



**ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING  
AGENT**

**INVITATION TO BID NO. 24-FIR-ITBLW-417  
ADDENDUM NO. 1**

Arlington County (hereinafter referred to as the “County”) invitation To Bid (ITB) No. **24-FIR- ITBLW-417** for Arlington County’s Mobile Personal Protective Equipment (PPE) Inspection, Decontamination, Cleaning, and Sanitation Services is amended as follows:

- **REFERENCE BID OPENING DUE DATE IS HEREBY CHANGED AS FOLLOWS:**

**ELECTRONIC SEALED BIDS WILL BE RECEIVED BY ARLINGTON COUNTY VIA VENDOR REGISTRY UNTIL 2:00 P.M. ON THE 11<sup>TH</sup> OF MARCH 2024. VENDORS ARE REQUIRED TO REGISTER ON [VENDOR REGISTRY](#) IN ORDER TO SUBMIT A RESPONSE TO THIS INVITATION TO BID. NO RESPONSES WILL BE ACCEPTED AFTER THE BID DUE DATE AND TIME.**

- **THE SUMMARY OF THE NON-MANDATORY PRE-BID CONFERENCE HELD ON FEBRUARY 13, 2024, IS AS FOLLOWS:**

During the non-mandatory Pre-Bid Conference, the County reviewed the ITB and highlighted key information such as: key proposal deadlines; communication procedures (**i.e. all communication relating to the solicitation must be submitted via the “Submit a Question” function Vendor Registry; no outside communication is permissible**); requirement of a Virginia Contractor License; authority to transact business in the Commonwealth; proposal submission requirements; and provided a Scope of Work Overview. However, Offerors were reminded that each Offeror must review the ITB in its entirety and submit any questions they may have via Vendor Registry.

- **THE PRE-BID CONFERENCE POWERPOINT AND SIGN-IN SHEETS ON FRIDAY, FEBRUARY 13, 2024 AT 10:00 A.M. ARE ATTACHED.**
- ***THE COUNTY HAS RECEIVED THE FOLLOWING QUESTIONS IN RESPONSE TO THIS ITB. QUESTIONS AND RESPONSES ARE INCLUDED BELOW.***

**QUESTION #1:** Section I.A states “inspection”. The current edition has two types of inspection – Routine & Advanced. Routine inspection is to be performed by fire fighters. Please confirm the level of inspection for this solicitation is advanced inspection.

**ANSWER #1:** This will be an advanced inspection.

**QUESTION #2:** During performing an advanced inspection, it is anticipated FF safety related repairs (holes, burns, unstitched trim / seam / closures, and moisture barrier failures will be discovered. Please describe how AFD would like the contractor to mark / identify equipment as out of service?

**ANSWER #2:** ACFD would like the Contractor to utilize tags that the County will provide to identify equipment as out of service. ACFD also requires that the Contractor maintain a Log to document and track out of service equipment. Please refer to Section V. – DATA ENTRY AND RECORD KEEPING SERVICES in the posted ITB.

**QUESTION #3:** Will AFD assume liability for equipment placed out of service due to need of safety related repairs to return them to active service state?

**ANSWER #3:**

ACFD will ensure that items are repaired prior to returning to service. Out of service gear will not be issued into the field. PPE Equipment placed out of service must be tagged appropriately by the Contractor.

**QUESTION #4:** In the event PPE is marked out of service, is the contractor required to notify AFD so that AFD can pull loaner / replacement gear so that the FF can remain in service?

**ANSWER#4:** Please refer to ANSWER #3

**QUESTION #5:** Section I.B.1 states “Moisture barrier test & inspection” – is this to be interpreted as section 6.4 and 12.3 of the current edition NFPA 1851?

- Point of clarification – NFPA 1851 water penetration barrier test shall take place after advanced cleaning has been performed. Correct?

- Point of clarification – NFPA 1851 water penetration barrier test (as defined in section 12.3) is to be performed on the moisture barrier only. Testing through both thermal and moisture barrier at the same time is never permitted. Correct?

- Point of clarification - NFPA 1851 water penetration barrier test (as defined in section 12.3) requires a minimum of six tests on the moisture barrier – three individual tests on a body panel and three individual tests on material that has a seam. Correct?

- Point of clarification - Is it requirement for the contractor to circle the test area and write the month/year the water penetration barrier test was performed with permanent marker on the inside membrane of the moisture barrier?

**ANSWER #5:** Pursuant to **Section I. GENERAL REQUIREMENTS** and **Section II. CONTRACTOR REQUIREMENTS** of this solicitation, the processing of PPE Gear shall be done in accordance with all requirements in the current edition of standards of the National Fire Protection Association (NFPA).

