



**RICHMOND**  
EST. **TEXAS** 1837

**REQUEST FOR BID**

**SELF CONTAINED BREATHING APPARATUS (SCBA)  
RICHMOND FIRE DEPARTMENT**

**ADDENDUM #1**

**September 27, 2016**

**Addendum to read as follows:**

**The SCBA needs to be built on the latest platform (ex. X3, G1, PSS 5000).**



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**REQUEST FOR BID**

**SELF CONTAINED BREATHING APPARATUS (SCBA)  
RICHMOND FIRE DEPARTMENT**

**Prepared by  
City of Richmond Finance Department  
September 26, 2016**

**RESPONSES DUE:  
2:30 P.M., Thursday, October 27, 2016**

## **REQUEST FOR BID – SCBA for RICHMOND FIRE DEPARTMENT**

The City of Richmond (City) is soliciting from qualified vendors to provide Self Contained Breathing Apparatus equipment for the Richmond Fire Department. This equipment will be used in fire suppression activities. The equipment, at a minimum, must meet 2013 edition of the NFPA 1981 and 1982 standards. This equipment will be purchased using Federal grant funds. To qualify for selection, respondents must be a registered entity with the System for Award Management (SAM.gov) with an active status. Entities with exclusions or a debarred status may not be considered.

Bids for the equipment will be accepted until 2:30 p.m. Central Standard Time on October 27, 2016, at which time the bids will be publicly open and read aloud, at the City of Richmond City Hall located at 402 Morton St., Richmond, Texas 77469. All bids must be packaged in a sealed envelope or package and be clearly marked on the outside with the proposer's name and address and the following written information:

### **REQUEST FOR BID SCBA for RICHMOND FIRE DEPARTMENT City of Richmond**

The City reserves the right to reject any or all bids and to waive informalities. The Request for Bid packet is available on the City's web site or may be obtained from the City of Richmond Finance Department.

## 1. GENERAL INFORMATION

### a. Introduction

The City of Richmond (City) is seeking responses from qualified vendors to provide Self Contained Breathing Apparatus equipment to be used in fire suppression activities as per the attached specification and quantities exhibit. This equipment will be purchased using Federal grant funds. To qualify for selection, respondents must be a registered entity with the System for Award Management (SAM.gov) with an active status. Entities with exclusions or a debarred status may not be considered.

### b. Definitions

The following definitions are used in this Request for Bid:

- “Vendor” means the entity selected from this Request for Bid process.
- “Entity” and “Vendor” may be used interchangeably.
- “Proposer” and “Respondent” means a vendor or entity submitting a bid in response to this Request for Bid.
- “City” or “Department” means the City of Richmond.

### c. Scope of Services

- i. The City of Richmond is seeking SCBA equipment as outlined in the attached specification and quantities exhibit.
- ii. The equipment, at a minimum, must meet 2013 edition of the NFPA 1981 and 1982 standards.
- iii. The City will be utilizing Federal grant funds for this purchase and requests the responding entities are active in the System for Award Management (SAM.gov).

### d. Restrictions on Lobbying Activity

Respondents are prohibited from directly or indirectly communicating with City Commission members regarding the firm’s qualifications or any other matter related to the eventual award of a contract for the services requested under this Request for Bid. Respondents are prohibited from contacting City staff members regarding their qualifications or the award of a contract, unless in response to an inquiry from a City staff member. Any violation will result in immediate disqualification of the Respondent from the selection process.

Upon issuance of the Request for Bid, all communications and requests for clarification or objections shall be directed in writing to the Director of Finance for response, determination and dissemination to all vendors. Any communication by vendors or their representatives toward other city officers or employees regarding this Request for Bid or the award of a

contract are prohibited and will constitute grounds for disqualification of a proponent. A lobbyist or a proponent or any of their agents may not perform any act or refrain from any act for the express purpose and intent of placing any City official under personal obligation to the lobbyist or proponent.

**e. Clarification of the Specifications and Requirements**

If additional information is necessary to assist the Proposer in interpreting these specifications, written questions will be accepted by Derek Brown, Assistant Fire Chief, via email [derekbrown@richmondfd.com](mailto:derekbrown@richmondfd.com) no later than October 14, 2016. No telephone inquiries will be accepted or answered in relation to this Request for Bid.

**2. BID SUBMISSION AND ORGANIZATION**

**a. Submitting the Bid**

The Proposer must submit one (1) original plus three (3) copies of the bid. Sealed bids should be addressed to the City Secretary's Office, City of Richmond, 402 Morton St., Richmond, TX 77469, and will be received until 2:30 p.m., October 27, 2016 at which time bids will be publicly opened and read aloud. Bids must be properly signed with a manual signature of an authorized representative of the entity. All bids must be packaged in a sealed envelope or package and be clearly marked on the outside with the bidder's name and address and the following written information:

**REQUEST FOR BIDS  
SCBA for Richmond Fire Department  
City of Richmond**

Bidders mailing their bids must allow sufficient time for delivery of their bid by the time and date specified. Late bids will not be accepted.

