

**SCARBOROUGH
MAINE**



INVITATION TO BID 102023

Return this bid to
ITB 102023 AMBULANCE
259 US Route One
PO Box 360
Scarborough ME 04070-0360

THIS IS NOT AN ORDER

DATE ITB ISSUED: 08/08/22

1 (ONE) 2023 Ford F-550 4WD Type I Ambulance

Sealed bids must be submitted to the Purchasing Agent or Town Clerk's Office and must be time and date stamped by the Purchasing Agent or his designee prior to the bid opening on August 25, 2022 at 10:00am.

THIS WILL NOT BE A PUBLIC BID OPENING.

F.O.B. POINT IF MAILED: FINAL DESTINATION

EMAILED AND/OR FAXED BIDS WILL NOT BE ACCEPTED.

LATE BIDS WILL NOT BE ACCEPTED.

ALL QUESTIONS REGARDING THIS ITB SHOULD BE DIRECTED IN WRITING TO KIM MORRISON, PURCHASING SPECIALIST, AT (207) 730 4088 (FAX) OR KMORRISON@SCARBOROUGHMAINE.ORG.

THE PREFERRED METHOD IS VIA EMAIL.

IMPORTANT NOTICE: IF YOU RECEIVED THIS SOLICITATION FROM THE TOWN'S WEB SITE, YOU MUST REGISTER WITH THE PURCHASING OFFICE TO RECEIVE SUBSEQUENT AMENDMENTS.

[Liam Gallagher](#)
ASSISTANT TOWN MANAGER

INSTRUCTIONS TO BIDDERS

CONTRACT INTENT: This Invitation to Bid (ITB) is intended to result in the purchase of One (1) 2023 Ford F-550 4WD Type I ambulance for the Scarborough Fire Department.

Contract Term and Work Schedule: The manufacturer shall specify the number of working days after award of the contract for construction and delivery. This shall set out the contract term and work schedule to be adhered to in the contract.

Budget: The Scarborough Town Council has approved a budget appropriation through the Fire Department Capital Improvement plan, for this project.

Required Review: Bidders should carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and objectionable material must be made in writing and received by the Purchasing Agent at least five (5) days before the proposal deadline. This will allow issuance of any necessary amendments. It will also help prevent the opening of a defective solicitation and exposure of bidder's proposals upon which award could not be made.

Questions Received Prior to Opening of Proposals: All questions must be in writing and directed to the Purchasing Agent.

Two types of questions generally arise; (1) may be answered by directing the questioner to a specific section of the RFP; and (2) such questions that are more complex and require a written amendment to the RFP. The Fire Chief and Purchasing Agent will make such determinations.

Amendments: If an amendment is issued, it will be provided to all who were mailed a copy of the RFP and to those who have registered with the Purchasing Agent as having downloaded the RFP from the Town of Scarborough website.

Alternate Proposals: Bidders may submit one alternate proposal in addition to their primary proposal for evaluation of an available or very soon to be available demonstrator Ambulance.

Right of Rejection: The Town of Scarborough reserves the right to accept or reject any or all bids should it be deemed in the best interest of the Town, to waive any minor discrepancies or technicalities, to further negotiate with any bidder, and the right to inspect the equipment prior to delivery.

Bidders must comply with all of the terms of the RFP, the Town Purchasing Ordinance, and all applicable local, state, and federal laws, codes, and regulations. The Purchasing Agent may reject any proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of the RFP.

Minor informalities that may be waived by the Purchasing Agent:

- do not affect responsiveness;
- are merely a matter of form or format;
- do not change the relative standing or otherwise prejudice other offers;
- do not change the meaning or scope of the RFP;
- are trivial, negligible, or immaterial in nature;
- do not reflect a material change in the work; or
- do not constitute a substantial reservation against a requirement or provision

Town Not Responsible for Preparation Costs: The Town will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any proposal.

Disclosure of Proposal Contents: All proposals and other material submitted become the property of the Town of Scarborough and may be returned only at the Town's option. Public records are to be open to reasonable inspection. All proposal information, including detailed price and cost information, will be held in confidence during the evaluation process and prior to the time a Notice of Intent to Award is issued. Thereafter, proposals will become public information.

Trade secrets and other proprietary data contained in proposals may be held confidential if the bidder requests, in writing, that the Purchasing Agent does so, and if the Purchasing Agent agrees, in writing, to do so. Material considered confidential by the bidder must be clearly identified and the bidder must include a brief statement that sets out the reasons for confidentiality.

Bidder's Certification: By signature on the proposal, bidders certify that they comply with:

- (a) All applicable Federal, State and local laws, ordinances, rules and regulations;
- (b) All terms and conditions set out in this RFP;
- (c) A condition that the proposal submitted was independently arrived at, without collusion, under penalty of perjury;
- (d) That the offers will remain open and valid for at least 90 days; and
- (e) If any bidder fails to comply with [a] through [d] of this paragraph, the Town reserves the right to disregard the proposal, terminate the contract, or consider the contractor in default.

Conflict of Interest: Each proposal shall include a statement indicating whether or not the firm or any individuals working on the contract has a possible conflict of interest (e.g., employed by the Town of Scarborough) and, if so, the nature of that conflict. The Town Manager or his designee, reserves the right to cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the program to be developed by the bidder. The Town Manager's determination regarding any questions of conflict of interest shall be final.

Solicitation Advertising: Public notice has been provided in accordance with the Town of Scarborough Purchasing Ordinance.

Assignment: The contractor may not transfer or assign any portion of the contract without prior written approval from the Fire Chief and/or Purchasing Agent.

Dispute Resolution: Any controversy or claim arising out of or related to this Proposal and subsequent Contract that cannot be resolved between the Town and Bidder shall be submitted to the Superior Court for Cumberland County, Maine.

Severability: If any provision of the contract or agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

STANDARD PROPOSAL INFORMATION

Authorized Signature: All proposals must be signed by an individual authorized to bind the bidder to the provisions of the RFP. Proposals must remain open and valid for at least ninety (90) days from the deadline for submittals date.

Site Inspection: The Town may conduct on-site visits to evaluate the bidder's capacity to perform the contract. A bidder must agree, at risk of being found non-responsive and having its proposal rejected, to provide the Town reasonable access to relevant portions of its facilities.

Amendments to Proposals: Amendments to or withdrawals of proposals will only be allowed if acceptable requests are received prior to the deadline that is set for receipt of proposals. No amendments or withdrawals will be accepted after the deadline unless they are in response to the Town's request.

