

THE CITY OF OKLAHOMA CITY
A Municipal Corporation

PRICING AGREEMENT


APPROVED by the Council and SIGNED by the Mayor of The City of Oklahoma City this

30TH day of JULY, 2024.

ATTEST:


CITY CLERK




MAYOR

Reviewed for form and legality.


ASSISTANT MUNICIPAL COUNSELOR

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Supplier: **Advanced Exercise Equipment, Inc.**

**BID/PRICING AGREEMENT/CONTRACT FORM & NON-DISCRIMINATION
STATEMENT**

**BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS
DOCUMENT PRIOR TO SUBMITTING IN THE ELECTRONIC BID SYSTEM**

**Please be aware that typing in your password acts as your electronic signature, which is
just as legal and binding as an original signature.**

(See Electronic Signatures in Global and National Commerce Act for more information.)

**THIS DOCUMENT MUST BE ELECTRONICALLY SIGNED AND SUBMITTED WITH THE BID
OR THE BID WILL BE REJECTED**

INSTRUCTIONS: This document MUST be electronically signed and submitted with the bid for the bid to be valid. Failure to electronically sign the this document prior to submitting the electronic bid will result in rejection of your bid. This document constitutes your bid and will be the Pricing Agreement/Contract document under which you are to perform, should your bid be accepted, so it must be properly and completely executed. It is, therefore, essential that you are aware of its terms, as well as those contained in the specifications.

Submit this electronically signed document, along with all accompanying documents:

THIS PRICING AGREEMENT/CONTRACT is made and entered into, by and between **Advanced Healthstyles Fitness Equipment, Inc.** hereinafter referred to as "Bidder" and The City of Oklahoma City, a municipal corporation, or a participating Public Trust of which The City of Oklahoma City is Beneficiary hereinafter referred to as the "Contracting Entity."

WITNESSETH:

WHEREAS, the governing body of the Contracting Entity has approved certain specifications and requested by notice that bids be submitted thereon; and

WHEREAS, this document until executed by the Mayor/Chairman of the Contracting Entity constitutes the Bidder's proposal; and

NOW, THEREFORE, that in consideration of the covenants, agreements and representations as hereinafter set forth, it is mutually agreed by the parties that:

1. The Bidder agrees to sell and deliver to the Contracting Entity, the items of material and/or services, specified in the pricing section of the electronic bid submittal, which is attached hereto and made a part of this Pricing Agreement/Contract. List the prompt payment discount, if any, for this agreement in the space provided below:

Discount for Prompt Payment **0% 0 Days**

2. The Bidder expressly warrants that all articles, material, and/or work covered in this Pricing Agreement/Contract will conform to the specifications and electronic bid documents attached to this bid and are hereby incorporated, as if set forth in full herein; and further warrants that the same shall be of good material and workmanship, and free from defects.

3. The Bidder understands that all bids are to be submitted in U.S. dollars at a firm price. Bids submitted in any currency other than U.S. dollars will be rejected.

4. The Bidder also understands that all invoices shall be submitted in U.S. dollars and agrees to accept payment in U.S. dollars as full satisfaction of the invoiced amount.

5. If any of the goods fail to meet the warranties contained in Paragraph 2, above, the Bidder, upon notice from the Contracting Entity, shall promptly correct or replace the same at the Bidder's expense. If the Bidder shall fail to do so, the Contracting Entity may cancel this order as to all such goods, and in addition, may cancel the then remaining balance of this order. After notice to the Bidder, all such goods will be held

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at the Bidder's risk. The Contracting Entity may, at the Bidder's direction, make available such goods to be returned to the Bidder at the Bidder's risk, and all transportation charges, both to and from the original destination, shall be paid by the Bidder. Any payment for such goods shall be refunded by the Bidder unless the Bidder promptly corrects or replaces the same at the Bidder's expense.

6. The Contracting Entity agrees to pay to the Bidder the price and amount in accordance with Paragraph 1 above, based on the quantity actually purchased, upon delivery to and acceptance by the Contracting Entity, of the material and/or service[s] above described and upon the filing by the Bidder, and approval by the Contracting Entity, of a verified claim for the amount due.

7. The Bidder agrees, in connection with the performance of work under this Pricing Agreement/Contract:

a. That the Bidder will not discriminate against any employee or applicant for employment, because of race, creed, color, sex, age, national origin, ancestry or disability. The Bidder shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, age, national origin, sex, ancestry or disability. Such actions shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Bidder agrees to post, in a conspicuous place available to employees and applicants for employment, notices to be provided by the City Clerk/Secretary of the Contracting Entity setting forth the provisions of this section, and;

b. That the Bidder agrees to include this non-discrimination clause in any subcontracts connected with the performance of this Pricing Agreement/Contract.

8. In the event of the Bidder's non-compliance with the above non-discrimination clause, this Pricing Agreement/Contract may be canceled or terminated by the Contracting Entity. The Bidder may be declared by the Contracting Entity ineligible for further Pricing Agreement[s]/Contract[s] with the Contracting Entity until satisfactory proof of intent to comply is made by the Bidder.

9. The risk of loss or damage shall be borne by the Bidder at all times until the acceptance of goods, properly packed, by the Contracting Entity.

10. This Pricing Agreement/Contract, specifications, electronic bid submittal documents and any attachments constitutes the entire understanding and agreement of the parties upon the subject matter hereof. There is no agreement, oral or otherwise, which is not contained in or attached to this Pricing Agreement/Contract. This Pricing Agreement/Contract may not be modified or assigned unless approved in writing and signed by both parties.

11. The parties assume and understand that the variables in the Bidder's cost of performance may fluctuate; consequently, the parties agree that any fluctuations in the Bidder's costs will not alter the Bidder's obligations under this Pricing Agreement/Contract nor excuse performance or delay on the Bidder's part.

12. This Pricing Agreement/Contract shall be inoperative during such period of time that the aforesaid delivery or acceptance may be rendered impossible by reason of fire, Act of God or government regulation. Provided, however, to the extent that the Bidder has any commercially reasonable alternative method of performing this Pricing Agreement/Contract by purchase on the market or otherwise, the Bidder shall not be freed of any obligations hereunder by this clause, even though the goods intended for this Pricing Agreement/Contract were destroyed or their delivery delayed because of an event described above.

13. The shipping or receiving of any goods under this Pricing Agreement/Contract shall not be deemed, or be, a waiver of any right to damages for any prior failure to ship or receive any goods.

14. This Pricing Agreement/Contract shall be governed by the laws of the State of Oklahoma.

15. The Bidder shall be responsible for complying with all applicable federal, state and local laws.

16. If submitting a bid for services, the Bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and available at www.dhs.gov/E-Verify.

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The undersigned individual states that the Bidder will be bound by all components of its bid, the specification, the terms and conditions of the Pricing Agreement/Contract, and the requirements for Bidders.

WITNESS the hands of the parties hereto:

THIS FORM MUST BE ELECTRONICALLY SIGNED AND SUBMITTED WITH THE BID FOR THE BID TO BE VALID

Note: The owner or an officer of the business or corporation may sign this document. A Corporate Seal or a letter of authorization is needed for any other signer. For instance, if a Salesman or Manager signs this form, a letter of authorization or Corporate Seal is to be attached.

Tyler Spieker

Type Name of Authorized Agent

Manager

Title of Authorized Agent

Advanced Healthstyles Fitness Equipment, Inc., 861

80120

Southpark Drive, Suite 100 Littleton, CO

Company Name and Address

Zip Code

303-996-0048

Telephone Number and Fax Number if any

BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS DOCUMENT

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature.

(See Electronic Signatures in Global and National Commerce Act for more information.)

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Supplier: Advanced Exercise Equipment, Inc.**NON-COLLUSION AFFIDAVIT****BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS DOCUMENT PRIOR TO SUBMITTING BID**

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature.

(See Electronic Signatures in Global and National Commerce Act for more information.)

The undersigned, of lawful age, being duly sworn, upon oath, deposes and says: That the undersigned has the lawful authority to execute the within and foregoing proposal/bid for, and on behalf of, the Proposer/Bidder; that the Proposer/Bidder has not, directly or indirectly, entered into any agreement, express or implied, with any Proposer/Bidder, having for its object the controlling of the price or amount of such proposal/bid, the limiting of the proposals/bids or the Proposers/Bidders, the parceling or farming out to any Proposer/Bidder or other persons, of any part of the Agreement or any part of the subject matter of the proposal/bid, or of the profits thereof, and that Proposer/Bidder has not and will not divulge the sealed proposal/bid to any person whomsoever, except those having a partnership or other financial interest with the Proposer/Bidder in the said proposal/bid, until after the said sealed proposals/bids are opened.

The undersigned further states that the Proposer/Bidder has not been a party to any collusion: among Proposer/Bidders in restraint of freedom of competition, by any agreement to bid at a fixed price or to refrain from proposing; or with any City/Trust official, City/Trust employee or City/Trust agent as to the quantity, quality, or price in the prospective Agreement, or any other terms of the said prospective Agreement; or in any discussions between the Proposers/Bidders or City/Trust official, City/Trust employee or City/Trust agent concerning the exchange of money or other thing of value for special consideration in the letting of Agreement. The Proposer/Bidder states that it has not paid, given or donated or agreed to pay, give or donate to any City/Trust official, officer or employee of the City or awarding agency, any money or other thing of value, either directly or indirectly, in the procuring of the award of Agreement pursuant to this Proposal/Bid.

Witness the hands of the parties hereto:

The undersigned states that the Proposer/Bidder will be bound by its proposal/bid, the specification, the terms and conditions of the Agreement, and the Requirements for Proposer/Bidders.

→ → THIS FORM TO BE COMPLETED BY THE PROPOSER/BIDDER PRIOR TO AGREEMENT APPROVAL ← ←

Tyler Spieker
Type Name of Authorized Agent/Representative
Advanced Healthstyles Fitness Equipment Inc.
Company Name
861 Southpark Dr., #100 Littleton, CO 80120
Address
303-996-0048
Telephone Number and Fax Number, if any

Manager
Title

80120
Zip Code

TO BE COMPLETED BY THE NOTARY:

State of *)
Colorado) SSS

County of *)
Arapahoe

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[*State and County where notarized must be typed in for bid/proposal to be considered.][SAK1]

Signed and sworn to before **31** day of **May**, **2024** by **Tyler Spieker**
me on this
[Day] [Month] [Year] [Print the name of the
agent/representative who signed
above.]

My Commission Number: **20014024900** **Katherine Turton**
[Oklahoma] Type Name of Notary Public
My Commission Expires: **07/19/2025**
[Date/Year]

[49 Okla. Stat. 2011 §119]

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Supplier: Advanced Exercise Equipment, Inc.**BIDDER MUST ELECTRONICALLY COMPLETE THIS FORM PRIOR TO SUBMITTING BID****SUPPLIER CONTACT INFORMATION**

The purpose of this form is to assist various City Departments and Trusts with placing orders.

Sales Contact:

Company Name: **Advanced Healthstyles Fitness Equipment, Inc.**

Address: **861 SouthPark Dr. Ste. 100 Littleton, CO 80120**

Contact Person: **Tyler Spieker** Email Address: **tspieker@advancedexercise.com**

Telephone Number: **3039960048** Fax Number: **7204074026**

Billing Contact:

Company Name: **Advanced Healthstyles Fitness Equipment, Inc.**

Address: **861 SouthPark Dr., #100 Littleton, CO 80120**

Contact Person: **Ashley Amato** Email Address: **aamato@advancedexercise.com**

Telephone Number: **3039960048** Fax Number: **720-407-4026**

Service Contact:

Company Name: **Advanced Healthstyles Fitness Equipment Inc.**

Address: **861 Southpark Dr., #100 Littleton, CO 80120**

Contact Person: **Tyler Spieker** Email Address: **tspieker@advancedexercise.com**

Telephone Number: **3039960048** Fax Number: **7204074026**

After Hours Emergency Number(s)
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LETTER OF AUTHORIZATION

THIS LETTER OF AUTHORIZATION MUST BE COMPLETED IF THE ATTACHED
LEGALLY BINDING DOCUMENT WAS NOT SIGNED BY THE STATUTORILY
AUTHORIZED OFFICER ON BEHALF OF THE CONTRACTING ENTITY.

City of Oklahoma City or related Public Trust:

This letter authorizes TYLER SPIEKER to
(PRINTED NAME OF AUTHORIZED AGENT)
sign the attached legally binding document on behalf of ADVANCED EXERCISE
(CONTRACTING ENTITY)
EQUIPMENT INC.

