REQUEST FOR PROPOSALS

TOWNSHIP OF SALISBURY LEHIGH COUNTY, PA

The Township of Salisbury will accept sealed proposals for the installation of a Fire Alarm system at the Eastern Salisbury Fire and Rescue Building, 1000 E. Emmaus Avenue, Allentown PA, 18103 in accordance with Drawings E-1, dated August 16, 2010, prepared by Liberty Engineering. The work shall include but is not limited to installing owner-supplied equipment and all other required incidental items for a fully operational fire alarm system.

Sealed Proposals will be received until 11:00 a.m. (prevailing time) on Monday, December 13th 2010, at the office of the Township Manager, 2900 S. Pike Avenue, Allentown, PA 18103 at which time they will be publicly opened. All Proposals should be sealed, marked and addressed as follows: Proposals For Installation of Fire Alarm System, Salisbury Township, 2900 South Pike Avenue Allentown, PA 18103.

The Township reserves the right to reject any or all quotations/proposals for any reasons.

Randy Soriano, Township Manager
Township of Salisbury

Advertise:

East Penn Press: Wednesday, December 1, 2010 and Wednesday, December 8, 2010

PROJECT LOCATION, SCOPE OF WORK AND SPECIAL CONDITIONS

PROJECT LOCATION

The work covered by this RFP will be performed for the Eastern Salisbury Fire and Rescue Station, 1000 E. Emmaus Avenue, Salisbury Township, Lehigh County, Pennsylvania.

SCOPE OF WORK

The Contractor shall install equipment supplied by the Township as described and shown in the Drawings E-1, dated August 16, 2010 prepared by Liberty Engineering. Also refer to attached list of equipment in Attachment "A".

The Contractor shall supply all labor tools and other incidental items/ equipment not shown on the drawings, if necessary, to properly install the equipment furnished by the Township to ensure an operational fire alarm system.

Any apparatus, material and labor not hereinafter specifically mentioned or shown on the Drawings, which may be necessary to complete or perfect any portion of the Work in a substantial manner and in compliance with the requirements implied or intended in the Specifications, shall be furnished by the Contractor without additional compensation. This shall include all materials, devices and methods peculiar to the apparatus or system furnished and installed by the Contractor.

GENERAL CONTRACTOR'S RESPONSIBILITIES

The Contractor shall be responsible for the coordination of all work on the project and assure the proper installation and scheduling of all work and subcontractors' work (if applicable).

SPECIAL CONDITIONS

The Fire Alarm System installation will involve detailed coordination with the Township and Volunteer Fire Department to maintain continuous operation of the Eastern Salisbury Fire and Rescue Station.

CONSTRUCTION SCHEDULE

The Contractor will be required to prepare a detailed construction schedule outlining anticipated dates for the start and completion of each phase of the project.

The Contractor shall include dates for various stages of the installation as well as the work task involved. The installation schedule shall consider maintaining service. The schedule shall also indicate any operations by the Contractor, which may require a complete system shut-down.

The Contractor's schedule must be submitted to the Township Engineer for review and approval ten (10) working days prior to the beginning of any construction operations.

QUALIFICATIONS OF CONTRACTORS

To demonstrate qualifications to perform the Work, each Contractor must be prepared to submit detailed information of past similar work completed in the last 5 years.

EXAMINATION OF SITE

It is the responsibility of each Contractor, prior to submitting a Proposal, to (a) examine the Drawing thoroughly, (b) visit the site to become familiar with local conditions which may affect cost, progress, performance or furnishing of the Work, (c) consider federal, state and local laws and regulations which may affect the cost, progress, performance or furnishing of the Work, (d) notify Engineer of all conflicts, errors or discrepancies in the Drawings

On request in advance, The Township will provide each Proposer access to the site to conduct such explorations and tests as each Proposer deems necessary for submission of a Proposal. The site visit shall be coordinated with the personnel of the fire department as designated by the Fire Chief.

CONTRACT TIME

Contractor shall state the number of days the intended work will be completed.

PROPOSAL FORM

The Proposals are to be submitted on company letterhead signed by the owner or official designated to bind the Contractor to carry out the required work.

SUBMISSION OF PROPOSALS

Proposals shall be submitted at the time and place indicated in the Request for Proposals and shall be enclosed in an opaque sealed envelope, marked with the Project Title and name and address of the Contractor, and accompanied by other required documents. If the Proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "FIRE ALARM SYSTEM PROPOSAL ENCLOSED" on the face of it.

OPENING OF PROPOSALS

Proposals will be opened on the date affixed for the opening in the Notice of the RFP.

AWARD OF CONTRACT

Owner reserves the right to reject any and all Proposals, to waive any and all informalities not involving price, time or changes in the Work and to negotiate contract terms with the Successful Proposer, and the right to disregard all nonconforming, nonresponsive, unbalanced or conditional Proposals. Also, Owner reserves the right to reject the Proposals of any Proposer if Owner believes that it would not be in the best interest of the Project to make an award to that Proposer, whether because the Proposal is not responsive or the Proposer is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by Owner.

In evaluating Proposals, Owner will consider the qualifications of the Proposer, whether or not the Proposals comply with the prescribed requirements.

Owner may conduct such investigations as Owner deems necessary to assist in the evaluation of any Proposals and to establish the responsibility, qualifications and financial ability of Proposers, proposed Subcontractors, Suppliers and other persons and organizations to perform and furnish the Work in accordance with the Contract Documents to Owner's satisfaction within the prescribed time.