Supplemental Terms and Conditions: Proposals must comply with Section **Right of Rejection**. However, if the Town fails to identify or detect supplemental terms or conditions that conflict with those contained in this RFP, or that diminishes the Town's rights under any contract resulting from the RFP, the term(s) or condition(s) will be considered null and void. After award of contract:

- (a) If conflict arises between a supplemental term or condition included in the proposal and a term or condition of the RFP, the term or condition of the RFP will prevail; and
- (b) If the Town's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

Clarification of Offers: In order to determine if a proposal is reasonably susceptible for award, communications by the Purchasing Agent, Fire Chief or the proposal evaluation committee are permitted with a bidder to clarify uncertainties or eliminate confusion concerning the contents of a proposal. Clarifications may not result in a material or substantive change to the proposal. The evaluation by the Purchasing Agent, Fire Chief or the proposal evaluation committee may be adjusted as a result of a clarification under this section.

Discussions with Bidders: The Town may conduct discussions with bidders. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and proposal. Discussions will be limited to specific sections of the RFP or proposal identified by the Purchasing Agent, Fire Chief or evaluation committee. Discussions will only be held with bidders who have submitted a proposal deemed reasonably susceptible for award by the Purchasing Agent, Fire Chief, or evaluation committee. Discussions, if held, will be after initial evaluation of proposals. If modifications are made as a result of these discussions they will be put in writing. Following discussions, the Purchasing Agent may set a time for best and final proposal submissions from those bidders with whom discussions were held. Proposals may be reevaluated after receipt of best and final proposal submissions.

If a bidder does not submit a best and final proposal or a notice of withdrawal, the bidder's immediate previous proposal is considered the bidder's best and final proposal.

Prior Experience: Minimum prior experience details will be discussed in Section "Manufacturer's Qualifications" of the RFP.

Evaluation of Proposals: The Purchasing Agent, Fire Chief, and an evaluation committee will evaluate proposals. The evaluation will be based solely on the evaluation factors set out in the Evaluation and Manufacturer Selection section of this RFP.

After receipt of proposals, if there is a need for any substantial clarification or material change in the RFP, an amendment will be issued. The amendment will incorporate the clarification or change, and a new date and time established for new or amended proposals. Evaluations may be adjusted as a result of receiving new or amended proposals.

Federal Tax ID: A valid Federal Tax ID, *if applicable* must be submitted to the Town if so requested.

F.O.B. Point: All goods purchased through this contract will be F.O.B. final destination. Unless specifically stated otherwise, all prices offered must include the delivery costs to any location in the Town of Scarborough, Maine.

Contract Negotiation: After final evaluation, the Purchasing Agent, Fire Chief or evaluation committee may negotiate with any bidder whose proposal is in the best interest of the Town. Negotiations, if held, shall be within the scope of the request for proposals. If the highest-ranked bidder fails to provide necessary information for negotiations in a timely manner, or fails to negotiate in good faith, the Town may terminate negotiations and negotiate with the bidder of the next highest-ranked proposal.

Contract negotiations will take place in **Scarborough, ME**; therefore, the bidder will be responsible for their travel and per diem expenses.

Failure to Negotiate: If the selected bidder

- fails to provide the information required to begin negotiations in a timely manner; or
- fails to negotiate in good faith; or
- indicates they cannot perform the contract within the budgeted funds available for the project; or
- if the bidder and the Town, after a good faith effort, simply cannot come to terms,

The Town may terminate negotiations with the bidder initially selected and commence negotiations with the next highest ranked bidder.

Notice of Intent to Award — Bidder Notification of Selection: After the completion of contract negotiation, the Purchasing Agent will issue a written Notice of Intent to Award and send copies to all bidders. This will set out the names of all bidders and identify the proposal selected for award.

STANDARD CONTRACT INFORMATION

Intent: The intent of these specifications is to set forth minimum standards for the design, construction, performance, and acceptance requirements for an emergency medical services ambulance. All components not specifically mentioned herein, but which are necessary for completion of the unit shall be included and shall conform to the best practices known to the Ambulance manufacturer industry. Each bidder is requested to reply in the format of these specifications to facilitate the purchaser's review of the bid.

It is not the intent of these specifications to favor any one manufacturer and, therefore, should not be considered restrictive. Throughout these specifications there are references to certain brand-name components from particular manufacturers that have been included for specific reasons. The specifications have been designed to derive acceptable performance criteria. The model bid must have been in production and available to the fire service for a period of not less than five years.

Variance from Specifications: Each bidder shall submit a list of any and all exceptions to these specifications with the reason for each exception and shall clearly mark the list "EXCEPTIONS TO SPECIFICATIONS". Exceptions explained to the satisfaction of the Fire Chief will not be a cause for rejection. Failure to comply with the listing of exceptions will constitute a cause for rejection. Or, if not discovered until delivery, a penalty of up to ten percent of the total purchase price of the vehicle.

Under no conditions will any deviation from these specifications be acceptable without the written consent of the Fire Chief of the Town of Scarborough, Maine. Neither the Town of Scarborough, Maine, nor any of its agents or officials, shall be held liable for any infringements of patents or patented

processes, devices, or articles used in the manufacture of the proposed fire apparatus, or any of the appliances furnished under the contract.

The bidders list of "EXCEPTIONS TO SPECIFICATIONS" shall be so numbered as to correspond to the reference number of that item in these specifications for ease of comparison.

The Town of Scarborough's specifications are the final authority and unless written exception is taken, it is assumed that these specifications have been complied with in total. Any errors or omissions shall be the responsibility of the bidder. Proposals taking total exception to the publicized specifications or stating that the bidder's proposal takes precedence over the published specifications may be immediately rejected as being non-responsive.

Manufacturer's Qualifications: The bidder must furnish satisfactory proof to the Town of Scarborough that they have adequate facilities, equipment, financial resources, and a capable work force to design and manufacture the apparatus in accordance with these specifications and meet the delivery date agreed upon between the Town and the manufacturer.

Bidders must further establish their permanency in the industry so as to guarantee the Town a source of supply for replacement parts for any and all components used in the manufacture of the apparatus.

The bidder shall state the location of the factory approved service agency nearest to the Town of Scarborough and shall furnish satisfactory proof of the capability of such service agency to provide replacement parts and service within an acceptable period of time. The facility must be staffed by full time personnel who are factory trained and EVT certified in the operation and repair of ambulances, with full authorization of the manufacturer. The maintenance facility shall maintain a complete inventory including major parts, body components, electrical items, apparatus hardware, etc., and shall offer services including, body fabrication, collision repair, and a paint shop as well as mobile on-site repairs.