Sincerely,

Signature of Authorizing Officer

CFO

Printed Title

7/8/2024

Date

SARAH PETERSON

Printed Name of Authorizing Officer

sarah@advancedexercise.com

Email Address of Authorizing Officer

NOTE: If the Contracting Entity is a(n):

Corporation	The authorizing officer <u>must</u> be: President, Vice-President, Chairperson, or Vice-Chairperson
LLC	The authorizing officer <u>must</u> be: Manager, Managing Member, President, or Vice-President
Partnership	The authorizing officer <u>must</u> be: General Partner
Joint Venture	The authorizing officer <u>must</u> be: An Authorized Officer of Each of the Ventures

Advanced Exercise Equipment, Inc.

Bid Contact **Kim Baird**
tspieker@advancedexercise.com
Ph 303-996-0048

Address **861 SouthPark Drive**
#100
Littleton, CO 80120

Bid Notes **10% minimum discount offered.**
Leadtimes may vary between manufacturers.
Freight/Delivery/Installation calculated and invoiced separately; not included in 10% MSRP offer.

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
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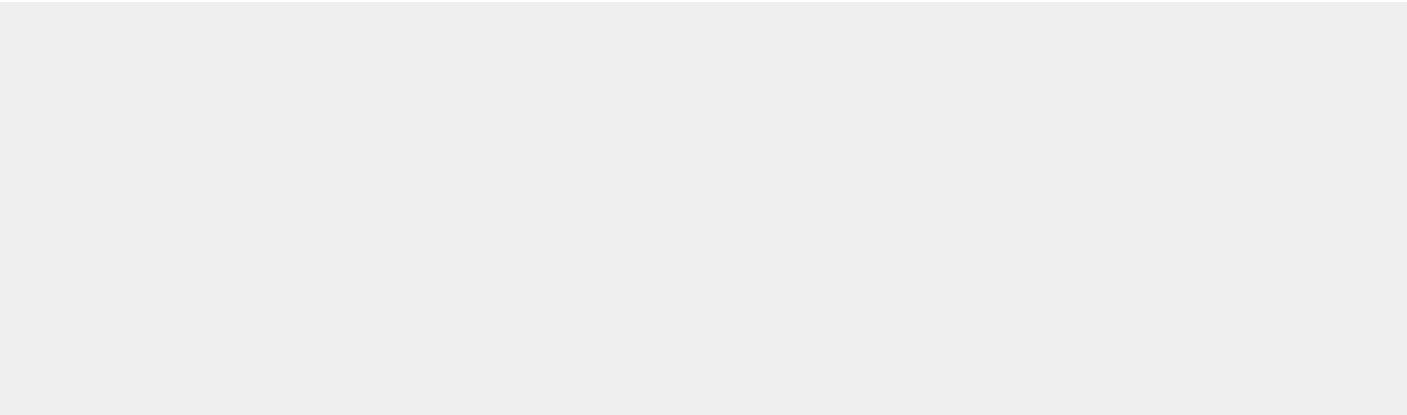
25708--01-01	Delivery:	Supplier Product Code:	First Offer -	1 / day		Y
	Delivery	Supplier Notes: leadtimes variable between prouct manufacturers; current commercial equipment leadtimes generally 6-12 weeks				

Lot Total \$0.00

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
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25708--02-01	Website:	Supplier Product Code:	First Offer - 10.00%	1 / each	10.00%	Y	Y
	Website/Electronic Catalog	Supplier Notes: general MINIMUM 10% discount applicable to THOUSANDS of products for DOZENS of premier manufacturing partners of Advanced Healthstyles; orders and professional product advice DIRECTLY through local, dedicated sales consultant ONLY. INFO PACKAGE IS ATTACHED.					

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25708--02-02	Website: Website/Electronic Catalog	Supplier Product Code:	First Offer - 10.00%	1 / each	10.00%	Y	Y
		Supplier Notes: SEE 25708-02-01					

					Lot Total	\$0.00		
Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch. Docs			
25708--03-01	Catalog-Pricelist: Catalog-Pricelist with Manufacturers or Brands	Supplier Product Code: Supplier Notes: Formal minimum discount pricing offer page attached.	First Offer -	1 / each		Y	Y	

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25708--03-02 Catalog-Pricelist: Catalog-
Pricelist with Manufacturers
or Brands**Supplier Product Code:****First Offer -**

1 / each

Y

Y

Supplier Notes: SEE 25708-
03-01
Formal minimum discount
pricing offer page attached.

					Lot Total	\$0.00
Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
25708--04-01		Supplier Product Code:	First Offer - 10.00%	1 / each	10.00%	Y
	Discount/Mark-up:	Supplier Notes: 10% MINIMUM discount offered off MSRP of THOUSANDS of products from DOZENS of Advanced Healthstyles' premier manufacturing partners for term of #25708 contract and any renewal periods.				
25708--04-02		Supplier Product Code:	First Offer - 10.00%	1 / each	10.00%	Y
	Discount/Mark-up:	Supplier Notes: SEE 25708-04-01				
	Discount/Mark-up					
					Lot Total	\$0.00
Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
25708--05-01	W-9: W-9	Supplier Product Code:	First Offer -	1 / each	Y	Y

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Supplier Notes: Advanced Healthstyles Fitness
Equipment Inc. form W9 is attached.

Lot Total **\$0.00**

Supplier Total **\$0.00**

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Advanced Exercise Equipment, Inc.

Item: **Website:Website/Electronic Catalog**

Attachments

OK City 25708 bid pkg from ADVANCED HEALTHSTYLES.pdf

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City of Oklahoma City, RFP #25708 Recreation Items, Sports, Games, and Aquatic Equipment



Tyler Spieker
TSpieker@advancedexercise.com
Phone: 303-996-0048

BidSync

May 31, 2024

City of Oklahoma City
Attn: Purchasing Department
200 North Walker Avenue
Oklahoma City, OK 73102

RE: RFP #25708, Recreation Items, Sports, Games & Aquatic Equipment

Thank you for the opportunity to provide information related to commercial-grade equipment for the City of Oklahoma City. Enclosed you'll find:

- Advanced Healthstyles Fitness Equipment Inc. overview and information
- formal discount offer page
- bid documentation as required

If you have any questions regarding Advanced Healthstyles or our submission, please feel free to contact me (TSpieker@advancedexercise.com, 303-996-0048).

We look forward to working with the City of Oklahoma City in the very near future for all your exercise, fitness, adaptive, and performance surfacing needs.

Sincerely,

Tyler Spieker

Tyler Spieker
Manager

Enclosures

Advanced Healthstyles Fitness Equipment Inc. is the largest commercial athletic equipment distributor in the U.S. and represents the Life Fitness family of brands as sole source provider in 17 states. Our premier partnerships with many of the industry's most sought-after athletic equipment and performance flooring manufacturers allow us to provide the most extensive selection of high-quality products at the most competitive prices of any distributor.

Advanced Healthstyles is well-positioned to be a great partner for Oklahoma City for several reasons:

- **Extensive experience** in large scale design, installation, and service
- Distributor of the **#1 family of brands** of exercise equipment in the U.S. - Life Fitness
- **Organizational Stability** - Advanced Healthstyles has been in business for over 25 years and is financially and organizationally stable. Within our Littleton, Colorado, headquarters we have dedicated sales, service, warehousing, and support personnel ready to help.
- **Total Package Solution** - With Advanced Healthstyles' extensive network of proven, reliable equipment manufacturers, installation teams, and service professionals, no other distributor can provide a more complete turnkey solution.

different by design

Leading Through Commitment

Creating unparalleled fitness facilities for every client we serve



Precision and Passion Matter

We are a design and full service commercial fitness facility provider
dedicated to excellence in every detail



We Value Relationships

We take our partnerships seriously, strictly evaluating each of the manufacturers we do business with.
We aim to provide the best available products on the market, as is evident through our dedicated
partnerships with companies like Life Fitness and Hammer Strength.



"Advanced Exercise made setting up our new fitness facility a breeze! Our customers really love the final selection, constantly complimenting us on the quality of the equipment and the various workouts they can do. I'd definitely use Advanced Exercise for my next project."



REPRESENTING TOP MANUFACTURERS



EXCLUSIVE PARTNERSHIPS



PLATINUM PARTNERSHIP

- Exclusive partnership with the leading commercial fitness equipment company in the world
- Made in the USA with manufacturing facilities in IL, KY, MA, MN, OH, OK
- Largest and most diversified product lineup for all levels of fitness participation
- Product development, research and testing integrate innovative trends and ensure long-term equipment performance and durability





January 1, 2024

Dear Advanced Exercise Customer:

The purpose of this letter is to advise you that Advanced Exercise is currently the only authorized commercial fitness dealer and sole source for Life Fitness cardiovascular, Life Fitness strength, and Hammer Strength equipment, products, and supplies (collectively, the “LF Products”) in the vertical market(s) in the Arizona, Arkansas, Southern California, Colorado, Kansas, Oklahoma, Missouri, Nebraska, Nevada, Texas, Utah, Wyoming, and New Mexico territories (the “Territory”). These markets include, but are not limited to corporate, multi-housing, education, police/fire, recreation centers, country clubs, and municipalities. LF Products purchased from any other source may have an invalid warranty, as Life Fitness cannot confirm or guarantee the integrity of such LF Products. Advanced Exercise will also provide Life Fitness’s standard service, including maintenance and warranty coverage, for LF Products serviced within the Territory.

Life Fitness has enjoyed a longstanding relationship with Advanced Exercise and believes that you will be pleased with the sales, service and support provided by their team.

If you have any questions, please feel free to contact me at (847)288-5919 or matt.elsesser@lifefitness.com. Thank you for your interest in Life Fitness and our products,

Sincerely,

A handwritten signature in black ink that reads "Matt Elsesser" followed by a checkmark.

Matt Elsesser
Director, Distribution Business

9525 BRYN MAWR AVENUE
ROSEMONT, IL 60018

LIFEFITNESS.COM | 847.288.3300

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City of Oklahoma City

RFP #25708, Recreation Items, Sports, Games and Aquatic Equipment

July 1, 2024 – June 30, 2025
with two (2) optional one-year renewals

Offered to the City of Oklahoma City for period indicated above:

General **10% minimum Catalog Discount** on products listed at

www.advancedexercise.com
www.wellnessflooring.com
www.lifefitness.com

as well as for products from multiple other
premier manufacturing partners of
equipment, accessories, athletic flooring,
and adaptive/sensory products

Confirmed/Approved:


Tyler Spieker, Manager

May 31, 2024

Advanced Healthstyles Fitness Equipment Inc.
861 Southpark Dr., Suite 100 Littleton, CO 80120 303-996-0048
www.advancedexercise.com www.wellnessflooring.com

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Moody Insurance Agency, Inc. 8055 East Tufts Avenue Suite 1000 Denver CO 80237	CONTACT NAME: Moody Insurance Agency PHONE (A/C, No, Ext): (303) 824-6600 E-MAIL ADDRESS: certrequest@moodyins.com FAX (A/C, No): (303) 370-0118
INSURED Advanced Healthstyles Fitness Equipment, Inc., DBA: Advanced Exercise Equipment, Inc. 861 Southpark Drive Ste 100 Littleton CO 80120	INSURER(S) AFFORDING COVERAGE INSURER A: Westfield Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 24112

COVERAGES

CERTIFICATE NUMBER: 23-24 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CWP1497975	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CWP1497975	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CWP1497975	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			CWP1497975	07/01/2023	07/01/2024	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Installation Floater			CWP1497975	07/01/2023	07/01/2024	Jobsite Limit \$200,000 Catastrophe Limit \$400,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

SATISFIED CLIENTS: Many sizes, many locations, many industries

MULTI-FAMILY:

- Nevada West
- The Wolff Company
- Lennar
- Carmel Partners
- AG Spanos
- Bomasada Development
- Bridge Properties

SENIOR LIVING:

- Vi Living
- Wolff Revel
- Balfour Senior Living
- Greystar Senior Living
- Kisco Senior Living
- Discovery Senior Living
- Integral Senior Living

PLANNED COMMUNITIES:

- Taylor Morrison
- Pulte Del Webb
- Cal-Am Properties
- Toll Brothers
- Robson Communities
- Pelican Bay Communities

COLLEGE REC:

- UCLA
- Arizona State
- University of Oklahoma
- Utah Valley University
- Cerritos College
- Kansas State
- University of New Mexico
- University of Colorado

MUNICIPAL RECREATION:

- Apec Centre (TX)
- Provo Rec (UT)
- City of Moore (OK)
- Batesville Rec (AR)
- Denver Parks and Rec (CO)
- Tumbelweed Rec (AZ)
- Center of Clayton (MO)
- City of Olathe Rec (KS)

CORPORATE:

- Red Bull (CA)
- Warner Brothers (CA)
- Go Daddy (AZ)
- Arrow Electronics (CO)
- Walmart Corporate (AR)
- Nevada Beverage (NV)
- Devon Energy (OK)
- Northrop Grumman (UT)
- Gulf State Toyota (TX)
- Petco (CA)

COLLEGE ATHLETICS:

- San Diego State University
- UNLV
- Weber State
- Arkansas State
- University of Tulsa

HOSPITALITY:

- Welk Resorts (CA)
- Montage Deer Valley (UT)
- Resorts World (NV)
- Ritz Carlton (CO)
- The Lodge at Torrey Pines (CA)
- Fairmont Scottsdale Princess (AZ)
- Bishops Lodge Ranch Resort (NM)

COUNTRY CLUBS:

- Blessing Country Club (AR)
- Boulder Country Club (CO)
- Arizona Country Club (AZ)
- Moraga Country Club (N. CA)
- Kansas City Country Club (MO)
- Black Hawk Golf Club (TX)
- Hillcrest Country Club (S. CA)
- Shady Canyon Country Club (S. CA)
- Hunters Ridge Country Club (FL)



Multi-function Systems, Storage, and Training Tools







For every space, indoors or out, there's a flooring solution that fits perfectly.