If the Contract is to be awarded, it will be awarded to the lowest responsible Proposer whose evaluation by Owner indicates to Owner that the award will be in the best interests of the Project.

If the contract is to be awarded, Owner will give the Successful Proposer a Notice Award within forty-five (45) days after the day of the Proposal opening.

SIGNING OF AGREEMENT

When Owner gives a Notice of Award to the Successful Proposer, it will be accompanied by the required number of unsigned counterparts of the Agreement with all other written Contract Documents attached. Within ten (10) days thereafter, Contractor shall sign and deliver the required number of counterparts of the Agreement and attached documents to the Owner with the required insurance. Within seven (7) days of approval of these documents, Owner shall deliver one (1) fully signed counterpart to the Contractor. Each counterpart is to be accompanied by a complete set of the Drawings and appropriate identification.

PROJECT SCHEDULE - The tentative project schedule is as follows:

Award Construction	December, 2010
Contract Start Construction	December, 2010
Complete Construction	December, 2010- January, 2011

INSTALLATION SCHEDULE - The Contractor will be required to provide a tentative installation schedule for the complete project to the Owner for approval. Any changes resulting from the Owner's approval shall be made and a final project schedule submitted.

PERMITS - The Contractor will be required to obtain any and all permits, licenses, inspection fees or other privileges necessary to complete or perform work within the area except as follows:

A. All fees required for permits by Salisbury Township will be waived. It will be the responsibility of the contractor to still obtain permit for the work.

Please Note: A drawing E-1, Dated August 16, 2010 has been reviewed and approved by Code Master, the Township Inspector.

AGREEMENT

THIS AGREEMENT is dated as of the _____day of _____, 20___, by and between the SALISBURY TOWNSHIP, 2900 South Pike Avenue, Allentown, PA 18103 (hereinafter called Owner) and _____ (hereinafter called Contractor). Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK

Contractor shall complete all Work as specified or indicated in the Contract Documents and Drawings E-1, Dated August 16, 2010. The Work is generally described as follows:

EASTERN SALISBURY FIRE AND RESCUE STATION
FIRE ALARM SYSTEM

Article 2. ENGINEER

The Project has been designed by Liberty Engineering, Inc., 7535 Windsor Drive, Suite B-203, Allentown, PA 18195 who is hereinafter called Engineer and who is to act as Owner's representative, if requested, and assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

Article 3. CONTRACT TIME

All Work will be completed within 30 calendar days from the date when the Contract Time commences.

Article 4. CONTRACT PRICE

Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents and the Proposal as measured and approved by the Engineer.

Article 5. PAYMENT PROCEDURES

Contractor shall submit an Application for Payment. Application for Payment will be processed by Engineer.

5.1 Final Payment

Upon final completion and acceptance of the Work, Owner shall pay the amount of the Contract Price as recommended by the Engineer.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement in triplicate. One counterpart each has been delivered to Owner, Contractor and Engineer. All portions of the

Contract Documents have been signed or identified by Owner and Contractor or by the Engineer on their behalf.

This Agreement will be effective on _____, 20____.

OWNER: TOWNSHIP of SALISBURY

BY: _____
President, Board of Commissioners

(CORPORATE SEAL)

Attest:_____
Secretary

Address for giving Notices

2900 S. Pike Avenue

Allentown, PA 18103

CONTRACTOR_____

BY:_____

(CORPORATE SEAL)

Attest: _____

Address for giving Notices

_____

_____

License No.
Agent for service of process:

_____
(If Contractor is corporation, attach evidence Authority to sign)

ATTACHMENT "A"

LIST OF OWNER SUPPLIED EQUIPMENT FOR INSTALLATION

EASTERN SALISBURY FIRE STATION FIRE ALARM SYSTEM SYSTEM INVENTORY			
MATERIALS:			
QUANTITY	**MODEL NO.**	**DESCRIPTION**	**VENDOR**
8	4099-9003	manual station-double action	Simplex Grinnell
19	4098-9714	photo sensors	Simplex Grinnell
10	4098-9733	heat sensor	Simplex Grinnell
29	4098-9792	sensor base	Simplex Grinnell
6	4906-9103	strobe McWhite	Simplex Grinnell
6	4906-9129	horn/strobe McWhite	Simplex Grinnell
1	4090-9002	relay 1am	Simplex Grinnell
2	2081-9276	battery 33ah	Simplex Grinnell
1	4603-9101	LCD annunciator	Simplex Grinnell
1	2975-9425	backbox/door/retainer beige2	Simplex Grinnell
1	2975-9206	6 gang box, ivory, 5744-6	Simplex Grinnell
1	DPFA	fire alarm hardware	Simplex Grinnell
CONFIGURATION:			
1	4100-9111	4100U preconfig. Domestic 120V	Simplex Grinnell
1	4100-0010	factory use only-wrap kit	Simplex Grinnell
1	4100-0634	power distribution module 120V	Simplex Grinnell
8	4100-1279	2" blank display module	Simplex Grinnell
1	4100-2300	expansion bay (phase 10 only)	Simplex Grinnell
1	4100-3206	8 point 3 AMP aux relay module	Simplex Grinnell
1	4100-6052	event/point reporting dact	Simplex Grinnell
1	4100-2152	indicator only 2bay glass	Simplex Grinnell
1	4100-7905	factory built-main configured	Simplex Grinnell

ATTACHMENT "B"

DRAWINGS E-1-AUGUST 16, 2010

PREPARED BY LIBERTY ENGINEERING, INC.