Due to the highly specialized nature of ambulance repair, emergency vehicle technicians employed by the maintenance facility shall be in conformance with NFPA standards 1915 and 1071. The facility shall employ full time E.V.T. certified technicians including a minimum of one (1) technician certified as a "Master Mechanic" (having amassed every EVT certification). Proof of current certification shall be supplied with the bid.

The bidder shall clearly state the warranty provided against defects in material and workmanship for all parts and components of the proposed apparatus. The warranties for all parts and components shall be provided by the apparatus manufacturer. The Scarborough Fire Department intends to deal with a single source contact for all warranty issues. If a manufacturer chooses to use a third-party chassis in the construction of this apparatus that manufacturer shall assume and provide warranty repairs as if it was their own chassis.

Delivery – Liquidated Damages: The bidder shall specify the number of working days after award of the contract for construction and delivery. A one hundred dollar (\$100.00) per day penalty fee will be charged for every working day beyond the stated delivery time.

The ambulance shall be delivered to Scarborough, Maine under its own power to assure adequate break-in while under warranty. A qualified engineer shall be sent to Scarborough to train the members on the apparatus. The engineer shall remain in Scarborough for a minimum of one full day and one evening or Saturday morning to conduct road tests, stability tests, operational tests, and to instruct fire department personnel in operation and maintenance of the apparatus to the satisfaction of the Fire Chief. This shall be a full instructional program including both classroom and practical or hands-on training.

Contract Award: The Town of Scarborough reserves the right to reject any or all bids and to accept the bid considered to be in the best interest of the Town of Scarborough. The Town also reserves the right to negotiate a purchase price higher or lower with any of the bidders.

Pre-build Conference: The successful bidder shall arrange, at their expense, for one (1) pre-build conference, to be held in Scarborough, ME. The timing of this conference shall be scheduled with the successful bidder so that the Fire Chief and members of the Scarborough Fire Department ambulance committee can confer with the manufacturer's engineer and sales staff on all details of the specifications, to assure that both parties to the contract are in complete agreement on all phases of construction and design of the apparatus prior to the start of construction. Said engineer shall provide all technical and engineering data as may be required. The cost of transportation, food, and lodging shall be borne by the bidder.

Acceptance Authority & Final Inspection: The Scarborough Fire Department Ambulance Committee or their designated representative shall be the acceptance authority. Acceptance shall be made following an initial inspection at the factory and a complete inspection and certification test in the Town of Scarborough upon delivery for compliance with the specifications.

The acceptance will not be made until successful completion of all acceptance tests and requirements detailed herein; and the submission of all data required of the manufacturer under the latest edition of the NFPA 1901, National Board of Underwriters, and other such requirements that the Town of Scarborough has requested from the successful bidder. All the appropriate NFPA and D.O.T. standards applicable must be within compliance upon delivery of the apparatus before acceptance can be made.

The bidder shall arrange, at his expense, for one (1) inspection trip to the factory by three (3) officials of the Town of Scarborough Fire Department. The timing of this trip shall be scheduled with the successful bidder once the apparatus is complete and ready for delivery. The cost of transportation, food, and lodging shall be borne by the bidder. A description of this trip is to be included in the proposal and the cost shall be included in the net price of the apparatus. This trip is not an option and shall not be listed as such.

Responsibility for the apparatus and equipment will remain with the manufacturer until the satisfactory completion of acceptance tests and formal acceptance by the Town of Scarborough.

General Requirements: The apparatus with all appliances new, complete, and ready for operation shall be furnished under these specifications and shall meet all requirements herein.

The apparatus, and all major components, shall be manufactured in the United States. Where these specifications indicate a specific brand name, model number, dimension, or capacity, the same shall be supplied. These items were selected for their reliability and availability of replacement on a local basis. Any deviation must be clearly listed under variance to specifications as outlined in the Variance from Specifications section.

All parts and components must be new and the bidder shall furnish a complete job-ready apparatus that shall conform in strength, quality, and workmanship to what is provided by the commercial manufacturing industry. The Town will not accept quotations on equipment of a model number covering smaller equipment or component parts that have been built up in various ways to meet a specific specification.

All items appearing in the bidder's regular published specifications shall be included in the bidder's proposal. The following specifications shall be the minimum requirements and the equipment bid on shall be the manufacturer's latest model and design.

If these specifications either in whole or in part do not meet all Federal and State D.O.T. regulatory compliance and safety requirements set forth by the Occupational Health Administration (OSHA), it shall be the responsibility of the successful bidder to bring the specified unit into compliance prior to award of the bid.

Axle and suspension components listed in these specifications shall be considered minimum. If components of higher capacity are required, it shall be the responsibility of the bidder to provide them. Weight distribution shall not load the vehicle in such a manner as to exceed any individual axle rating, spring or spring hanger rating, or tire and wheel rating. Axles are to carry weight distributions as per S.A.E. axle loading recommendations.

There shall be, within 150 miles, an authorized repair service center which shall maintain a stock of spare parts for any make of equipment that a bidder offers in this proposal.

Should the bidder find any discrepancies, omissions, conflicts, or be in doubt as to the meaning of any section of these specifications, the bidder shall request an interpretation or clarification in writing from the purchaser no later than five (5) days prior to the date of the bid opening. Proper interpretation or the making of any necessary inquiry shall be the responsibility of the bidder. Oral responses and/or interpretations will not be binding on the purchaser.

The delivered apparatus shall have a certified G.V.W.R. weight plate applied to the vehicle to assure the Apparatus meets all laws pertaining to the weight carrying capacity of the vehicle.

The manufacturer must have a sales representative located within a four-hour drive of the purchaser to coordinate the contract, delivery, and service of the apparatus.

The manufacturer must supply, at the time of delivery, two (2) complete and detailed operation, service and maintenance manuals, one hard copy, and one in electronic format. The manuals shall include the following information:

- Operating instructions, descriptions, specifications, and ratings for the chassis, installed components, and auxiliary systems.
- Warnings and cautions pertaining to the operation and maintenance of the fire apparatus and firefighting systems.
- Charts, tables, checklists, and illustrations relating to lubrication, cleaning, troubleshooting, diagnostics, and inspections.
- Instructions regarding the frequency and procedure for recommended maintenance.
- Maintenance instructions for the repair and replacement of installed components.
- Parts listing with descriptions and illustrations for identification.
- Warranty descriptions and coverage.

The manufacturer shall list all recommended engine, hydraulic, and transmission oils, and other lubrication required by weight.

