



City of Rocky Mount

Fire Department

Request for Proposal #: 320-260722RP

Fire Department Turnout Gear

Date of Issue: 8/31/2022

Proposal Opening Date: 9/15/2022

At 4:00 PM ET

Contract Term September 1, 2022 – August 30, 2025

Direct all inquiries concerning this RFP to:

Ramona Plemmer

Senior Purchasing Technician

Email: Ramona.Plemmer@rockymountnc.gov

Phone: 252-972-1226



Request for Proposal # 320-260722RP

For purchasing division processing, please provide your company's Federal Employer Identification Number or alternate identification number (e.g. Social Security Number). Pursuant to North Carolina General Statute 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page is to be filled out and returned with your bid.
Failure to do so may subject your bid to rejection.**

ID Number:

Federal ID Number or Social Security Number

Vendor Name

“All bidders are hereby notified that they must have the proper license as required under the North Carolina laws. All prospective contractors shall be responsible for complying with state law and local ordinances.”



City of Rocky Mount Fire Department

Refer ALL Inquiries regarding this RFP to:

Ramona Plemmer
Interim Purchasing Manager

Request for Proposal # 320-260722RP

Proposals due date: 9/15/2022 4:00 pm

Contract Type: Purchase

EXECUTION

In compliance with this Request for Quote, and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are quoted, at the prices set opposite each item within the time specified herein. By executing this quote, the undersigned Vendor certifies that this quote is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Vendor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this quote, the undersigned certifies to the best of Vendor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or City department. As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-contractors for any Contract awarded as a result of this RFQ, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any City Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the City, or from any person seeking to do business with the City. By execution of any response in this quote, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization. **Do you have a financial interest or tangible personal benefit with a city of Rocky Mount employee, officer, or agent?** Yes No **If yes note the employee, officer, or agent; department; and the perceived or actual conflict of interest.**

Failure to execute/sign quote prior to submittal shall render quote invalid and it WILL BE REJECTED. Late quotes cannot be accepted.

VENDOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #11):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:		FAX NUMBER:
VENDOR'S AUTHORIZED SIGNATURE:	DATE:	EMAIL:

Offer valid for at least 60 days from date of quote opening, unless otherwise stated here: days.

ACCEPTANCE OF PROPOSAL

If any or all parts of this quote are accepted by the City of Rocky Mount, an authorized representative of the City of Rocky Mount shall affix his/her signature hereto and this document and all provisions of this Request for Quote along with the Vendor response and the written results of any negotiations shall then constitute the written agreement between the parties. A copy of this acceptance will be forwarded to the successful Vendor(s).

FOR CITY USE ONLY: Offer accept, and Contract awarded this _____ day of _____, 20__ as indicated on the attached certification, by _____ Purchasing Manager.

PRE-AUDIT: This instrument has been preaudited in the manner required by the Budget and Fiscal Control Act.

Finance Director

Date

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1.0 PURPOSE AND BACKGROUND

The City of Rocky Mount Fire Department provides fire suppression, rescue and emergency medical services, hazardous materials mitigation, technical rescue, code enforcement, fire investigation, and public education to the City of Rocky Mount. The City of Rocky Mount Fire Department currently serves 57,477 residents (2010 census) in an incorporated area of 45.65 square miles. Our mission is to serve the City of Rocky Mount by protecting lives and property through quality and excellence in service. With values of integrity, honesty, respect, teamwork, and dedication, our vision is to provide continuous improvement at a measured and focused pace driven by high professional standards, collaboration, and innovation.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

The RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award. All attachments and addenda released for this RFP in advance of any Contract award are incorporated herein by reference. Vendor may attach its proposal to this RFP for submission; however, any and all additional, modified or conflicting terms and conditions submitted on or with Vendor’s proposal shall be disregarded and shall not be considered a part of any contract arising from this RFP. Any attempt to delete or avoid the force of the previous sentence shall render Vendor’s proposal invalid, and it shall not be considered.

