



**CITY OF MADISON HEIGHTS
PURCHASING DEPARTMENT
300 WEST 13 MILE ROAD
MADISON HEIGHTS, MICHIGAN, 48071
(248)-583-0828**

REQUEST FOR PROPOSAL #MH-24-01

ITEM: SCBA Fill Station and Air Compressor

DEADLINE: January 22, 2024 before 11:00 am

Proposals will be accepted by the City Clerk's Office at 300 West 13 Mile Road, Madison Heights, Michigan, 48071 until, January 22, 2024 at 11:00 a.m. (EST). Proposals will be opened at 11:05 am (EST).

The City of Madison Heights is a Participating Agency in the Michigan Inter-Governmental Trade Network (MITN). Interested vendors are encouraged to register with MITN at www.MITN.info to view specifications for this and all of our open bids.

Amy J. Mischak
HR Director/Purchasing Coordinator
City of Madison Heights
(248) 583-0828

**City of Madison Heights
300 West 13 Mile Road
Madison Heights, Michigan, 48071**

RFP #MH – SCBA Fill Station and Air Compressor

General:

The City of Madison Heights (hereinafter City) solicits a contractor to deliver and install a new SCBA Fill Station and Air Compressor at Fire Station 1, located at 31313 Brush Street, Madison Heights, Michigan, 48071.

Fire Station 1 houses the department's only SCBA Fill Station and Air Compressor. The current fill station system is over 25 years old and in poor condition. In addition, the new fill station will be relocated within the building.

This is a lump-sum project. All engineering costs, material, labor, and disposal required to complete this project shall be inclusive.

The City will provide the electrical work and electrical connections.

Scope of Work:

The successful bidder (hereinafter Contractor) shall provide all labor, materials, tools and equipment as required to provide the following:

- Digital control screen with autofill features.
- 1 Air Compressor; 6000 psi; a 10HP motor and 13CFM charge rate;
- Constructed with high grade materials and high quality components;
- 230 Volt 1 phase & ability to utilize existing electrical disconnect;
- Includes replaceable cartridge type air purification that does not require system piping disconnection;
- Air quality & system specifications must meet or exceed ANSI/CGA G-7.1, CGA Pamphlet G-7 (Grade-E);
- Automatic condensate drain system;
- High pressure shutdown switch;
- High temperature shutdown switch;
- Low oil pressure shutdown switch;
- Gauge panel must include hour meter, oil pressure, gauges for each compressor stage (4), fault lights for high temperature and low oil pressure, on/off switch, power indicator light;
- Electronic CO monitor with audible alarm and auto shut down;
- Automatic start function when air pressure drops below preset (technician adjustable) pressure;
- User adjustable regulator between fourth stage and air output (0-6000psi range);
- Hour meter;
- 4 bottle fill station;
- 4-cylinder DOT cascade/cylinder/storage system;
- Filtration/monitoring of moisture, carbon monoxide and other air quality components;
- Control/regulator mechanisms;
- Valves, supply lines, hose, fittings and other necessary mechanical components;
- All necessary electrical components, attachments, connectors, etc.

Requirements:

- One supplier to support the system and all system components.

- Supplier to provide on-site technician response within 24 hours from time of call for repair of products covered by the manufacturer's warranty.
- Proposed installation must not require more than minimal alterations to the existing facility or structure.
- Air compressor room is 9' wide X 7' deep.
- Proposed installation must allow for easy access for routine servicing of the SCBA System.
- Installation and SCBA System must meet current National Electrical Code and UnderwritersLaboratory requirements.
- Installation and SCBA System must meet current applicable National Fire Protection Association recommendations.
- Supplier is responsible for any permits required for installation.
- Installation must include connection to a new outside air intake.
- Installed SCBA System must include safety devices and cutouts for low oil, over-temp, high or overpressure, CO out of limits, etc.
- Removal of the existing SCBA System.
- Supplier to supply one copy of the Operations, Parts, and Service Manual.
- Air samples shall be provided to the District once unit has been put into place and made operational that meet NFPA 1989 2013 ED & CGA-7-1 Grade E 2011 ED standards.

City Responsibilities:

Warranty:

Supplier to provide a minimum two year parts and labor warranty. If warranty work cannot be completed onsite, warranty will cover all shipping, transportation, parts, labor, and all related fees.

