

TOWN OF HILTON HEAD ISLAND, SC

REQUEST FOR PROPOSALS

(RFP 2014-0017)

Self Contained Breathing Apparatus



**TOWN OF HILTON HEAD ISLAND
REQUEST FOR PROPOSALS (RFP
2014--0017)**

The Town of Hilton Head Island (Fire & Rescue) is soliciting sealed proposals from qualified vendors to provide Self Contained Breathing Apparatus (SCBA) and Equipment that fully meet the specifications and requirements to include a product questionnaire reflected in Exhibit (1). The Town desires to receive a trade allowance for our existing inventory of SCBA equipment reflected in Exhibit (2). The Proposal Tabulation Form provided in Exhibit (3) should be used to record you detailed proposal cost.

Responses are due no later than 1:30 on 2 October, 2014. Six (6) copies of the sealed proposal(s) should be hand carried or delivered by traceable means (i.e. FedEx) to Tom Fultz, the Director of Administrative Services for the Town of Hilton Head Island at 1 Town Center Court on Hilton Head Island, SC 29926. Ensure that proposals are labeled on the outside of the envelope or package with the following; **RFP 2014-0017 Self Contained Breathing Apparatus and Equipment.** Proposals will be opened in the Town of Hilton Head Island Government Center at the same day only the name of the vendor will be made public at that time.

A mandatory Pre-Proposal Meeting shall take place at 10 AM Thursday September 18, 2014 at Fire Rescue Headquarters, 40 Summit Drive, Hilton Head Island, SC 29926. Attendance is **required** for all offerors who wish to submit a bid.

Inquiries regarding this solicitation should be directed to Deputy Chief Ed Boring, at (843)-682-5100 during normal business hours of 8:00 am through 4:30pm.

The Town reserves the right to refuse any and all responses and to waive any technicalities and formalities.

This solicitation does not commit the Town to award a contract or to pay for any costs incurred in the preparation or submission of a proposal.

The Town reserves the right to negotiate with all qualified vendors and to cancel in part or in its entirety this request if it is in the best interest of the Town to do so.

The proposal must be firm for a period of at least 120 days from the due date of the proposal. The proposal must be signed by an official of your company authorized to commit to and enter into a formal contract for good or services.

The Town does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or in the provision of goods and services.

Equipment to be purchased:

(86) New SCBA; complete. (1) SCBA complete for purposes of this RFP includes; a back pack and harness assembly, all required regulators, hoses, valves and alarms; no cylinders or face pieces are to be included in this category.

(6) Rapid Intervention Crew configured SCBA. (1) Rapid Intervention Crew SCBA for purposes of this RFP include; a harness assembly, all required regulators, hoses, valves and alarms, and deployment bag. No cylinders or face pieces are to be included in this category.

(10) 30 Minute 4500 or 5500 psig SCBA Cylinders

(22) 60 Minute 4500 or 5500 psig SCBA Cylinders

(156) 45 Minute 4500 or 5500 psig SCBA Cylinders

(12) 75 Minute 4500 or 5500 psig SCBA Cylinders

(136) Face Pieces

At Least 3 Complete Accountability Systems

At Least 6 Complete Geographical Locators

User and maintenance training

Selection Criteria

The following selection criteria will be used to evaluate all proposals.

Compliance with specifications/requirements. Your proposed equipment will be measured and evaluated against our stated specifications and requirements to include a field test of your equipment.

Along with your proposal Offerors must provide (2) SCBA's complete with face piece and cylinder for testing by the Town. Shipment or delivery of SCBA will be coordinated and occur at a mutually agreeable time.

Product Quality/ Product Warranty/Quality of Customer Service and Support.

Your proposal will be measured on the ability to provide a comprehensive warranty for 15 years, the ability to cost effectively facilitate the Town in performing warranty, routine and emergency repair, to provide an adequate stock of repair parts and to train and provide recertification for technicians and, Offerors verified record of providing this particular make and model of proposed equipment to other customers. Those customers level of satisfaction with the product and product support will be assessed. Provide a list of three customers for whom you have provided this product (make and model) in the past 2 years to include current point of contact and valid phone number.

Price. Total cost of your proposed product to include trade allowance.

Warranty, Service, and Training

GENERAL WARRANTY

The Town desires a comprehensive and complete, all inclusive warranty for all SCBA components, cylinders, face pieces, interactive, diagnostic, and repair software and hardware for 15 years from acceptance. Please respond to this request in the form of Executive Summary regarding the specific warranty period, its inclusions, exclusions and any requirements to maintain the warranty.

Service

The Town presently performs routine maintenance, performance flow testing, and emergency repair to SCBA's and intends to perform the same on the SCBA purchased from this RFP. Please respond to this request in the form of Executive Summary regarding necessary tools, and equipment such as software and hardware, the process for securing parts and components and the process for labor reimbursement for warranty repairs and all cost associated with certification and purchase of items to fully and comprehensively act as a recognized repair and warranty center for the purpose of servicing and repairing Town owned SCBA's and accessories.

User and Maintenance Training

The Town requests end user and maintenance/repair training for its personnel. Approximately 125 Fire Rescue personnel will require user training, and approximately 12 personnel will require maintenance and repair training. Please respond to this request in the form of Executive Summary regarding the subject matter, time required, and special needs required for providing end user and maintenance/repair training. Please describe required recurring training for the subject matter, required cost and location of this training.

The objective of this training is to;

Thoroughly train end users of the SCBA in its daily operational check and user maintenance, routine and normal operations, emergency b y p a s s and all operational features of the SCBA.

Thoroughly train and certify Fire Rescue Maintenance personnel in repair and maintenance of SCBA, warranty request and return processes, all associated paperwork to fully act as an authorized service center.

Proposal Format: The Town desires to have a detailed but focused response to this RFP. It should include a brief executive summary of your firm and your firm's experience providing this type of equipment. You may include product literature along with the two sets for Town testing. You must fill out completely the equipment questionnaire and Proposal Tabulation Form.

Insurance:

The Contractor is required to maintain appropriate levels of insurance for both workers compensation coverage and for auto liability. The contractor is required to maintain One Million Dollars in general liability insurance. Prior to award the contractor must provide the Town a Certificate of Workers Compensation and general liability that names the Town as an additional insured.

Business License:

The Contractor will be required to obtain a Town Business License. For information regarding the procedures and cost the contractor should contact the Town's Business License Office at 843-341-4623.