In the event the apparatus fails to meet the test requirements of these specifications on first trials, second trials may be made at the option of the bidder within thirty (30) days of the date of the first trials. Such trials shall be final and conclusive, and failure to comply with these requirements shall be cause for rejection. Failure to make such changes as the purchaser may consider necessary to conform to any clause of the specifications within thirty (30) days after notice is given to the bidder to make such changes shall also be cause for rejection.

Permission to keep or store apparatus in any building owned or occupied by the purchaser during the above specified period shall not constitute acceptance of the apparatus.

The manufacturer shall assure that welding shall not be employed in the assembly of the apparatus in a manner that will prevent the ready removal of any component part for service or repair.

The apparatus shall be designed and constructed so that all equipment, crew, and items necessary for the design purpose of the apparatus, can be carried without overloading the apparatus.

Contract Approval: This RFP does not, by itself, obligate the Town. The Town's obligation will commence when the contract is approved by the Town Manager, or the Town Manager's designee. Upon written notice to the contractor, the Town may set a different starting date for the contract. The Town will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date agreed upon.

Proposal as a Part of the Contract: Part or all of this RFP and the successful proposal may be incorporated into any resulting contract.

Additional Terms and Conditions: The Town reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

Insurance Requirements: Due to the high cost of replacement of this apparatus, and for the protection of the Town, the bidder must provide proof of liability insurance in an amount of at least \$10,000,000.

Additional insurance requirements are contained in the Insurance Information section. Objections to any of the requirements in the Insurance Information section must be set out in the Bidder's proposal.

Bid Bond - Performance Bond:

Bid Bond

Each proposal must be accompanied by a bid bond in the penal amount of ten percent of the maximum amount of the bid, to assure the purchaser of adherence of the bidder to his bid, the execution of the contract, and the furnishing of a performance bond if such bid is accepted. The amount of such bond shall be forfeited and shall be retained by the purchaser as liquidated damages for failure to produce the required performance bond or meet any other requirements of the contract within the time frames specified.

Performance Bond

At the time of contract signing, the bidder shall supply to the Town a performance bond in an amount equal to one hundred percent of the contract price furnished by a surety or bonding company licensed to do business in the State of Maine and satisfactory to the Town. Such performance bond is to guarantee the bidder's ability to deliver the equipment for which it has contracted between the time of the contract execution and the subsequent acceptance by the purchaser. If the bidder to whom the contract is awarded refuses, neglects to execute, or fails to furnish the required one hundred percent performance bond within thirty (30) days after notice to such of the award or by the date of the contract signing (whichever occurs later), In addition to the one hundred percent performance bond, the bidder shall also be liable for, and agrees to pay the purchaser, on demand, the difference between the price bid by him and the price for which the contract shall be subsequently relet, together with the cost of re-letting, if any, less the amount of the deposit provided. However, in no event shall the purchaser

recover any amount in excess of the costs incurred by it for such re-letting. No plea of mistake in such accepted bid shall be available to the bidder for the recovery of his deposit or as a defense to any action based upon such accepted bid. At the time of the purchaser's acceptance of the apparatus, the bidder may cancel, or cause to be canceled the performance bond.

Contract Funding: Payment for the contract is subject to funds already appropriated and identified.

Proposed Payment Procedures: The Town of Scarborough agrees to pay the total sum of the contract price at the time of acceptance and upon receipt of a bill for all items covered under the purchase agreement. Bidders should consider any discounts and time allowances in accordance with the above policy. Bidders should also quote a price exclusive of all federal, state, and local taxes.

The Town of Scarborough will entertain clearly defined pre-payment discount options secured by the performance bond. Those discounts will require further negotiations but will be considered during the evaluation process as outlined Evaluation and Manufacturer Selection.

Failure to complete the project that is the subject of this bid within the time constraints and quality standards set forth in the specifications shall create a right in the Town to the following cumulative remedies:

- (a) Termination of the award
- (b) Reimbursement of all costs associated with awarding of the bid to the next highest ranked bidder.
- (c) Payment of any damages to the Town caused by the delay, including any increase in costs associated with selecting the next highest ranked or available bidder on the project.
- (d) If there is no additional available bidder on the project, payment to the Town of all costs associated with re-bidding the project.
- (e) Any other legal remedies available under Maine law for breach of a contractual agreement.

If, for any reason, the Scarborough Fire Department Ambulance Spec. Committee or Fire Chief find any deficiencies during the acceptance testing and inspection of the apparatus, an amount of money sufficient to correct said deficiencies shall be withheld from the payment amount until such items are corrected to the satisfaction of the above-mentioned parties.

Termination for Default: If the Purchasing Agent, and/or Fire Chief determine that the contractor has refused to perform the work or has failed to perform the work with such diligence as to ensure its timely and accurate completion, the Town may, by providing written notice to the contractor, terminate the contractor's right to proceed with part or all of the remaining work.

This clause does not restrict the Town's termination rights under the contract provisions.

INSURANCE INFORMATION

Indemnification and Insurance:

Indemnification

The contractor shall indemnify, hold harmless, and defend the Town from and against any claim of, or liability for error, omission or negligent act of the contractor under this agreement. The contractor shall not be required to indemnify the Town for a claim of, or liability for, the independent negligence of the Town. If there is a claim of, or liability for, the joint negligent error or omission of the contractor and the independent negligence of the Town, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Town", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Town's selection, administration, monitoring, or controlling of the contractor and approving or accepting contractor's work.

Insurance

Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, the Town shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance and copies of the actual policies must be furnished to the Purchasing Agent prior to beginning work and must provide for a 30-day prior notice of cancellation, non-renewal or material change of conditions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services.

Proof of insurance is required for the following: The contractor shall furnish proof of adequate insurance coverage of the types, and to the limits, specified below. Certificates of such insurance and copies of the actual policies shall be filed with the Purchasing Agent within five (5) days following notification of the Bid Award.

Workers Compensation: The Contractor shall purchase and maintain during the life of this Contract Workers Compensation Insurance for all employees employed in the course of performing services under this Contract as awarded pursuant to these Specifications; and in case any work is sublet, the Contractor shall require the Sub-Contractor to similarly provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded the Contractor. All coverage shall be in accordance with State of Maine laws in effect and the requirements of the Workers Compensation Board.

