



Town of Derry, New Hampshire

REQUEST FOR PROPOSALS

(B19-134)

October 23, 2019

The Town of Derry, New Hampshire seeks proposals for:

Fire Alarm System Upgrade Derry Wastewater Treatment Plant 52 Transfer Lane

**Offered by:
Derry Public Works**

**RFP Process Coordinated by:
Tim St. Gelais, Mechanical Electrical Technician
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(603) 432-6149**

The Town of Derry is seeking proposals from qualified installers to replace and upgrade the existing fire alarm system at the Derry Wastewater Treatment Plant and install new devices in the new WWTP garage building.

Submission Information:

I Proposers must comply with the following submission procedures:

1. Sealed proposals shall be submitted marked “**Fire Alarm System Upgrade – Derry WWTP**” on the outside of the envelope, addressed to:

Thomas Carrier, Deputy Director of PW
Derry Municipal Center
14 Manning Street
Derry, New Hampshire 03038

Proposals will be accepted until **2:00 p.m. on November 21, 2019**. Proposals received after this time will be returned unopened. Faxed proposals will not be accepted.

2. **AUTHORIZATION:** The proposal must be signed in ink by an authorized signer, or by an agent of the proposer legally qualified and acceptable to the proposer, and contain the printed names, titles, and business and post office address of both parties, if applicable.
3. **WITHDRAWAL OF PROPOSALS:** A proposer will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening of the proposals.
4. **WALKTHROUGH** – All prospective proposers are encouraged to attend a tour of existing conditions. The tour will be held on **Thursday November 7, 2019 10 am.** The location of the walkthrough will be on site at the Derry Wastewater Treatment Plant 52 Transfer Lane Derry, NH.
5. **INTERPRETATIONS** – All questions shall be submitted in writing (email is acceptable) by 10 AM Tuesday November 5, 2019.
6. **DISQUALIFICATIONS OF PROPOSERS:** A proposer may be disqualified, and the proposal rejected for either of the following reasons: 1) evidence of collusion among proposers or 2) failure to supply complete information as requested by this Request for Proposals.
7. **RESERVATION OF RIGHTS:** The Town of Derry reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of Town.
8. **CONTRACTOR RESPONSIBILITY** – The contractor is responsible for verifying actual measurements prior to purchasing equipment and/or installing equipment.
9. **WARRANTY** – The contractor shall submit a copy of the manufacturer's warranty indicating duration of said warranty. The proposal shall include provisions for a minimum of six months of trouble shooting from the date of final acceptance.
10. **SPECIFICATIONS** – The proposal shall furnish information related to the specifications of the products to be used as part of this package. All products provided shall be new.
11. **COST/SCHEDULE** – The proposal shall include a cost proposal and schedule as part of the package.
12. **SEPARABILITY** – The Town of Derry will accept only full packages for all requested elements. Proposals submitted without all scope of work items included shall be disqualified.

13. **INSURANCE** – A copy of applicable insurance certificate(s) must accompany bids. Minimum insurance coverage is \$1,000,000 per occurrence, \$2,000,000 aggregate on general liability; Worker's Compensation Coverage in compliance with State Law.
14. **SUBSTANTIAL COMPLETION** – The contractor must achieve substantial completion of the proposed upgrades no later than **February 1, 2020.**
15. **BUILDING PERMIT FEE** – As a municipal project, the contractor is not responsible for a building permit fee.
16. **WORK HOURS** – The WWTP work hours are Monday – Friday 7 am to 3:30 pm. Work outside these hours may be permitted at the discretion of the Chief WWTP Operator.
17. **BUILDING SECURITY** – The contractor shall secure all penetrations at the end of each day that may compromise security.
18. **TESTING/ACCEPTANCE** – Final acceptance and final payment shall not be rendered until a visual test has been conducted and approved by the Derry Fire Department.

II The proposal shall include an itemized quote to furnish and install a fully operating fire alarm system with the following minimum components:

- Replace existing 4-zone and existing 8-zone fire alarm panels with new addressable fire alarm panel with battery backup for 60 hours
- Supply and install one (1) new junction box in existing WWTP building and one (1) new junction box in the new WWTP Garage building.
- Replace twenty-four (24) existing heat detectors with new addressable heat detectors
- Supply and Install four (4) new addressable heat detectors in new WWTP garage building ¹
- Replace five (5) existing smoke detectors with new addressable smoke detectors
- Replace seven (7) existing pull stations with new addressable manual pull stations
- Supply and install two (2) new addressable manual pull stations in new WWTP garage building ¹
- Replace five (5) existing horns/strobe lights
- Supply and install two (2) new horns/strobe lights in new WWTP garage building ¹

¹ It is the responsibility of the Town to pipe and run all wiring to the required areas in the new Wastewater Treatment Plant (WWTP) Garage building including running firewire from the junction box in the existing WWTP to a junction box in

the new WWTP Garage and from the junction box to the new fire alarm control panel.

- Work shall include all drawings, plan review, programming, and testing.
- All work shall conform with NFPA Guidelines and New Hampshire Fire Code
- All designs shall be submitted first to the Derry Fire Department for approval. All submissions to the Fire Department shall include any required calculations, schematic drawings and specification sheets.
- The building shall have an active fire alarm through the duration of the project. Contractors must notify the Fire Department in the event that the fire alarm system is scheduled to be inactive. The contractor shall determine the sequence of installation and price the work accordingly. This may require a phased installation plan.
- All keys and locks shall be CAT 30 compatible.
- The installer shall possess significant experience in performing the specified work and they must be a listed agent with the Town of Derry Fire Department.

III The Town reserves the right to waive any informality in proposals, to reject any and all proposals wholly or in part, and to make awards in a manner deemed in the best interest of the Town. Awards will be made in the best interest of the Town. In determining what would be in the best interest of the Town, the following shall be considered:

- The ability, capacity, and skill of the contractor/vendor to perform the Contract or provide the service required;
- Whether the contractor can perform the Contract or provide the service promptly or within the time specified, without delay or interference;
- The character, integrity, reputation, judgment, experience, and efficiency of the contractor/vendor;
- The quality of performance of previous contracts or services;
- The previous and existing compliance by the contractor with laws and ordinances relating to the Contract or service;
- The sufficiency of the financial resources and ability of the contractor to perform the Contract or provide the service;
- The quality, availability, and adaptability of supplies or contractual services to the particular use required;
- The ability of the contractor to provide future maintenance and services for the use of the subject of the Contract;
- The number and scope of additions attached to this bid.

IV Payment Terms: Payments shall be made within 30 days of completion and acceptance of the project.