It's the first impression that helps define any area, inviting you in.

It's the one element of any space that everyone interacts with, and a quality impression matters.

It's what we know, and what we help clients discover that sets their spaces apart.

Wellness Flooring --- flooring that strengthens the foundations for living.

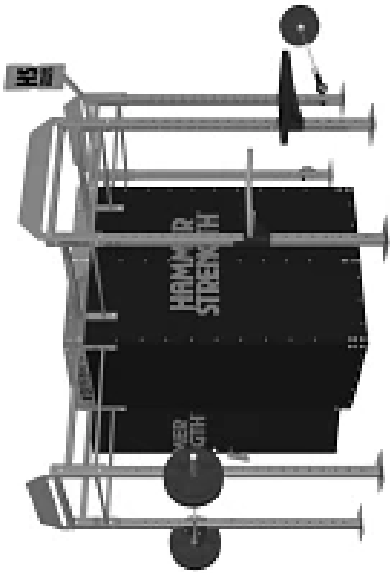


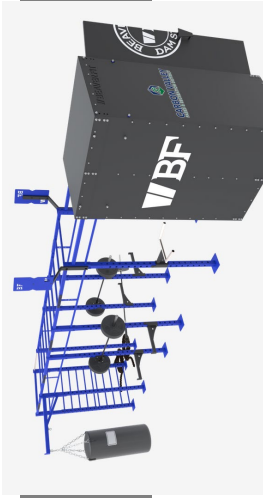






Indoors or Out





Sensory Enrichment





FULL-SERVICE SUPPORT

2D and 3D Facility Design

Delivery and Installation

Equipment Recommendations

Trade-in Programs

Finance Options

Product Training

Extended Warranties

Service and Maintenance

Advanced Exercise has a long-standing, exclusive partnership with the leading commercial fitness equipment company in the world:



Our vendor portfolio extends far beyond the Life Fitness family of products and also includes companies like Spirit, ECORE, Tuff Stuff, Troy, TRX, Body Solid, Echelon, Octane, Wellbeats, Espresso, Power Plate, Iron Grip, Therabody, Furniture For Life, BeaverFit USA, Cascade, and many more.



EXERCISE PROTECT

City of Oklahoma City and
its Trusts



25708

SUPPLEMENTAL COVERAGE SERVICE PLAN

extends the manufacturer's warranty to a total of 3 YEARS

COMMERCIAL PERFORMANCE PROTECTION

Exercise Protect is a supplemental coverage service plan, backed through Advanced Exercise as part of an optional warranty solution for commercial customers.

The Exercise Protect Plan gives the customer total parts and on-site labor warranty coverage for a 3-year period. This supplemental coverage plan picks up where the original manufacturer's warranty ends to provide a total of 3 years' coverage for commercial products.

Exercise Protect service is performed by trained and certified technicians on-site.

Pricing Levels	Product Code	Product MSRP	EPP Pricing
(1)	EPP-01	\$1,000 to \$2,499	\$299
(2)	EPP-02	\$2,500 to \$3,999	\$399
(3)	EPP-03	\$4,000 to \$5,499	\$499
(4)	EPP-04	\$5,500 to \$7,499	\$599
(5)	EPP-05	\$7,500 to \$9,499	\$699
(6)	EPP-06	\$9,500 and above	\$799

PROGRAM HIGHLIGHTS:

- Extended Service Coverage – The Exercise Protect Plan provides an extension of the manufacturer's warranty to cover parts and on-site labor for commercial products to total a 3-year plan. This plan picks up where the normal manufacturer's warranty ends. **
- Parts & Labor – The Exercise Protect Plan pays 100% of parts and on-site labor costs on covered claims. No hidden deductibles.
- On-Site Service – Repair service is provided by a trained and certified technician.

****Parts NOT COVERED under Exercise Protect:**

- Deck
- Belt
- Normal wear and tear items
- Abuse
- Cosmetic items
- Upholstery

For more information, contact your
Advanced Exercise sales representative.

COMPLETE SOLUTIONS



Cardio



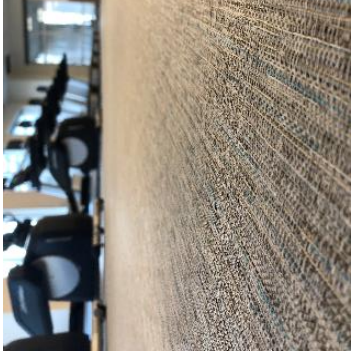
Strength Training



Athletic Performance



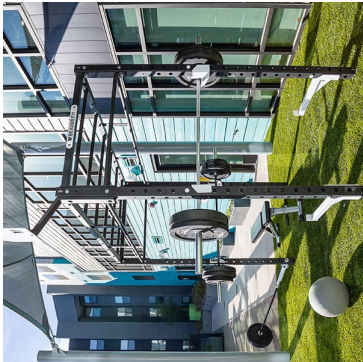
Functional Fitness



Flooring



Interactive



Outdoor Fitness



Group & Virtual Fitness



Innovative Trends



Active Recreation



Rejuvenation & Recovery



Storage Solutions

Tyler Spieker

Advanced Healthstyles Fitness Equipment Inc.

TSpieker@advancedexercise.com

Phone: 303-996-0048

Advanced Exercise Equipment, Inc.

Item: **Website:Website:Website/Electronic Catalog**

Attachments

OK City 25708 bid pkg from ADVANCED HEALTHSTYLES.pdf

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City of Oklahoma City, RFP #25708 Recreation Items, Sports, Games, and Aquatic Equipment



Tyler Spieker
TSpieker@advancedexercise.com
Phone: 303-996-0048

BidSync

May 31, 2024

City of Oklahoma City
Attn: Purchasing Department
200 North Walker Avenue
Oklahoma City, OK 73102

RE: RFP #25708, Recreation Items, Sports, Games & Aquatic Equipment

Thank you for the opportunity to provide information related to commercial-grade equipment for the City of Oklahoma City. Enclosed you'll find:

- Advanced Healthstyles Fitness Equipment Inc. overview and information
- formal discount offer page
- bid documentation as required

If you have any questions regarding Advanced Healthstyles or our submission, please feel free to contact me (TSpieker@advancedexercise.com, 303-996-0048).

We look forward to working with the City of Oklahoma City in the very near future for all your exercise, fitness, adaptive, and performance surfacing needs.

Sincerely,

Tyler Spieker

Tyler Spieker
Manager

Enclosures

Advanced Healthstyles Fitness Equipment Inc. is the largest commercial athletic equipment distributor in the U.S. and represents the Life Fitness family of brands as sole source provider in 17 states. Our premier partnerships with many of the industry's most sought-after athletic equipment and performance flooring manufacturers allow us to provide the most extensive selection of high-quality products at the most competitive prices of any distributor.

Advanced Healthstyles is well-positioned to be a great partner for Oklahoma City for several reasons:

- **Extensive experience** in large scale design, installation, and service
- Distributor of the **#1 family of brands** of exercise equipment in the U.S. - Life Fitness
- **Organizational Stability** - Advanced Healthstyles has been in business for over 25 years and is financially and organizationally stable. Within our Littleton, Colorado, headquarters we have dedicated sales, service, warehousing, and support personnel ready to help.
- **Total Package Solution** - With Advanced Healthstyles' extensive network of proven, reliable equipment manufacturers, installation teams, and service professionals, no other distributor can provide a more complete turnkey solution.

different by design

Leading Through Commitment

Creating unparalleled fitness facilities for every client we serve



Precision and Passion Matter

We are a design and full service commercial fitness facility provider
dedicated to excellence in every detail



We Value Relationships

We take our partnerships seriously, strictly evaluating each of the manufacturers we do business with.
We aim to provide the best available products on the market, as is evident through our dedicated
partnerships with companies like Life Fitness and Hammer Strength.



"Advanced Exercise made setting up our new fitness facility a breeze! Our customers really love the final selection, constantly complimenting us on the quality of the equipment and the various workouts they can do. I'd definitely use Advanced Exercise for my next project."



REPRESENTING TOP MANUFACTURERS



EXCLUSIVE PARTNERSHIPS



PLATINUM PARTNERSHIP

- Exclusive partnership with the leading commercial fitness equipment company in the world
- Made in the USA with manufacturing facilities in IL, KY, MA, MN, OH, OK
- Largest and most diversified product lineup for all levels of fitness participation
- Product development, research and testing integrate innovative trends and ensure long-term equipment performance and durability





January 1, 2024

Dear Advanced Exercise Customer:

The purpose of this letter is to advise you that Advanced Exercise is currently the only authorized commercial fitness dealer and sole source for Life Fitness cardiovascular, Life Fitness strength, and Hammer Strength equipment, products, and supplies (collectively, the “LF Products”) in the vertical market(s) in the Arizona, Arkansas, Southern California, Colorado, Kansas, Oklahoma, Missouri, Nebraska, Nevada, Texas, Utah, Wyoming, and New Mexico territories (the “Territory”). These markets include, but are not limited to corporate, multi-housing, education, police/fire, recreation centers, country clubs, and municipalities. LF Products purchased from any other source may have an invalid warranty, as Life Fitness cannot confirm or guarantee the integrity of such LF Products. Advanced Exercise will also provide Life Fitness’s standard service, including maintenance and warranty coverage, for LF Products serviced within the Territory.

Life Fitness has enjoyed a longstanding relationship with Advanced Exercise and believes that you will be pleased with the sales, service and support provided by their team.

If you have any questions, please feel free to contact me at (847)288-5919 or matt.elsesser@lifefitness.com. Thank you for your interest in Life Fitness and our products,

Sincerely,

Matt Elsesser
Director, Distribution Business

9525 BRYN MAWR AVENUE
ROSEMONT, IL 60018

LIFEFITNESS.COM | 847.288.3300

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advanced
exercise



wellness
FLOORING

City of Oklahoma City

RFP #25708, Recreation Items, Sports, Games and Aquatic Equipment

July 1, 2024 – June 30, 2025

with two (2) optional one-year renewals

Offered to the City of Oklahoma City for period indicated above:

General **10% minimum Catalog Discount** on products listed at

www.advancedexercise.com

www.wellnessflooring.com

www.lifefitness.com

as well as for products from multiple other
premier manufacturing partners of
equipment, accessories, athletic flooring,
and adaptive/sensory products

Confirmed/Approved:

A blue ink signature of Tyler Spieker, written over a horizontal line.