Liability Insurance: The Contractor shall carry and maintain, until final written acceptance of the work by the town, insurance as specified below and in such form as shall protect the Town of Scarborough and its employees and officials from all claims and liability for damages and bodily injury including accidental death and for property damage which may arise from operations under this Contract. Except as otherwise stated, the amounts of such insurance shall be for each policy not less than:

- (a) For liability for bodily injury, including accidental death \$10,000,000 on account of one occurrence and \$10,000,000 aggregate limit.
- (b) For liability for property damage \$1,000,000 on account of any one occurrence and \$1,000,000 aggregate limit.
- (c) All policies shall be so written that the Purchasing Agent's office of the Town of Scarborough will be notified of cancellation or restrictive amendment at least thirty (30) days prior to the effective date of such cancellation or amendment. Certificates of Insurance and copies of actual policies from the Contractor's insurance carrier shall be filed with the Town before operations may begin. Certificates shall make no claims against the Town of Scarborough or its officers for any injury to any of his officers or employees for damage to his trucks or equipment arising out of work contemplated by this Contract.

Automotive Liability Insurance: Automotive Liability Insurance with a minimum limit of liability for bodily injury, property damage or death in the amount of \$400,000 for each occurrence. Failure to supply satisfactory proof of insurance within the time required will cause the Town to declare the bidder non-responsive and to reject the bid.

SPECIFICATIONS

Specification Details

The following specification details are the minimum requirements the Town has specified for a 2023 Ford F-550 4WD Type I Ambulance. The bidder shall respond with detailed specifications of how they intend to meet the various components listed below.

This form must be completed and returned as part of the bidder’s proposal

Bidder shall check the box under “C” if they comply and under “E” if they are taking exception to the line item under the description. Bidder if also required to indicate the page or section number of their proposal that corresponds to the specific line item in this section for ease of comparison and verification.

C	E	Description
		Cab/Chassis
		1. 7.3L Gasoline engine.
		2. Electronic 4WD.
		3. 193” Wheelbase
		4. Cab/Chassis shall be Red in color. ex. Fire engine red, Vermillion red, Race red, Red hot, etc. Cab shall have WHITE over RED with the line being at or around the bottom of the “A” posts.
		5. Chassis shall have power windows, power locks and heated power mirrors
		6. Suspension shall be a liquid spring suspension
		7. Cab shall include a customizable console option to include space for radios, emergency light/siren controls, PPE holders, etc.
		8. An amber LED warning light shall be installed on the interior of cab and shall activate when any door/compartments is ajar
		9. The interior of all cab entry doors shall include high visibility reflective safety tape around the outer edge or a flashing amber LED light option
		10. Instrument cluster shall include outside temperature reading
		11. Heat and Air conditioning
		12. AM/FM radio with Bluetooth hands-free connectivity.
		13. Minimum of four (4) USB ports in cab. Two (2) USB-A and two (2) USB-C
		14. One (1) center high mounted white lamp in cab and one (1) center high mounted red lamp in cab. Combined is preferred. Switch located with other controls on dash.
		15. Engine block heater included with 125 VAC power cord (if available)
		16. Magnetic Plymovent ring installed on exhaust
		17. High idle system that engages when transmission is placed in park/neutral/parking brake.

C	E	Description
		Cab/Chassis cont.
		18. Buell Dual Trumpet airhorns (1) 10" and (1) 12". Horns activated by push button located on master control console.
		19. Backup Alarm with disable control for silent backing. Switch located on master control console.
		20. Aluminum diamond plate running boards with non-skid surface. Corrosion resistance shall be applied. Running board lighting shall be installed.
		21. Cab and module doors shall not auto lock or unlock
		22. A Whelen 295-HFSA7 remote dual siren amplifier shall be flush mounted in the master control module located in the cab. The siren shall be capable of hands-free operation.
		23. Two (2) 100-watt siren speakers shall be installed in outer ends of the front bumper.
		24. Forged, polish aluminum wheels shall be provided to include bright hub covers and center ornaments with valve stem extensions. Front tires to be a steer tread design. Spare tire and wheel to match.
		25. A hidden door unlock switch shall be installed in the grille area
		26. Cab/chassis and module shall have undercoating seal for reduced corrosion
		Electrical
		27. Multiplex electrical system or wired switches acceptable
		28. Emergency lights and siren controls shall be Whelen products.
		29. DOT/ICC lighting shall be LED wherever possible
		30. Scene lighting shall be Whelen and LED
		31. Dual USB outlet shall be installed on the curbside wall above the cabinet at the head of the squad bench. (1) USB-A and (1) USB-C
		32. A master control console shall be located in the cab, housing siren, color display screen, controlling all of the emergency warning functions, patient compartment lighting and module heat/AC functions.
		33. One (1) interface module shall be located and mounted on the curbside wall above the cabinet at the forward portion of the squad bench in a high position to be accessible when cardiac monitor is in place.
		34. An interface/module shall be installed in the cab.
		35. Rear outboard warning lights, rear side warning lights, rear scene lights and the rear side scene lights shall turn on when vehicle transmission is in reverse.
		36. Switches on the master control console and the attendant control panel shall have dimmable perimeter backlighting.
		37. A module power switch for the electrical system shall be provided on both the master control module and the attendant control panel.
		38. Switch on the master control console to disable all forward-facing warning lights.
		39. Curbside scene lights shall activate when curbside door is in the opened position.

C	E	Description
		Electrical cont.
		40. A disable switch shall be installed at the curbside door area to disable the curbside scene lights.
		41. A disable switch shall be installed at the rear door area to disable the rear scene lights.
		42. An auxiliary interface module/screen shall be installed in the patient compartment on the action area on the street side.
		43. A switch shall be installed at the curbside and rear doors for activation of the electrical system, check out light switch shall be located at the curbside and rear doors for activation of lights prior to entering the patient compartment. System shall be programmed to shut down automatically after 45 minutes unless the ignition is on.
		44. A camera system shall be installed for the driver to monitor the patient compartment.
		45. A backup/rearview camera shall be in the rearview "mirror"
		46. Cameras on the street side exterior – left side view, and curb side exterior – right side view shall be installed.
		47. One (1) dual USB port outlet shall be installed located on the street side action area in the patient compartment.
		48. One (1) 125VAC duplex outlet shall be installed in the street side wall action area.
		49. Two (2) 125VAC duplex outlet (quad) shall be installed on the right wall above the cabinet at the head end of the curbside seating area
		50. One (1) 125VAC duplex outlet shall be installed in the forward wall cabinet.
		51. A minimum of 1000 watt inverter shall be installed and/or prewiring provided.
		52. One (1) 12VDC outlet shall be installed in the street side wall in the action area.
		53. One (1) 12VDC outlet shall be installed on the right wall above the cabinet at the head end of the curbside seating area.
		54. One (1) 12VDC outlet shall be installed I the front wall cabinet.
		55. A 125VAC, Auto Eject shoreline inlet shall be installed 50" off the floor at ride height. Color shall be RED.
		56. A shoreline indicator light shall be installed above the shoreline inlet.
		57. Two (2) antenna bases with attached coax cables shall be installed on the module roof, furthest distance apart. The coax cables shall terminate in a location determined by radio installation
		58. Eight (8) LED dome lights shall be installed in the patient compartment.
		59. All exterior compartments, with the exception of the battery compartment, shall have LED strip lighting.
		60. One (1) set of 12 volt/40 amp radio tie-in points in cab console: (1) battery hot, (1) ignition hot, (1) "grounded" stud rated max 250 amps.
		61. One (1) set of 12 volt/40 amp radio tie-in points in patient compartment: (1) battery hot, (1) ignition hot, (1) "grounded" stud rated max 250 amps. Radio in patient compartment to be located on curbside wall with interface module/display.

