25.00
Hose Hydro	75.00	1	75.00
Sum Total Estimated 2013 Σ			18021.50

C. Year 3, 2014-2015:

ALL EXTINGUISHER UNITS EACH

ANNUAL INSPECTION COST \$	1.75
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DRY CHEMICAL \ CLASS D \$/EACH UNIT

APPROXIMATE SIZE POUNDS	6 YEAR MNT SENT IN FOR SERVICE FULL	6 YEAR MNT SENT IN FOR SERVICE DISCHARGED	12 YEAR MNT SENT IN FOR SERVICE FULL OR DISCHARGED
0-5	9.00	12.00	24.00
6-10	14.00	20.00	32.00
11-20	20.00	32.00	44.00
CLASS D	30.00	90.00	102.00

CO2 / K PRICE \$/EACH UNIT

APPROXIMATE SIZE POUNDS	5 YR MNT HYDRO	RECHARGE ONLY
0-5	22.00	10.00
6-10	32.00	20.00
10-20	52.00	40.00
K CLASS	67.00	55.00

FIRE HOSE \$/EACH UNIT

ANNUAL RERACK TAG AND VISUAL CHECK	12.50
3 YR\5 YR HOSE HYDROSTATIC AND REINSTALL	75.00

2014 Service type	a Cost from Price Quote Table	b Typical Annual Frequency	a x b Total Fiscal Year 3 2014
Annual Inspection	1.75	3400	5950.00
5# 6YR Full	9.00	10	90.00
5# 6YR Empty	12.00	35	420.00
5# 12 YR	24.00	80	1920.00
10# 6YR Full	14.00	80	1120.00
10# 6YR Empty	20.00	150	3000.00
10# 12 YR	32.00	150	4800.00
Class D 6YR Full	30.00	2	60.00
Class D 12 YR	102.00	2	204.00
5# CO2 5YR	22.00	5	110.00
K Class 5YR	67.00	5	335.00
Hose Annual	12.50	2	25.00
Hose Hydro	75.00	1	75.00
Sum Total Estimated 2014 Σ			18109.00

D. Year 4, 2015-2016:

ALL EXTINGUISHER UNITS EACH

ANNUAL INSPECTION COST \$	1.75
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DRY CHEMICAL \ CLASS D \$/EACH UNIT

APPROXIMATE SIZE POUNDS	6 YEAR MNT SENT IN FOR SERVICE FULL	6 YEAR MNT SENT IN FOR SERVICE DISCHARGED	12 YEAR MNT SENT IN FOR SERVICE FULL OR DISCHARGED
0-5	9.00	12.00	24.00
6-10	14.00	20.00	32.00
11-20	20.00	32.00	44.00
CLASS D	30.00	90.00	102.00

CO2 / K PRICE \$/EACH UNIT

APPROXIMATE SIZE POUNDS	5 YR MNT HYDRO	RECHARGE ONLY
0-5	22.00	10.00
6-10	32.00	20.00
10-20	52.00	40.00
K CLASS	67.00	55.00

FIRE HOSE \$/EACH UNIT

ANNUAL RERACK TAG AND VISUAL CHECK	12.50
3 YR/5 YR HOSE HYDROSTATIC AND REINSTALL	75.00

2015 Service type	a Cost from Price Quote Table	b Typical Annual Frequency	a x b Total Fiscal Year 4 2015
Annual Inspection	1.75	3450	6037.50
5# 6YR Full	9.00	10	90.00
5# 6YR Empty	12.00	35	420.00
5# 12 YR	24.00	80	1920.00
10# 6YR Full	14.00	80	1120.00
10# 6YR Empty	20.00	150	3000.00
10# 12 YR	32.00	150	4800.00
Class D 6YR Full	30.00	2	60.00
Class D 12 YR	102.00	2	204.00
5# CO2 5YR	22.00	5	110.00
K Class 5YR	67.00	5	335.00
Hose Annual	12.50	2	25.00
Hose Hydro	75.00	1	75.00
Sum Total Estimated 2015 Σ			18196.50