Tyler Spieker, Manager

May 31, 2024

Advanced Healthstyles Fitness Equipment Inc.
861 Southpark Dr., Suite 100 Littleton, CO 80120 303-996-0048
www.advancedexercise.com www.wellnessflooring.com

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Moody Insurance Agency, Inc. 8055 East Tufts Avenue Suite 1000 Denver CO 80237	CONTACT NAME: Moody Insurance Agency PHONE (A/C, No, Ext): (303) 824-6600 E-MAIL ADDRESS: certrequest@moodyins.com FAX (A/C, No): (303) 370-0118
INSURED Advanced Healthstyles Fitness Equipment, Inc., DBA: Advanced Exercise Equipment, Inc. 861 Southpark Drive Ste 100 Littleton CO 80120	INSURER(S) AFFORDING COVERAGE INSURER A: Westfield Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 24112

COVERAGES

CERTIFICATE NUMBER: 23-24 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CWP1497975	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CWP1497975	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CWP1497975	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			CWP1497975	07/01/2023	07/01/2024	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Installation Floater			CWP1497975	07/01/2023	07/01/2024	Jobsite Limit \$200,000 Catastrophe Limit \$400,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

SATISFIED CLIENTS: Many sizes, many locations, many industries

MULTI-FAMILY:

- Nevada West
- The Wolff Company
- Lennar
- Carmel Partners
- AG Spanos
- Bomasada Development
- Bridge Properties

SENIOR LIVING:

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- Balfour Senior Living
- Greystar Senior Living
- Kisco Senior Living
- Discovery Senior Living
- Integral Senior Living

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- Pulte Del Webb
- Cal-Am Properties
- Toll Brothers
- Robson Communities
- Pelican Bay Communities

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- Arizona State
- University of Oklahoma
- Utah Valley University
- Cerritos College
- Kansas State
- University of New Mexico
- University of Colorado

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- Provo Rec (UT)
- City of Moore (OK)
- Batesville Rec (AR)
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- Tumbelweed Rec (AZ)
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- Warner Brothers (CA)
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- Walmart Corporate (AR)
- Nevada Beverage (NV)
- Devon Energy (OK)
- Northrop Grumman (UT)
- Gulf State Toyota (TX)
- Petco (CA)

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- UNLV
- Weber State
- Arkansas State
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- Montage Deer Valley (UT)
- Resorts World (NV)
- Ritz Carlton (CO)
- The Lodge at Torrey Pines (CA)
- Fairmont Scottsdale Princess (AZ)
- Bishops Lodge Ranch Resort (NM)

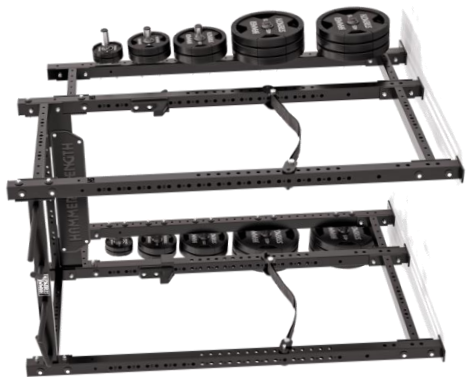
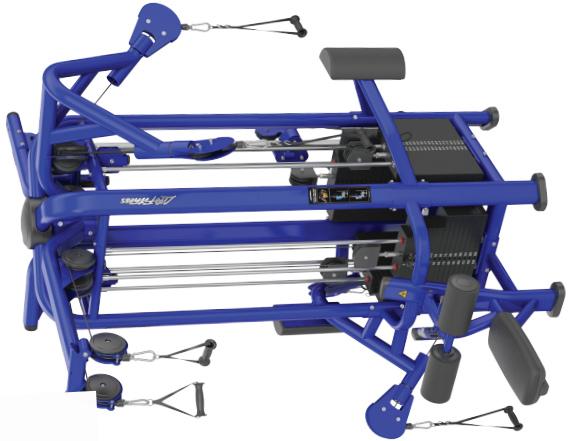
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Multi-function Systems, Storage, and Training Tools







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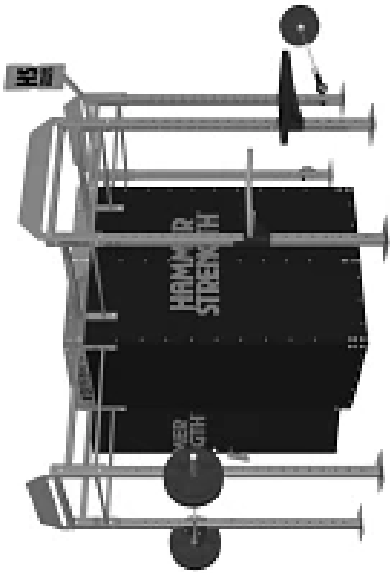
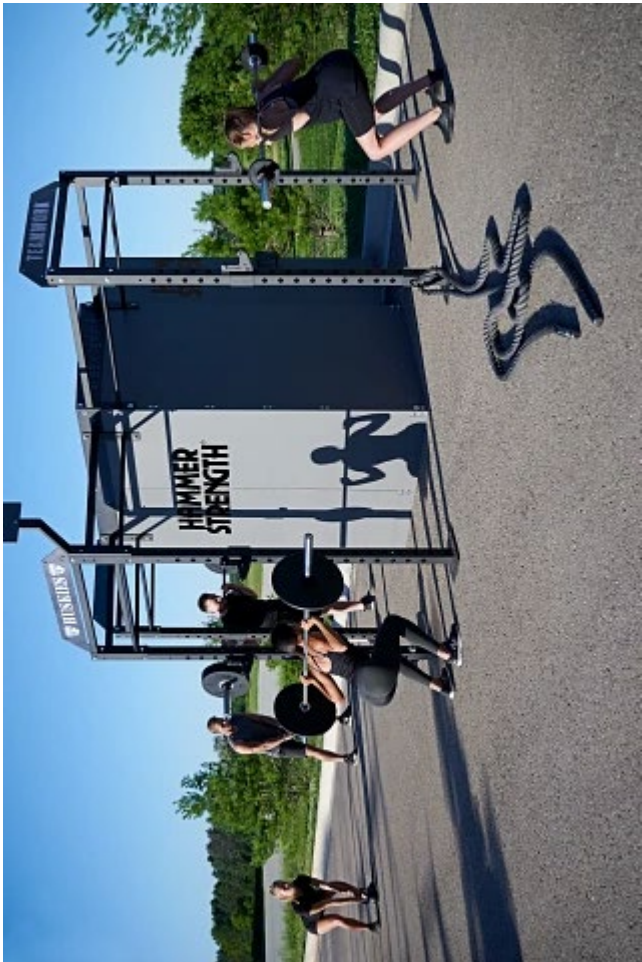


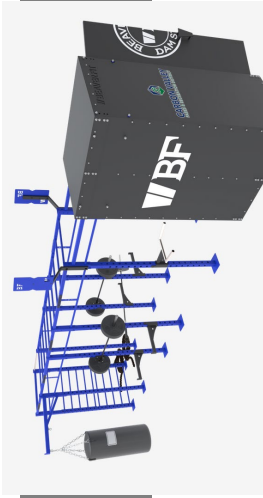






Indoors or Out





Sensory Enrichment





FULL-SERVICE SUPPORT

2D and 3D Facility Design

Delivery and Installation

Equipment Recommendations

Trade-in Programs

Finance Options

Product Training

Extended Warranties

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EXERCISE PROTECT

City of Oklahoma City and
its Trusts



25708

SUPPLEMENTAL COVERAGE SERVICE PLAN

extends the manufacturer's warranty to a total of 3 YEARS

COMMERCIAL PERFORMANCE PROTECTION

Exercise Protect is a supplemental coverage service plan, backed through Advanced Exercise as part of an optional warranty solution for commercial customers.

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Exercise Protect service is performed by trained and certified technicians on-site.

Pricing Levels	Product Code	Product MSRP	EPP Pricing
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(5)	EPP-05	\$7,500 to \$9,499	\$699
(6)	EPP-06	\$9,500 and above	\$799

PROGRAM HIGHLIGHTS:

- Extended Service Coverage – The Exercise Protect Plan provides an extension of the manufacturer's warranty to cover parts and on-site labor for commercial products to total a 3-year plan. This plan picks up where the normal manufacturer's warranty ends. **
- Parts & Labor – The Exercise Protect Plan pays 100% of parts and on-site labor costs on covered claims. No hidden deductibles.
- On-Site Service – Repair service is provided by a trained and certified technician.

****Parts NOT COVERED under Exercise Protect:**

- Deck
- Belt
- Normal wear and tear items
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- Cosmetic items
- Upholstery

For more information, contact your
Advanced Exercise sales representative.

COMPLETE SOLUTIONS



Cardio



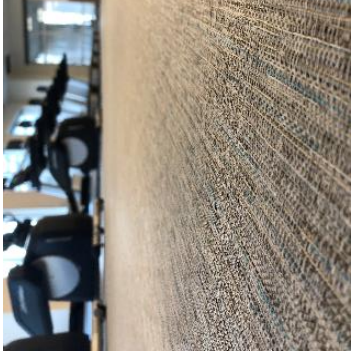
Strength Training



Athletic Performance



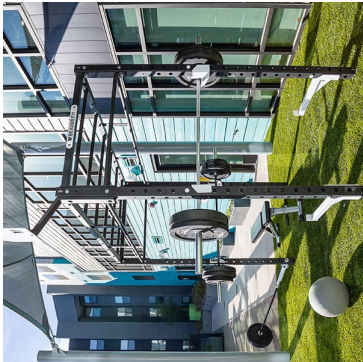
Functional Fitness



Flooring



Interactive



Outdoor Fitness



Group & Virtual Fitness



Innovative Trends



Active Recreation



Rejuvenation & Recovery Storage Solutions



Tyler Spieker

Advanced Healthstyles Fitness Equipment Inc.

TSpieker@advancedexercise.com

Phone: 303-996-0048

Advanced Exercise Equipment, Inc.

Item: **Catalog-Pricelist:Catalog-Pricelist:Catalog-Pricelist:Catalog-Pricelist with Manufacturers or Brands**

Attachments

OKCity 25708 pricing sheet_ADVANCED HEALTHSTYLES.pdf

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City of Oklahoma City

RFP #25708, Recreation Items, Sports, Games and Aquatic Equipment

July 1, 2024 – June 30, 2025
with two (2) optional one-year renewals

Offered to the City of Oklahoma City for period indicated above:

General **10% minimum Catalog Discount** on products listed at

www.advancedexercise.com
www.wellnessflooring.com
www.lifefitness.com

as well as for products from multiple other
premier manufacturing partners of
equipment, accessories, athletic flooring,
and adaptive/sensory products

Confirmed/Approved:



Tyler Spieker, Manager

May 31, 2024

Advanced Healthstyles Fitness Equipment Inc.
861 Southpark Dr., Suite 100 Littleton, CO 80120 303-996-0048
www.advancedexercise.com www.wellnessflooring.com

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Advanced Exercise Equipment, Inc.

Item: **Catalog-Pricelist:Catalog-Pricelist:Catalog-Pricelist:Catalog-Pricelist:Catalog-Pricelist with Manufacturers or Brands**

Attachments

OKCity 25708 pricing sheet_ADVANCED HEALTHSTYLES.pdf

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City of Oklahoma City

RFP #25708, Recreation Items, Sports, Games and Aquatic Equipment

July 1, 2024 – June 30, 2025
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May 31, 2024

Advanced Healthstyles Fitness Equipment Inc.
861 Southpark Dr., Suite 100 Littleton, CO 80120 303-996-0048
www.advancedexercise.com www.wellnessflooring.com

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Advanced Exercise Equipment, Inc.

Item: **W-9:W-9:W-9:W-9:W-9:W-9**

Attachments

W-9 2024 ADVANCED HEALTHSTYLES_ADVANCED EXERCISE.pdf

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Solicitation 25708

RECREATION ITEMS, SPORTS, GAMES AND AQUATIC EQUIPMENT

Bid Designation: Public



The City of
OKLAHOMA CITY

City of Oklahoma City and its Trusts

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Bid 25708
RECREATION ITEMS, SPORTS, GAMES AND AQUATIC EQUIPMENT

Bid Number **25708**
Bid Title **RECREATION ITEMS, SPORTS, GAMES AND AQUATIC EQUIPMENT**
Expected Expenditure **\$200,000.00** (This price is expected - not guaranteed)

Bid Start Date **May 15, 2024 7:42:31 AM CDT**
Bid End Date **Jun 5, 2024 10:00:00 AM CDT**
Question & Answer End Date **May 31, 2024 12:00:00 PM CDT**

Bid Contact **Jennifer Swann**
Jennifer.swann@okc.gov

Bid Contact **City Clerk**
cityclerk@okc.gov

Bid Contact **Caleb Gutel**
caleb.gutel@okc.gov

Contract Duration **1 year**
Contract Renewal **2 annual renewals**
Prices Good for **Not Applicable**

Standard Disclaimer **This site and system is hosted by Oklahoma City through BIDSYNC for use of The City of Oklahoma City and its trusts.**
Certain screens and flags may show the name and/or seal of The City; however, such references do not indicate or change the contracting entity.

Bid Comments **INTENT: To provide recreation items, sports, games, and aquatic equipment for utilization at year-round and summer recreation facilities for the City of Oklahoma City Parks and Recreation Department. The types of supplies purchased will vary, depending on the programs offered, participant interest and department needs. Please bid your company's full product line for recreation items, sports, games, and aquatic equipment in the line-item area of the electronic bidding system. It is anticipated the pricing agreement(s) will be effective on July 31, 2024. The current agreements expire on June 30, 2024. The Expected Expenditure amount of \$200,000 for this commodity is an estimate for a one-year period based on past history and future projections. The quantity of any item when shown in the price schedule as an estimate of an annual requirement is only an estimate based on currently available information. The purchase of any such item or quantity is not guaranteed. Any offer conditioned upon a promise by the Contracting Entity to purchase a minimum or definite quantity of such an item will be rejected. See the specification bid packet for more information.**

Item Response Form

Item **25708--01-01 - Delivery: Delivery**
Lot Description **Delivery**

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Quantity **1 day**

Prices are not requested for this item.

Delivery Location **City of Oklahoma City and its Trusts**

[See Bid Packet for Location\(s\)](#)

N/A

Oklahoma City OK 73102

Qty 1

Description

Enter number of days until delivery after receipt of purchase order or purchasing card number. If number of days varies by brand, list in the note field on the line items below.