**QUESTION #6:** Section I.B.3 Requires packaging & labeling. Why is this necessary if cleaning is performed onsite at the fire station? Wouldn't it be better to return serviceable PPE to the FF's locker/storage area so it's ready for use?

**ANSWER #6:** Packaging and labeling of cleaned PPE for return to the County Employee is a General Requirement of this solicitation.

**QUESTION #7:** Section II.B States contractor services must be in accordance with the current editions of NFPA 1851 & NFPA 1852. Is it a requirement for the contractor's mobile unit(s) used to provide service of this solicitation to be a verified and listed as per section 11.1.1.4.1 via the auditing agencies website at the time of bid submission?

**ANSWER#7:** It is a requirement contractor must remain compliant with the terms stated in the current editions of the NFPA 1851 and 1852 prior to contract performance.

**QUESTION #8:** Section II.C

• Inspection of boots. Section 6.3.5.5.4 of the current edition of NFPA 1851 states to inspect for "loss of water resistance".

Is the contractor required to fill each boot with water and monitor for leaks?

Please define the method AFD would like contractor to utilize for this test.

• Technical Rescue & EMS PPE – Is contractor required to be NFPA 1855 verified to service those items at the time of bid opening? Section II.C

• Inspection of boots. Section 6.3.5.5.4 of the current edition of NFPA 1851 states to inspect for "loss of water resistance".

Is the contractor required to fill each boot with water and monitor for leaks?

Please define the method AFD would like contractor to utilize for this test.

• Technical Rescue & EMS PPE – Is contractor required to be NFPA 1855 verified to service those items at the time of bid opening?

**ANSWER #8:** The Contractor must comply with the guidelines outlined in NFPA 1851 6.3.5.5.

**QUESTION #9:** Section II.G states "disinfection" does AFD mean "sanitization" as per the scope of the current edition of NFPA 1851?

**ANSWER #9:** Yes.

**QUESTION #10:** Section II.H states "required certificates and maintenance records will be kept current" does this apply to NFPA 1851 & NFPA 1855 verifications as required by NFPA to service PPE clothing elements in this solicitation?

**ANSWER #10:** The Contractor must maintain required certificates and maintenance records as per the guidelines in the current edition of NFPA 1851.

**QUESTION #11:** Is Section II.J necessary for PPE clothing elements if they have an Original Equipment Manufacturer affixed label? If it is necessary, what test 3rd party test documentation must the contractor provide to demonstrate their labels meet this requirement?

**ANSWER #11:** Please refer to Section V. DATA ENTRY AND RECORD KEEPING in the ITB solicitation.

**QUESTION #12:** III.D - is the contractor responsible for pick-up / deliver gear for annual cleaning?

**ANSWER #12:** The Annual Cleaning will be performed at a central location(s). The County will ensure that all equipment is dropped off at the assigned location(s).

**QUESTION #13:** III.E – Is it the responsibility of the contractor to ensure all run off from the cleaning process will not enter any public water ways and sewer within Arlington County?

**ANSWER #13:** Please refer to Sections 17. DISPOSAL OF PACKING MATERIALS, TRASH AND DEBRIS, 19. HAZARDOUS MATERIALS, and 20. HAZARDOUS WASTE GENERATOR/HAZARDOUS WASTE DISPOSAL.

**QUESTION #14:** Because hard or soft water can affect contaminate removal requirements set forth by NFPA 1851, is the contractor expected to 100% provide water for their needs themselves and bring their own controlled water? If not, how will AFD validate the water AFD provides will not be detrimental to contaminate removal rates as required by NFPA 1851?

**ANSWER #14:** ACFD will provide clean water for the cleaning process; the contractor will ensure that the water is removed from the site and disposed of or treated properly to ensure safe release back into the sewer system. Please refer to Sections **17. DISPOSAL OF PACKING MATERIALS, TRASH AND DEBRIS, 19. HAZARDOUS MATERIALS, and 20. HAZARDOUS WASTE GENERATOR/HAZARDOUS WASTE DISPOSAL.**

**QUESTION #15:** III.F – Advanced cleaned & advanced inspected according to current edition of NFPA 1851 & NFPA 1855?

**ANSWER #15:** Please refer to Section **I. GENERAL REQUIREMENTS** and **Section II – B** of the solicitation.

**QUESTION #16:** IV.A - states “disinfection” does AFD mean “sanitization” as per the scope of the current edition of NFPA 1851?

**ANSWER #16:** See ANSWER #9

**QUESTION #17:** IV.C - states “disinfection” does AFD mean “sanitization” as per the scope of the current edition of NFPA 1851?

- Is IDO Disinfectant from Winsol laboratories EPA registered as a disinfectant for soft / porous materials?

**ANSWER #17:** See ANSWER #9.

Please Refer to **Section IV MATERIAL SAFETY DATA SHEETS** of the solicitation. Each Bidder must provide a list of chemicals being used and a Material Safety Data Sheet (MSDS).