E. Year 5, 2016-2017:

ALL EXTINGUISHER UNITS EACH

ANNUAL INSPECTION COST \$	1.75
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DRY CHEMICAL \ CLASS D \$/EACH UNIT

APPROXIMATE SIZE POUNDS	6 YEAR MNT SENT IN FOR SERVICE FULL	6 YEAR MNT SENT IN FOR SERVICE DISCHARGED	12 YEAR MNT SENT IN FOR SERVICE FULL OR DISCHARGED
0-5	9.00	12.00	24.00
6-10	14.00	20.00	32.00
11-20	20.00	32.00	44.00
CLASS D	30.00	90.00	102.00

CO2 / K PRICE \$/EACH UNIT

APPROXIMATE SIZE POUNDS	5 YR MNT HYDRO	RECHARGE ONLY
0-5	22.00	10.00
6-10	32.00	20.00
10-20	52.00	40.00
K CLASS	67.00	55.00

FIRE HOSE \$/EACH UNIT

ANNUAL RERACK TAG AND VISUAL CHECK	12.50
3 YR/5 YR HOSE HYDROSTATIC AND REINSTALL	75.00

2016 Service type	a Cost from Price Quote Table	b Typical Annual Frequency	a x b Total Fiscal Year 5 2016
Annual Inspection	1.75	3500	6125.00
5# 6YR Full	9.00	10	90.00
5# 6YR Empty	12.00	35	420.00
5# 12 YR	24.00	80	1920.00
10# 6YR Full	14.00	80	1120.00
10# 6YR Empty	20.00	150	3000.00
10# 12 YR	32.00	150	4800.00
Class D 6YR Full	30.00	2	60.00
Class D 12 YR	102.00	2	204.00
5# CO2 5YR	22.00	5	110.00
K Class 5YR	67.00	5	335.00
Hose Annual	12.50	2	25.00
Hose Hydro	75.00	1	75.00
Sum Total Estimated 2016 Σ			18284.00

F. Miscellaneous Items Annual Quotes
(Owner request Not calculated in Comparisons):

MISCELLANEOUS OCCASIONAL \$EACH WHEN OWNER REQUESTED:

YEAR	2012-13	2013-14	2014-15	2015-16	2016-17
STRAP BRACKET (LIKEAMEREX 895)	36.00	36.00	36.00	36.00	36.00
AMAREX D TYPE DOLLY CART	150.00	150.00	150.00	150.00	150.00
VINYL SLIP COVERS	18.00	18.00	18.00	18.00	18.00
50' 1 1/2" FIRE HOSE	115.00	115.00	115.00	115.00	115.00
100' 1 1/2" FIRE HOSE	170.00	170.00	170.00	170.00	170.00
CLASS D WAND	42.00	42.00	42.00	42.00	42.00
5# ABC UNIT UCF STD	37.00	37.00	37.00	37.00	37.00
10# ABC UNIT "	57.00	57.00	57.00	57.00	57.00
6 LT K CLASS "	145.00	145.00	145.00	145.00	145.00
5# CO2 "	140.00	140.00	140.00	140.00	140.00
CLASS D UNIT Na Type "	330.00	330.00	330.00	330.00	330.00
OTHER:					
OTHER:					
OTHER::					

G. Sum Total Each Year's Service from the Tables above:

Year	Costs From Tables A-E Above
2012-13(FY)	18734.00
2013-14 (FY)	18021.50
2014-15 (FY)	18109.00
2015-16 (FY)	18196.50
2016-17 (FY)	18284.00
Sum Total Estimated All Years Σ	91345.00



June 22, 2012

UCF Purchasing Department
University of Central Florida
Orlando, FL 32828
(407) 823-2661

6/28
ORIGINAL
COPY

RFQ NUMBER-- 1103CS
RFQ TITLE--FIRE EXTINGUISHERS SERVICE AND MAINTENANCE
DUE DATE--JUNE 22, 2012 @ 2:00pm

Thank you for the opportunity to provide the following quotation for your fire equipment service. I believe we would be able to work well together to provide your students and faculty a safe learning environment.

Attached are the qualification items requested in section IV (L) 1-8.

As always, we look forward to doing business with you. Should you have any questions, please do not hesitate to contact me directly at (407) 446-6006.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Polk", written over a horizontal line.

Ken Polk
President
Sunstate Fire Equipment, Inc.

