



Invitation for bid AEPA IFB #018-B LED Lighting

Part B – Specifications *NO BID SECURITY REQUIRED*

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1. Scope of Bid

AEPA is seeking qualified, experienced contractor(s) who possess the necessary resources and capabilities to acquire, deliver and perform the required supplies, materials equipment and labor to all participating member states (up to 26) necessary to:

- 1.1. Develop a comprehensive purchasing program for interior and exterior LED lighting. All products offered must be new, unused, of the latest design and technology and the most current product lines available. AEPA is seeking Vendors that possess and can demonstrate they have the knowledge, background, experience, and qualified and properly licensed staff to provide for the purchase of LED lighting and related products.
- 1.2. Any contract resulting from this solicitation will be an indefinite quantity contract to be used by AEPA Member Agencies. AEPA may make recommendation to award single or multiple contractors.
- 1.3. LED lighting products will be used for indoor and outdoor facilities as needed by various educational, governmental, and other nonprofit organizations eligible to purchase through AEPA Participating Agencies. These products may include but are not limited to decorative lighting, exterior lighting, high/low bay lighting, bulbs, lamps, linear lighting, interior lighting and retrofit kits. If a brand or model is specified, the item bid must be equal to or better than the brand or model indicated.
- 1.4. The goal of the LED Lighting bid is to provide a safer, more efficient and cost-effective way to illuminate facilities at substantial savings. AEPA believes that an LED lighting agreement will benefit its Member Agencies by decreasing energy consumption and lowering maintenance and disposal costs.

2. Type of Bid

This bid is considered a:

YES	NO	TYPE OF BID
√		CATALOG: A catalog bid is utilized when the products and/or services solicited are clearly identified with set and specific characteristics, attributes and configurations that are identifiable as a stand-alone single unit and can be listed and priced as a single unit with options that can be added to enhance and/or improve its operation and functionality. The Bidder offers a fixed discount(s) off retail price or prices in a Commercially Available Catalog. The discounts may be for the entire Commercially Available Catalog, for specific products, product lines, manufacturers or category of products as determined by the Bidder. See Pricing section for detailed information on Catalog Pricing.
	√	LINE ITEM: A line-item bid is utilized when the products and services solicited cannot be identified or listed as a single unit; consists of a number of different variables and configurations, it is necessary to identify the specific project or application; the end product or solution is made of individually priced elements or components and the end product's or solution's cost is derived by the Vendor Partner specially prepared and providing a quote based on the project's terms, conditions and requirements. See Pricing section for detailed information on Line-Item Pricing.

3. Anticipated AEPA Member Agency Participation

State	Participate? Yes/No/ Undecided	Other States Member Sells In	Est. 1 st Year Purchase Volume	% Growth for Year 2-4
California		AZ,NV		
Colorado	Yes		\$15,000	2%
Connecticut	Yes	MA,ME,NH, NY, RI,VT	\$20,000	10%
Florida	Yes	AL,GA	\$0	100%
Indiana	Yes		\$27,019	1%
Iowa	Yes	IL,SD	\$10,000	3%
Kansas	Yes	OK	\$250,000	1%
Kentucky	Yes	AL,GA,LA,MS, NC,SC,TN,WV	\$100,000	5%
Massachusetts	No		\$0	0%
Michigan				
Minnesota	Yes	SD	\$50,000	3%
Missouri		AR,IL,LA,SD		
Montana	Yes	ID	\$0	5%
Nebraska	Undecided		\$0	0%
New Jersey	Yes		\$100,000	5%
New Mexico	Yes		\$50,000	3%
North Dakota	Yes		\$25,000	3%
Ohio	Yes		\$375,000	2%
Oregon				
Pennsylvania	Undecided	DE,HA, MD,NY,	\$0	0%
Texas	Yes		\$100,000	3%
Virginia				
Washington	Yes	AK,ID	\$300,000	5%
West Virginia	Yes		\$25,000	2%
Wisconsin				
Wyoming	Yes	SD,UT	\$75,000	10%
Total	20		\$1,522,019	

Please note that individual AEPA Member Agencies that have indicated that they intend to participate in any contract approved under this solicitation, does not guarantee or mean that the individual AEPA Member Agency will enter into a contract with any AEPA approved Vendor Partner. Each AEPA Member Agency will make that determination after reviewing Vendor Partner responses and AEPA's recommendation for acceptance and bid award. The AEPA Member Agency's contracting decision shall be final.