2.2 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor’s responsibility to read the Instructions, the Cities terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions, issues, or exceptions regarding any term, condition, or other component within this RFP, those must be submitted as questions in accordance with the instructions in Section 2.4 PROPOSAL QUESTIONS. If the City determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The City may also elect to leave open the possibility for later negotiation and amendment of specific provisions of the Contract that have been addressed during the question-and-answer period. Other than through this process, the City rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor’s proposal. This applies to any language appearing in or attached to the document as part of the Vendor’s proposal that purports to vary any terms and conditions or Vendors’ instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor’s proposal shall constitute a firm offer. **By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded. Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s proposal as nonresponsive.**

Contact with anyone working for or with the City regarding this RFP other than the City Contract Specialist named on the face page of this RFP in the manner specified by this RFP shall constitute grounds for rejection of said Vendor’s offer, at the City’s election.

2.3 RFP SCHEDULE

The table below shows the *intended* schedule for this RFP. The city will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	City	Wednesday 8/31/22
Submit Written Questions	Vendor	Wednesday 9/7/2022

Provide Response to Questions	City	Friday 9/9/2022
Submit Proposals	Vendor	Thursday 9/15/2022 4:00 pm

2.4 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the above due date.

Written questions shall be emailed to Ramona.Plemmer@rockymountnc.gov by the date and time specified above. Vendors should enter "RFP # 320-260722RP: Questions" as the subject for the email. Questions submittals should include a reference to the applicable RFP section and be submitted in a format shown below:

Reference	Vendor Question
RFP Section, Page Number	Vendor question ...?

Questions received prior to the submission deadline date, the City's response, and any additional terms deemed necessary by the City will be posted in the form of an addendum the City of Rocky Mount Purchasing web-page <http://www.rockymountnc.gov/services-finance-bids/> and/or to the Interactive Purchasing System (IPS), <http://www.ips.state.nc.us>, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any City personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in an Addendum to this RFP.

2.5 PROPOSAL SUBMITTAL

If applicable to this RFP, sealed proposals, subject to the conditions made a part hereof and the submission requirements described below, shall be delivered to the physical address indicated in the table below, for furnishing and delivering those items or Services as described herein.

Vendors shall deliver to the address identified in the table above: one (1) paper, one (1) photocopy.

All proposals shall be submitted in a sealed envelope. Clearly mark each package with: (1) Vendor name; (2) the RFP number; and (3) the due date. Address the package(s) for delivery as shown in the table, below. If Vendor is submitting more than one proposal, each proposal shall be submitted in separate sealed envelope and marked accordingly. For delivery purposes, separate sealed proposals from a single Vendor may be included in the same outer package. Do not include proposals for more than one solicitation in the same package.

MAILING ADDRESS FOR DELIVERY OF PROPOSAL VIA U.S. POSTAL SERVICE	OFFICE ADDRESS FOR DELIVERY BY ANY OTHER MEANS, SPECIAL DELIVERY, HAND DELIVERY, OVERNIGHT DELIVERY OR BY ANY OTHER CARRIER
PROPOSAL NUMBER: 320-260722RP Attn: Ramona Plemmer City of Rocky Mount PO BOX 1180 Rocky Mount, NC 27802	PROPOSAL NUMBER: 320-260722RP Attn: Ramona Plemmer City of Rocky Mount 331 S. Franklin Street Rocky Mount, NC 27804

All Vendors are urged to take the possibility of delay into account when submitting a proposal. **Attempts to submit a proposal via facsimile (FAX) machine, telephone or e-mail, in response to this RFP shall NOT be accepted.**

Failure to submit a proposal in strict accordance with these instructions shall constitute sufficient cause to reject a Vendor's proposal(s).

Critical updated information may be included in Addenda to this RFP. It is important that all Vendors responding on this

RFP periodically check the City's IPS website for any Addenda that may be issued prior to the proposal opening date. All Vendors shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

Contact with anyone working for or with the City of Rocky Mount regarding this RFP other than the City of Rocky Mount Purchasing Office Contract Lead named on the face page of this RFP in the manner specified by this RFP shall constitute grounds for rejection of said Vendor's offer, at the City of Rocky Mount Purchasing Office election.

Proposal Opening:

Proposals will be opened and read aloud at the Frederick E. Turnage Administrative Services Complex, first floor atrium, 331 South Franklin Street, Rocky Mount, North Carolina 27804 at the date and time specified on the cover sheet and RFP schedule.

