

CITY OF GALAX

Requests for Proposals:

Fire Apparatus for the Volunteer Fire Department

Notice is hereby given that the City of Galax, VA will be accepting proposals from qualified sellers to provide a new or lightly-used fire apparatus for the Galax Volunteer Fire Department. Proposals will be received until **January 5, 2022 at 10:00 A.M.**, at the **Office of the City Manager**, Attn: Mr. Matt Settlemyer, 111 E. Grayson St., Galax, VA 24333. Proposals received after 10:00 A.M. will not be considered. Submittal information can be obtained online at the City of Galax Government website or in the Galax Office of the City Manager.

Contact/Questions: Inquiries about this request for proposals must be in writing and directed to:

Galax Office of the City Manager
Attn: Matt Settlemyer
111 E. Grayson St.
Galax, VA 24333

Msettlemyer@galaxva.com

Re: Fire Apparatus for the Galax Volunteer Fire Department (*note this on the outside lower left corner of the submittal envelope)

*Note: In order to receive addenda or changes to the RFP, prospective offerors must contact Matt Settlemyer by email or telephone (msettlemyer@galaxva.com or 276-236-5773) to indicate that they will be offering a qualifications package and request to be placed on the distribution list. No contact with any City of Galax employee is allowed during this process without first submitting the written question/inquiry to Matt Settlemyer (msettlemyer@galaxva.com).

**Note 2: Reference is made to the RFP announcement issued by the City on November 30, 2021. This RFP is a reissuance of that RFP process in order to permit solicitations of vendors through Virginia's eVA online procurement portal <https://eva.virginia.gov/index.html> All vendors that submitted a proposal in response to the City's November 30, 2021 posting shall be eligible, without further submission, to be considered for this procurement, and such vendors shall have the option of submitting a new proposal at their election, or may notify the City that they do not wish to be considered further. New submissions will also be accepted regardless of whether the vendor submitted a proposal previously. It is the intention of the City to open this procurement to the maximum extent practicable for all qualified vendors.

Vendor Qualifications and Requirements

The intent of this RFP is to enable the City of Galax to evaluate vendor pricing on a new or lightly used fire apparatus with the required capabilities. The desired qualifications are outlined below. Responders are to submit a written narrative corresponding to each of the listed items. Failure to properly respond and to address these qualification requirements are grounds for rejection of the proposal.

The City anticipates that the successful offeror will meet or exceed the following specifications for a fire apparatus apparatus which:

- is new or lightly used and in excellent working condition
- can be certified by a mechanic that it will not need extensive repairs
- is capable of reaching to a distance of a hundred feet high by ladder or equivalent technology
- has a bucket/platform or equivalent to enable firefighting from elevations not accessible by ground-based techniques
- has a cabin that can transport up to six individuals
- tank capacity of at least 300 gallons of water
- possesses a midmount configuration or other measures to limit overall travel height, to permit greatest access while accommodating low-hanging trees, traffic controls and architectural features
- has at least a 600 HP motor/4500 transmission
- has a 2000 GPM pump or equivalent technology
- is supported by authorized service centers geographically near the City of Galax
- Maximizes elevated reach capacity with maneuverability in order to navigate the streets in the City of Galax and access the widest array of structures possible within the City
- has extensive safety features

The selected seller shall offer:

- a warranty of at least 6 months for all major repairs needed on the fire apparatus
- ability to return the fire apparatus to the seller within 30 days for a full and complete refund of all money spent

Prior to the final selection, proposers may be required to submit additional information that the City of Galax deems necessary to further evaluate the proposer's goods.

Overview

A final schedule of specifications and optional equipment for the fire apparatus will be developed by the City of Galax, in coordination with the successful offeror after the final selection, provided that the offeror meets the minimum requirements of this RFP, in the sole reasonable discretion of the City. The following acts only as a preliminary request for proposals to generally communicate the City's expectations.

The City of Galax seeks to purchase a fire apparatus that can accomplish all the functionality identified in this RFP.

The City of Galax reserves the right to waive any and all informalities, to reject any and all responses to this RFP, which in its opinion, may not be in the best interest of the City.

Instructions and Time Frames:

Respondents are to submit sealed proposals, which will be evaluated by the City of Galax to determine the best overall value to the City. The sealed proposal must be clearly labeled on the outside of the envelope or package "Fire Apparatus for the Galax Volunteer Fire Department" in order to be considered. Submit one marked original, two (2) complete copies of the proposal, and one electronic copy in pdf format on a flash drive, DVD, or CD (emailed copies will not be accepted as an official submission).