The above information relating to the estimated/projected volume for the first year for this solicitation is provided based on submittals from its members. AEPA Member Agencies anticipate that purchase volumes will increase in contract years two (2) through four (4). This information is provided as an aid to Bidders in preparing responses only. It is not to be considered a guarantee of volume under this IFB. The successful Vendor Partner's discount and pricing schedule shall apply regardless of the volume of business under the contract.

4. Glossary of Terms and Abbreviations

Abbreviations and Acronyms for Standards and Regulations: Where abbreviations and acronyms are used in specifications or other contract documents, they shall mean the recognized name of the organizations responsible for the standards and regulations in the following list. Names, telephone numbers, and websites are subject to change and are believed to be accurate and up-to-date as of the date of the contract documents.

- 4.1 **Product Category**-The type of LED technology. Respondents should note, by product, the type of technology: lamp, bulb, fixture, driver, retrofit kit, etc.
- 4.2 **Product Description**-A description of the product assigned by the manufacturer or private labeler to a product for sales and marketing purposes.
- 4.3 **Manufacturer (Brand)**- An identifier assigned by the manufacturer or private labeler to a product or family/series of products for sales and marketing purposes.
- 4.4 **Manufacturer SKU**- A distinguishing identifier, usually alphanumeric, assigned to a product by the manufacturer or private labeler.
- 4.5 **Vendor SKU**- A distinguishing identifier, usually alphanumeric, assigned to a product by private labeler or reseller.
- 4.6 **Warranty (Years)**- The number of years the product is covered under the manufacturer's warranty. For this IFB, all products submitted must include a full 5-year replacement warranty.
- 4.7 **Rated Life (Hours)**- The estimated time for the product's light output to decrease light by 30%. This IFB requires that all products submitted maintain 70% of their initial light output when they reach their rated life hours. For this IFB, all products submitted shall have a rated life of $\geq 25,000$ hours.
- 4.8 **Base Type**- The connector at the bottom of the bulb or end of a lamp.
- 4.9 **Voltage**- The electrical potential difference between oppositely charged conductors.
- 4.10 **Energy Used (Watts)**- The electrical power needed for the product to operate.
- 4.11 **Lumens (Brightness)**- A unit of measure of the luminous flux or quantity of light emitted by a source; more lumens = more light.
- 4.12 **Efficacy**- The total luminous flux emitted by the light source divided by the lamp wattage; expressed in lumens per watt (lm/W). For this IFB, all products submitted must have an efficacy of ≥ 90 .
- 4.13 **Color Rendering Index (CRI)**- The measure of color quality and representation of the degree of color shift objects undergo when illuminated by the light source as compared with the color of those same objects when illuminated by a reference source of comparable color temperature. The higher the CRI (max. 100), the better appearance. This IFB requires all products submitted to have a CRI ≥ 80 .
- 4.14 **Color Temp. (Kelvin)**- A description of the "color" of a light source measured on the Kelvin (K) scale. Lower values (2700 - 3000K) mean the white light has a warmer (yellow-red) tone, while higher kelvin (4100-6500K) mean the white light has a cooler (blue) tone.

- 4.15 **Dimmable Y/N-** Indicates if the product manufacturer claims that the lamp is dimmable and meets the requirements in the specification. This IFB requires respondents to note if the product is dimmable with a Yes (Y) or No (N).
- 4.16 **Indoor or Outdoor-** The application and environment in which the luminaire is intended to be used. This IFB requires respondents to note if the product is intended for indoor or outdoor use.
- 4.17 **LED-** Light Emitting Diode - a semiconductor diode that emits light when conducting current and is used in electronic equipment, especially for displaying readings on digital watches, calculators, etc. Consumes low wattage and has a rated life of greater than 80 years.
- 4.18 **UL-** Underwriters Laboratories – An independent organization whose responsibilities include rigorous testing of electrical products. When products pass these tests, they can be labeled (and advertised) as “UL listed”. UL tests for product safety only.