711 Business Park Blvd. Ste. 104 Winter Garden, FL 34787
(407)877-0240
Sunstatefire@earthlink.net

Jeff Atwater
CHIEF FINANCIAL OFFICER

Julius Halas
DIVISION DIRECTOR



Casia Sinco
BUREAU CHIEF

Keith McCarthy
SAFETY PROGRAM MANAGER

FLORIDA DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF STATE FIRE MARSHAL
200 East Gaines Street - Tallahassee, Florida 32399-0342
Tel. 850-413-3644 Fax. 850-410-2467

IV. (4) 1

FIRE EQUIPMENT DEALER LICENSE
OFFICIAL COPY

THIS CERTIFIES THAT: Sunstate Fire Equipment Inc.
711 Business Park Blvd Ste 104
Winter Garden FL 34787

QUALIFIER: Kenneth M Polk

Has Complied with Florida statutes and has qualified for the type and class shown here on to service, recharge, repair, install, or inspect all types of Portable Fire Extinguishers including recharging carbon dioxide units, and to conduct hydrostatic tests on water, water chemical, and dry chemical types of extinguishers only.

Issue Date: 01/01/2012
Type: 07
Class: 02
County: Orange
License/Permit #: 926150-0001-2007
Expiration Date: 12/31/2013




Chief Financial Officer

Jeff Atwater
CHIEF FINANCIAL OFFICER

Julius Halas
DIVISION DIRECTOR



Casia Sinco
BUREAU CHIEF

Keith McCarthy
SAFETY PROGRAM MANAGER

FLORIDA DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF STATE FIRE MARSHAL
200 East Gaines Street - Tallahassee, Florida 32399-0342
Tel. 850-413-3644 Fax. 850-410-2467

IV. (2) z

Sunstate Fire Equipment Inc.
711 Business Park Blvd Ste 104
Winter Garden FL 34787



FIRE EXTINGUISHER PERMIT

THIS CERTIFIES THAT: Kenneth Polk
EMPLOYER: Sunstate Fire Equipment Inc.
 711 Business Park Blvd Ste 104
 Winter Garden FL 34787
LICENSE #: 926150-0001-2007 - Fire Equipment Class B License

Has Complied with Florida statutes and has qualified for the type and class shown herein to service, recharge, repair, install, or inspect all types of portable Fire Extinguishers, as applicable. The person named in this permit shall not perform work any more extensive than the Employer named herein.

Issue Date: 01/01/2012
Type: 09
Class: 01
County: Orange
License/Permit Number: 926149-0001-2007
Expiration Date: 12/31/2013

Jeff Atwater

Chief Financial Officer

Jeff Atwater
CHIEF FINANCIAL OFFICER

Julius Halas
DIVISION DIRECTOR



Casia Sisco
BUREAU CHIEF

Keith McCarthy
SAFETY PROGRAM MANAGER

1 U. (L) Z

FLORIDA DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF STATE FIRE MARSHAL
200 East Gaines Street - Tallahassee, Florida 32399-0342
Tel. 850-413-3644 Fax. 850-410-2467

Sunstate Fire Equipment Inc.
711 Business Park Blvd Ste 104
Winter Garden FL 34787



FIRE EXTINGUISHER PERMIT

THIS CERTIFIES THAT: James Nettles
EMPLOYER: Sunstate Fire Equipment Inc.
711 Business Park Blvd Ste 104
Winter Garden FL 34787
LICENSE #: 926150-0001-2007 - Fire Equipment Class B License

Has Complied with Florida statutes and has qualified for the type and class shown herein to service, recharge, repair, install, or inspect all types of portable Fire Extinguishers, as applicable. The person named in this permit shall not perform work any more extensive than the Employer named herein.

Issue Date: 01/01/2012
Type: 09
Class: 01
County: Orange
License/Permit Number: FEP11-000022
Expiration Date: 12/31/2013

Handwritten signature of Jeff Atwater in black ink.