C	E	Description
		Electrical cont.
		62. One (1) radio handset, attached to the curbside radio, to be installed on street side wall accessible from both airway seat and CPR seat.
		63. One (1) set of 12 volt/400 amp radio tie-in points in power distribution quarters: (1) battery hot, (1) ignition hot, (1) "grounded" stud rated max 400 amps.
		Exterior Lighting
		64. A Tomar emitter shall be installed in the front lighting scheme.
		65. LED scene light on front of AC condenser. Controlled in the cab.
		66. Clear lenses on all warning lights
		67. Chrome flanges/bezels on all warning lights
		68. Two (2) Whelen 600 LED lights in the rear kickplate, one (1) each side of the module. RED
		69. Four (4) Whelen 500 LED lights in the grille. Two (2) RED, two (2) WHITE. Locations determined at a later time.
		70. Five (5) LED clearance lights on the front of the module at the top. Locations determined at a later time.
		71. Seven (7) Whelen 900 LED lights across the front. Four (4) RED, two (2) RED/WHITE, one (1) WHITE. Locations determined at a later time.
		72. One (1) pair Whelen 600 LED turn arrows on the front of the module. AMBER
		73. Five (5) LED clearance lights on the rear of the module at the top. Locations determined at a later time.
		74. Two (2) Whelen 900 LED on the upper rear of the module, in the outer location. Rear-left – BLUE, Rear-right - RED
		75. One (1) Whelen 900 LED on the upper rear of the module, in the center location. AMBER
		76. Two (2) Whelen 900 24 Diode LED lights on the upper rear of the module. Scene/load lights.
		77. Two (2) Whelen 900 LED lights on the rear module at the window level, one (1) on each side. RED
		78. One (1) pair of Whelen 600 LED stop/tail lights, turn lights and LED minimum intensity back-up lights.
		79. License plate LED light
		80. Two (2) Whelen 700 LED lights. 15-degree tilt housing located on the front chassis fenders, one (1) on each side. RED
		81. Two (2) Whelen 700 LED lights above the rear wheel wells, one (1) on each side. RED
		82. Two (2) mini-LED marker lights, one (1) on each side of the module at rear of the vehicle. Flash with turn signal. RED
		83. Four (4) Whelen 900 LED lights on the side of the module toward the top. Two (2) on each side. RED

C	E	Description
		Exterior Compartments
		84. Four (4) Whelen 900 24 Diode LED lights on the of the module toward the top. Scene lights.
		85. Eight (8) TecNiq LED lights above the rub rail, equally spaced along the module side. Four (4) on each side. Two (2) WHITE and two (2) RED (RED-WHITE-RED-WHITE on each side). Alternate flash with box warning lights.
		86. Four (4) TecNiq E10 LED lights, two (2) on each side located underneath the module. Turns on automatically when vehicle is in park and can be activated or disabled by a switch in the cab.
		87. All exterior compartments shall open at a minimum, 120 degrees
		88. All exterior compartments to be flush with the bottom door frame to facilitate sweeping out debris.
		89. All compartments shall have LED strip/rope lighting
		90. All compartments shall have turtle tile matting on the floor. BLACK
		91. LED lights shall be installed on the interior of all rear facing OSS and passage doors. Two (2) mini LED lights per door. RED
		92. A minimum of nine (9) square inches of venting inside compartments.
		93. Street side forward compartment shall have a minimum clear opening of 77”h x 18”w. An oxygen lift system to accommodate H and M cylinders shall be installed. An adjustable shelf shall be installed above the oxygen lift system.
		94. Street side mid compartment to have a minimum clear opening of 44”h x 39.5”w. An adjustable shelf shall be installed.
		95. Street side rear compartment to be a tall hinged door with a larger clear opening to accommodate two full sets of firefighter PPE. An adjustable shelf to be installed.
		96. Street side rear compartment shall have tapping plate installed on the upper back wall and shall be pre-wired to supply hand lights and radio chargers.
		97. Two (2) SCBA brackets shall be installed in the street side rear compartment and there shall be at least an 18” space from the floor to the bottom of the bracket (to include turtle tile installation. Brackets shall be installed in the corners.
		98. Curbside forward compartment shall have a minimum of 69.5”h x 17.5”w clear opening. Three (3) adjustable shelves shall be installed.
		99. Curbside forward compartment shall have inside/outside access and lower area.
		100. Curbside rear compartment shall have a fixed divider for backboard/scoop storage with four (4) upper and four (4) lower adjustable dividers with a 1” strap with plastic buckle across the opening. Forward of the divider with the inside/outside access and three (3) adjustable shelves. Below the selves shall be stair chair storage with a 1” strap with plastic buckle across the opening
		General Module
		101. Module to be aluminum construction
		102. Module sides shall be as low as possible and still comply with standards.
		103. Rear dock bumpers shall be installed
		104. The rear step/bumper shall not flip up. Two (2) rear step illumination lights shall be installed.