2.6 PROPOSAL CONTENTS

Vendors shall populate all attachments of this RFP that require the Vendor to provide information and include an authorized signature where requested. Vendor RFP responses shall include the following items and those attachments should be arranged in the following order:

- a) Cover Letter
- b) Title Page: Include the company name, address, phone number and authorized representative along with the Proposal Number.
- c) Completed and signed version of EXECUTION PAGES, along with the body of the RFP and signed receipt pages of any addenda released in conjunction with this RFP (if required to be returned).
- d) Completed version of ATTACHMENT A: PRICING
- e) ATTACHMENT B: TERMS AND CONDITIONS
- f) Completed and signed version of ATTACHMENT C: CERTIFICATION OF FINANCIAL CONDITION
- g) Completed and signed version of ATTACHMENT D: SUPPLEMENTAL VENDOR INFORMATION

2.7 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

- a) **BUYER:** The employee of the City or Other Eligible Entity that places an order with the Vendor.
- b) **CONTRACT LEAD:** Representative of the City of Rocky Mount Purchasing Office who corresponds with potential Vendors in order to identify and contract with that Vendor providing the greatest benefit to the City and who will administer this contract for the City.
- c) **QUALIFIED PROPOSAL:** A responsive proposal submitted by a responsible Vendor.
- d) **RFP:** Request for Proposal
- e) **SERVICES or SERVICE DELIVERABLES:** The tasks and duties undertaken by the Vendor to fulfill the requirements and specifications of this solicitation.
- f) **VENDOR:** Supplier, bidder, proposer, company, firm, corporation, partnership, individual or other entity submitting a response to a Request for Proposal.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

Pursuant to North Carolina General Statutes Section 143-131, "award shall be made to the lowest responsible, responsive bid or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract."

While the intent of this RFP is to award Contracts to multiple Contractors for different properties, the City reserves the right to make a single award to one Contractor, to not award one or more properties or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to the City to do so.

The City reserves the right to waive any minor informality or technicality in proposals received.

Local Preference Policy. *The only exception to the lowest responsive, responsible bidder method of award will be the local preference policy. The preference will allow an Eligible Local Bidder to match the price and terms of the lowest responsive, responsive bidder who is a Non-Local Bidder, if the Eligible Local Bidder's price is within five percent (5%) or \$25,000, whichever is less, of the lowest responsive, responsive Non-Local Bidder's price. An eligible local vendor is one that is current on property taxes in the City of Rocky Mount and meets the qualifications set forth in the policy. An application can be found at <https://rockymountnc.gov/services-finance-vendor-registration/>*

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

During the evaluation period—from the date proposals are opened through the date the contract is awarded—each Vendor submitting a proposal (including its representatives, sub-contractors and/or suppliers) is prohibited from having any communications with any person inside or outside the using department, issuing department, other government department office, or body (including the purchaser named above, department secretary, department head, members of the general assembly and/or governor’s office), or private entity, if the communication refers to the content of Vendor’s proposal or qualifications, the contents of another Vendor’s proposal, another Vendor’s qualifications or ability to perform the contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals and/or the award of the contract. A Vendor not in compliance with this provision shall be disqualified from contract award, unless it is determined in the City’s discretion that the communication was harmless, that it was made without intent to influence and that the best interest of the City would not be served by the disqualification. A Vendor’s proposal may be disqualified if its sub-contractor and supplier engage in any of the foregoing communications during the time that the procurement is active (i.e., the issuance date of the procurement to the date of contract award). Only those discussions, communications or transmittals of information authorized or initiated by the issuing department for this RFP or general inquiries directed to the purchaser regarding requirements of the RFP (prior to proposal submission) or the status of the contract award (after submission) are excepted from this provision.

3.3 INTERPRETATION OF TERMS AND PHRASES

This Request for Proposal serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the Department; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. As such, all terms in the Request for Proposal shall be enforceable as contract terms in accordance with the General Contract Terms and Conditions. The use of phrases such as “shall,” “must,” and “requirements” are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, the Department will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the Department’s needs as described in the Request for Proposal. Except as specifically stated in the Request for Proposal, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the Department exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification or believes a change to a requirement would allow for the City to receive a better proposal, the Vendor is urged and cautioned to submit these items in the form of a question during the question-and-answer period in accordance with Section 2.5.

4.1 CONTRACT TERMS

The Contract shall have an initial term of **three (3) years**, beginning on September 1, 2022- August 30, 2025. The Vendor shall begin work under the Contract within 30 business days of the Effective Date.