Chief Financial Officer

Jeff Atwater
CHIEF FINANCIAL OFFICER

Julius Halas
DIVISION DIRECTOR



Casia Sisco
BUREAU CHIEF

Keith McCarthy
SAFETY PROGRAM MANAGER

IV. (2) 2

FLORIDA DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF STATE FIRE MARSHAL
200 East Gaines Street - Tallahassee, Florida 32399-0342
Tel. 850-413-3644 Fax. 850-410-2467

Sunstate Fire Equipment Inc.
711 Business Park Blvd Ste 104
Winter Garden FL 34787



FIRE EXTINGUISHER PERMIT

THIS CERTIFIES THAT: JEFFREY WILLIS
EMPLOYER: Sunstate Fire Equipment Inc.
 711 Business Park Blvd Ste 104
 Winter Garden FL 34787
LICENSE #: 926150-0001-2007 - Fire Equipment Class B License

Has Complied with Florida statutes and has qualified for the type and class shown herein to service, recharge, repair, install, or inspect all types of portable Fire Extinguishers, as applicable. The person named in this permit shall not perform work any more extensive than the Employer named herein.

Issue Date: 01/01/2012
Type: 09
Class: 01
County: Orange
License/Permit Number: 187608-0001-2010
Expiration Date: 12/31/2013

Handwritten signature of Jeff Atwater in black ink.

Chief Financial Officer

1.V.(L)3



CITY OF WINTER GARDEN
300 WEST PLANT STREET
WINTER GARDEN, FL 34787

P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

WINTER GARDEN • A charming little city with a juicy past.

LOCAL BUSINESS TAX RECEIPT FOR CITY OF WINTER GARDEN

Business Name:	SUNSTATE FIRE EQUIPMENT, INC.	Location:	711 BUSINESS PARK BLVD 104
Receipt No:	12-00006067	Class:	ALARM SYSTEMS-FIRE & BURGLARY
Tax/Add'tl Tax:	\$ 86.00 \$	Issue Date:	September 26, 2011
Late Penalty:	\$ 0.00	Expires:	September 30, 2012
Total Paid:	\$ 0.00	Restrictions:	
		Comments:	FIRE EQUIPMENT SERVICE COMPANY

SUNSTATE FIRE EQUIPMENT, INC.
711 BUSINESS PARK BLVD STE 104

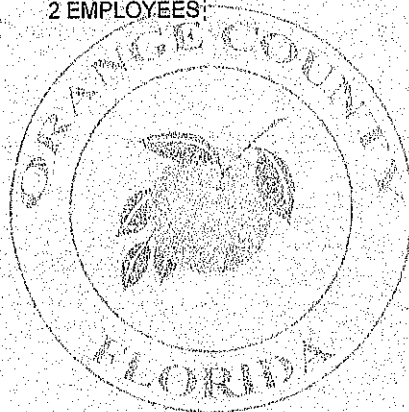
WINTER GARDEN FL 34787

BUSINESS TAX RECEIPT MUST BE POSTED IN CONSPICUOUS PLACE AT ALL TIMES.

Ken K. Wood, Tax Collector Local Business Tax Receipt Orange County, Florida

Local business tax receipt is in addition to and not in lieu of any other tax required by law or municipal ordinance. Businesses are subject to regulation of zoning, health and other local authorities. This receipt is valid from October 1 through September 30 of receipt year. Delinquent penalty is added October 1.

ORIGINAL	2011	EXPIRES	9/30/2012	3121-1046603
3121 ALARM/FIRE SYSTEMS	\$30.00	2 EMPLOYEES!		



TOTAL TAX	\$30.00
PREVIOUSLY PAID	\$30.00
TOTAL DUE	\$0.00

POLK KENNETH M
SUNSTATE FIRE EQUIPMENT INC
711 BUSINESS PARK BLVD #104
WINTER GARDEN FL 34787

711 BUSINESS PARK BLVD #104
C - WINTER GARDEN, 34787
PAID: \$30.00 98-521625 9/7/2011

This receipt is official when validated by the Tax Collector.