C	E	Description
		General Module cont.
		105. An emergency release lever shall be installed on each rear door latch to be free-floating from the interior door linkages
		106. Curbside passage door shall have a sliding window and be at a minimum, 26% dark tint.
		107. Module body shall be constructed of aluminum and shall be seamless.
		108. Fenderettes shall be a polished aluminum around the rear wheel well openings.
		109. Rub rails on lower sides of the body, below outside compartment sill areas, rub rails shall be offset from the body.
		110. A Stryker floor plate and pre-wire for Powerload system shall be installed.
		111. Paint shall be a solid RED color. ex. Fire engine red, Vermillion red, Race red, Red hot, etc. The top portion, to the roof shall be a 4" stripe. WHITE
		112. Reflective material (approx. 25" x 2.5" RED/SILVER chevron style) on the lower interior stainless panel or each rear door and hinged side door.
		113. Reflective material shall be installed in rub rails. BLACK
		114. Chevron striping, 6" wide, shall be installed on the perimeter of the rear module, not on the doors.
		115. Add option for a window to be installed in the curbside wall above the squad bench
		Patient Compartment
		116. All cabinets shall have LED strip/rope lighting.
		117. Two (2) brackets shall be installed to accommodate two (2) "D", Jumbo "D" or steel "D" oxygen cylinders and are to be recessed in the stepwell area at the head of the squad bench.
		118. Install ProAir 206-50 001 720 AC Condenser on module top, front center. Condenser and brackets to be painted to match Module.
		119. An 8 qt. trash bin shall be provided and installed within a slide-out drawer at the face of the squad bench that opens toward the aisle. A securing mechanism shall be installed.
		120. A pass-thru will have a hinged polycarbonate door that has a "D" gasket and a twist latch to be able to seal off the cab from the patient compartment.
		121. A 96" stainless steel, anti-microbial ceiling grab shall be installed center over the cot.
		122. Two (2) 5 qt. sharps containers, each to be installed with ABS enclosed holder: one (1) installed on the rear forward facing wall towards the CPR seat and one (1) installed on the rear forward facing wall at the foot end of the squad bench.
		123. Squad bench seating area with two (2) contoured EVS seating positions with shoulder/seatbelt system that allows movement with a single belt connection.
		124. A Proair 3856 heat/AC unit shall be installed in the upper front wall.
		125. A 1-1/4" diameter stainless steel grab pole shall be mounted vertically above the cabinet at the head of the squad bench.

C	E	Description
		Patient Compartment cont.
		126. Six (6) assist handles shall be provided. Three (3) 1-1/4" diameter anti-microbial stainless-steel "v" handles, one on each passage door; and three (3) 12" anti-microbial stainless-steel assist handles. Two (2) at the rear doorway and one (1) at the curbside door.
		127. An oversized CPR seat shall be installed on the street side to include storage below. Headrest and backing shall be padded. Minimum of 4-point harness that allows the provider movement.
		128. Flooring shall include a cove on the curbside, street side and front of module. Flooring to be Loncoin II non-slip embossed sm. Grid. Color to be selected after award.
		129. All cushions, head pads and seating surfaces shall be upholstered. Color shall be selected after award.
		130. Exposed corners/edging shall be padded.
		131. Cabinet doors shall be clear polycarbonate material / installed with aluminum track, unless otherwise specified.
		132. Counter tops shall be solid acrylic with 1/2" lip on the primary action area, curbside forward of the squad bench and front cabinet on the floor. Color shall be selected after award.
		133. A valor swivel seat with integral child safety seat shall be installed and mounted on pedestal base. Seat shall be centered with cot.
		134. A Stryker Powerload shall be installed.
		135. A single-glove dispenser shall be installed on each rear door.
		136. Two (2) recessed ceiling IV hangers shall be installed. One (1) toward the head of the cot and one (1) toward the foot of the cot.
		137. There shall be a digital clock in the head pad above the rear doors.
		138. An LED strip light shall be installed in an aluminum channel on the street side and curbside. WHITE
		139. A brushed stainless-steel panel shall be provided on the street side wall from the bottom of the CPR seat.
		140. Customer supplied Medvault to be installed in a location on the curbside.
		141. Add option for heated drawer for IV fluids and blankets under or near either the CPR seat or squad bench.
		142. Add option for car seat anchors on the squad bench and/or CPR seat.
		Street Side Cabinets
		143. All cabinets shall have a lift-up restocking frame for easy access.
		144. Overhead cabinets shall be installed above the CPR seat with hinged polycarbonate doors, gas shock hold-opens, and center squeeze latches.
		145. A compartment shall be installed on the upper front wall to the right of the heat/AC unit and have one (1) adjustable shelf.

C	E	Description
		Street Side Cabinets cont.
		146. A pull-out drawer shall be installed below the primary action area and shall pull out toward the oversized CPR seating area.
		147. There shall be a cabinet installed in the rear wall. Dimensions shall be as large as possible as not to decrease the size of the exterior rear street side compartment.
		148. There shall be cabinet(s) installed above the CPR seat with sliding polycarbonate doors and adjustable shelf.
		149. There shall be a cabinet installed above the primary action area. There shall be an adjustable shelf each side of center divider sliding polycarbonate doors.
		Forward Cabinets
		150. All cabinets shall have a lift-up restocking frame for easy access.
		151. There shall be three (3) cabinets on the forward wall. One (1) cabinet shall be to the right of the heat/AC system, two (2) cabinets shall be below. The electrical outlets shall be in the middle cabinet. The bottom cabinet shall have inside/outside access.
		152. There shall be a cabinet installed on the floor, below the pass-thru window and shall have an acrylic countertop with a ½" lip. Color to be selected after award. There shall be polycarbonate doors and an adjustable shelf.
		153. There shall be a power distribution quarters cabinet installed in the wall behind the attendant (airway) seat. This cabinet shall house electrical components.
		154. There shall be a vented cabinet installed below the power distribution quarters cabinet. This will house radio equipment.
		Curbside Cabinets
		155. All cabinets shall have a lift-up restocking frame for easy access.
		156. A cabinet shall be installed at the head of the squad bench with a solid acrylic countertop. There shall be two (2) pull-out drawers at the head of the squad bench that have securing mechanisms when closed. Both drawers are to open towards the squad bench seating area.
		157. A three (3) glove box holder shall be installed above the curbside passage door. This shall have clear acrylic hinged access.
		158. Two (2) cabinets shall be installed above the squad bench.
		159. One (1) cabinet shall be installed as inside/outside access to the backboard compartment shelves. This shall have a hinged polycarbonate door.
		Oxygen System
		160. The oxygen system shall be operated through a multi-plex system.
		161. Quick-release Ohio Med oxygen outlets shall be installed in the following locations: Two (2) flush mounted in the forward street side cabinet action area; one (1) in the right wall above the head end of the curbside seating area; one (1) in the ceiling above the head of the cot, in the center mount position.

		Delivery Time
		162. Bidder shall state expected delivery time frame in months: _____ months

Trade-In Option: The Town of Scarborough is interested in a trade-in value option for our existing PL Custom Type 3 Ambulance. This is in current use. This ambulance is available for inspection along with its associated maintenance records by contacting the Scarborough Deputy Fire Chief at 207-730-4202.

Although not required this trade-in option will be scored as part of the formal RFP evaluation process.

PROPOSAL FORMAT AND CONTENT

Proposal Format and Content: The Proposal is to furnish one (1) Type 1 Ambulances to the Town of Scarborough. The Town discourages overly lengthy and costly proposals, however, in order for the Town to evaluate proposals fairly and completely, bidders must follow the format set out in this RFP and provide all information requested.

