



## **Request for Proposal Exhaust Removal (Released on June 27, 2023, Due July 14, 2023)**

### **General:**

The Town of Enfield, NH (hereafter referred to as the “TOWN”) invites qualified firms to submit proposals for the purchase of an exhaust removal system (hereafter referred to as the “CONTRACTOR”). Detailed specs will be covered in the scope of work section of this document.

### **Instructions:**

Proposals must be submitted in a sealed envelope or electronically via the email to the contact below no later than **12:00 P.M. EST on Friday, July 14, 2023**. Envelope or subject line must be clearly marked “Exhaust Removal System” and will be opened publicly at that time.

**Proposals delivered after the time listed above will not be accepted.**

### **Submit proposals to:**

Town Manager  
23 Main Street  
P.O. Box 373  
Enfield, NH 03748

Please forward your proposal to:

Ed Morris [townmanager@enfield.nh.us](mailto:townmanager@enfield.nh.us)

Questions and inquiries should be submitted to:

Fire Chief Phil Neily  
[firechief@enfield.nh.us](mailto:firechief@enfield.nh.us)  
603-359-0713

The proposal shall include all supporting materials, and a statement defining any proposed deviations from the requirements or specifications in this document, including additions, deletions, exceptions and revisions.

Please provide the total cost of purchase and installation, along with a breakdown of any options.

## Scope of Work:

### Vehicle Exhaust Vent Project Information

- Apparatus Bay Area - 5416 sq. ft. (122 ft. in length x 56 ft. deep)
- Exhaust should vent out the East gable end.
- Attachments for 5 drop locations should be included in the proposal with the ability to increase to 5 further drop locations in the future for a total of 10.
- All drops should be attached securely to the exhaust systems of the vehicle with auto release capabilities while the vehicle drives out of apparatus bay.
- All tracks, control panels, exhaust blower, air filtration, drops to vehicles and all required attachments, hardware will be included in the proposal.
- Installation is to be included in this proposal; Town of Enfield will be responsible for supplying electrical needs to equipment i.e., power supply for exhaust.
- All power requirements must be included in the proposal.
- Any low voltage wiring related to and required for the system must be included in the proposal.
- Wall penetration of the gable wall will be part of the installation and coordinated with the Town of Enfield. Required penetration drawings will be included in the proposal to assure location proposed will not interfere with other equipment.
- Start up, training and apparatus tailpipe modification will be included in this proposal.
- 1 year warranty from date of final acceptance, this includes inspection and adjustments on all parts of the system by a factory trained personnel.

Contact for questions and further information:

Fire Chief Phil Neily

[firechief@enfield.nh.us](mailto:firechief@enfield.nh.us)

603-359-0713

## Revisions:

Any clarifications or amendments to the RFP of a substantive nature will be posted on the TOWN's RFP page on the Town of Enfield, NH website (<https://www.enfield.nh.us/new-enfield-projects/pages/requests-proposals-rfps-qualifications-rfqs>) no later than five (5) days prior to the due date.

Only such amendments, when issued by the TOWN, will be considered as being binding on the TOWN. Verbal explanations or instructions given by a TOWN employee to a CONTRACTOR in regard to this solicitation shall not be binding on the TOWN and shall be considered informal unless confirmed in writing by the TOWN. CONTRACTORS should note that all clarifications

and exceptions, including those relating to the terms and conditions of the contract, are to be resolved prior to the submission of a proposal.

## **Evaluation Criteria:**

All proposals received in response to this RFP will be evaluated to determine if they are complete and meet the requirements specified in this RFP. The vendor will be chosen based on who will provide the “best value” taking into consideration the most beneficial combination of qualifications, services, costs, trade in value and who has met the requirements of this RFP. Only proposals judged to be responsive to the submission requirements set forth in this RFP will be evaluated.

The TOWN reserves the right:

- to accept or reject any or all bids in whole or in part and to accept other than the lowest price proposal;
- to waive any technical defect, qualification, omission, informality, or irregularity in any proposal received;
- to amend, modify, or withdraw this Request for Proposal;
- to require supplemental statements or information from a CONTRACTOR;
- to extend the deadline for responses to this Request for Proposal;
- to waive or correct any irregularities in proposals received;

The TOWN may award a contract based upon the proposals received without discussion of such proposals with proposers. Each proposal should therefore be submitted with the most favorable terms the proposer can make to the TOWN.

The Request for Proposal documents and Notice of Award shall be the agreement between the TOWN and successful proposer with respect to the matters dealt with herein, and such shall supersede all other oral and written proposals, representations, understandings, and agreements previously made or existing with respect to any such matter.

## **Qualification of Bidders:**

Staff will review, analyze, and evaluate all proposals and score them in accordance with the criteria described below. If needed, additional information may be requested from one or more CONTRACTORS.

Award will not be made solely on the basis of the cost of services. Evaluation factors to be considered in addition to cost shall be:

- The CONTRACTOR’s reputation based on past work experience with the TOWN and other references.
- Quality of workmanship, material, or service provided.
- Adequate financial resources or the ability to obtain such resources as required to complete the performance of the project.
- Adequate experience, organization, technical and professional qualifications, personnel, skill, equipment, and ability.
- The ability to comply with the time frames proposal.

Each CONTRACTOR must be prepared to present satisfactory proof of their capacity and ability to successfully complete the requirements of this solicitation.

The TOWN reserves the right to make whatever investigations or inquiries necessary to determine the competency and ability of any CONTRACTOR to complete the requirements of this solicitation. A review may include, but not be limited to, inspection of the CONTRACTOR's facilities and equipment, references or previous contract performance.

### **Contract:**

The final contract will involve, at a minimum, the terms and conditions set forth in this RFP including the general conditions and may include those reflected in the specific proposal submitted. The content shall be the exclusive source of the CONTRACTOR'S rights and remedies and shall supersede any and all prior writings, negotiations or agreements of any kind.

The TOWN is exempt of all taxes.

All CONTRACTORS must comply with all applicable Equal Employment Opportunity laws and regulations.

**THE TOWN OF ENFIELD IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER**

## Bid Sheet

Due July 14, 2023

Contractor/Dealer \_\_\_\_\_

Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

***Cost of Exhaust Removal System:*** \_\_\_\_\_

***Cost of Installation:*** \_\_\_\_\_

***Total cost to Town:*** \_\_\_\_\_

***Estimated Delivery Timeframe:*** \_\_\_\_\_

***Please add options information, specifications, and exemptions as an addition to this bid sheet.***

References:

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Purchase Details: \_\_\_\_\_

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Purchase Details: \_\_\_\_\_

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Purchase Details: \_\_\_\_\_

***Signature of Authorized agent:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_