

TOWN OF EAST GREENWICH, RHODE ISLAND

OFFICE OF THE TOWN MANAGER

INVITATION TO BID

Notice is hereby given that sealed proposals will be received by the Town Manager of the Town of East Greenwich, Rhode Island at his office in the Town House, until 2:00 P.M. prevailing time, **March 23, 2017**, for the following:

“PERSONAL ESCAPE SYSTEM”

In accordance with the technical specifications. All of the above work, known as the "Bid" to be performed in accordance with the specifications.

The work to be performed under this contract consists of furnishing all plant, labor, materials, equipment, tools, transportation, and all incidentals, related work, and overhead items, and performing all work required for the Bid, in strict accordance with the specifications, including the invitation for bids and the proposal which are hereby made a part of the specifications.

Bids for the above work must be made on forms furnished by the Town Manager. Specifications, other Contract Documents, and the Form of Bid may be examined and obtained during week days except Saturday, between the hours of 9:00 A.M. and 4:00 P.M. at the office of:

Town Clerk's Office
Town Hall
125 Main Street
East Greenwich, R.I., 02818

The Town of East Greenwich acting through its Town Manager reserves the right to reject any or all bids or any part thereof, to waive defects in same or to accept any proposal deemed to be in the interest of the Town of East Greenwich.

TERMS AND REQUIREMENTS FOR BIDDING ON:

“PERSONAL ESCAPE SYSTEM”

1. All Bids must be submitted in sealed envelopes or wrappers with the title of the project to which they relate endorsed thereon and addressed to the
Bid Agent,
c/o Town Manager Thomas E. Coyle III.,
East Greenwich Town Hall,
125 Main Street,
East Greenwich, Rhode Island, 02818.

And will be received by the Town Manager at the office of the Town Clerk in the Town Hall until 2:00 P.M. prevailing time: **March 23, 2017,** at which time said Bids will be opened by the Town Manager or his Designee.

2. The Bids must be in accordance with the accompanying specification.
3. The price proposed should be stated both in WRITING AND IN FIGURES and any Proposal not so stated may be rejected.
4. Each Bidder is required to state in his proposal his full name and place of business, both written and printed.
5. The Town Manager reserves the right to reject any or all Bids or any part thereof, to waive defects in same or to accept any proposal deemed to be in the interest of the Town of East Greenwich
6. NO BID BOND IS REQUIRED.
7. All formal Bids will be opened at the time specified on the Bid Form and read in public by the Town Manager or his designated representative in the council chambers or other suitable location. All Bidders or interested parties may attend the Bid opening. A tabulation of all Bids received shall be available for the inspection of any interested party.

8. The Awarding Authority: Upon recommendation of the Town Manager the Awarding Authority will make award to the most qualified evaluated Bidder. In determining the lowest qualified BID, the Town Manager will consider factors besides price. "Awarding Authority": The East Greenwich Town Council will act as the awarding authority with the recommendation of the Town Manager pursuant to R. I. State Law.
9. Copies of manufacturer's warranty shall accompany the Bid.
10. DELETED.
11. Each bidder may submit more than one bid if they are representatives of more than one manufacturer or item. Bidders must list each additional bid on a separate bid form. If bid bonds are required, the amount shall be representative of the highest single bid of those submitted.
12. Intent; these specifications describe the minimum requirements for *personal escape system* for the Town of East Greenwich. Any parts or accessories not specifically mentioned, but which are necessary for a complete and efficient product and are usually required by the latest codes or laws, shall be furnished.
13. "Or Equal Clause: Whenever a material, article or piece of equipment is identified on the plans or in the specifications by reference to manufacturers of vendors names, vehicle make or model, trade-names, catalogue numbers, etc., it is intended merely to establish a standard; and, any material, article, or equipment of other manufacturers and vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article, or equipment so proposed, is in the opinion of the Town Manager, of equal substance and function. It shall not be purchased or installed by the contractor without the written approval of the Town Manager or his authorized agent.
14. Awarding Authority: Upon recommendation of the Town Manager the Awarding Authority will make award to the most qualified evaluated Bidder. In determining the lowest qualified BID, the Town Manager will consider factors besides price. "Awarding Authority": The East Greenwich Town Council will act as the awarding authority with the recommendation of the Town Manager pursuant to R. I. State Law.
- 15.) Subtotal amounts may be requested or indicated on the bid form, and are used for budgetary purposes only. The award will be

made to the lowest evaluated superior bidder for the total cost of all line items, unless otherwise indicated.