Item **25708--02-01 - Website: Website/Electronic Catalog**

Lot Description **Website**

Quantity **1 each**

Percentage

Delivery Location **City of Oklahoma City and its Trusts**

[See Bid Packet for Location\(s\)](#)

N/A

Oklahoma City OK 73102

Qty 1

Description

If bidding a website, please provide the website address and indicate in the note field any special instructions to access the pricing information, or attach an electronic catalog/price list to this line item.

Item **25708--02-02 - Website: Website/Electronic Catalog**

Lot Description **Website**

Quantity **1 each**

Percentage

Delivery Location **City of Oklahoma City and its Trusts**

[See Bid Packet for Location\(s\)](#)

N/A

Oklahoma City OK 73102

Qty 1

Description

If bidding a website, please provide the website address and indicate in the note field any special instructions to access the pricing information, or attach an electronic catalog/price list to this line item.

Item **25708--03-01 - Catalog-Pricelist: Catalog-Pricelist with Manufacturers or Brands**

Lot Description **Catalog-Pricelist**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **City of Oklahoma City and its Trusts**

[See Bid Packet for Location\(s\)](#)

N/A

Oklahoma City OK 73102

Qty 1

Description

Upload an attachment showing the pricelist with manufacturers or brands you represent.

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Item **25708--03-02 - Catalog-Pricelist: Catalog-Pricelist with Manufacturers or Brands**
Lot Description **Catalog-Pricelist**
Quantity **1 each**

Prices are not requested for this item.

Delivery Location **City of Oklahoma City and its Trusts**
[See Bid Packet for Location\(s\)](#)
N/A
Oklahoma City OK 73102
Qty 1

Description

Upload an attachment showing the pricelist with manufacturers or brands you represent.

Item **25708--04-01 - Discount/Mark-up: Discount/Mark-up**
Lot Description **Discount/Mark-up**
Quantity **1 each**

Percentage
Delivery Location **City of Oklahoma City and its Trusts**
[See Bid Packet for Location\(s\)](#)
N/A
Oklahoma City OK 73102
Qty 1

Description

Specify list less/cost plus, type of price list and effective date, and if the item is In-Stock or Non-Stock in the note field. If your catalog/price list contains more than one column, indicate the specific column that you are bidding.

Item **25708--04-02 - Discount/Mark-up: Discount/Mark-up**
Lot Description **Discount/Mark-up**
Quantity **1 each**

Percentage
Delivery Location **City of Oklahoma City and its Trusts**
[See Bid Packet for Location\(s\)](#)
N/A
Oklahoma City OK 73102
Qty 1

Description

Specify list less/cost plus, type of price list and effective date, and if the item is In-Stock or Non-Stock in the note field. If your catalog/price list contains more than one column, indicate the specific column that you are bidding.

Item **25708--05-01 - W-9: W-9**
Lot Description **W-9**
Quantity **1 each**

Prices are not requested for this item.

Delivery Location **City of Oklahoma City and its Trusts**
[See Bid Packet for Location\(s\)](#)
N/A

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Oklahoma City OK 73102

Qty 1

Description

Please attach a current copy of your W-9

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**BID/PRICING AGREEMENT/CONTRACT FORM & NON-DISCRIMINATION
STATEMENT**
**BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS
DOCUMENT PRIOR TO SUBMITTING IN THE ELECTRONIC BID SYSTEM**

**Please be aware that typing in your password acts as your electronic signature, which is
just as legal and binding as an original signature.**

(See Electronic Signatures in Global and National Commerce Act for more information.)

**THIS DOCUMENT MUST BE ELECTRONICALLY SIGNED AND SUBMITTED WITH THE BID
OR THE BID WILL BE REJECTED**

INSTRUCTIONS: This document MUST be electronically signed and submitted with the bid for the bid to be valid. Failure to electronically sign the this document prior to submitting the electronic bid will result in rejection of your bid. This document constitutes your bid and will be the Pricing Agreement/Contract document under which you are to perform, should your bid be accepted, so it must be properly and completely executed. It is, therefore, essential that you are aware of its terms, as well as those contained in the specifications.

Submit this electronically signed document, along with all accompanying documents:

THIS PRICING AGREEMENT/CONTRACT is made and entered into, by and between
hereinafter referred to as "Bidder" and The City of Oklahoma City, a municipal corporation, or a participating Public Trust of which The City of Oklahoma City is Beneficiary hereinafter referred to as the "Contracting Entity."

WITNESSETH:

WHEREAS, the governing body of the Contracting Entity has approved certain specifications and requested by notice that bids be submitted thereon; and

WHEREAS, this document until executed by the Mayor/Chairman of the Contracting Entity constitutes the Bidder's proposal; and

NOW, THEREFORE, that in consideration of the covenants, agreements and representations as hereinafter set forth, it is mutually agreed by the parties that:

1. The Bidder agrees to sell and deliver to the Contracting Entity, the items of material and/or services, specified in the pricing section of the electronic bid submittal, which is attached hereto and made a part of this Pricing Agreement/Contract. List the prompt payment discount, if any, for this agreement in the space provided below:

Discount for Prompt Payment % Days

2. The Bidder expressly warrants that all articles, material, and/or work covered in this Pricing Agreement/Contract will conform to the specifications and electronic bid documents attached to this bid and are hereby incorporated, as if set forth in full herein; and further warrants that the same shall be of good material and workmanship, and free from defects.

3. The Bidder understands that all bids are to be submitted in U.S. dollars at a firm price. Bids submitted in any currency other than U.S. dollars will be rejected.

4. The Bidder also understands that all invoices shall be submitted in U.S. dollars and agrees to accept payment in U.S. dollars as full satisfaction of the invoiced amount.

5. If any of the goods fail to meet the warranties contained in Paragraph 2, above, the Bidder, upon notice from the Contracting Entity, shall promptly correct or replace the same at the Bidder's expense. If the Bidder shall fail to so do, the Contracting Entity may cancel this order as to all such goods, and in addition, may cancel the then remaining balance of this order. After notice to the Bidder, all such goods will be held at the Bidder's risk. The Contracting Entity may, at the Bidder's direction, make available such goods to be returned to the Bidder at the Bidder's

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risk, and all transportation charges, both to and from the original destination, shall be paid by the Bidder. Any payment for such goods shall be refunded by the Bidder unless the Bidder promptly corrects or replaces the same at the Bidder's expense.

6. The Contracting Entity agrees to pay to the Bidder the price and amount in accordance with Paragraph 1 above, based on the quantity actually purchased, upon delivery to and acceptance by the Contracting Entity, of the material and/or service[s] above described and upon the filing by the Bidder, and approval by the Contracting Entity, of a verified claim for the amount due.

7. The Bidder agrees, in connection with the performance of work under this Pricing Agreement/Contract:

a. That the Bidder will not discriminate against any employee or applicant for employment, because of race, creed, color, sex, age, national origin, ancestry or disability. The Bidder shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, age, national origin, sex, ancestry or disability. Such actions shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Bidder agrees to post, in a conspicuous place available to employees and applicants for employment, notices to be provided by the City Clerk/Secretary of the Contracting Entity setting forth the provisions of this section, and;

b. That the Bidder agrees to include this non-discrimination clause in any subcontracts connected with the performance of this Pricing Agreement/Contract.

8. In the event of the Bidder's non-compliance with the above non-discrimination clause, this Pricing Agreement/Contract may be canceled or terminated by the Contracting Entity. The Bidder may be declared by the Contracting Entity ineligible for further Pricing Agreement[s]/Contract[s] with the Contracting Entity until satisfactory proof of intent to comply is made by the Bidder.

9. The risk of loss or damage shall be borne by the Bidder at all times until the acceptance of goods, properly packed, by the Contracting Entity.

10. This Pricing Agreement/Contract, specifications, electronic bid submittal documents and any attachments constitutes the entire understanding and agreement of the parties upon the subject matter hereof. There is no agreement, oral or otherwise, which is not contained in or attached to this Pricing Agreement/Contract. This Pricing Agreement/Contract may not be modified or assigned unless approved in writing and signed by both parties.

11. The parties assume and understand that the variables in the Bidder's cost of performance may fluctuate; consequently, the parties agree that any fluctuations in the Bidder's costs will not alter the Bidder's obligations under this Pricing Agreement/Contract nor excuse performance or delay on the Bidder's part.

12. This Pricing Agreement/Contract shall be inoperative during such period of time that the aforesaid delivery or acceptance may be rendered impossible by reason of fire, Act of God or government regulation. Provided, however, to the extent that the Bidder has any commercially reasonable alternative method of performing this Pricing Agreement/Contract by purchase on the market or otherwise, the Bidder shall not be freed of any obligations hereunder by this clause, even though the goods intended for this Pricing Agreement/Contract were destroyed or their delivery delayed because of an event described above.

13. The shipping or receiving of any goods under this Pricing Agreement/Contract shall not be deemed, or be, a waiver of any right to damages for any prior failure to ship or receive any goods.

14. This Pricing Agreement/Contract shall be governed by the laws of the State of Oklahoma.

15. The Bidder shall be responsible for complying with all applicable federal, state and local laws.

16. If submitting a bid for services, the Bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and available at www.dhs.gov/E-Verify.

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The undersigned individual states that the Bidder will be bound by all components of its bid, the specification, the terms and conditions of the Pricing Agreement/Contract, and the requirements for Bidders.

WITNESS the hands of the parties hereto:

THIS FORM MUST BE ELECTRONICALLY SIGNED AND SUBMITTED WITH THE BID FOR THE BID TO BE VALID

Note: The owner or an officer of the business or corporation may sign this document. A Corporate Seal or a letter of authorization is needed for any other signer. For instance, if a Salesman or Manager signs this form, a letter of authorization or Corporate Seal is to be attached.

Type Name of Authorized Agent

Title of Authorized Agent

Company Name and Address

Zip Code

Telephone Number and Fax Number if any

BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS DOCUMENT

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature.

(See Electronic Signatures in Global and National Commerce Act for more information.)

THIS FORM MUST BE ELECTRONICALLY SIGNED AND SUBMITTED WITH THE BID OR THE BID WILL BE REJECTED

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NON-COLLUSION AFFIDAVIT

BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS DOCUMENT PRIOR TO SUBMITTING BID

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature.

(See Electronic Signatures in Global and National Commerce Act for more information.)

The undersigned, of lawful age, being duly sworn, upon oath, deposes and says: That the undersigned has the lawful authority to execute the within and foregoing proposal/bid for, and on behalf of, the Proposer/Bidder; that the Proposer/Bidder has not, directly or indirectly, entered into any agreement, express or implied, with any Proposer/Bidder, having for its object the controlling of the price or amount of such proposal/bid, the limiting of the proposals/bids or the Proposers/Bidders, the parceling or farming out to any Proposer/Bidder or other persons, of any part of the Agreement or any part of the subject matter of the proposal/bid, or of the profits thereof, and that Proposer/Bidder has not and will not divulge the sealed proposal/bid to any person whomsoever, except those having a partnership or other financial interest with the Proposer/Bidder in the said proposal/bid, until after the said sealed proposals/bids are opened.

The undersigned further states that the Proposer/Bidder has not been a party to any collusion: among Proposer/Bidders in restraint of freedom of competition, by any agreement to bid at a fixed price or to refrain from proposing; or with any City/Trust official, City/Trust employee or City/Trust agent as to the quantity, quality, or price in the prospective Agreement, or any other terms of the said prospective Agreement; or in any discussions between the Proposers/Bidders or City/Trust official, City/Trust employee or City/Trust agent concerning the exchange of money or other thing of value for special consideration in the letting of Agreement. The Proposer/Bidder states that it has not paid, given or donated or agreed to pay, give or donate to any City/Trust official, officer or employee of the City or awarding agency, any money or other thing of value, either directly or indirectly, in the procuring of the award of Agreement pursuant to this Proposal/Bid.

Witness the hands of the parties hereto:

The undersigned states that the Proposer/Bidder will be bound by its proposal/bid, the specification, the terms and conditions of the Agreement, and the Requirements for Proposer/Bidders.

→ → THIS FORM TO BE COMPLETED BY THE PROPOSER/BIDDER PRIOR TO AGREEMENT APPROVAL ← ←

<input type="text"/>	<input type="text"/>
Type Name of Authorized Agent/Representative	Title
<input type="text"/>	
Company Name	
<input type="text"/>	<input type="text"/>
Address	Zip Code
<input type="text"/>	
Telephone Number and Fax Number, if any	

TO BE COMPLETED BY THE NOTARY:

State of *)
<input type="text"/>) SSS
County of *)
<input type="text"/>	

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[*State and County where notarized must be typed in for bid/proposal to be considered.][SAK1]

Signed and sworn to before me on this day of , by
[Day] [Month] [Year] [Print the name of the agent/representative who signed above.]

