

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Fleet Maintenance/Fire Apparatus Services and Repairs (Annual Contract) – RFP No. 22-0019
INITIATED BY:	Finance Department

It is requested that Council approve the annual contract for Fleet Maintenance/Fire Apparatus Services and Repairs with FireLine, Inc. (Winder, GA), Primary Contractor, and Ten-8 Fire & Safety, LLC (Bradenton, FL), Secondary Contractor. The contract requires Contractor(s) to provide maintenance, repair, and inspection services for all Fire Trucks, Ambulances, and other Emergency Apparatus. Fire and EMS has budgeted \$246,102.00 in FY23 for fire apparatus services/repairs.

Contractors will be required to:

- Provide a minimum of two certified Emergency Vehicle Technician/mechanics to work on Fire Department vehicles daily (five days per week).
- Provide all certified staff, labor and equipment necessary to perform maintenance, repair services and inspections for fire apparatus at the designated Columbus location. In the event a service or repair cannot be performed at the designated Columbus location, Columbus reserves the right to deliver equipment to the awarded vendor or designated location or request that awarded vendor arrange for transportation of equipment and include costs on the invoice.
- Provide maintenance/repair services: Repair/maintain/inspect air brakes or braking system, including compressors; PTO systems; inspect all trucks electrical components, including lighting; inspect all trucks A/C components; inspect all trucks hydraulics/DEF units; inspect specialty vehicles for pumps, hydraulics, electrical, etc.; required PM scheduling and completion performance; unscheduled repair performance; road call performance 24 hours a day/7 days per week; emergency services must be available within 60 minutes after hours and on weekends and holidays; and provide a maintenance report to Columbus for each truck serviced and or repaired.
- Conduct a thorough diagnostic evaluation of each requested vehicle and provide those results to the Truck/Car Shop Supervisor or Fleet Manager. Along with these diagnostics an itemized list of parts and costs to repair shall be submitted to the Truck/Car Shop Supervisor or Fleet Manager for approval and to obtain the parts. All repairs shall be pre-approved by either the Truck/Car Shop Supervisor or the Fleet Manager and upon completion of said repairs approved by the same.

- Perform yearly maintenance, inspection and test vehicles on an annual basis in accordance with Federal and State laws and National Fire Protection Association (NFPA) standards. Perform other statutory inspections and tests that may be required by Federal and State laws.
- Perform a PM on every vehicle in the Fire/EMS fleet and correct or identify any deficient vehicles within six (6) months of contract commencement. Deficient vehicles are those identified as not meeting the fleet standard. Major component failures identified during this initial six (6) month period shall be documented and reviewed with the Truck Shop Supervisor and the Fleet Manager.
- Perform semi and annual required inspections on all fire emergency vehicles and ambulances.

The initial term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor(s).

Annual Contract History:

This is a new contract.

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web pages of the Purchasing Division, DemandStar and Georgia Procurement Registry on January 10, 2022. This RFP has been advertised, opened, and evaluated. Three (3) proposals were received on February 18, 2022.

FireLine, Inc. (Winder, GA)
Ten-8 Fire & Safety, LLC (Bradenton, FL)
 Associated Fuel Systems, Inc. (Conley, GA) *

** Associated Fuel Systems, Inc. withdrew their proposal.*

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation	04/18/2022	The Purchasing Manager advised evaluation committee members of the RFP rules and regulations. Project Manager provided overview and expectations of the contracted vendor(s). Proposals were disbursed to each committee member for review.

1 st Evaluation	05/11/2022	Committee discussed each of the three (3) proposals received. Clarifications were needed from all vendors, and the Committee determined two additional stipulations needed to be added to contract requirements.
Clarification Request	06/21/22	Request for clarification and notification of additional stipulations were forwarded to the vendors.
Vendor Responses Received	06/27/22	The vendors submitted the requested clarification information and their responses for agreement to additional stipulations. These were forwarded to the Committee. The Committee indicated they wanted to meet to discuss responses.
2 nd Evaluation	07/19/22	The Committee determined dates/times for vendors to view dedicated work site and dates/times to perform vendor interviews.
Letters for Site Visit/ Interview	07/20/22	Letters were forwarded to vendors providing dates and times for dedicated work site visitation, as well as an invitation for a virtual interview.
Vendor Responses Received	07/22/222	Responses were received from vendors. Associated Fuel Systems withdrew their proposal. Ten-8 Fire & Safety accepted the interview invitation. FireLine requested and accepted a different date for interview due to a conflict.
Ten-8 Fire & Safety Interview	07/29/22	Virtual interview was conducted with representatives for 10-8 Fire & Safety.
FireLine Interview	08/16/22	Virtual interview was conducted with representatives for FireLine. The Committee indicated they were ready to begin evaluations.
Evaluation Forms Sent	08/16/22	Evaluation forms were forwarded to voting committee members.
Evaluation Forms Received	08/31/22	The last set of evaluation forms were returned to the Purchasing Division.
Evaluation Results	09/06/22	The evaluation results were forwarded to the Committee. The Committee was asked to confirm if they wished to meet and discuss the evaluations or if they were ready to recommend Primary and Secondary Contractors. They were instructed to

		complete the Final Ballot with their recommendation for Primary and Secondary Contractors if that was their choice. The Committee indicated they were ready to vote.
Award Recommendation	09/14/22	The evaluation committee unanimously recommended award to FireLine, Inc. (Primary) and Ten-8 Fire & Safety, LLC (Secondary).