- 16.) Qualifications of Bidder: The Town may make such investigations as it deems necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Town that such Bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional Bids will not be accepted.
- 17.) Bid Security: Not Required.
- 18.) Deleted.
- 19.) Deleted.
- 20.) Deleted.
- 21.) Addenda and Interpretations: No interpretation of the meaning of the plans, specifications of other bid documents will be made to any Bidder orally. Every request for such interpretation should be in writing addressed to Thomas E. Coyle III, Town Manager, Town Hall, 125 Main Street, East Greenwich, Rhode Island, 02818, and for proper consideration, must be received at least five (5) days prior to the date fixed for the opening of the Bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed to all prospective Bidders (at the respective addresses furnished for such purposes), not later than three (3) days prior to the date fixed for the opening of the Bids. Failure of any Bidder to receive any such addendum or interpretation shall not relieve such Bidder from any obligation under their Bid as submitted. All addenda so issued shall become part of the contract documents.
- 22.) Security for Performance: Not required for this Bid.
- 23.) Deleted.
- 24.) Notice of Special Conditions: Contractor's liability and Workmen's Compensation Insurance are not required.
- 25.) Laws and Regulations: The Bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and

the rules and regulations of all authorities having jurisdiction over this bid and construction of the project shall apply to the contract throughout and they will be deemed to be included in the contract the same as though herein written out in full.

- 26.) METHOD OF AWARD-LOWEST QUALIFIED BIDDER. If at the time this contract is to be awarded, the "lowest qualified bid price", or, at the Town's sole discretion the lowest total of base bid plus any combination of alternate bids, submitted by a responsible bidder does not exceed the amount of funds then estimated by the Town as available to finance the contract, the contract will be awarded on the base bid, or, at the Town's sole discretion, on any total bid consisting of a base bid plus any combination of alternate bids. If such bids exceed such amount, the Town may reject all bids. The Awarding Authority retains the right to accept any combination of base bid plus alternate(s) that it deems in the best interest of the Town.
- 27.) OBLIGATION OF BIDDER. At the time of the opening of bids, each Bidder will be presumed to have inspected the site and to have read and to be thoroughly familiar with the specifications and contract documents (including all addenda). The failure or omission of any bidder to examine any form, instrument or document shall in no way relieve the bidder from any obligation in respect to his bid.
- 28.) TELEGRAPHIC MODIFICATION. Any bidder may modify his bid by telegraphic communication at any time prior to the scheduled closing time for receipt of bids, provided such telegraphic communication is received by the Town prior to the closing time, and, provided further, the Town is satisfied that a written confirmation of the telegraphic modification over the signature of the bidder was mailed prior to the closing time. The telegraphic communication should not reveal the bid price but should provide the addition or subtraction or other modification so that the final prices or terms will not be known by the Town until the sealed bid is opened. If written confirmation is not received within two (2) days from the closing time, no consideration will be given to the telegraphic modification.

INSTRUCTIONS TO PROPONENTS

“PERSONAL ESCAPE SYSTEM”

1. RECEIPT AND OPENING OF PROPOSALS

The Town of East Greenwich (the "Town") invites and will receive Proposals on the forms attached hereto, all information on which must be appropriately completed. Proposals will be received by the Town Manager at the office of the Town Clerk until 2:00 p.m. March 23, 2017, and publicly opened and read aloud on the aforesaid date. The envelopes containing the Proposals must be sealed and addressed to the Thomas E. Coyle III, Town Manager, Town of East Greenwich, 125 Main Street, East Greenwich, R.I. 02818, and plainly marked "Personal escape system for the Town of East Greenwich."

2. PREPARATION OF THE PROPOSAL

All proposals shall be made on the Contractor's Proposal Form attached hereto and shall give the amount of bids for work in both words and figures and must be signed by the Contractor as Proponent. Additional copies of the Proposal Form may be copied or obtained from the Town. All blank spaces in each Proposal Form together with appropriate schedules must be completed in full in ink or typewritten, in both words and figures.

In case of a discrepancy between the total shown in the Proposal and that obtained by adding the products of the quantities of items at the unit prices, the sum as written out in words in the Proposal Form shall govern and any errors found in said products, and in the addition, will be corrected.