My Commission Number:
[Oklahoma] Type Name of Notary Public
My Commission Expires:
[Date/Year]

[49 Okla. Stat. 2011 §119]

BIDDER MUST ELECTRONICALLY COMPLETE, SIGN AND NOTARIZE THIS DOCUMENT PRIOR TO SUBMITTING BID

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature.

(See Electronic Signatures in Global and National Commerce Act for more information.)

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BIDDER MUST ELECTRONICALLY COMPLETE THIS FORM PRIOR TO SUBMITTING BID

SUPPLIER CONTACT INFORMATION

The purpose of this form is to assist various City Departments and Trusts with placing orders.

Sales Contact:

Company Name:
Address:

Contact Person: Email Address:
Telephone Number: Fax Number:

Billing Contact:

Company Name:
Address:

Contact Person: Email Address:
Telephone Number: Fax Number:

Service Contact:

Company Name:
Address:

Contact Person: Email Address:
Telephone Number: Fax Number:

After Hours Emergency Number(s)
After Hours Emergency Number(s)
After Hours Emergency Number(s)
After Hours Emergency Number(s)

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(Published in *The Journal Record* on May 15, 2024.)

NOTICE TO BIDDERS

Notice is hereby given that The City of Oklahoma City (“Contracting Entity”) will receive electronic bids at the **OFFICE OF THE CITY CLERK, 200 North Walker Avenue, Oklahoma City, Oklahoma 73102** until 10:00:00 a.m., on the 5th day of June, 2024, for the following:

BID25708 Recreation Items, Sports, Games, and Aquatic Equipment

The Contracting Entity has partnered with Periscope (formerly BidSync) to accept bids electronically. You are invited to submit a bid electronically through the Periscope system to supply the goods and/or services specified in the electronic bid packet. The Contracting Entity does not provide access to a computer for electronic bidding or electronic bid submission. Bidders must register in advance with Periscope at <https://prod.bidsync.com/the-city-of-oklahoma-city> in order to submit an electronic bid. The Contracting Entity recommends potential Bidders register and become familiar with the Periscope electronic bidding process in advance of submitting a bid. There is no charge to the Bidder for registering or submitting an electronic bid to the Contracting Entity through Periscope. Instructions on how to get registered to bid through Periscope can be found on The City of Oklahoma City’s website at <https://www.okc.gov/departments/bidding>.

Bids shall be made in accordance with this Notice to Bidder, General Instructions and Requirements for Bidders, Oklahoma Open Records Act and Confidential Information, the Specifications, the Agreement & Non-Discrimination Statement, the Non-Collusion Affidavit, and any other documents which are included in the complete electronic bid packet. The Agreement must be completed, signed, and submitted electronically through Periscope for the bid to be valid.

Bids timely submitted electronically through Periscope shall be opened at the time stated above or later in the City Clerk’s Conference Room, located on the 2nd floor of the Municipal Building. The Periscope system does not allow bids to be submitted after the above stated date and time. There will be no exceptions to this policy. All bids shall remain on file at least 48 hours before an Agreement shall be made and entered.

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**The City of
OKLAHOMA CITY
and its Trusts**

**ELECTRONIC BID PACKET
RECREATION ITEMS, SPORTS, GAMES, AND AQUATIC EQUIPMENT
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GENERAL INSTRUCTIONS AND REQUIREMENTS FOR BIDDERS

THESE INSTRUCTIONS, REQUIREMENTS AND ANY SPECIAL INSTRUCTIONS CONTAINED IN THE SPECIFICATIONS ARE A PART OF THE TERMS AND CONDITIONS OF THE BIDDER'S IRREVOCABLE BID AS A FIRM OFFER. ANY EXCEPTIONS TO THESE INSTRUCTIONS, REQUIREMENTS OR SPECIFICATIONS MUST BE SPECIFIED AND SUBMITTED WITH THE BIDDER'S BID. THIS CAN BE ACCOMPLISHED BY SUBMITTING AN ALTERNATE OFFER, IF AVAILABLE ON THE BID, OR BY ENTERING INFORMATION INTO THE "NOTE TO BUYER" FIELD. A BIDDER MAY ALSO SUBMIT EXCEPTIONS BY UPLOADING A SEPARATE DOCUMENT LABELED "EXCEPTIONS" INTO THE PERISCOPE SYSTEM. FAILURE TO INDICATE ANY EXCEPTIONS WILL BE REGARDED AS FULL ACCEPTANCE OF THE REQUIREMENTS, INSTRUCTIONS, AND SPECIFICATIONS CONTAINED IN THIS BID PACKET AND ANY OTHER BID DOCUMENTS RELATED TO THIS BID.

1. **EXAMINATION BY BIDDERS:** All Bidders must examine the specifications, drawings, schedules, special instructions and these general instructions and requirements prior to electronically submitting any Bid/Pricing Agreement/Contract. Failure to examine is at the Bidder's own risk as Bidder will be held to the terms, conditions, and requirements therein.
2. **SUBMISSION OF FORMS REQUIRED FOR PRICING AGREEMENT/CONTRACT AWARD:** All bids must be completed electronically, on the forms provided by the Contracting Entity through the electronic bidding system. Bids will not be considered unless the Bid/Pricing Agreement/Contract form is completed, signed, and submitted by the Bidder in the electronic bidding system. A Letter of Authorization should also be attached and submitted when the Bidder is not authorized by statute and the Bidder's organizational and establishing documents to sign and bind the Bidder to the Bid/Pricing Agreement/Contract documents. The Non-Collusion Affidavit must be executed by the Bidder or an authorized agent and notarized. The notarization must contain:
 - (a) The notary's signature (electronic signature);
 - (b) Jurisdiction where notarization took place (i.e., State of __, County of __);
 - (c) Date of notarization;
 - (d) The notary's commission expiration date;
 - (e) The notary's commission number (Oklahoma);
 - (f) The notarial seal (the notary seal is not required for electronic notarization); and
 - (g) Comply with all other applicable laws. The Non-Collusion Affidavit must be submitted electronically with the electronic bid packet.
3. **SUBMISSION OF BIDS ELECTRONICALLY TO THE CITY CLERK/SECRETARY:** Bids must be submitted electronically through Periscope and shall be opened at the time stated in the Notice to Bidders, or later, in the City Clerk's Conference Room, located on the 2nd floor of the Municipal Building. The Periscope system does not allow bids to be submitted after the deadline. There will be no exceptions to this policy. All bids shall remain on file at least 48 hours thereafter before a Pricing Agreement/Contract shall be made and entered into thereon.
4. **DESCRIPTIVE TERMS:** Unless the term "no substitute" is used, the use of brand name, manufacturer, make, or catalog designation in describing an item does not restrict Bidders to that particular brand name, etc. The term is simply to indicate the type, character, quality and/or performance equivalence of the item desired. However, the proposed substitution item must be of such character, quality and/or performance equivalence as that indicated in the specifications. A proposed substitute item must include complete data as to the manufacturer's name, type, model number, any descriptive bulletins, and specifications. This data can be uploaded electronically through the electronic bidding system.
5. **EXCEPTIONS:** Any exceptions or variances to these instructions or specifications must be submitted with the Bidder's bid. This can be accomplished by submitting an alternate offer, if available on the bid, or by entering information in the "Note to Buyer" field. A Bidder may also submit exceptions by uploading a separate document labeled "Exceptions" into the Periscope system. Failure to indicate any exceptions will be construed to mean that the Bidder offers to furnish the exact commodity as described in the bid specifications and as full acceptance of the requirements, instructions, and specifications contained in this bid packet and any other bid documents related to this bid.
6. **UNIT PRICES:** A unit price for each unit bid must be shown and include any applicable taxes, delivery, and packaging and/or packing, if any, unless otherwise specified. If there is an estimated quantity stated as such in the specifications, the estimate is not a guarantee of the quantity which may be purchased. When the quantity in the Periscope system is listed as "1", Bidder shall bid the per individual unit price. The Contracting Entity may purchase one or more bid item at any given time throughout the term of the Pricing Agreement/Contract. The Periscope system will calculate the total based on the quantity requested by the Contracting Entity and the price entered by the Bidder. The Periscope system will calculate the bid price based on the quantity and price. Items bid as an estimated quantity will be awarded on a "no guarantee" basis. Prices shall be extended in decimals, not fractions, and shall include transportation and delivery charges, prepaid by the Bidder to the destination specified in the special instructions of the specifications.
7. **EXEMPTIONS FROM CERTAIN TAXES:** The purchase of certain goods or services by the Contracting Entity is exempt from the payment of excise, transportation, use, and sales tax imposed by the federal, state and/or city governments. Such taxes must not be included in the bid prices. Any taxes that are not exempt must be included in the bid price. No additional payment or compensation will be made for taxes.
8. **PAYMENTS AND DISCOUNTS:**

- (a) Payment for goods and services as specified in the Pricing Agreement/Contract shall be processed promptly after completion of delivery and acceptance of items and after receipt from Bidder of properly prepared invoice(s) and/or notarized claim voucher(s), if applicable. Purchases may be made by certain City or Trust employees using a purchasing card. Employees of Contracting Entity are required, when possible, to use a purchasing card for purchases under the amount of \$5,000 for a single transaction. For single transactions over \$5,000, the Bidder may request payment be completed by issuance of a purchase order. Processing fees may not be added when a purchasing card is used. The bid price shall cover any fees a bidder may incur.
- (b) Discounts for prompt payment will not be considered in bid evaluations, unless otherwise specified. Discounts offered by the Bidder will be taken, however, if payment is made within the discount period.
- (c) Late charges cannot be assessed against Contracting Entity.
9. **LATE INVOICES:** If the purchase order indicates that the purchase is being made with City funds, all unpaid invoices pertaining to this Pricing Agreement/Contract must be recorded in the Finance Department, Accounts Payable Section, or in the Office of the City Clerk on or before September 30 for all debts incurred during the prior fiscal year (July 1 through June 30), or said invoice shall be void and forever barred. (See 62 Okla. Stat. 2010 § 310.4).
10. **DELIVERY:**
- (a) All bid prices quoted shall be based on delivery F.O.B. Oklahoma City, Oklahoma or to any points located within the municipal corporate limits (unless otherwise stated in the bid specifications) with all charges prepaid to the actual point of delivery.
- (b) Bids must show the number of days required for delivery under normal conditions. Unrealistically short or long delivery promises may cause bids to be rejected. A successful Bidder is required to keep the purchasing department advised at all times of the status of the order and delivery. All goods or services shall be delivered within thirty (30) days from the date of the award of the Pricing Agreement/Contract, unless specified otherwise.
11. **AWARD OF PRICING AGREEMENT/CONTRACTS:** The Contracting Entity reserves the rights to: award by item, groups of items or all items of the bid; to reject any or all bids in whole or in part; and waive technical defects, irregularities and/or omissions.
12. **PERFORMANCE BONDS:** If required by the specifications, the successful Bidder must post the performance bond, a certified or cashier's check in the amount required prior to award of Pricing Agreement/Contract.
13. **PATENTS:** The Bidder agrees to indemnify and save harmless the Contracting Entity, including any of Contracting Entity's employees, the purchasing agent and assistants from all suits and actions of every nature and description brought against the Bidder and/or any assistants because of, or for the use of, patented or licensed appliances, products, or processes. The Bidder shall pay all royalties and charges which are legal, and equitable evidence of such payment or satisfaction shall be submitted upon request of the Contracting Entity, as a necessary requirement in connection with the final execution of any Agreement/Contract in which patented or licensed appliances, products, or processes are to be used.
14. **TERMINATION:**
- (a) The performance of services and/or the delivery of items under any Pricing Agreement/Contract may be terminated by the Contracting Entity, in whole or in part, whenever it is determined to be in the best interest of the Contracting Entity.
- (b) Any such termination will be affected by delivery to the Bidder of a termination notice specifying the extent to which performance or services and/or delivery of ordered commodities is terminated, and the date the termination becomes effective.
- (c) After receipt of a termination notice, the Bidder shall stop performance of services and/or accept no further orders under the Pricing Agreement/Contract.
15. **COMPLIANCE WITH APPLICABLE LAWS:** All Proposers must comply with all applicable federal, state, or local laws and regulations, including Title VI and all provisions of the Civil Rights Act of 1964 42, U.S.C. §§ 2000d, - et seq.
16. **SELF-INSURED:** The Contracting Entity is self-insured for its own negligence. The liability of the Contracting Entity for acts of negligence are limited and subject to the Governmental Tort Claims Act, 51 O.S. §§ 151, *et seq.*
17. **RIGHT TO AUDIT:** The Contracting Entity shall at all times have the right to examine books, papers, and records of the successful Bidder relative to all aspects of the Pricing Agreements/Contracts awarded as a result of this bid to confirm Pricing Agreement/Contract compliance. Failure to provide the requested information may result in termination of the Pricing Agreement/Contract. This right to audit only affects Pricing Agreement/Contract compliance as a result of this bid and does not apply to Bidder records beyond the scope of the Pricing Agreement/Contract.
18. **REFERENCES:** The Contracting Entity has the right to request references from bidders.
19. **BID EVALUATION:** Bids will be evaluated based upon the lowest overall cost to the Contracting Entity and a bidder's responsiveness to the requirements of the specifications. The Contracting Entity retains the right to waive minor deficiencies of specifications, technicalities, or informalities in a bid, provided that the best interest of the Contracting Entity would be served without prejudice to the rights of other bidders.