1V.(L)3



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/21/2012

PRODUCER LANCASTER & ASSOC INSURANCE INC 3536 Edgewater Dr Orlando, FL 32804 (407) 650-4900	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.												
INSURED SUNSTATE FIRE EQUIPMENT, INC 711 BUSINESS PARK BLVD SUITE 104 WINTER GARDEN, FL 34787	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURERS AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC#</th> </tr> <tr> <td>INSURER A: COLONY INSURANCE COMPANY</td> <td></td> </tr> <tr> <td>INSURER B: TITAN INDEMNITY COMPANY</td> <td></td> </tr> <tr> <td>INSURER C: HARTFORD COMPANY OF ILLINOIS</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC#	INSURER A: COLONY INSURANCE COMPANY		INSURER B: TITAN INDEMNITY COMPANY		INSURER C: HARTFORD COMPANY OF ILLINOIS		INSURER D:		INSURER E:	
INSURERS AFFORDING COVERAGE	NAIC#												
INSURER A: COLONY INSURANCE COMPANY													
INSURER B: TITAN INDEMNITY COMPANY													
INSURER C: HARTFORD COMPANY OF ILLINOIS													
INSURER D:													
INSURER E:													

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY	GL3393716-4	07/18/11	07/18/12	EACH OCCURRENCE \$ 4,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		GEN'L AGGREGATE LIMIT APPLIES PER				PERSONAL & ADV INJURY \$ 4,000,000
		<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 5,000,000
B		AUTOMOBILE LIABILITY	5414733	10/17/11	10/17/12	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		<input type="checkbox"/> ANYAUTO				BODILY INJURY (Per person) \$
		<input checked="" type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
		<input checked="" type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
		<input checked="" type="checkbox"/> NON-OWNED AUTOS				AUTO ONLY EA ACCIDENT \$
		GARAGE LIABILITY				OTHER THAN EA ACC \$
		<input type="checkbox"/> ANYAUTO				AUTO ONLY AGG \$
		EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
		DEDUCTIBLE				\$
		RETENTION \$				\$
C		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	21WECZH3575	09/23/11	09/23/12	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)				E.L. EACH ACCIDENT \$ 1,000,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
		OTHER				E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER UNIVERSITY OF CENTRAL FLORIDA PURCHASING DEPARTMENT ORLANDO, FL 32816	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE
---	--



June 22, 2012

UCF Purchasing Department
University of Central Florida
Orlando, FL 32828
(407) 823-2661

RFQ NUMBER-- 1103CS
RFQ TITLE--FIRE EXTINGUISHERS SERVICE AND MAINTENANCE
DUE DATE---JUNE 22, 2012 @ 2:00pm

Service Office and Contact Information IV (L) 4,5,6

Sunstate Fire Equipment, Inc.
711 Business Park Blvd. Ste. 104
Winter Garden, FL 34787

Our office is located in Winter Garden. We have a 2500 square foot fully air conditioned shop capable of recharging any type of fire extinguishers. We will also within the next month have the capability of in house high pressure hydrostatic testing for co2 extinguishers. In addition to recharging at our shop all of our service vehicles are set up for recharging onsite.

Ken Polk
President
kpolk@sunstatefire.net
407-877-0240 Office
407-446-6006 Cell
407-877-0340 Fax

James Nettles
Technician/ Office Assistant
jnettlles@sunstatefire.net
407-877-0240 Office
407-962-5029 Cell
407-877-0340 Fax

711 Business Park Blvd. Ste. 104 Winter Garden, FL 34787
(407)877-0240
Sunstatefire@earthlink.net

1V(4)7

Invoice



Date	Invoice #
6/20/2012	2827*

Phone
407-877-0240

711 Business Park Blvd. Ste. 104
Winter Garden, FL 34787

Fax
407-877-0340

Bill To:
UCF Purchasing Department University of Central Florida Orlando, FL 32826

Ship To:

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
		KP	6/20/2012			

Quantity	Item Code	Description	Price Each	Amount
100	INSP	EXTINGUISHER ANNUAL CERTIFICATION	1.75	175.00T
10	5ABC	5# ABC 6 YR MAINTENANCE (PARTS INCLUDED)	9.00	90.00T
2	5NEW	5# NEW BADGER ABC FIRE EXTINGUISHER	37.00	74.00T

Portable Extinguisher License # 92615000012007 Pre-Engineered Systems License # 92615000022007	Subtotal	\$339.00
	Sales Tax (0.0%)	\$0.00
	Total	\$339.00

10(2)7



711 Business Park Blvd., Suite 104 Winter Garden, FL 34787 Phone: 407-877-0240 Fax: 407-877-0340 Email: sunstatefire@earthlink.net www.sunstatefire.net

INVOICE No. 2827

DROP OFF DATE

PURCHASE ORDER No.