Each Proposal, together with the appropriate schedules, must be submitted in a sealed envelope bearing on the outside the name of the Proponent, its address, and plainly marked "Bid for *Personal escape system* for the Town of East Greenwich " If forwarding by mail, the sealed envelope containing the Proposal must be enclosed in another envelope addressed as specified in the Proposal. The Town may consider as irregular any Proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all Proposals.

Any Proposal may be withdrawn prior to the above scheduled time for the opening of Proposals or authorized postponement thereof.

Any proposal received after the time and date specified above shall not be considered.

3. Deleted.

4. Deleted.

5. SECURITY FOR PERFORMANCE: NOT REQUIRED WITH THIS BID

6. POWER OF ATTORNEY DELETED.

7. SCOPE OF WORK

The work under this Contract shall consist of the items contained in the Proposal, including, all incidentals necessary to fully complete or deliver said work or equipment in accordance with the Contract Documents.

8. DELETED.

9. ADDENDA AND EXPLANATIONS

Explanations desired by a prospective Proponent shall be requested of the Town in writing, and if explanations are necessary, a reply shall be made in the form of an Addendum, a copy of which will be forwarded to each Proponent. Every request for such explanation shall be in writing addressed to the Town Manager. Any verbal statements regarding same by any person prior to the award, shall be unauthorative and not binding.

Addenda issued to Proponents prior to date of receipt of Proposals shall become a part of the Contract Documents, and all Proposals shall include the work described in the Addenda.

No inquiry received within seven (7) days of the date fixed for the submission and opening of Proposals will be given consideration.

Any and all such interpretations and any supplemental instructions will be in the form of written Addenda, which, if issued, shall be mailed by regular mail, to all prospective Proponents (at the respective addresses furnished for such purposes), not later than five (5) days prior to the date fixed for the opening of Proposals.

10. NAME, ADDRESS AND LEGAL STATUS OF THE PROPONENT

The Proposal must be properly signed in ink and the address of the Proponent given. The legal status of the Proponent, whether corporation, partnership, or individual, shall also be stated in the Proposal.

A corporation shall execute the Proposal by its duly authorized officer(s) in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Proponent shall give full names of all partners. Partnership and individual Proponents will be required to state in the Proposal the names of all persons interested therein.

The place of residence of each Proponent, or the office address in the case of a firm or company, with county and state and telephone number, must be given after his signature.

If the Proponent is a joint venture consisting of a combination of any or all of the above entities, each joint venturer shall execute the Proposal.

Anyone signing a Proposal as an agent of another or others must submit with his Proposal, legal evidence of his authority to do so.

11. COMPETENCY OF PROPONENT

The opening and reading of the Proposal shall not be construed as an acceptance of the Proponent as a qualified, responsible Proponent. The Town reserves the right to determine the competence and responsibility of a Proponent from its knowledge of the Proponent's qualifications or from other sources.

The Town's required submission with the Proposal shall not be construed as an acceptance of the Proponent as a qualified, responsible Proponent. The Proponent will be required to furnish the following information:

- (a) An itemized list of the Proponent's equipment available for use on the Contract.
- (b) Evidence that the Proponent is in good standing under the laws of the State of Rhode Island, and, in the case of corporations organized under the laws of any other State, evidence that the Proponent is licensed to do business and in good standing under the laws of the State of Rhode Island or sworn statement that it will take all necessary action to become so licensed if its Proposal is accepted.

In the event that the Town shall require additional certified supporting data regarding the qualifications of the Proponent in order to determine whether he is a qualified responsible Proponent, the Proponent may be required to furnish any or all of the following information sworn to under oath.

(a) Evidence that the Proponent is capable of commencing performance as required in the Contract Documents.

(b) Evidence, in form and substance satisfactory to Town, that Proponent possesses as a going concern the managerial and financial capacities to perform all phases of the work called for in the Contract Documents.

(c) Evidence, in form and substance satisfactory to Town, that Proponent's experience as a going concern as a residential grinder pump supplier and installer derives from operations of comparable size to that contemplated by the Contract Documents.

(d) Such additional information as will satisfy the Town that the Proponent is adequately prepared to fulfill the Contract.

The Proponent may satisfy any or all of the experience and qualification requirements of this Paragraph 11 by submitting the experience and qualifications of its parent organization and subsidiaries or affiliates of the parent.

12. DISQUALIFICATION'S OF PROPONENTS

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Proponent and the rejection of its Proposal:

(a) Evidence of collusion among Proponents.