Preservations of Rights

It is the intent of the City of Galax to award this contract based upon the best proposal that is in the best interest of the City of Galax and provides the best overall value. Expected longevity of the goods, service costs over the expected useful life of the goods and overall utility of the goods will be considered. The City reserves the right to reject any and/or all proposals and waive all minor technicalities, informalities, and irregularities. In accordance with Va. Code Section 2.2-4302.2, 1950, as amended, the City shall select two or more offerors deemed by the City to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the Request for Proposal, including price, however price shall not be the sole determining factor. After negotiations have been conducted with each offeror so selected, the City shall select the offeror which, in its opinion, has made the best proposal, and shall award the contract to that offeror. Should the City determine in writing and in its sole discretion that

only one offeror is fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.

The City reserves the right to request clarification of information submitted, and to request additional information from any proposer.

The City reserves the right to award any contract to the next most qualified firm if the successful firm does not execute a contract within 30 days of being notified of selection.

Any proposal may be withdrawn up until the date and time set above for opening the proposals. Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to provide the City the goods described in the attached specifications, or until one or more of the proposals have been approved by the City, whichever occurs later.

Any and all contracts resulting from acceptance of a proposal by the City shall be in a form supplied or approved by the City and shall reflect the specifications in this RFP. The City reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP and which is not approved by the City Attorney.

The City shall not be responsible for any costs incurred by any bidder in preparing, submitting, or presenting its response to the RFP.

The successful offeror will be bound by the representations made in its response to the RFP.

Codes & Regulations

Proposer must comply with all applicable State and Federal Laws. All goods provided or services to be performed shall comply in all respects with current applicable code, law, and regulation. Proposer shall comply with all the required codes for safety. In the case of conflicting codes, regulations, or standards, the more stringent shall be the rule to follow.

Basis of Award

In accordance with Va. Code Section 2.2-4302.2, proposals will be evaluated according to the following criteria:

- Award of the contract will be made to the Proposer who is deemed by the City to be best able to provide the goods stated herein, and whose proposal is deemed to be in the best interests of the City, and responsive in all respects to the requirements of this Request for Proposals.

- Proposers shall provide customer and industry references, if available.

Right to Reject Lowest Fee Proposal

The City of Galax is under no obligation to award this project to the proposer offering the lowest fee if such offer is not deemed fully satisfactory according to the specifications found in this RFP or if the Bid does not conform to the selection criteria so as to be fully responsive.

Right of Negotiation

The City of Galax reserves the right to negotiate, where permitted by the Virginia Public Procurement Act, with the lowest and/or best proposer after proposal opening and establishment of the lowest and/or best proposal, before the contract is awarded and/or after contract award. The City of Galax reserves the right to negotiate the exact terms and conditions of the contract with the selected proposer. Negotiations will not be made to increase the initial contract price.

Rights to Submitted Materials

All responses, inquires, and correspondence in reference to this RFP submitted by proposers shall become property of the City of Galax when received. All proposals submitted become property of Galax, VA.

Governing Law

The laws of the Commonwealth of Virginia and any and all applicable federal laws shall govern the contractual agreement with the proposer awarded the contract.

Non-Discrimination Policy

It is the policy of the City of Galax government not to discriminate based on race, color, religion sex, gender identity, sexual orientation, age, national origin, disability, status as a service-disabled veteran, pregnancy or related medical condition, or any other status prohibited by state law. The City of Galax government encourages the consideration of DBE's (Disadvantaged Business Enterprises).

General Terms and Conditions

The successful Proposer will be expected to enter into a contract incorporating or generally conforming to the General Terms and Conditions attached hereto as Attachment D.

Attachment A

STATEMENT OF QUALIFICATIONS AND REQUIREMENTS

Expressions of interest for the sale of a fire apparatus to the Galax Volunteer Fire Department shall be made by submitting a statement of qualifications and requirements.