4.2 PRICING

Proposal price shall constitute the total cost to Buyer for complete performance in accordance with the requirements and specifications herein, including all applicable charges handling, administrative and other similar fees. Vendor shall not

invoice for any amounts not specifically allowed for in this RFP. Complete ATTACHMENT A: PRICING FORM and include in Proposal. The amount bid for the initial annual term is subject to negotiation and adjustment considering CPI after the first year and agreed to by the City.

4.3 INVOICES

- a) The Vendor must submit one monthly invoice within fifteen (15) calendar days following the end of each month in which work was performed.
- b) Invoices must be submitted to the following address: City of Rocky Mount Attn: Accounts Payable
PO BOX 1180
Rocky Mount, NC 27802
- c) Payment amounts will be made on a NET 30 day pay period upon submission of an invoice and appropriate trip tickets to support such invoice.

4.4 MWBE GOOD FAITH EFFORTS

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. The awarded bidder will be asked to show proof of good faith efforts.

- 1 – (10 pts)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government-maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- 2 --(10 pts)** Made the bid and subcontract documents available for review by prospective minority businesses or providing these documents to them at least 10 days before the bids are due.
- 3 – (15 pts)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- 4 – (10 pts)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- 5 – (10 pts)** Attended prebid meetings scheduled by the public owner.
- 6 – (15 pts)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- 7 – (25 pts)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- 8 – (20 pts)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- 9 - (20 pts)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

4.5 MINORITY BUSINESS PARTICIPATION

The Bidder has the responsibility to make a good faith effort to solicit minority proposals and to attain the aspirational ten percent (10%) goal. We encourage all Bidders even MWBE/HUBs to obtain the aspirational goal where subcontracting and supplier opportunities exist. Use the table below to note the MWBE businesses that will be used as suppliers or subcontractors for this contract.

MWBE FIRM	OWNERSHIP STATUS	ADDRESS	WORK TYPE

If the goal of 10% participation by HUB Certified or minority businesses is not achieved, the Bidder shall provide the following documentation to the City of his/her good faith efforts:

Examples of documentation that may be required to demonstrate the Bidder's good faith efforts to meet the goals set forth in these provisions include, but are not necessarily limited to, the following:

- a) Copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the State for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- b) Copies of quotes or responses received from each MWBE responding to the solicitation.
- c) A telephone log of follow-up calls to each firm sent a solicitation.
- d) For subcontracts where a minority business is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- e) Documentation of any contacts or correspondence to minority business, community, or contractor organizations in an attempt to meet the goal.
- f) Copy of pre-bid roster
- g) Letter documenting efforts to provide assistance in obtaining required bonding or insurance for minority business.
- h) Letter detailing reasons for rejection of minority business.
- i) Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation as listed in these provisions may result in a non-responsive bid.

4.6 VENDOR EXPERIENCE

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to the City of Rocky Mount. Vendor shall provide information as to the qualifications and experience of all executives, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

4.7 REFERENCES

Vendors shall provide at least three (3) different references for which your company has provided Services of similar size and scope to that proposed herein. The city of Rocky Mount shall contact these users to determine the Services provided are substantially similar in scope to those proposed herein and Contractor's performance has been satisfactory. The information obtained shall be considered in the evaluation of the quote. If city of Rocky Mount references is provided it cannot be counted towards your three (3) required references but may be included in addition to.

COMPANY NAME	CONTACT NAME	COMPANY EMAIL	TELEPHONE NUMBER

Optional: City of Rocky Mount			

4.8 PERSONNEL

Vendor shall not substitute key personnel assigned to the performance of this Contract without prior written approval by the Contract Lead. Vendor shall notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor’s recommended substitute personnel. The city will approve or disapprove the requested substitution in a timely manner. The City may, in its sole discretion, terminate the services of any person providing services under this Contract. Upon such termination, the City may request acceptable substitute personnel or terminate the contract services provided by such personnel.

4.9 VENDOR’S REPRESENTATIONS

- a) Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. “Professional manner” means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of the City under this Contract. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractors that may be approved by the City. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor’s obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).
- b) If any Services, deliverables, functions, or responsibilities not specifically described in this Contract are required for Vendor’s proper performance, provision and delivery of the service and deliverables under this Contract or are an inherent part of or necessary sub-task included within such service, they will be deemed to be implied by and included within the scope of the contract to the same extent and in the same manner as if specifically described in the contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and Deliverables.
- c) Vendor warrants that it has the financial capacity to perform and to continue perform its obligations under the contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.