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OKLAHOMA OPEN RECORDS ACT AND CONFIDENTIAL INFORMATION

All materials submitted to the Contracting Entity pursuant to this Bid or Proposal potentially become subject to the mandates of the Oklahoma Open Records Act, 51 O.S. § 24A.1. *et seq.* The purpose of this Act is to ensure and facilitate the public's right of access to and review of government records so they may efficiently and intelligently exercise their inherent political power. Almost all "records," as that term is defined in the Act, may be disclosed to the public upon request. Except where specific state or federal statutes create a specific and express exemption or confidential privilege, persons who submit information to public bodies have no right to keep this information from public access nor have a reasonable expectation that this information will be kept from public access.

If you believe that any of the information you have submitted to the Contracting Entity pursuant to this Bid or Proposal is exempt or confidential under a specific state or federal statute, and therefore not subject to public access under the Oklahoma Open Records Act, you must comply with the following:

1. Place said documents/records in a separate electronic file attachment marked "Confidential". DO NOT label your entire Bid or Proposal as "Confidential" – label only those portions of the Bid or Proposal that you feel are exempt or are made confidential by state or federal law as "Confidential".
2. For each such document for which you are claiming an exemption or a confidential privilege, identify the federal and/or state law that creates said privilege, e.g., for trade secrets, see 21 O.S. § 1732 (Larceny of Trade Secrets) and the Uniform Trade Secrets Act, 78 O.S. § 85 *et seq.*

Should an Open Records request be presented to the Contracting Entity requesting information you have identified as "Confidential," you will be responsible for defending your position in the District Court, if needed.

If you fail to identify any records submitted as part of your Bid or Proposal as "Confidential", you are agreeing that said records are not exempt or confidential and are subject to public access.

Upon receipt of a request by a third party to review or copy records properly identified as "Confidential," you will be notified of the request and thereby given an opportunity to immediately enforce and protect your rights by initiating an action in a court of competent jurisdiction. Should you fail to timely bring an action to enforce your rights, then the requested records will be released by the Contracting Entity based upon its determination of the application of the Oklahoma Open Records Act.

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BID SPECIFICATIONS

RECREATION ITEMS, SPORTS, GAMES, AND AQUATIC EQUIPMENT

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BID SPECIFICATIONS
RECREATION ITEMS, SPORTS, GAMES AND AQUATIC EQUIPMENT
Instructions to Bidders

INTENT: To provide recreation items, sports, games, and aquatic equipment for utilization at year-round and summer recreation facilities for the City of Oklahoma City Parks and Recreation Department. The types of supplies purchased will vary, depending on the programs offered, participant interest and department needs.

SCOPE OF PRICING AGREEMENT/CONTRACT: The Bidder shall furnish and supply the below listed item(s) in accordance with the terms, conditions and provisions set forth herein.

The Contracting Entity reserves the right to award this Pricing Agreement/Contract to a single Bidder or to multiple Bidders, whichever is deemed to be in best interest of the Contracting Entity. You may bid on some or all items. If you choose not to bid on one of the items respond by typing, "No Bid" in the "Note to Buyer" field of the line item in the Periscope system.

SUBSTITUTE OFFERS: If the bid specifications provide that the Contracting Entity is accepting substitute offers for a good or service, this option will be available for bidders in Periscope when completing the electronic bid packet. The Contracting Entity is under no obligation to accept a substitute offer.

CONTRACTING ENTITY: The term "Contracting Entity" as used throughout this Pricing Agreement/Contract shall mean The City of Oklahoma City and any participating Public Trust which chooses to avail itself of the goods or services from the resultant Pricing Agreement/Contract. Should a participating Public Trust, of which The City of Oklahoma City is Beneficiary, choose to avail itself of goods or services from the resultant Pricing Agreement(s)/Contract(s), the Bidder(s) will honor the terms and conditions, including price, of the Pricing Agreement(s)/Contract(s).

BIDDER: Upon award of this Pricing Agreement/Contract, the term "Bidder" shall mean the contracting party supplying the goods and/or services.

PRICING AGREEMENT/CONTRACT PERIOD: The Pricing Agreement/Contract shall be for one year with the option to renew for two additional one-year periods. The Pricing Agreement/Contract shall be in effect commencing on the date of award as approved by the Contracting Entity.

PRICING AGREEMENT/CONTRACT RENEWAL OPTION:

1. This Pricing Agreement/Contract is renewable for two additional one-year periods at the option of the Contracting Entity. Should the Contracting Entity desire to renew the pricing agreement/contract, a written preliminary notice will be furnished to the Bidder prior to the expiration date of the Pricing Agreement/Contract. (Such preliminary notice will not be deemed to commit the Contracting Entity to renew.)
2. Upon receipt of the Contracting Entity's preliminary notice, the Bidder shall, if desired,

submit a written agreement to continue Pricing Agreement/Contract performance for an additional one-year period.

3. Should the Contracting Entity exercise this option for renewal, the Pricing Agreement/Contract as renewed shall be deemed to include this option provision except that the total duration of this Pricing Agreement/Contract, including any renewals, shall not exceed three years without approval of the Contracting Entity.
4. In all cases Pricing Agreement/Contract renewals must be approved by the Contracting Entity.

DELIVERY: Bidders shall specify their proposed delivery times for the requested goods and services in the line-item pricing area in the electronic bidding system. If a deadline is specified and no alternative is proposed, the Bidder will have agreed to meet the stated deadline.

INSPECTION AND ACCEPTANCE AT DESTINATION:

1. Final inspection and acceptance shall be at destination. Acceptance will occur after the goods or results of the services have been inspected and when determined by designated competent staff to have met the bid specifications. Delivery does not constitute acceptance.
2. Although source inspection by the Contracting Entity is not anticipated under this Pricing Agreement/Contract, the provisions of this article shall in no way be construed to limit the rights of the Contracting Entity to otherwise conduct source inspections when it deems to be appropriate.

F.O.B. DESTINATION:

1. The Bidder shall deliver each item F.O.B. Destination, Oklahoma City, Oklahoma, and to any and all points designated in the bid specifications.
2. Inside delivery is required unless specifically and expressly stated in the bid specifications.

COMMERCIAL PACKAGING: Preservation, packaging, packing, and marking will be in accordance with Bidder's best commercial practice to provide adequate protection against shipping damage. Bidder is required to replace any goods damaged in shipping or delivery.

ESTIMATED ANNUAL REQUIREMENTS (NO GUARANTEE):

1. The quantity of any item, good, or service when shown in the price schedule as an estimate of an annual requirement is merely an estimate based on currently available information. The purchase of any such item or quantity of good or service is not guaranteed. Any offer conditioned upon a promise by the Contracting Entity to purchase a minimum or definite quantity of such an item will be rejected.
2. The Bidder agrees to furnish all quantities ordered by the Contracting Entity during the Pricing Agreement/Contract period.

3. The Contracting Entity agrees to place orders with the Bidder for all its requirements for those items shown in the price schedule, as awarded, except as follows:
 - a. Quantities of items needed under conditions of emergency or public exigency as approved by the Purchasing Agent.
 - b. Quantities of items obtainable from State contracts, as approved by the Purchasing Agent.
 - c. Quantities of items where federal funds are involved and other action is warranted for federal regulatory compliance purposes.
 - d. Quantities of items awarded under specific and separate pricing agreements/contracts.
 - e. Quantities of items which otherwise are determined to be outside the general scope and intent of this Pricing Agreement/Contract.
4. If requirements for any awarded items do not materialize for the quantity estimated in the applicable price schedule, such failure shall not constitute grounds for equitable adjustment or additional compensation.
5. There is no obligation to purchase any items from this Pricing Agreement/Contract, and purchases made in future fiscal years or other contract periods are subject to future appropriations and availability of funds.
6. The Contracting Entity may request Bidder provide quantity discounts when making larger purchases. Quantity discounts will be requested from all Bidders when multiple Pricing Agreements/Contracts are awarded.

ORDER OF PRECEDENCE: In the event of an inconsistency between provisions of this Pricing Agreement/Contract, the inconsistency shall be resolved by giving precedence in the following order: (i) Pricing Agreement/Contract articles, (ii) Bid Specifications, (iii) Notice to Bidders, (iv) General Instructions and Requirements for Bidders, (v) other requirements provided by the Contracting Entity in the bid packet, then (vi) attachments, notes and exceptions by Bidder.

PAYMENT METHODS: The ordering departments will utilize purchase order numbers or purchasing cards for ordering the goods and services they require as the need arises during the Pricing Agreement/Contract period.

The Contracting Entity shall not be held liable for any damages sustained by any Bidder for delivery of goods or services awarded by Pricing Agreement/Contract unless accompanied by an authorized purchase order or purchasing card reference name and number. Delivery of goods or services to any department of Contracting Entity without a purchase order document, purchase order number or purchasing card reference name and number given at the time the order is placed shall constitute an unauthorized purchase.

PAYMENT/INVOICE:

1. Payments will be processed promptly after completion of delivery of ordered items and after receipt of properly prepared invoices.
2. **FOR ORDERS PLACED BY PURCHASE ORDER:** The original invoice must be mailed directly to The City of Oklahoma City, Accounts Payable, 100 N. Walker Avenue, Suite 200, Oklahoma City, Oklahoma 73102, or invoices may be e-mailed to accountspayable@okc.gov. If invoices are e-mailed, a paper copy should not be mailed. This information is printed on the front of each purchase order. Copies of invoices may be sent to other addresses upon request. However, if the original invoice is sent to any other address, payment will be delayed, or may not be processed at all. Should another trust or government entity be using this contract they may request a different invoice address.

FOR ORDERS PLACED BY PURCHASING CARD: Do not send invoices, statements etc. to Accounts Payable for purchasing card orders. Please send all purchasing card documents directly to the cardholder. Cardholders are required to submit itemized transaction details such as invoice/delivery tickets with their monthly purchasing card statement. This is a vital part of the monthly reconciliation process. Your cooperation is appreciated. City and/or Trust employees are required, when possible, to use a purchasing card for purchases under the amount of \$5,000 for a single transaction. For single transactions over \$5,000, the bidder may request payment be completed by issuance of a purchase order. Processing fees may not be added when a purchasing card is used. The bid price is expected to cover any fees a bidder may incur.

3. Invoices must contain the following information:
 - a. Bidder's name and address
 - b. Ship to address (department name)
 - c. Purchase order number - **MUST BE INDICATED ON THE INVOICE**
 - d. Itemization of each item purchased to include:
 - (1) description/stock number
 - (2) unit price
 - (3) quantity
 - (4) unit of issue (each, box, dozen, pound, etc.)
 - (5) total price
 - e. Total amount of invoice
 - f. Date of delivery
4. Invoices should not reflect any outstanding backorders.

WARRANTY:

1. The Bidder warrants that at the time of delivery, all items furnished under this Pricing Agreement/Contract will be free from defects in material or workmanship and will conform to the specifications and all other requirements of this Pricing Agreement/Contract. All Bidders will furnish with their bid one copy of their warranty applicable to the supplies or equipment to be furnished.

2. As to any item which does not conform to this warranty, the Bidder agrees that the Contracting Entity shall have the right to:
 - a. Reject and return each nonconforming item to the Bidder for correction or replacement at the Bidder's expense; or
 - b. Require an equitable adjustment in the Pricing Agreement/Contract price.
3. This warranty shall be in addition to any other rights of the Contracting Entity.
4. All equipment warranties shall start on the date of installation and will be for the full term of said warranty.