DATE / PICK UP DATE

PORTABLE EXTINGUISHER LICENSE • 92615000012007 PRE-ENGINEERED SYSTEMS LICENSE • 92615000022007

SLSM SHIP VIA LOCATION

Bill To Account No.

Ship To Account No.

S O L D T O

S H I P T O

Table with columns: ORD'D, SHIPPED, PART No., DESCRIPTION, UNIT PRICE, AMOUNT. Includes rows for MAINTENANCE (Annual, Monthly, Exit/emer light, System insp), RECHARGES (6 year, 2.5ABC, 5ABC, 10ABC, 20ABC, CO2, K-class, 2H2O), and REPLACEMENT PARTS (Valve stem, O-ring pkg, Pressure gauge, Lock pin, Verif/serv collar, Tamper seals).

Table with columns: ORD'D, SHIPPED, B/O, PART No., DESCRIPTION, UNIT PRICE, AMOUNT. This table is currently empty.

Checkboxes for frequency: MONTHLY, QUARTERLY, SEMI-ANNUAL, ANNUAL, EXT #, ENV, HAZMAT, BATT DIS \$2.50, CHEM. DISP. \$1.00 LB, SYSTEM, NR.

This material sold and delivered to the Purchaser named under this order shall remain the property of Sunstate Fire Equipment, Inc., until the specified Purchase Price is paid in full.

BY MAKING THIS INSPECTION, WE ASSUME NO OBLIGATION FOR ANY LOSS RESULTING FROM THE FAILURE OF THE FIRE EXTINGUISHERS TO FUNCTION PROPERLY.

Summary table with rows: SVC CHARGE, SUB TOTAL, TAX, TOTAL.

PLEASE PAY FROM THIS INVOICE

REC'D BY, PRINT, DEL'D BY

PLEASE REMIT TO: SUNSTATE FIRE EQUIPMENT, INC. 711 Business Park Blvd., Suite 104 Winter Garden, FL 34787

Thank You For Your Business


NET 15 DAYS

14(L)7

DO NOT REMOVE

Serial Number
of Extinguisher:
SERVICED BY:

PERMIT NO.:

FE36	1211	1301	DRY POWDER	HALOTI	1	2014	DEC					
CLEAN AGENT	WET AGENT	K CLASS	WATER	SYSTEM		2014	NOV					
LOADED STREAM	PUMP	PURPLE K	PRESSURE			2013	OCT					
ABC	ANTI-FREEZE	FOAM	CARTRIDGE	CO2	DRY CHEM	2013	SEP					
 <p>711 Business Park Blvd. Suite 104 Winter Garden, FL 34787 For Service Call: (407) 877-0240 • Toll Free (866) 649-FIRE Lic.# 92615000012007 Port. * 92615000022007 Sys.</p>						2012	AUG					
						2012	JUL					
						2011	JUN					
						2011	MAY					
						2010	APR					
						2010	MAR					
						2009	FEB					
						2009	JAN					
						NEW	MAINTENANCE	RECHARGED	<input type="checkbox"/> EXPIRES IN 6 MONTHS / 12 MONTHS FROM DATE PUNCHED			

(Model No.) _____ (Mfr.) _____

OWNER'S I.D. Number (if used) _____

REMARKS _____

Fusible Links Temperature Sensing Element Data

Year Mfg _____ Date Installed _____

MONTHLY INSPECTION RECORD			
DATE	BY	DATE	BY

PRINTED IN U.S.A.



June 22, 2012

UCF Purchasing Department
University of Central Florida
Orlando, FL 32828
(407) 823-2661

RFQ NUMBER-- 1103CS
RFQ TITLE--FIRE EXTINGUISHERS SERVICE AND MAINTENANCE
DUE DATE—JUNE 22, 2012 @ 2:00pm

Facility Inspection IV (L) 8

Upon request University personnel may inspect our facility.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Polk", written over a horizontal line.

Ken Polk
President
Sunstate Fire Equipment, Inc.

711 Business Park Blvd. Ste. 104 Winter Garden, FL 34787
(407)877-0240
Sunstatefire@earthlink.net