5. Special Terms and Conditions

- 5.1 The Vendor Partner will warranty all parts and materials for at least 90 days from date of purchase or manufactures’ warranty, whichever is longer.
- 5.2 Vendor Partner will endeavor to supply products that are made in the United States of America.
- 5.3 The following special terms and conditions are in addition to the applicable general terms and conditions that appear in Part A. Each offeror is expected to review and complete the exceptions to terms, conditions and specifications form in Part C, bid forms.
- 5.4 The vendor shall provide electronic catalogs with all products awarded to the vendor to members of all AEPA agencies entering into a contract with the vendor. Catalogs shall be provided at no charge to members.
- 5.5 The AEPA Member Agency may limit or exclude product types or categories, as deemed appropriate by that agency.
- 5.6 Contract pricing shall be in the form of discount(s) off catalog price. Discounts may vary by category type.
- 5.7 Vendors must maintain a reasonable stock in inventory for prompt delivery to the buying member. Failure to maintain such inventory, resulting in complaints filed by members to the participating agency, may result in contract cancellation.
- 5.8 All products shall be properly labeled in accordance with applicable rules, regulations, laws and statutes. Material Safety Data Sheets (MSDS) and/or secondary labels shall be provided where applicable.

6. Standard Specifications

Item	Description
6.1	The Vendor Partner will have access to a full inventory of the awarded product line.
6.2	The Vendor Partner shall maintain a minimum monthly overall average fill rate of 95% or above. Line items that are reordered, backordered, or partially filled are not considered filled line items when calculating this service level.
6.3	Orders must be shipped within 48 hours after receipt of an order 90% of the time. The Vendor Partner will notify the Buyer if product ordered cannot be shipped within this time period to provide the opportunity to secure product elsewhere.
6.4	Vendor Partners must be a manufacturer’s authorized sales and service dealer for all proposed equipment/software. An authorized sales and service dealer is defined in this solicitation as one purchasing their products for resell directly from the manufacturer(s) or the manufacturer’s approved channels. Products that result from new authorized sales and service dealer arrangements between the Vendor Partner and the manufacturer during the term of this contract may be added and offered through the AEPA contract.
6.5	All charges and components necessary for performance of the contract shall be clearly identified even if such are not specifically addressed in any paragraph or sub-paragraph or form that is a part of this request.
6.6	If the Vendor Partner intends to utilize independent agents/distributors, subcontractors and/or third-party agents to perform and/or provide any part of the products and services offered herein, the Vendor Partner must identify all providers and any and all associated costs with these

Item	Description
	providers.
6.7	Optional services must be identified separately, and must include clear descriptions of proposed services.
6.8	Vendor Partners must provide a product or mix of products in a manner that will allow Buyers to migrate to emerging technologies/services and between legacy technologies with no penalty charge associated with maintaining the most appropriate selections of goods and services throughout the life of the contract.
6.9	Vendor Partners must be able to supply paper catalogs where requested. The catalog shall have a cover label indicating that the catalog's contents are available through the participating Member Agency and the AEPA contract. The label shall identify the agency's contract number, discount level(s) and any special ordering instructions.
6.10	Packing slips shall accompany all deliveries and shall contain Buyer's purchase order number, vendor name and name of article. Cartons shall be identified by purchase order number and vendor name.
6.11	Orders not filled and partials shall be indicated on the packing list. Vendor Partner shall inform member of anticipated availability date for unfilled and partial orders.
6.12	All products sold by the Vendor Partner must be new. Only the newest versions of software and equipment will be bid. Older versions will only be sold, if specifically requested. Vendor Partner may offer reconditioned products as a Voluntary Alternate; such items shall be marketed and labeled as being reconditioned.
6.13	Products that have a 30/60/90 day money back guarantee will be clearly identified in the catalog and on the web site (if applicable).
6.14	Vendor Partner has the option to offer private label products. Vendor Partner shall maintain the same manufacturer specifications for private label products throughout the term of contract. Any change of manufacturers for a private label shall result in offerings equal to or superior to the originally approved manufacturer at a price equal to or lower than the original offering.
6.15	Vendor Partner must maintain a toll free technical support line open 8 a.m. Eastern Time zone until 5 p.m., Pacific Time zone, Monday through Friday. Calls must be answered by a live US technician.
6.16	Vendor Partner must have a 24-hour toll-free order fax line.
6.17	If the Vendor Partner makes an error in pricing (typographical or photographic error, for example), the Buyer reserves the right to return the product. The Vendor Partner agrees to pay for cost of any returned product due to a pricing error.
6.18	Vendor Partner shall provide a Safety Data Sheet (SDS) for all items sold, if required. A separate sheet shall be provided for each individual item when purchase is made.
6.19	Orders that are \$50.00 or more shall include free shipping. Vendor Partner shall bid a flat rate for all orders that are less than \$50.00 regardless of where to be shipped in the continental United States.