Representatives of the City of Madison Heights shall perform inspection during and upon completion of the work. The Contractor shall correct any discrepancies noted during the final inspection.

I. INSTRUCTIONS TO VENDORS RFP MH-24-01:

1. PREPARATION OF PROPOSAL

- Interested contractors are expected to examine specifications and all instructions. Failure to do so will be at the contractor's risk.
- Each contractor shall furnish all information required on proposal forms. Erasures or other changes must be initialed by the person signing the form.
- If there is any doubt as to the meaning of any part of the specifications or other conditions within this invitation, please call (248) 583-0828 for clarification.

2. SUBMISSION OF PROPOSALS

- A. One original and three (3) copies of the bid shall be submitted in **sealed** envelopes and shall include the following information on the face of the envelope:

**Contractor's Name
Address
Bid Number and Item**

Failure to do so may result in a premature opening of, or failure to open, such proposal. All bids must be hand-delivered or mailed to:

Madison Heights City Clerk's Office
300 West 13 Mile Road
Madison Heights, Michigan, 48071

- B. Bidders are responsible for submitting proposals before stated closing time. Delays in the mail will not be considered. Any proposal received after the stated deadline will be rejected.
- C. In the event no bid is to be submitted, do not return the invitation. Please send a letter or postcard to the Purchasing Agent to advise whether future invitations are desired for the type of items or services covered by this invitation.
- D. Any bid may be withdrawn by giving written notice to the Purchasing Coordinator before stated closing time. After stated closing time, no bid may be withdrawn or canceled for a period of ninety (90) days after said closing time.
- E. The bidder shall specify a unit price for each item listed. Unit price will prevail on all items.
- F. **TERMS**
All bids to be tax exempt, State of Michigan #B386025685.
All pricing to be FOB destination 31313 Brush St., Madison Heights, Michigan, 48071

Please direct any questions to the Purchasing Department at
(248) 583-0828, Monday through Friday, from 8:00 AM to 4:30 PM (EST)
Please note that we are closed for lunch between 11:30 and 12:30

II. CONSIDERATION OF PROPOSALS:

- A. Proposals submitted on bid form are understood to be according to specified data.

In cases where an item is requested by a manufacturer's name, trade name, catalog number, or reference, it is understood that the bidder proposes to furnish the item so identified or an item of equal quality and value.

Reference to any of the above is intended to be descriptive but not restrictive and only indicates articles that will not be satisfactory. Bids of "equal" quality and value will be considered, provided that the bidder states in his/her proposal exactly what he/she proposes to furnish, including illustration or other descriptive matter which will clearly indicate the character of the article covered by such proposal.

- B. The Purchasing Agent hereby reserves the right to approve as an equal, or reject as not being an equal, any article proposed which contains major or minor variations from specification requirements but which may comply substantially therewith.

- C. The City of Madison Heights reserves the right, in its sole discretion, to reject any/or all bids, to waive any irregularities and technical defects contained therein, to award the bid in its entirety, in part or not at all and/or to determine which bid is the lowest and/or best to enter into a Contract, as it may deem to be in the best interest of the City.

D. NON-IRAN LINKED BUSINESS.

Under Michigan Public Act No. 517 of 2012, as amended, an Iran linked business as defined therein is not eligible to contract with the City of Madison Heights and shall not submit a bid. By signing the bid documents it is hereby certified and agreed on behalf of the signatory and the company submitting this proposal the following: (1) that the signatory is duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) that the signatory and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

E. NON-DISCRIMINATION CLAUSE

In the performance of a contract or purchase order, the contractor agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental handicap or disability. The contractor further agrees that every subcontract entered into for the performance of any contract or purchase order resulting herefrom will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. This covenant is required pursuant to Title VI of the Civil Rights Act of 1964 42 U.S.C., as well as the Elliot Larsen Civil Rights Act, 1976 Public Act 453, as amended, MCL 37.2201, et seq, and the Michigan Handicapper's Civil Rights Act, 1976 Public Act 220, as amended, MCL 37.1101, et seq, and any breach thereof may be regarded as a material breach of the contract or purchase order.

- F. The Contractor / Company acknowledges and agrees that the City, with the written approval of the Contractor / Company, may extend this Contract for new projects or additional work of a similar nature at the same unit prices as set out by Contractor / Company for this Contract, by execution of a change order. Any work to be performed under a change order of this contract is subject to all the requirements contained herein. The Contractor / Company shall provide all insurance certificates and performance bonds for the required coverage for the new work to be performed for any change order extending this contract. A change order extending this Contract, as set out herein, shall be in compliance with Section 2-249 (c)(1) of the City's purchasing ordinance.

III. INSURANCE REQUIREMENTS:

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the City of Madison Heights. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and Self Insured Retentions are the responsibility of the Contractor.

- Worker's Compensation Insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included. A per project/contract aggregate shall be endorsed onto this policy.

- Automobile Liability including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- Owners' and Contractors' Protective Liability: The Contractor shall procure and maintain during the life of this contract, a separate Owners' and Contractors' Protective Liability Policy with limits of liability not less than \$1,000,000 per occurrence and aggregate. .
- Additional Insured: Commercial General Liability and Motor Vehicle Liability, as described above, shall include an endorsement stating the following shall be Additional Insureds: The City of Madison Heights, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the City of Madison Heights as additional insured, coverage afforded is considered to be primary and any other insurance the City of Madison Heights may have in effect shall be considered secondary and/or excess.
- Cancellation Notice: All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: City of Madison Heights, c/o Purchasing Department, 300 West 13 Mile, Madison Heights, MI 48071.
- Proof of Insurance Coverage: The Contractor shall provide the City of Madison Heights, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Madison Heights as least ten (10) days prior to the expiration date.

IV. SUPPLEMENTAL SPECIFICATIONS:

GENERAL

The Contractor shall furnish all materials, equipment, labor and supervision and shall provide all other means that may be necessary to complete all the work in conformity in all respects to the requirements as set forth in these specifications.

The Contractor shall interfere as little as possible with the convenience of the public during the progress of the work.

MANDATORY PRE-BID MEETING

A mandatory pre-bid meeting will be held on January 10, 2024 at 10 am at the Madison Heights Fire Station Number One, 31313 Brush St, Madison Heights, Michigan, 48071.

Any questions resulting from this walkthrough must be submitted in writing via email to amymisczak@madison-heights.org before 4:30 pm on January 15, 2024. An addendum addressing vendor concerns will be posted at www.mitn.info no later than the close of business on January 16, 2024.

For additional site visits AFTER the mandatory pre-bid meeting, please contact Chief Lelito at (248) 837-2833, or greglelito@madison-heights.org to make an appointment!

CONTRACTOR'S SUPERVISION AND ORGANIZATION

The work under this contract shall be under the direct charge and direction of the Contractor. The Contractor shall give efficient superintendence to the work, using his best skill and attention. The Contractor shall at all times keep on the site of the work, during its progress, a competent superintendent and any and all necessary foremen and assistants.

SUB CONTRACTS

The Contractor shall not sublet, assign, or transfer this contract or any portion thereof or any payment due him there under, without the written consent of the Owner. Assignment or subletting the whole or any portion of this contract shall not operate to release the Contractor or his bondsman hereunder from any of the contract obligations. If the Contractor shall cause any part of the work under this Contract to be performed by a subcontractor, the subcontractor's officers and employees in all respects are considered employees of the Contractor, and the Contractor shall not be in any manner thereby relieved from his obligations and liability; and the work and materials furnished by the subcontractor shall be subject to the same provisions as if furnished by the Contractor.

SPECIFIC HOURS OF WORK

All work shall be performed Monday thru Friday 7:00 a.m. to 7:00 p.m. No work shall be performed on City observed holidays.

V. PROPOSAL EVALUATION:

City of Madison Heights RFP MH 24-01

The City of Madison Heights intends to enter into a relationship with a vendor whose products and services come closest to meeting the City's needs. The selected vendor must be a financially stable firm committed to providing solutions for City government.

The following criteria will be used to evaluate vendor responses to this Request for Proposals (RFP). Product demonstrations and meetings may be requested. The Criteria that will be used to evaluate the RFP responses are as follows:

1. **Experience and Qualifications of Contractor**

Experience and qualifications of contractor with floor coating products as described herein, as well as experience in working with municipal government.

2. **Product Design, Flexibility, Operability**

Provide a detailed description of the proposed product(s). Include all available product literature and brochures. Describe how the proposed products/equipment will operate and achieve the durability and longevity required. Provide guarantee/warranty/support and maintenance contracts information.

3. **Comparable Projects**

Provide a list of comparable projects that have been successfully completed by your firm. List should include public sector (governmental) clients.

4. **Cost of Proposal**

Submit a description of how your firm proposes to charge the City for its products/labor/equipment. Provide a fixed-price not-to-exceed cost proposal, a warranty period on workmanship, and how long your firm anticipates will be required to complete the job.

These general requirements shall be incorporated in the entire agreement between the City of Madison Heights and the successful contractor. The contract shall be binding upon the parties hereto and their respective successors and assigns.

COMPANY INFORMATION:

Company Name_____

Printed Name/Title of Person Signing Bid_____

Signature_____

Address_____

Phone:_____Fax:_____

Email Address:_____Date:_____

****SUBMIT ORIGINAL PROPOSAL ALONG WITH THREE COPIES IN A SEALED ENVELOPE MARKED ACCORDING TO SUBMITTAL GUIDELINES ALONG WITH QUALIFICATIONS QUESTIONNAIRE AND NON-COLLUSION AFFIDAVIT TO THE CITY OF MADISON HEIGHTS CLERK'S OFFICE BEFORE THE DEADLINE 11:00 A.M. ON JANUARY 22, 2024. ALL OTHER ITEMS WILL BE SUBMITTED AFTER APPROVAL OF THE CONTRACT.****

VI. Additional Extension Option - MITN:

The City of Madison Heights is a member of the Michigan Intergovernmental Trade Network (MITN) Purchasing Cooperative. If your company is awarded an item or a completed contract, the cooperative entities may wish to use this contract and will use a purchase order or contract for any or all of the item(s) awarded following minimum order/contract requirements set forth in the bid documents. Each entity will provide its own purchase order or contract and must be invoiced separately to the address on the purchase order/contract.

Currently, there are more than 100 agencies participating in the MITN Cooperative.

() If an award is made to _____
(Company Name)

it is agreed that the contract will be extended to members of MITN Purchasing Cooperative under the same prices, terms, and conditions.

Signature of Company Representative

~OR~

() Our company _____ is NOT interested in extending this contract.
(Company Name)

Signature of Company Representative

(For more information on the MITN cooperative, including a list of participating agencies, please go to www.MITN.info.)

VII. CITY OF MADISON HEIGHTS
QUALIFICATION QUESTIONNAIRE

Failure to completely fill out this form or failure to supply adequate information could result in disqualification of bidder.

Name of Bidder: _____

Address of Bidder: _____

Type of Business Entity: _____
(Example: Corporation, Partnership, etc.)

How Long Established: _____

Names and Addresses of
All Principals of Bidder: _____

1. List all other Corporations, Partnerships, Assumed Names, and/or Businesses in which the above listed principals have an interest in any way, including but not limited to, ownership stockholder, employment, principal, officer or other business relationship.

2. List 3 current references from municipalities or public agencies familiar with the work performed by the Bidder and list the name, addresses and telephone number of a contact person.

3. List 3 current references from private or non-public sources familiar with the work performed by the Bidder and list the name, address and telephone number of a contact person.

4. List the names and address of all subcontractors the Bidder proposes to use on the project.

The undersigned verifies that the information contained herein is truthful and accurate and acknowledge that they are owners or agents of the Bidder.

**Bidder's or Authorized
Representative's Signature**

Title of Signatory

Bidder's Printed Name

Dated: _____

**Subscribed and sworn to before me on
This _____ day of _____, 2024.**

**Notary Public
County, Michigan**

NON-COLLUSION AFFIDAVIT

Return this completed form with your sealed bid.

_____ being duly sworn deposes and says:

That he/she is _____
(state official capacity in firm)

The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price or that of any other bidder, or to secure the advantage against the City of Madison Heights or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

(Signature of person submitting bid)

Subscribed and sworn this _____ day of _____, 20 _____ before me, a Notary Public in and for said County.

Notary Public

My Commission Expires:
