Attachment B – Specifications RFx #3000022790

Supplemental Statewide Emergency Contingency Contract For Medical Oxygen Cylinders and Supplies

# VENDOR REQUIREMENTS:

Successful vendor(s) must be able to provide fill/refill operations 24 hours a day, seven days a week, including weekends and holidays, as needed during a declared emergency for Regions 1-9 (see page 3 for Regional breakouts).

Bid prices must be inclusive of all charges/fees associated with the delivery of products to shelters/sites as well as the price if the cylinder was to be brought to the vendor’s refill location. If transport is not available by the vendor, the State will provide transport to carry out the mission.

Please provide the location(s) and address(es) of oxygen fill/refill stations:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary Location(s):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The vendor shall be required to maintain, and/or have available for their own use, inventory sufficient to start deliveries and/or swap out cylinders to fill/refill within 24 hours after receipt of order (ARO) and Freight on Board (F.O.B.) destination.

Anticipated rental start up needs to meet immediate surge:

C cylinder – 250

D cylinder – 1000

E cylinder – 1500 H cylinder – 250 M cylinder – 500

Vendor Stock:

C cylinder - \_\_\_\_\_\_\_\_\_\_\_\_\_\_

D cylinder - \_\_\_\_\_\_\_\_\_\_\_\_\_\_E cylinder -\_\_\_\_\_\_\_\_\_\_\_\_\_\_

H cylinder - \_\_\_\_\_\_\_\_\_\_\_\_\_\_

M cylinder - \_\_\_\_\_\_\_\_\_\_\_\_\_\_

State how rapidly your company has the ability to fill/refill/exchange empty rental or purchased cylinders during an emergency event for C, D, E, H, and M Cylinders.

\_\_\_\_\_\_cylinders within\_\_\_\_\_\_\_hours

The Vendor anticipates that they can fill this many cylinders contingent upon having electricity at their location during an emergency event.

Rental cylinders should be aluminum when available and steel will be accepted as an alternative.

For those line items where cylinders are rented, replacement cost/pricing is to be provided in the event they are lost and are not recovered by the Agency.

Vendors may bid on all of the items, or on a single line item for which the vendor has the capacity to meet the State's needs.

For each line item that is bid on Attachment D – Price Sheet, Vendor is to place a check by each Region(s) 1 through 9 for which they can provide delivery. A list of the parishes by Region is located on page 3 of this document.

Also see Attachment C - Regional Map.

# DELIVERY REQUIREMENTS:

Delivery trucks should have a lift gate, as many of the shelters/sites do not have loading docks. The Contractor will be responsible for off-loading the products being delivered if the delivery truck is not equipped with a lift gate.

**\*NOTE - For deliveries needed to State Correctional Facilities ONLY, the following two requirements will apply:**

1. **DOC Vendor Security Clearance process:** Any vendor or vendor personnel visiting or working in an institution is required to receive security clearance prior to entering the institution grounds. The vendor must furnish the full name, driver's license number, social security number, date of birth, race and sex of each employee who will be entering the compound. This information must be furnished in writing, upon request, to the facility’s visit coordinator prior to commencing work on the awarded project. A criminal background

check will be conducted on each employee, and upon arrival, ID cards will be issued to each

employee.

No vendor personnel will be allowed to work on the institution grounds until the above clearance approval process is completed. The successful vendor is also required to provide a written inventory of tools, vehicles and/or trailers prior to entering the institution grounds.

1. **PREA (Prison Rape Elimination Act):** In accordance with the Louisiana Department of Public Safety and Corrections (DPS&C) & Department Regulation No. C-01-022 "Sexual Assault and Sexual Misconduct", the vendor agrees to report allegations of sexual misconduct, respond to investigation inquiries, and participate in training as directed by the Department of Public Safety and Corrections. The Sexual Assault and Sexual Misconduct with Inmates Acknowledgement Form and the Louisiana Criminal Code: LA. R.S. 14:134 Malfeasance in Office Form will be signed by the vendor and kept on file at the facility. Should the regulation be modified or amended, the vendor will be notified and shall comply with the regulation as modified or amended.

# REGIONS FOR STATE CONTRACTS BY PARISH (COUNTY):

**Region 1** --

|  |  |  |  |
| --- | --- | --- | --- |
| Orleans Jefferson St Bernard  Plaquemines | **Region 5** | -- | Calcasieu Beauregard Allen  Jefferson Davis Cameron |
| East Baton Rouge West Baton Rouge Pointe Coupee Iberville Ascension  East Feliciana West Feliciana | **Region 6** | -- | Rapides Vernon Avoyelles Grant Winn LaSalle Catahoula Concordia |
| Lafourche | **Region 7** | -- | Caddo |

**Region 2** --

**Region 3** --

Terrebonne Assumption St. James

St. John the Baptist

St. Charles

St. Mary

Bossier Webster Claiborne DeSoto Red River Bienville Sabine

Natchitoches

**Region 4 --** Lafayette **Region 8** -- Quachita

Iberia

St. Landry Evangeline Acadia

St. Martin Vermilion

Union Morehouse Richland East Carroll West Carroll Madison Jackson Caldwell Franklin Tensas Lincoln

**Region 9 --** St. Helena

Livingston Tangipahoa Washington St. Tammany