GENERAL PROVISIONS: The following documents are attached or by this reference incorporated as a part of this Pricing Agreement/Contract:

- a. Bid/Pricing Agreement/Contract Form & Non-Discrimination Statement
- b. Non-Collusion Affidavit
- c. General Instructions and Requirements for Bidders
- d. Specifications
- e. Oklahoma Open Records Act and Confidential Information

SAFETY DATA SHEETS: Any Bidder supplying goods or materials to the Contracting Entity that require a Safety Data Sheet (SDS) will furnish the required sheet or a composite concentration list in one of the following manners:

- a. Submitted as part of the proposal document
- b. Submitted prior to Agreement/Contract award
- c. Submitted with the product invoice
- d. Submitted at the request of the Contracting Entity

In all instances, the Bidder shall furnish the safety data sheets with the products at delivery, and shall comply with all local, state, and federal laws providing for identification of materials transported to the Contracting Entity. The appropriate proposal number, Agreement/Contract number, delivery ticket number, or invoice number shall be clearly marked on the safety data sheet or the composite concentration lists. Information regarding Safety Data Sheets can be found online at <https://www.osha.gov/Publications/OSHA3514.html>. Any question regarding this requirement should be directed to the following address:

Oklahoma City Risk Management Division
420 W. Main Street, Suite 630
Oklahoma City, Oklahoma 73102
(405) 297-3891

BID SPECIFICATIONS

Other Provisions

ADDENDA: It is the Bidder's responsibility to log into the electronic bidding system to monitor any addenda that may be issued during the process. A Bidder's bid will not be accepted if all addenda have not been acknowledged by the Bidder through the electronic bidding system. If you are set up for electronic notifications through the electronic bidding system, you should receive a notification by e-mail when addenda are issued.

INDEMNITY REQUIREMENTS: The Bidder assumes all risks incident to or in connection with its purpose to be conducted herein under and shall indemnify, defend and save Contracting Entity harmless from damage or injuries of whatever nature or kind to persons or property arising directly or indirectly out of the Bidder's operations and transportation of the Contracting Entity's equipment to and from repair site regardless of fault and arising from acts or omissions of its employees regardless of fault and shall indemnify, defend, and save harmless Contracting Entity from any penalties for violation of any law, ordinance or regulation affecting or having application to said operation.

INSURANCE REQUIREMENTS: The following insurance requirements are applicable and must be obtained prior to contract award if the bid submitted includes on-site installation, on-site maintenance services or other repair services to be performed on the Contracting Entity's property, or if insurance coverage is otherwise requested by the Contracting Entity.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE:
The Bidder shall carry Worker's Compensation Insurance in amounts as prescribed by the laws of the State of Oklahoma.

GENERAL LIABILITY INSURANCE: The Bidder shall carry a general liability insurance policy to protect the Bidder and any the Contracting Entity as Additional Insured from claims for property damage and bodily injury including death, or other loss which may arise directly or indirectly from the activities, omissions, and operations of the Bidder under the Agreement, whether such activities, omissions, and operations be by the Bidder, its subcontractor, or by anyone employed by or acting for the benefit of the Bidder in conjunction with this Agreement. The general liability policy shall have, at a minimum, the following coverage amounts:

Property Damage Liability - Limits shall be carried in the amount of not less than twenty-five thousand dollars (\$25,000) to any one person for any single claim for damage to or destruction of property arising out of a single act, accident, or occurrence.

All Other Liability - In the amount not less than one hundred seventy-five thousand dollars (\$175,000) for claims including accidental death, personal injury, and all other claims to any one person out of a single act, accident, or occurrence.

General Aggregate Limit- In an amount not less than one million dollars (\$1,000,000) for any number of claims arising out of a single act, occurrence, or accident.

AUTOMOBILE LIABILITY INSURANCE – The Bidder shall maintain automobile insurance coverage in, at a minimum, the amounts required by Oklahoma law as to the ownership, maintenance, and use of all owned, non-owned, leased or hired vehicles and equipment when said vehicles or equipment is utilized to meet the requirements of this contract.

The insurance policies required herein shall be issued by a company authorized to do business in the state of Oklahoma and acceptable to Contracting Entity. Upon request, the Contracting Entity shall be furnished with a Certificate of Insurance evidencing all of the above-referenced requirements. All policies shall be in the form of an “occurrence” insurance coverage or policy. If any insurance is written in a “claims made” form, the Bidder shall also provide tail coverage that extends a minimum of two years from the expiration of the Pricing Agreement/Contract. Unless stated otherwise above, all policies must be fully insured with any single deductible not exceeding \$25,000. Bidder or Bidder’s insurance company must provide Contracting Entity at least thirty (30) days’ prior written notice of any cancellation or material coverage change in their policies. **The Contracting Entity shall be listed as a Certificate Holder. This Pricing Agreement/Contract requires that Contracting Entity, including The City of Oklahoma City and its participating public trusts to this Contract/Agreement whether named herein or by reference only, be named as additional insured on the Bidder’s insurance policies, except Worker’s Compensation and Employer’s Liability Insurance, to the full limits of the policies and consistent with the same coverages available to the named insured. Any blanket additional insured endorsement which limits coverages to any Contracting Entity is not compliant with this Pricing Agreement/Contract and shall be considered a breach. Contracting Entity must be provided with a Certificate of Insurance or Endorsement evidencing Contracting Entity’s additional insured status prior to contract award. The policy description shall state the following: “Additional insured(s) on the listed policies are those required in the contract.”**

Unless otherwise approved by the Contracting Entity prior to contract award, self-insured retentions will not be accepted unless accompanied by a bond or irrevocable letter of credit guaranteeing payment of the losses, related investigations, claim administration, and defense expenses not otherwise covered by the Bidder’s self-insured retention.

UNDUE INFLUENCE: Upon advertising this solicitation, no officer, employee, agent, or representative of the Bidder shall have any contact or discussion, verbal or written, with any representative of the Contracting Entity (i.e., Trust Officer, City Council member, City staff, etc.) either directly or indirectly through others in which the Bidder seeks to influence any representative of the Contracting Entity regarding any matters pertaining to this solicitation.

Contacts by the Bidder with the Contracting Entity that do not pertain to a solicitation are exempt from this provision. Examples of these exempt contacts are:

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- Private, non-business, contacts with the Contracting Entity by the Bidder's employees acting in their personal capacity
- Business contacts outside of this solicitation that the Contracting Entity may have with the Bidder
- Presentations and/or responses to inquiries initiated by the Contracting Entity
- Pre-bid or pre-proposal conferences
- Discussions with The City Procurement Agent, buyer or departmental contact as outlined in the bid packet

If a representative of any Bidder submitting a bid violates the foregoing prohibition by contacting any of these parties, such contact may result in the Bidder being disqualified from the procurement process.

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ESCALATION/DE-ESCALATION: Bidder may request a price increase or decrease if the Bidder shows satisfactory proof to the Contracting Entity that a price change is justified and beyond the scope of the Bidder's control. It is understood that any percentage or discount offered to the Contracting Entity will remain firm for the duration of the Pricing Agreement/Contract. However, within 10 days of any approved changes in the price list(s) bid, Bidder may furnish the Procurement Services Division three copies of the new price list(s). New price list(s) will be considered effective the date shown on the price list(s), or 10 days from the date price list(s) are received in the Procurement Services Division, whichever is later. The three copies of the changed price list/catalog may be mailed, e-mailed or hand delivered to:

The City of Oklahoma City
Procurement Services Division
Attn: Jennifer Swann, Senior Buyer
100 North Walker, 2nd Floor
Oklahoma City, OK 73102
Jennifer.swann@okc.gov

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BID SPECIFICATIONS

Technical Provisions

INTENT: To provide recreation items, sports, games, and aquatic equipment for utilization at year-round and summer recreation facilities for the City of Oklahoma City Parks and Recreation Department. The types of supplies purchased will vary, depending on the programs offered, participant interest and department needs.

Please bid your company's full product line for recreation items, sports, games, and aquatic equipment in the line-item area of the electronic bidding system.

It is anticipated the pricing agreement(s) will be effective on July 31, 2024. The current agreements expire on June 30, 2024.

PRICE LISTS, ILLUSTRATED CATALOGS AND WEBSITES: Bidders shall state a percentage of discount off an established published price list, catalog or website for each item bid in the line-item area of the electronic bidding system. Websites and electronic format catalogs are encouraged. Identify the name, number, and date of each price list/catalog you are bidding in the line-item area of the electronic bidding system.

DELIVERY: Inside delivery including off-loading from the truck must be included in the price.

SHIPPING: Include any provisions for shipping and handling charges in your bid prices. It is preferred that all items are shipped FOB destination. Title will pass when the item is delivered in good shape to the designated point in the City of Oklahoma City (unless installation is included).

ACORD FORM: The policy description shall state the following: "Additional insured(s) on the listed policies are those required in the contract." [The City of Oklahoma City and its participating public trusts]

SOLICITATION NUMBER: The solicitation number **BID 25708** shall also be referenced in the policy description.

TECHNICAL QUESTIONS: Technical questions are to be addressed through the electronic bidding system and the Buyer will respond electronically and issue addenda, if necessary.

PRICING: Pricing must be submitted through the line-item area of the electronic bidding system.

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LETTER OF AUTHORIZATION

THIS LETTER OF AUTHORIZATION MUST BE COMPLETED IF THE ATTACHED
LEGALLY BINDING DOCUMENT WAS NOT SIGNED BY THE STATUTORILY
AUTHORIZED OFFICER ON BEHALF OF THE CONTRACTING ENTITY.

City of Oklahoma City or related Public Trust:

This letter authorizes _____ to
(PRINTED NAME OF AUTHORIZED AGENT)
sign the attached legally binding document on behalf of _____
(CONTRACTING ENTITY)
_____.

Sincerely,

_____ Signature of Authorizing Officer	_____ Printed Title	_____ Date
_____ Printed Name of Authorizing Officer	_____ Email Address of Authorizing Officer	

NOTE: If the Contracting Entity is a(n):	
Corporation	The authorizing officer <u>must</u> be: President, Vice-President, Chairperson, or Vice-Chairperson
LLC	The authorizing officer <u>must</u> be: Manager, Managing Member, President, or Vice-President
Partnership	The authorizing officer <u>must</u> be: General Partner
Joint Venture	The authorizing officer <u>must</u> be: An Authorized Officer of Each of the Venture

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(Internal use only)

PeopleSoft Vendor ID: _____ Entered by: ____

Helpdesk Ticket #: _____ Date: _____

The Bidder's Name that is entered on the Bid/Pricing Agreement/Contract Form & Non-Discrimination Form should match the Business Name on the Vendor Registration Form

VENDOR REGISTRATION FORM

If you are a single member LLC classified as a Disregarded Entity on your W-9, you MUST provide the owner's SSN or EIN, not the LLC's EIN (see IRS pub 3402).

Select One:

- ☐ **NEW DOMESTIC VENDOR** - Attach the most current IRS W-9 form, along with this form; both MUST be filled out in their entirety.
- ☐ **NEW FOREIGN ENTITY** - Attach the most current, appropriate, IRS W-8 form, along with this form; both MUST be filled out in their entirety.
- ☐ **UPDATE EXISTING VENDOR** - Attach the most current IRS W-9/W-8 form, along with this form; both MUST be filled out in their entirety.

SDBE Program: Please select all applicable vendor characteristics:

- ☐ Disadvantaged Business Enterprise DUNS Number (if any)
- ☐ Small Business - as defined by the U.S. Small Business Administration
- ☐ Women-Owned Business - % Women-Owned / Controlled %
- ☐ Minority-Owned Business - % Minority-Owned / Controlled % Ethnicity(ies)

If you checked any of the above boxes, please provide a brief description of your business:

If you checked any of the above boxes, do you wish to receive notifications of upcoming contract opportunities?

Mailing Addresses:

PURCHASE ORDERS

BUSINESS NAME

ADDRESS 1

PAYMENT REMITTANCE

BUSINESS NAME

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ADDRESS 2

CITY

STATE

ZIP CODE

CONTACT PERSON

EMAIL ADDRESS

TELEPHONE NUMBER

ADDRESS 2

CITY

STATE

ZIP CODE

CONTACT PERSON

EMAIL ADDRESS

TELEPHONE NUMBER

Do you wish to receive payments by electronic funds transfer?

Any vendor who accepts payment confirms the following: the invoice is true and correct; the work, service or materials as shown by the invoice or claim have been completed or supplied in accordance with the plans, specifications, orders or requests furnished the vendor; and the vendor has made no payment, directly or indirectly, to any elected official, officer or employee of this City, of money or any other thing of value to obtain payment See [62 O.S. § 310.9](#).

I certify that the information supplied herein is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer is now debarred or otherwise declared ineligible by a public agency for bidding or furnishing materials, supplies or services, to any other public agency thereof. NOTE: Article IV, Section 11 of the City Charter prohibits employees of the City from having a proprietary interest in City Contracts. See 11 O.S. §8-113.

TYPE NAME OF PERSON AUTHORIZED TO SIGN

TITLE

**BIDDER MUST ELECTRONICALLY COMPLETE AND SIGN THIS DOCUMENT PRIOR TO SUBMITTING
INTO THE ELECTRONIC BID SYSTEM**

**Please be aware that typing in your password acts as your electronic signature, which is just as legal
and binding as an original signature.**

(See Electronic Signatures in Global and National Commerce Act for more information.)

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**Question and Answers for Bid #25708 - RECREATION ITEMS, SPORTS, GAMES AND AQUATIC
EQUIPMENT**

Overall Bid Questions

There are no questions associated with this bid.

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