7. Product | Category Specific Specifications

Item	Description
7.1	Provide Luminaires constructed, wired and installed in compliance with the current edition of city states and national codes.
7.2	Provide luminaires conforming to or exceeding United Laboratories (UL) standards and to provisions of applicable codes which exceed those standards.
7.3	Luminaires must comply with the applicable standards of the following agencies: <ol style="list-style-type: none"> 1. United Laboratories (UL) 2. Certified Ballast Manufacturers Association (CBMA) 3. National Electrical Code (NEC) 4. Illuminating Engineering Society North America (IESNA) 5. American Society for Testing & Materials (ASTM) 6. American National Standards Institute (ANSI) 7. National Electrical Manufacturers Association (NEMA)
7.4	Offer LED lighting products that will serve educational, and nonprofit organizations. LED lighting products to include but not limited to: decorative lighting, exterior lighting, high/low bay lighting, bulbs, lamps, linear lighting, interior lighting, and retrofit kits.

Item	Description
7.5	<p>LED lighting products that meet the following specifications:</p> <ol style="list-style-type: none"> 1. A full five (5) year replacement warranty. 2. Maintain at least seventy (70%) of their initial light output when they reach their rated life hours (L70) 3. A rated life \geq 25,000 (bulbs) hours and \geq 50,000 hours (all others). 4. An efficacy \geq 90. 5. Maintain a Color Rendering Index (CRI) \geq 80. 6. Indicate whether the product offered is dimmable with a Yes (Y) or No (N). 7. Indicate whether the product offered is intended for indoor or outdoor use. 8. Indicate whether the product offered is Design Light Consortium (DLC) qualified or Energy Star certified; 9. NOTE: all LED products offered must be either DLC qualified or Energy Star certified
7.6	<p>If offering emergency exit signs, bidders are encouraged to offer clear, green and red LED emergency sign lamps and retrofit kits that meet the following specifications:</p> <ol style="list-style-type: none"> 1. Are UL 924-Listed and ETL-Listed. 2. Meet current National Fire Protection Association (NFPA) 101 Life Safety Code, NFPA 70 Electrical Standards, National Electric Code, and Occupational Safety and Health Administration illumination standards. 3. Retrofit kits not to exceed five (5) watts and include a five (5) year minimum warranty. 4. Individual exit sign lamps not to exceed two (2) watts and include a five (5) year minimum warranty.
7.7	<p>If offering exterior parking area lighting, all items bid within this section must comply with The U.S. Department of Energy (DOE) Commercial Building Energy Alliances (CBEA) specifications which can be viewed by visiting: http://apps1.eere.energy.gov/buildings/publications/pdfs/alliances/cbea_led_site_lighting_s_pec.pdf</p>

8. Pricing – See Pricing section in Part A – General Terms & Conditions for details

- 8.1 This bid category has a Core Item List.
- 8.2 Pricing shall be completed on the provided pricing sheets (Microsoft Excel Workbook) with the individual tabs to be completed as follows:
 - a. F.1 – Catalog Discount (Required)
 - b. F.2A – Core List Price Schedule (Required) **Additional product offerings may not be added to this form.*
 - c. F.2B – Non-Core Price Schedule (Required)
 - d. F.3 – Services Price Schedule (Optional)
 - e. F.4 – Volume Discounts (Optional)
- 8.3 The Catalog Category Discount and the Core Items award will not be split.
- 8.4 Bid pricing will be evaluated on a combination of items from both the Category Discount list and the Core Item list. See Evaluation, Approval and Award in Part A, II. Bid Procedures, G. Bid Evaluation, Approval and Award for all agencies for additional information.