Introduction: Proposals must include the complete name and address of bidder’s firm and the name, mailing address, e-mail address, and telephone number of the person the Town should contact regarding the proposal.

Proposals must confirm that the bidder will comply with all provisions in this RFP. Proposals must be signed by a company officer empowered to bind the company. A bidder's failure to include these items in the proposals may cause the proposal to be determined to be non-responsive and the proposal may be rejected.

Content:

Each Bidder shall submit three (3) copies of the bid package including the following information:

- (a) Location of the factory where the apparatus will be built.
- (b) Specifications for the proposed vehicle including sufficient cuts, drawings, photographs, sketches or other data that will completely describe the apparatus.
- (c) Lists of major component parts of the vehicle and their parts and identification numbers (successful bidder only).
- (d) Certified torque and horsepower curves of the proposed engine.
- (e) Photographs of similar units manufactured by the bidding company, showing views from the front, rear, sides, each quarter, and from the top of the vehicle.
- (f) Accurate statements as to the weight, wheel base, vehicle dimensions, and the gear ratios between the engine and driving wheels for each position of the gear selector including top governed road speed.
- (g) Properly certified data from the chassis manufactures covering the rated G.V.W., axle ratings, frame dimensions, tensile strength of the frame components, and R.B.M. values.
- (h) A signed certificate shall be included with the bid from a certified engineer that the cab & chassis, engine, transmission, drive shaft, and axles are of compatible design and appropriate for fire service application.
- (i) Request for bid withdrawals must be made by certified mail prior to the submittal deadline. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal after bids have been opened.

- (j) The successful bidder must submit three (3) D size (24" x 36") scaled blueprints exactly to these specifications to 1/16" scale, prior to construction.
- (k) A current statement of financial condition and Dunn & Bradstreet rating is required to be included in the bid. The past and present financial condition of the bidder will be seriously considered during bid evaluation.

Failure to provide the content noted above may be cause for rejection of the proposal at the sole discretion of the Town of Scarborough.

Requirements for Non-Collusive Bidding Certification:

- (a) No bid will be considered, nor will any award be made, to any bidder who has not certified under penalties of perjury to the statement of non-collusion contained in the manufacturer's bid. If in any case the bidder cannot make such certification he shall so state and shall furnish with the bid a signed statement which sets forth in detail the reason therefore.
- (b) If such non-collusion bidding certification has not been made by the bidder, the bid shall not be considered for award, nor shall any award be made, unless purchaser determines that disclosure was not made for the purpose of restricting competition.
- (c) The fact that a bidder: has published price lists, rates, or tariffs covering the item being procured, or has informed prospective customer of proposed or impending publication of new or revised price list of such items, or has sold the same items to other customers at the same prices being bid, does not constitute disclosure, without more of a disclosure within the meaning of the certification of non-collusion. Any bid containing a corporate bidder's certification to the statement of non-collusion shall be deemed to have been authorized by the board of directors of the bidder and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certification of non-collusion as the act and deed of the corporation.

EVALUATION CRITERIA & MANUFACTURER SELECTION

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS CONTRACT IS 100

Understanding of the Project: (5 Percent)

Proposals will be evaluated against the questions set out below:

- (a) How well has the bidder demonstrated a thorough understanding of the scope of the project?
- (b) How clear is the bidder's proposal?
- (c) How well has the bidder complied with the details of the RFP?
- (d) How complete is the proposal as presented?

Adherence to Specifications: (10 Percent)

Proposals will be evaluated against the questions set out below:

- (a) How close does the proposal meet specifications?
- (b) Have any variations or exceptions from specifications been clearly identified and documented?
- (c) Are clear alternate solutions provided for any variations from specifications?

Sales Support, Service, Experience, & Qualifications: (15 Percent)

Proposals will be evaluated against the questions set out below:

- (a) How close is the sales & service center for major repairs and do they have trained EVT technicians?
- (b) Do they provide on-site service and if so with what capabilities?
- (c) What type of market share does the manufacturer have?
- (d) What is the financial stability of the manufacturer?

Contract Cost: (30 Percent)

30% of the total evaluation points will be assigned to cost. The lowest cost proposal will receive the maximum number of points in this category (30). The highest cost proposal will receive 0 points in this category. The remaining proposals will receive a prorated score (between 0-30) based on their cost relative to the other proposals evaluated. Proposals offering pre-payment options that may benefit the town, as allowed in section 3.15 or a trade-in value as allowed in section 5.02 will be considered when ranking proposals based on contract costs.

Quality, Durability, and Value: (40 Percent)

Proposals will be evaluated for:

- (a) Quality and strength of the materials and components used in the manufacture of the apparatus
- (b) Quality of finish, fit, workmanship and overall attention to detail
- (c) Durability of both design and components used
- (d) Innovation, design features, and performance
- (e) Ease of operation and maintenance
- (f) Safety designs and safety records
- (g) Extent and length of the various warranties
- (h) Overall comparative value versus price

ATTACHMENTS

Appendix A – Evaluation Form

Evaluation Criteria	Total Points Available	Score
Understanding of the Project	5	
Adherence to Specifications	10	
Sales Support, Service, Experience & Qualifications	15	
Contract Cost	30	
Quality, Durability, and Value	40	
Total	100	

Appendix B – Official Bid Form

This form must be completed and returned as part of the bidder’s proposal

Company			
Address			
City, State, Zip Code			
Phone		Fax	
E-mail address			

Base Proposal Cost	
Optional Pre-payment Discount	
Net Bid Amount (excluding optional items)	

Authorized Representative & Title	
Signature	
Date	

Vendor list Ambulance RFP

July 28, 2022

Greenwood Emergency Vehicles (Horton) – Tom Shook

207-593-6053, tshook@greenwoodev.com

Greenwood Emergency Vehicles

19 Summit St
Brunswick, ME 04011

Allegiance Fire & Rescue (Road Rescue) – Nick Whitmore

339-237-0109, nwhitmore@allegiancefr.com

Allegiance Fire & Rescue Apparatus

281 Providence Highway
Walpole, MA 02081

Autotronics, LLC (Braun) – Karlton Jones

207-316-6489, karltonj@autotronics.net

Autotronics, LLC
69 Perry Road
Bangor, Maine 04401

Sugarloaf Ambulance/Rescue Vehicles, LLC (PL Custom)

207-650-3090, rsgvehic@dstelme.net

411 US Route 2 East Suite A
Wilton, Maine 04294

*** Plus, open posting on the town's web-site***