**b. Bid Organization and Format**

Proposal should be submitted on 8.5 by 11-inch paper bound securely. Proposals must contain, and be organized, as shown below.

- Cover clearly displaying the title of the Request for Bid
- Prices for each of the pieces of equipment contained in the specifications and quantities exhibit
- Total amount of bid clearly displayed
- Detailed specifications or literature for equipment being proposed which can be easily determined if minimum requirements have been met

- Information about entity containing name, address, number of years in business, and contact information for representative assigned to the City's account.

### **3. PUBLIC INFORMATION NOTIFICATION**

The City considers all materials, information, communications and correspondence in any form from the respondents to this REQUEST FOR BID to be non-proprietary and non-confidential and, therefore, subject to public disclosure under the Texas Public Information Act (Texas Government Code 552.001-1 et seq.) after the contract is awarded. Respondents are informed that the City will abide by all statutes, court rulings and opinions of the Texas Attorney General concerning disclosure of REQUEST FOR BID information. Should any part or section be considered by the Respondents to be "proprietary" or "confidential" in nature, each page or section should be designated as "proprietary" or "confidential". Respondents should be prepared to fully justify these exclusions to the State Attorney General's Office should it be required.

### **4. SELECTION AND AWARD PROCESS**

The City of Richmond shall award contracts and purchases to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the City. The City of Richmond reserves the right to reject any and all submittals and does not guarantee a contract will be awarded. All costs associated with the preparation of the bids, site visits, presentations, and any other costs are the responsibility of the submitting vendors. Responding to this REQUEST FOR BID constitutes understanding and agreement to methods of evaluation and selection.

### **5. OFFER AND CERTIFICATIONS**

- a. Submission of the bid constitutes an offer which shall remain open and irrevocable for a period of 90 days from the due date for submitting the bid, as stated in Section 2.a.
- b. Submission of a bid indicates the acceptance by the vendor of the conditions contained in this REQUEST FOR BID unless clearly and specifically noted in the bid submitted and confirmed in the purchase order between City and the vendor selected. The City reserves the right without prejudice to reject any or all submissions.
- c. By submitting a bid the proponent certifies that Proponent is not debarred or excluded from bidding by any Federal agency; has not been convicted within a three year period or had a civil judgement against them for commission of fraud in obtaining or performing a public contract, has not within a three year period been terminated on a public contract for cause or default.

- d. By submitting a proposal, each proponent certifies that it is a duly qualified, capable, and bondable business entity, that it is not in or contemplating bankruptcy or receivership and that it is not currently delinquent with respect to payment of taxes assessed by any political subdivision.

# BIDDER DATA SHEET

Bidding Company Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

OR Social Security Number (if sole proprietorship): \_\_\_\_\_

Corporation: YES [ ] NO [ ]

Proposal Contact Person:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing address where reimbursements are to be mailed and person the department should contact concerning billing:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Is the firm submitting this proposal as an individual?

YES [ ] NO [ ]

**CITY OF RICHMOND  
SPECIFICATIONS AND QUANTITIES EXHIBIT**

<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>Unit Price</b>	<b>Extended Price</b>
1) SCBA-MUST MEET OR EXCEED NFPA 1981 & 1982, 2013 EDITION. 2) AIR-PAK WITH CGA VALVE CONNECTION 3) STANDARD HARNESS 4) 4500PSI 5) STANDARD BELT TYPE 6) QUICK CONNECT REGULATOR 7) DUAL EBSS 8) ENHANCED TELEMETRY SYSTEM 9) SOFT CANVAS CASE 10) 2-SCBA PER CASE	<b>34</b>		
1) SCBA MASK-MUST MEET OR EXCEED NFPA 1981 & 1982, 2013 EDITION. 2) KEVLAR HEAD HARNESS 3) RIGHT COMMUNICATIONS BRACKET.			
SMALL	<b>4</b>		
MEDIUM	<b>15</b>		
LARGE	<b>15</b>		
1) CARBON CYLINDER BUILT TO DOT AND TC SPECIFICATIONS. 2) 4500 PSI 3) 45 MINUTE RATED BOTTLE 4) LIGHTWIEGHT, COMPOSITE CYLINDER CONSISTING OF AN ALUMINUM ALLOY INNER SHELL WITH A TOTAL OVERWRAP OF CARBON FIBER, FIBERGLASS, AND EPOXY RESIN. 5) CGA THREADED CYLINDER VALVE	<b>47</b>		
<b>TOTAL</b>			<b>\$</b>

**BIDDING COMPANY NAME:** \_\_\_\_\_