1. The selected seller shall offer a fire apparatus which:

- is new or lightly used and in excellent working condition
- can be certified by a mechanic that it will not need extensive repairs
- is capable of reaching to a distance of a hundred feet high by ladder or equivalent technology
- has a bucket/platform or equivalent to enable firefighting from elevations not accessible by ground-based techniques
- has a cabin that can transport up to six individuals
- tank capacity of at least 300 gallons of water
- possesses a midmount configuration or other measures to limit overall travel height, to permit greatest access while accommodating low-hanging trees, traffic controls and architectural features
- has at least a 600 HP motor/4500 transmission
- has a 2000 GPM pump or equivalent technology
- is supported by authorized service centers geographically near the City of Galax
- Maximizes elevated reach capacity with maneuverability in order to navigate the streets in the City of Galax and access the widest array of structures possible within the City
- has extensive safety features

The selected seller shall offer:

- a warranty of at least 6 months for all major repairs needed on the fire apparatus
- ability to return the fire apparatus to the seller within 30 days for a full and complete refund of all money spent

Each seller submitting a proposal for items included in this RFP shall prepare and submit the following information, in addition to addressing the qualifications stated above:

1. Name of Firm or Business or Seller
2. Business Address

3. Business Phone; Fax No.
4. E-mail address
5. How many years have you been in business in Virginia and under what names?
6. General Character of goods provided by your firm, if applicable:
7. Commonwealth of Virginia Sales Tax Registration No., if applicable:
8. Federal I.R.S. Identification No.:
9. List the seller's places of operation and identify all authorized service centers within fifty (50) miles of the City of Galax. If none, identify two (2) closest authorized service centers:
10. Execute and return this Statement of Qualifications, Attachment B, and Attachment C.
11. I certify that I:
 - am capable of providing the goods as outlined in this proposal,
 - will comply with the rules and regulations outlined by the U.S. Code, the Code of Virginia, the City of Galax, and all rules and regulations of the City, the Virginia State Corporation Commission, and other applicable laws and regulations.
 - Have received Attachment D, Contract Terms, and agree to be bound thereby unless exceptions thereto are specifically noted in the proposal. I recognize that exceptions to any terms included in the RFP may constitute grounds for the City to declare my proposal non-responsive, in the discretion of the City.

 Authorized Signature

COMMONWEALTH OF VIRGINIA,

CITY/COUNTY of _____, to-wit:

The foregoing Statement of Vendor Qualifications was acknowledged before me this _____ day of _____, 2021, by _____.

My Commission expires: / /

 Notary Public

Attachment B

NON-COLLUSION CERTIFICATION

The following certifications are made:

1. The bid or offer (1) is made without prior participation, understanding, agreement, or connection with any corporation, firm, or person submitting a bid/offer for the same materials, supplies, equipment, or services with respect to the allocation of the business afforded by or resulting from the acceptance of the bid or proposal, (2) is in all respects fair and without collusion or fraud, and (3) is or is intended to be competitive and free from any collusion with any person, firm, or corporation.
2. The offeror has not offered or received any kickback from any other offeror or Contractor, supplier, manufacturer, or subcontractor in connection with the bid/offer on this solicitation. A kickback is defined as an inducement for the award of a contract, subcontracts, or order, in the form of any payment, loan, subscription, advance, deposit of money, services, or anything, present or promised, unless consideration of substantially equal or greater value is exchanged. Further, no person shall demand or receive any payment, loan, subscription, advance, and deposit of money, services, or anything of value in return for an agreement not to compete on a public contract.
3. The offeror is not a party to nor has he participated in nor is obligated or otherwise bound by agreement, arrangement, or other understanding with any person, firm, or corporation relating to the exchange of information concerning bids, prices, terms, or condition upon which the contract resulting from the acceptance of his bid or proposal is to be performed.
4. The offeror understands that collusive bidding is a violation of the Virginia Governmental Frauds Act and federal Law, and can result in fines, prison sentences, and civil damage awards and agrees to abide by all conditions of this proposal.
5. The offeror or subcontractor has not and will not confer on any public employee having official responsibility for a procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged.

The Remainder of This Page Intentionally Left Blank

Offeror

By: _____

COMMONWEALTH OF VIRGINIA,

CITY/COUNTY of _____, to-wit:

The foregoing Non Collusion Certification was acknowledged before me this _____ day of _____, 2021, by _____.

My Commission expires: / /

Notary Public

Attachment C

The undersigned submits the attached proposal for the City of Galax.

Authorization:

Firm Name: _____ Date: _____

Mailing Address: _____

Phone Number: _____

Fax Number: _____

Email: _____

By: _____

Signature:

Title: _____