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of one (1) representative from Columbus Fire & EMS, and two (2) representatives from Public Works, who served as voting members.

One (1) representative from Columbus Fire & EMS and one (1) representative from Public Works served as alternate voters.

One (1) representative from Columbus Fire & EMS and one (1) representative from Public Works served as non-voting advisory members.

Award Recommendation:

Based on the final evaluation results, the Committee recommends award by a unanimous vote to FireLine, Inc. (Winder, GA), Primary Contractor, and Ten-8 Fire & Safety (Bradenton, FL), Secondary Contractor.

FireLine, Inc. (Primary Contractor)

Vendor Qualifications/Experience:

- FireLine, Inc. was established in 1994 and has two facilities in the state of Georgia.
- FireLine, Inc. facilities are full-time parts and service centers staffed with one (1) full-time service manager and four (4) full-time factory-trained technicians for servicing and maintaining fire apparatus.
- FireLine, Inc. technicians are each equipped with a service truck and requisite hand and power tools, maintain multiple EVT certifications, and are E-ONE factory-trained and factory-authorized technicians. They are trained quarterly on safety processes and guidelines.
- FireLine, Inc. is a Hale Fast factory authorized service center, Waterous gold level service center and Darley factory authorized pump service center.

- Listed below are three (3) clients for whom the firm has provided the same or similar services:

- ✧ Barrow County Emergency Services (Winder, GA) – All fire apparatus pump and electrical repairs, including annual pump service and aerial testing; Hourly (2006-Ongoing).

- ✧ Oconee County Fire (Watkinsville, GA) – Service and repair fleet of fire apparatus; Hourly (2020-Ongoing).
- ✧ City of Georgetown (Georgetown, SC) – Service and repair fleet of fire apparatus; Hourly (2009-Ongoing).

Ten-8 Fire & Safety, LLC (Secondary Contractor)

Vendor Qualifications/Experience:

- Ten-8 Fire & Safety, LLC was formed in 2021 by the merger of Ten-8 Fire Equipment and Ten-8 Fire & Safety Equipment of Georgia. The original company was founded 36 years ago, and the original owners maintain ownership in the merged company.
- Ten-8 Fire & Safety, LLC have eight (8) full-service shops in Florida and Georgia with three (3) offering full body shop repair facilities.
- Ten-8 Fire & Safety, LLC facilities are staffed by ASE/EVT certified mechanics and maintain a fleet of sixteen (16) mobile service trucks.
- Listed below are three (3) clients for whom the firm has provided the same or similar services:
 - ✧ Hall County Fire Rescue (Gainesville, GA) – Full maintenance/service contract for fire rescue fleet 115 plus apparatus and staff vehicles; 200 PA Scheduled Maintenance and Parts (8/2019-5/2022).
 - ✧ Clayton County (Riverdale, GA) – Full maintenance/service contract for fire rescue fleet 41 apparatus; 195 PA Scheduled plus Parts (1/4/2022-1/4/2024).
 - ✧ Cedar Hammock Fire Rescue (Bradenton, FL) – Perform PM for department at Bradenton location; Variable (1995-Ongoing).

The City’s Procurement Ordinance Article 3-110, Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services, governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results have been submitted to the City Manager in a separate memo for informational purposes.

Funds will be available each fiscal year for this ongoing service: General Fund - Fire & EMS – Fire/EMS Operations – Auto Parts & Supplies; 0101-410-2100-FOPR-6721.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT FOR FLEET MAINTENANCE/FIRE APPARATUS SERVICES AND REPAIRS WITH FIRELINE, INC. (WINDER, GA) AS THE PRIMARY CONTRACTOR, AND WITH TEN-8 FIRE & SAFETY, LLC (BRADENTON, FL) AS THE SECONDARY CONTRACTOR.

WHEREAS, an RFP was administered (RFP 22-0019) and proposals were received from three (3) offerors; and,

WHEREAS, the proposals submitted by FireLine, Inc. and Ten-8 Fire & Safety, LLC met all proposal requirements and were evaluated responsive to the RFP; and,

WHEREAS, the term of contract shall be for two years, with an option to renew for three additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute an annual contract with FireLine, Inc. (Winder, GA) as Primary Contractor, and with Ten-8 Fire & Safety (Conley, GA) as Secondary Vendor to provide Fleet Maintenance/Fire Apparatus Services and Repairs. Funds will be budgeted each fiscal year for this ongoing expense: General Fund - Fire & EMS – General Fund - Fire & EMS – Fire/EMS Operations – Auto Parts & Supplies; 0101-410-2100-FOPR-6721.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2022 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.
- Councilor Woodson voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor