

City of Isle of Palms, South Carolina

Request for Bids (RFB 2023-03) Direct Source Capture System for Fire Station 1 & 2

In compliance with the City's Procurement Code, the City of Isle of Palms is soliciting bids for direct source vehicle apparatus exhaust capture systems for our fire apparatus that are housed at our two fire stations. Fire Station 1 is located at 30 JC Long Boulevard and Fire Station 2 is located at 44 41st Avenue.

The direct source capture apparatus exhaust system must have a pre-set run time to ensure that particulates and exhaust in the hose and ductwork is evacuated aft the hose is disengaged automatically from the apparatus when it departs the apparatus bay.

Equipment installed must follow any applicable building codes and standards. Pricing should be all inclusive and include but not limited to all design, permitting, equipment, labor, installation, electrical wiring, freight, and rental equipment to complete the project.

Associated warranty, warranty period, any service provisions, and response times for maintenance requests should be noted and detailed. Fire Station 1 is a four-apparatus bay Fire Station and Fire Station 2 is a two-apparatus bay fire station.

Evaluation Criteria & Selection Process

Bids submitted by the deadline and deemed complete will be evaluated by the City. Any firm submitting a bid may be required to provide additional detailed information as needed. The award of a contract will be at the discretion of City Council. The City reserves the right to disqualify any bid it deems as non-responsive and/or non-responsible. The City reserves the right to make such investigations of the proposers as it deems appropriate. The City reserves the right to reject any and all bids without qualifications. The City also reserves the right to add or deduct any specific requirements and associated costs from the selected bid.

Bids will be evaluated on a variety of factors including, but not limited to, the following:

- Vendor's relevant experience and qualifications
- Satisfactorily completed similar projects
- Cost

Timeline and Submission Procedures

The City anticipates the following general timeline for this RFB. The anticipated schedule may change if it is in the City's best interest to do so.

Deadline for Bids – 2:00 p.m., Friday, August 25, 2023

City Council to consider recommendation of award of contract – September 26, 2023

Award of any contract may be made without discussion with proposers after bids are received. The City reserves the right to cease contract negotiations if it is determined that the Bidder cannot perform the services specified in their response.

Recommendation of award for contract will be made based not only on price, which is an important factor, but also on quality of proposal, qualifications, experience, technical expertise, references and ability to execute the work. After careful evaluation, City staff will make a recommendation to City Council for award of a contract.

Bids should be submitted to the following:

Desirée Fragoso
City Administrator
City of Isle of Palms
1207 Palm Boulevard
Post Office Box 508 Isle of Palms, South Carolina 29451

Deadline for Submissions: The deadline for submission is **2:00 p.m., Friday, August 25, 2023**. Bids will be received at 1207 Palm Boulevard, Isle of Palms, South Carolina 29451 in a sealed envelope. Sealed envelopes must be clearly marked "RFB 2023-03 Direct Source Capture System for Fire Station 1 & 2" and include one (1) hard copy and one (1) electronic copy saved to a USB flash drive. It will be the responsibility of the proposers to verify receipt by the City.

Bids may be delivered by hand or by mail, but no proposal shall be considered which is not actually received by the City at the place, date and time appointed by the City and the City shall not be responsible for any failure, misdirection, delay or error resulting from the selection by any bidder of any particular means of delivery.

Proprietary and/or Confidential Information: Your proposal is a public document under the South Carolina Freedom of Information Act (FOIA), except as to information that may be treated as confidential as an exception to disclosure under the FOIA. If you cannot agree to this standard, please do not submit your bid. All information that is to be treated as confidential and/or proprietary must be CLEARLY identified, and each page containing confidential and/or proprietary information, in whole or in part, must be stamped and/or denoted as CONFIDENTIAL, 4 in bold, in a font of at least 12-point type, in the upper right-hand corner of the page. All information not so denoted and identified will be subject to disclosure by the City.

Proposers acknowledge and agree that the City will not be liable for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by the respondent or any member of the respondent's organization as a result of, or arising out of, submitting a bid, negotiating changes, or due to the City's acceptance or non-acceptance of the proposal or the rejection of any and all bids. Proposers are responsible for submission of accurate, adequate and clear descriptions of the information requests. Neither issuance of the RFB, preparation and submission of a response, nor the subsequent receipt and evaluation of any response by the City of Isle of Palms will commit the City to award a contract to any respondent even if all the requirements in the RFB have been met.

Proposers must have or be able to procure an Isle of Palms Business License.

The City of Isle of Palms reserves the right to accept or reject any and all bids, or any parts thereof; to waive irregularities or informalities in any proposal received to allow the proposal to be considered; to

negotiate terms and conditions with Proposers; and to select a Bidder or to cancel in whole or in part this RFB, if it is in the best interest of the City to do so. Those bids determined not to be in compliance with provisions of this RFB and the applicable laws and or regulations will not be processed.

By signing its bid, Proposer certifies that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agrees to provide the City upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable both to Bidder and its subcontractors or sub-subcontractors; or (b) that Bidder and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." Bidder agrees to include in any contracts with its subcontractors language requiring its subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14 and (b) include in their contracts with sub-subcontractors, language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.