5.0 SCOPE OF WORK

5.1 GENERAL

This document specifies the design and materials used to manufacture jackets and trousers to be worn during structural firefighting as covered by the NFPA 1971-2018 Standard. The protection offered by the garment covers the lower and upper section of the body excluding head, hands or feet. Garment sizing shall be done in accordance with NFPA 1500 and available for male and female. Generalized sizing such as small, medium, large, etc... shall be considered unacceptable.

CERTIFICATION

The design, materials, workmanship, construction and performance shall meet or exceed all National Fire Protection Association (NFPA) requirements as specified in NFPA 1971, Standard on Fire Protection Clothing for Structural Fire Fighting, 2018 edition. The manufacturer shall supply certification document by Underwriters Laboratories showing compliance to the standard.

MANUFACTURER

The manufacturer shall be ISO 9001:2015 certified, thus assuring quality control procedures in the manufacturing of bunker gear. Copy of this certification shall be supplied.

EXCEPTION

Bidder shall clearly state in this document if he complies with the section requirements or takes an exception. Any section that is not clearly identified will be taken as an exception. All alternatives to the exceptions shall be described and listed on a separate document and attached to this bid. No exceptions to this paragraph shall be accepted.

THL RATING

The composite of outer shell, thermal liner and moisture barrier shall meet or surpass the minimum THL in accordance with the latest NFPA 1971 standard. Manufacturer shall state on his bid the THL value of the selected composite.

TPP RATING

The composite of outer shell, thermal liner and moisture barrier shall meet or surpass the minimum TPP in accordance with the latest NFPA 1971 standard. Manufacturer shall state on his bid the TPP value of the selected composite.

LABEL

The garment shall be labeled according to the applicable standards and regulations. A warning label shall be applied about use and protection of the garment. A human readable unique serial number shall be assigned to the jacket and pant. The unique serial number shall be also translated into bar code so it can be read by care and maintenance facilities.

PACKAGING

Garment shall be bagged in a manner that is it protected from outside elements including UV RAYS. The bag shall offer UV protection on ALL sides of the bag.

FOAM

Use of PVC or Silicone foam in the construction of the gear shall not be allowed as many problems may arise as of exposure of cell foam to intense heat. Problems that would shorten the gear life or expose the user to dangerous situations.

5.2 SPECIFICATIONS

The brand noted and the manufacturers' part number noted is to refer to the Fire Departments minimum required specifications for uniforms. Uniforms currently worn by the Fire Department are Flying Cross.

VENDOR'S RESPONSE

COAT SPECIFICATIONS		
Item #	Specifications	Product/Service Offered Meets Specification
1	COAT LINER & MOISTURE BARRIER -Traditional liner, Glide Ice face cloth quilted to durable water repellent (DWR) treated 2.3 oz Nomex/Kevlar spun lace and DWR treated 1.5 oz AraFlo, Crosstech Black (Type 2F) PTFE/Nomex Pajama Check laminated membrane. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
2	COAT WATER WELL -Chambray DWR 2-layer AraFlo Quilt with Chambray face cloth/Pajama Check Crosstech with 1" elastic wrist shield. Water well with zipper attachment sewn to coat liner sleeves. 5/8" Nomex webbing thumb loop. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
3	COAT OUTER SHELL MATERIAL -PBI Max 7.0 oz., natural color Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO

4	<p>REFELCTIVE TRIM -One (1) around the lower portion of the jacket, one (1) around the back and chest area below the armpit, around each sleeve below the elbow. Trims shall have two (2) rows of lock stitching on each side of the trim.</p> <p>The retro-reflective trim shall be 3" triple trim (Scotchlite® 3M, color on borders and silver in the center). Color of trim shall be Lime/Yellow.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
5	<p>DRAG RESCUE DEVICE -Firefighter recovery harness with 4.25"X3" flap with rounded corners. One piece 1.5"X2" loop on harness for storage, two pieces 1"X3.5" loop on shell flap closure, two pieces 1"X3.5" hook on flap. One piece 2"X2" loop underneath chest trim for harness storage. One pair 1.5" self-fabric straps with 1.5"X2" hook and loop for attachment to outer shell.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
6	<p>COAT SHELL ATTACHMENT -1"X3" self-fabric strap with one end sewn to coat shell and opposite end loose with one female non-logo snap, one male snap on liner centered at bottom rear panel to align with the female snap.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
7	<p>COAT COLLAR -3" split self-fabric collar with Crosstech PJ lined, zipper for liner attachment. 1.5"X4" hook and loop for front closure.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
8	<p>LINER INSPECTION SYSTEM -Coat liner inspection system located at center right front of liner with 1"X6" loop.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
9	<p>MISCHELLANEOUS FASTENERS -1"X6" hook sewn to right front shell for the coat liner inspection system.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
10	<p>COAT CUFF REINFORMCEMENT -1" black poly-coated aramid cuff reinforcements.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
11	<p>COAT ELBOW REINFORCEMENTS -Contoured black poly-coated aramid elbow patch with one layer foam padding.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
12	<p>COAT SHOULDER REINFORCEMENT -Self-fabric shoulder caps with foam padding.</p>	

	Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
13	COAT CLOSURE SYSTEM -2.75" storm flap (squared corners) with two-layer Crosstech, thermo plastic zipper, 1.5" hook and 1.5" loop on storm flap. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
14	TURN-OUT POCKETS -Two 8.5"X9" patch pocket and handwarmer combination with expandable 2" pleat. Patch pocket fully lined with Kevlar twill and Kevlar twill backer, fleece lined handwarmer, two pieces 1.5"X2.75" loop on pocket and two pieces 1.5"X2.75" hook on flap. Pockets located on front bottom of coat, left and right, each with two drainage eyelets. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
15	RAIDO POCKET -4.25"X8.5"X2" radio pocket with polycotton fully lined on all three sides inside pocket. Black poly-coated aramid up 3" on outside of pocket and bottom of pocket. One piece 3"X4" loop on pocket and one piece 3"X3" hoop on flap. Antenna notch on both sides of flap. Radio pocket shall be located on coats left chest, with one drainage eyelet. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
16	FLASHLIGHT STRAP -2"X10" self-fabric strap with one piece 2"X3" hook on one end and one piece 2"X3" loop on the other end, strap to be X-stitched to coat. Flashlight strap shall be located 2" above chest trim on coats right chest. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
17	FLASHLIGHT SNAP HOOK -1"x2" two-layer self-fabric flashlight snap holder with two bar tacks. Location of snap-hook shall be 3" above flashlight strap. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
18	LETTERING PATCHES -7"X22" contoured two-layer self-fabric one line letter patch to be attached to hem of coat. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
19	LETTER PATCH ATTACHMENT -1.5"x22" loop sewn to coat back inside at hem. 1.5"x22" hook to top edge of 5"X22" patch, loop sewn to hem with white thread through the trim. Five male snaps on top of letter patch and five female non-logo snaps on inside of shell to align with the male snaps when attaching hanging patch. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
20	SEWN ON LETTERING -Sewn on 2" lime yellow 3M Scotchlite letters (each line) 6-12 alpha numeric name characters to the above patch. Lettering shall be for name; some will have first initial and period as indicated on the purchase order. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO

21	REFLECTIVE TRIM -2" lime yellow triple trim reflective trim set horizontal across bottom of contoured letter patch, four rows lockstitch. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
22	SEWN ON LETTERING -Sewn on 3" lime yellow 3M Scotchlite letters, lettering to read-RMFD, located across yoke. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
23	MIC TAB -1"x3.5" triple layer self-fabric mic tab bar tacked at each end, located on left chest 2" above radio pocket. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
24	HANGER LOOP -5/8"x5 1/2" self-fabric hanger loop located above drag rescue device. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
PANT SPECIFICATIONS		
Item #	Specifications	Product/Service Offered Meets Specification
25	PANT LINER & MOISTURE BARRIER -Traditional liner, Glide Ice face cloth quilted to DWR treated 2.3 oz Nomex/Kevlar spunlace and DWR treated 1.5 oz AraFlo, Crosstech Black (Type 2F) PTFE/Nomex pajama check laminated membrane. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
26	LINER INSPECTION SYSTEM -Pant liner inspection system with 1"X3" loop located at right side of liner waist. 1"X3" hook sewn to right shell front for the pant liner inspection. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
27	PANT OUTER SHELL MATERIAL -PBI Max 7.0 oz, natural color Aly MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
28	PANTY FLY CLOSURE -Sewn on pant fly with PJ Crosstech, closure thermo plastic zipper inside with 1.5" hook and loop, thermoplastic zipper-pull side underneath moisture barrier for liner attachment. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
29	SNAP ATTACHMENT -Nine non-logo female snaps on shell waistband, nine male snaps on liner for waistband attachment and two male snaps on each liner leg. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
30	HOOK AND DEE -One short leather take-up strap riveted, snap hook, D-ring. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO

31	<p>BELTS AND HARNESSSES -2" wide kevlar belt with 2" self-locking thermoplastic buckle with quick release mechanism.</p> <p>Three belt loops, 4" wide by 3.5" high, two-layer self-fabric, double stitched to pant shell, bartacked on all four corners.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
32	<p>LEG TABS -Two gold leather leg tabs per leg with non-logo female snaps.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
33	<p>PANT KNEE REINFORCEMENT -Black poly-coated aramid contoured knees with two layers of padding.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
34	<p>PANT CUFF REINFORCEMENT -1" black poly-coated aramid pant cuffs and a 3"X3.5" kick shield inside each leg.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
35	<p>BOOT CUT -Boot cut pant legs</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
36	<p>PANT POCKETS -10"X10"X2" full bellow pocket with Kevlar twill fully lined all four sides and bottom inside pocket and black poly-coated aramid 5" up outside of pocket and bottom. One piece 2"X10" loop on pocket and three pieces 1.5"X3" hook on flap (left thigh). Two water drainage eyelets on base of pocket.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
37	<p>PANT POCKETS -10"X10"X2" full below pocket with black poly-coated aramid up 5" on outside of pocket and bottom, fully lined all four sides and bottom with Kevlar. Two additional layers of outer shell lined with Kevlar on shell inside. First layer 6.5" high, second layer 4.5" high, both layers stitched in 3.33" increments to create six compartments. One piece 2"X10" loop on pocket, three pieces 1.5"X3" hook on flap (right thigh). Two water drainage eyelets on base of pocket.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
38	<p>REFLECTIVE TRIM -3" lime yellow triple trim reflective trim around leg bottoms, four rows lockstitch.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
39	<p>SUSPENDER TABS -Four 2" wide self-material suspender tabs with 1.75"X3" leather reinforcement, two male and two female non-logo snaps attached to the waist with two on the front and two on the back, reinforced with two bar tacks on each tab.</p> <p>Alt MFG: _____ Alt PN: _____</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO

40	SUSPENDERS -H-back quick adjust non-stretch suspenders with trim and two metal loops sized to each individual sized. Alt MFG: _____ Alt PN: _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
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5.3 PROJECT ORGANIZATION

Vendor shall describe the organizational and operational structure it proposes to utilize for the work described in this RFP and identify the responsibilities to be assigned to each person Vendor proposes to staff the work.

5.4 ACCEPTANCE OF WORK

All the above specifications for Station Uniforms are subject to daily inspections by either the Fire Chief or the designated city representative. Failure to meet the standards set forth in these specifications will be noted and discussed with the vendors designated representative. Failure to remedy issues shall be grounds for the cancellation of this contract. Ongoing failure to consistently meet specifications noted in this RFP shall also be grounds for the cancellation of this contract.

In the event acceptance criteria for any work or deliverables is not described in contract documents or work orders hereunder, the City shall have the obligation to notify Vendor, in writing ten (10) calendar days following completion of such work or deliverable described in the Contract that it is not acceptable. The notice shall specify in reasonable detail the reason(s) it is unacceptable. Acceptance by the City shall not be unreasonably withheld; but may be conditioned or delayed as required for reasonable review, evaluation, installation or testing, as applicable of the work or deliverable. Final acceptance is expressly conditioned upon completion of all applicable assessment procedures. Should the work or deliverables fail to meet any requirements, acceptance criteria or otherwise fail to conform to the contract, the City may exercise any and all rights hereunder, including, for deliverables, such rights provided by the Uniform Commercial Code as adopted in North Carolina.

5.6 TRANSITION ASSISTANCE

If this Contract is not renewed at the end of this term, or is canceled prior to its expiration, for any reason, Vendor shall provide, at the option of the City, up to 3 months after such end date all such reasonable transition assistance requested by the City, to allow for the expired or canceled portion of the Services to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Services to the City or its designees. If the City exercises this option, the Parties agree that such transition assistance shall be deemed to be governed by the terms and conditions of this Contract (notwithstanding this expiration or cancellation), except for those Contract terms or conditions that do not reasonably apply to such transition assistance. The City shall pay Vendor for any resources utilized in performing such transition assistance at the most current rates provided by the Contract for performance of the Services or other resources utilized.

6.0 CONTRACT ADMINISTRATION

6.1 DISPUTE RESOLUTION

The parties agree that it is in their mutual interest to resolve disputes informally. A claim by the Vendor shall be submitted in writing to the City’s Contract Lead for resolution. A claim by the City shall be submitted in writing to the Vendor’s Project Manager for resolution. The Parties shall negotiate in good faith and use all reasonable efforts to resolve such dispute(s). During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. If a dispute cannot be resolved between the Parties within thirty (30) days after delivery of notice, either Party may elect to exercise any other remedies available under this Contract, or at law. This term shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.2 CONTRACT CHANGES

Contract changes, if any, over the life of the contract shall be implemented by contract amendments agreed to in writing by the City and Vendor.

6.3 PRODUCT RECALL

Vendor expressly assumes full responsibility for prompt notification to the Buyer listed on the face of this IFB of any product recall in accordance with the applicable state or federal regulations. The Vendor shall support the City, as necessary, to promptly replace any such products, at no cost to the City.

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Attachments to this RFP begin on the next page.

[NOTE: If any Attachment is omitted or the order is changed, references to specific attachments within the RFP must also be modified to match.]

ATTACHMENT A: PRICING

The undersigned, as bidder, proposes and agrees if this proposal is accepted to contract with the City of Rocky Mount for the furnishing of all materials, equipment, and labor necessary to complete the scope of work described in these documents in full and complete in accordance with this RFP and to the full and entire satisfaction of the City of Rocky Mount for the sum of:

YEAR 1 PRICING

Item #	Specifications	Unit Cost
1	Coat per specifications	\$ _____
2	Pants per specifications	\$ _____

ATTACHMENT B: ACCEPTANCE OF GENERAL TERMS & CONDITIONS

Review Terms and Conditions: General at <https://rockymountnc.gov/vendor> Terms and conditions on the vendor webpage that do not apply to this bid: Federal UG Terms, FEMA Contract Provisions, Sample Contract Terms.

- Check here to indicate that you have read and agree to the City of Rocky Mount General Terms & Conditions.
-

ATTACHMENT C: SUPPLEMENTAL VENDOR INFORMATION

HISTORICALLY UNDERUTILIZED BUSINESSES

Historically Underutilized Businesses (HUBs) consist of minority, women and disabled business firms that are at least fifty-one percent owned and operated by an individual(s) of the categories. Also included in this category are disabled business enterprises and non-profit work centers for the blind and severely disabled.

Pursuant to G.S. 143B-1361(a), 143-48 and 143-128.4, the City invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled. This includes utilizing subcontractors to perform the required functions in this IFB. Any questions concerning NC HUB certification, contact the [North Carolina Office of Historically Underutilized Businesses](#) at (919) 807-2330. The Vendor shall respond to question #1 and #2 below.

- a) Is Vendor a Historically Underutilized Business? Yes No
- b) Is Vendor Certified with North Carolina as a Historically Underutilized Business? Yes No

If so, state HUB classification:

NEW VENDOR REGISTRATION

New vendors must complete a vendor registration form using the link below. If you are a current vendor that needs to update, contact information you may also complete the online vendor registration form. Once registration is complete email a copy of your W9 an E-Verify Affidavit to the contact person listed on the coversheet.

<https://rockymountnc.gov/services-finance-vendor-registration/>

HOW TO DO BUSINESS WITH THE CITY OF ROCKY MOUNT

- Becoming a Vendor <https://youtu.be/MGOjZxI4iQc>
- Competing in the Bid Process <https://youtu.be/yy8dYzPOCUs>
- Purchase Order, Payment and Performance <https://youtu.be/wA5zVTizZQM>