(b) Lack of competency as revealed by either financial statements, experience or equipment statements as submitted or other factors.

(c) Lack of responsibility as shown by past work, judged from the standpoint of workmanship as submitted.

(d) Default on a previous municipal contract for failure to perform.

13. BASIS OF THE PROPOSAL

Proposals for the *Personal escape system* for the Town of East Greenwich are solicited on the basis of the "Lowest evaluated superior qualified bid price". Proposals will be compared on the basis of the summation of the prices proposed. The prices, as written out in words in the Proposal, shall govern and any errors found will be corrected.

14. METHOD OF AWARD

The Awarding Authority will make award to the "lowest qualified bid price" submitted by the Bidder. In determining the "lowest qualified bid price", the Awarding Authority will consider factors besides price. These factors shall include, but not be limited to: local firms having their principal place of business within the Town limits shall be given due consideration, all things equal in the bid: the trade-in value of specific makes of equipment as opposed to another: the life expectancy of the items to be purchased: delivery dates: warranties and guarantees offered: the maintenance costs of varying models of vehicles and equipment: the experience and reputation of the bidder and manufacturer: availability of service and parts: any previous dealings which the Bidder has had with the Town; the quality and adaptability of the supplies or contractual services which are bid to the particular use required.

These factors shall include, but not be limited to:

Local firms having their principal place of business within the Town limits shall be given due consideration, all things being equal in the Proposal;

15. "Awarding Authority": Upon recommendation of the Town Manager the Awarding Authority will make award to the most qualified evaluated Bidder. In determining the lowest qualified BID, the Town Manager will consider factors besides price. "Awarding Authority": The East Greenwich Town Council will act as the awarding authority with the recommendation of the Town Manager pursuant to R. I. State Law. The Town intends that the Contract shall be awarded within thirty (30) days following the date that Proposals are publicly opened and read.

SPECIFICATIONS
MINIMUM REQUIREMENTS FOR
“PERSONAL ESCAPE SYSTEM”

GENERAL: It is the intent of these specifications to describe the minimum requirements for personal escape system and accessories.

The unit shall be of the manufacturer's current production model, meeting or exceeding the terms of these specifications. The unit shall be guaranteed against defects in workmanship and materials for a period of ten (10) years from time the unit is placed in service. For any offer to be considered, all items must be of standard production model, not modified for bidding purposes.

Vendor shall note yes or no with a check mark in the appropriate column as to whether or not the unit being bid meets the specification requested. Any deviations to the required specifications shall be so noted in writing and described in detail under a separate cover letter. Failure to do so may be just cause for rejection of vendors' bid.

Any items and all the necessary appurtances not specifically mentioned, but that are required for the purpose intended, shall be included in your bid.

Scope:

The contractor/vendor shall supply and deliver the personal escape systems. The personal escape systems shall consist of Petzl exo II hands free descending device and Gemtor 541 NYC fire service harness, or approved equal.

The Town reserves the right to increase or decrease the quantity in accordance with actual requirements and availability of funds. The Town of East Greenwich does not guarantee the amount of purchases made under the awarded Contract; there is no minimum or maximum order quantity guaranteed.

The personal escape systems shall be delivered to the town of East Greenwich Fire Department 284 Main Street, East Greenwich, RI, 02818 at no additional cost to the Town.

Training by a certified instructor for the personal escape devices shall be included in the bid price. There shall be no additional cost to the Town for training.

Trainer Requirements:

- The dealer/ trainer must be certified by Petzl
- All instructors must be petzl exo certified
- At least 2 trainers must be nationally certified instructors
- Dealers/ trailer must be within 250 miles of the department to service contract in emergency situations. (ie replacement/ repair of units or harness.)
- Dealer/trainer must demonstrate a proven training record with large career and volunteer fire departments, references required.
- Dealer / trainer must be a preferred gemtor 541 fire service harness trainer . Certification proof required.
- A trainer within the training company must be a member of the American society of safety engineers. Certification proof required.
- No subcontracting of any kind allowed for training.
- Dealer/ trainer must be recognized by the IAFF as the preferred trainer for the exo escape system.

ITEM	MINIMUM REQUIREMENTS	VENDOR'S PROPOSAL	
Petzl exo II (or approved equal)			
		MEETS SPECIFICATIONS	
		YES	NO
Specifications	Hands free descending device, self braking with built in anti panic capability		
	closed system to avoid rope removal		
	50' 7.5 mm technora rope		
	ok Triac carabiner		
	NFPA 1983 UL testing 20012 ed. (The NFPA standard is for test life safety rope.)		
	System must be recognized exclusively by IAFF		
	Escape device must have oblique cam system to provide braking.		
Gemtor 541 NYC fire service harness (or approved equal)			
Specifications	Patented design shall lower the body's center of gravity and help reduce toppling.		
	Sturdy lightweight nylon webbing 1 3/4" wide stitched with high tenacity nylon thread.		
	Harness classified as a NFPA Class II life safety harness by underwriters laboratories (UL). Harness pompier hook features automatic closing and locking gate with one hand operation.		

	Hook classified as a 9000 lbs minimum breaking strength, NFPA General use Carabiner by underwriters laboratories (UL)		
	Hook shall have a 2" side opening gate.		
	Shall have the ability to be attached to bunker pants.		
Training	36 firefighters brought up to competency with harness braking system and hook for safe use during training and operations.		
WARRANTY	MANUFACTURER SHALL PROVIDE A PART(S) AND LABOR WARRANTY ON FOR A PERIOD OF TEN (10) YEARS AFTER NOTICE OF OWNERS ACCEPTANCE.		
MANUALS, INSTRUCTIONS	THE COMPANY SHALL SUBMIT DETAILED INSTALLATION AND USER INSTRUCTIONS FOR EACH UNIT.		

BID FORM/MARCH 23, 2017

I _____
(the Contractor) hereby agrees to contract to furnish the Town of East Greenwich In accordance with the attached specifications, the following:

“PERSONAL ESCAPE SYSTEM”

DESCRIPTION **PRICE**

ITEM #1- Unit price each Personal Escape System (complete)

Complete and according to the specifications.

_____ \$ _____
Unit Price Each (Words) Each

ITEM #2- Total cost for forty four (44) Personal Escape Systems (complete)

Complete and according to the specifications.

_____ \$ _____
Total Price (44 units) (Words) Total

ITEM #3- Total cost for training 36 personnel (complete)

Complete and according to specifications.

_____ \$ _____
Total Price (36 personnel) (words) Total

The following check mark certifies my bid Conforms to Specifications

(Yes) _____ (No) _____

(Area of Non Conformance) _____

Delivery Date (day/month/year) _____/_____/_____

(TYPED NAME OF COMPANY)

(TYPED COMPANY ADDRESS)

(TYPED CITY OR TOWN OF COMPANY)

(ZIP CODE)

(_____) _____

(TYPED COMPANY PHONE NUMBER)

(TYPED NAME OF COMPANY OFFICIAL)

(SIGNED NAME OF COMPANY OFFICIAL)

(DATE)

I CERTIFY THAT THE ABOVE PRICE IS FREE OF ALL STATE AND FEDERAL TAXES AND CONFORMS TO SPECIFICATIONS.

(SIGNED NAME OF AUTHORIZED OFFICIAL)

(DATE)

**TOWN OF EAST GREENWICH,
RHODE ISLAND
OFFICE OF THE TOWN MANAGER
INVITATION TO BID**

Notice is hereby given that sealed bids will be received by the Town Manager of the Town of East Greenwich, Rhode Island, at his office in the Town Hall, 125 Main Street, East Greenwich, Rhode Island, until 2:00 P.M. prevailing time, **March 23, 2017**, for the following:

“PERSONAL ESCAPE SYSTEM”

All the above work, known as the "Bid" is to be performed in accordance with the specification. The work to be performed under this contract consists of furnishing all plant, labor, equipment, product, service, tools, transportation, and all incidentals, related work, and overhead items, and performing all work required for the Bid, in strict accordance with the specifications, including the invitation for bids and the proposal which are hereby made a part of the specifications. Specifications, other Contract Documents, and the Form of Bid may be examined and obtained during weekdays except Saturday, between the hours of 9:00 A.M. and 4:00 P.M. at the office of:

**Town Clerk
Town Hall
125 Main Street
East Greenwich, Rhode Island 02818**

The Town of East Greenwich acting through its Town Manager reserves the right to reject any or all bids or any part thereof, to waive defects in the same or to accept any proposal deemed to be in the best interest of the Town of East Greenwich. "Individuals requiring interpreter services should contact the Town Clerk's office at (401) 886-8606 via RI Relay #711 (800-745-5555 TTY) or in writing at least forty eight (48) hours in advance of the scheduled bid opening.