**QUESTION #18:** V.B – Bar code and serial number as affixed by the Original Equipment Manufacturer?

**ANSWER #18:** Yes, when available as stated in the solicitation.

**QUESTION #19:** V.E – Is this necessary if the Original Equipment Manufacturer bar code is present?

**ANSWER #19:** See Answer #17

**QUESTION #20: V.I.C** – Cursory Review Phase is not an NFPA term. Please define.

**ANSWER #20:** The contractor will perform a visual inspection of the garment prior to performing the full inspection and cleaning looking for any obvious signs of damage in which the estimated cost of the repair would exceed the value of the item.

**QUESTION #21: V.I.F** - states “disinfection” does AFD mean “sanitization” as per the scope of the current edition of NFPA 1851?

**ANSWER #21:** See ANSWER #9.

**QUESTION #22: V.I.K** – states “contractor shall ensure moisture barriers are in place prior to cleaning” this is not an NFPA term. Please define what is meant by this statement.

**ANSWER #22:** Please follow the new inspection provisions in the current NFPA 1851.

**QUESTION #23:** V.I.M – Appears to conflict with section III.F same day turnaround requirement if amount of soak time needed is greater than the hours of operation in section III.B. What should the contractor do if/when this instance occurs?

**ANSWER #23:** On a case-by-case basis, if it is determined that an extended soak time will be required for certain sets of gear, the same day turnaround requirement will be relaxed. Due to regular cleaning in station, it is not anticipated that extended soak times will be required.

**QUESTION #24:** V.I.S - Why is this necessary if service is performed onsite at the fire station? Wouldn't it be better to return serviceable PPE to the FF's locker/storage area so it's ready for use?

**ANSWER #24:**

- This is a requirement, as the gear will be cleaned at a separate Fire Department Facility from the assigned Firefighters station.
- It will not be necessary to individually package each component, but they shall be packaged as a set and bagged for return to the firefighter.

**QUESTION #26:** V.I.U – Shouldn't this also require NFPA 1855 as required by NFPA for cleaning / inspection of tech rescue and EMS protective clothing?

**ANSWER #26:** Currently, the only standards to which the contractor needs to be validated is NFPA 1851 in regard to cleaning and inspection of PPE Equipment and Gear.

**QUESTION #27:**

**V.I.V** – Consider revising to “Certificate(s) of verification shall be submitted with bid”. Verification can be a lengthy process and cannot be obtained within 5 days of notification of contractor. Liability to AFD in utilizing a non-verified provider could exist if this requirement is kept as currently written.

**ANSWER #27:** The County will not revise this statement. Certification of verification shall be submitted with the bid.

**QUESTION #28:** Testing - What kind of testing are you requiring for a PASS in regard to an appropriate level of contaminants?

Will a UL certification for reduction in contaminants be appropriate?

**ANSWER #28:** Please refer to NFPA Chapter 7. Cleaning and Decontamination for guidelines to test for contamination.

In the event of a hazardous materials incident the County Hazmat team will determine the presence of specific contaminants and level of contamination and the need or ability to be cleaned before being turned over to the cleaning company.

**QUESTION #29:** Required Pick Up and Delivery Schedule - It states that gear will need to be picked up twice a week. Being that you are requesting mobile cleaning can this schedule be altered to meet the needs of the department on a different schedule for annual cleanings?

**ANSWER #29:** Please refer to SECTION III. **TIME AND DELIVERY REQUIREMENTS.** The emergency gear cleaning listed in Section III will cover this.

**QUESTION #30:** Drying of gear - The gear manufacturers approve of gear being dried at higher temperatures than 105 degrees. Is it acceptable to utilize the manufacturers recommendations? Also it has been approved to utilize tumble driers for inner liners only. Can the clause stating that tumble driers will not be used, be removed to state manufacturers specifications?

**ANSWER #30:**

Following the manufacturer's recommendation for drying PPE gear and equipment is permitted as long as the process is in compliance with NFPA 1851. Please refer to Sections A.7.3.10.1(1) and A.7.3.10.2.

**QUESTION #31:** Will you require the use of IDO disinfectant, or can we use a different solution that is approved? 2. Will you require gear to have water repellent reapplied? 3. Will the price list be updated for the gear that is needed to be cleaned? Example : SCBA section shows the same turnout gear compliment as the Gear Cleaning section. 4. Will gear be required to be picked up twice weekly or can this be modified being that the request is for mobile services?

**ANSWER #31:**

- (1) See Answer #17
- (2) Please follow the guidelines as outlined in the NPFA Standards.
- (3) The pricing sheet has been updated to identify the SCBA and Harness as the Items that need to be cleaned in the SCBA section.
- (4) The emergency gear cleaning listed in Section III will cover this.

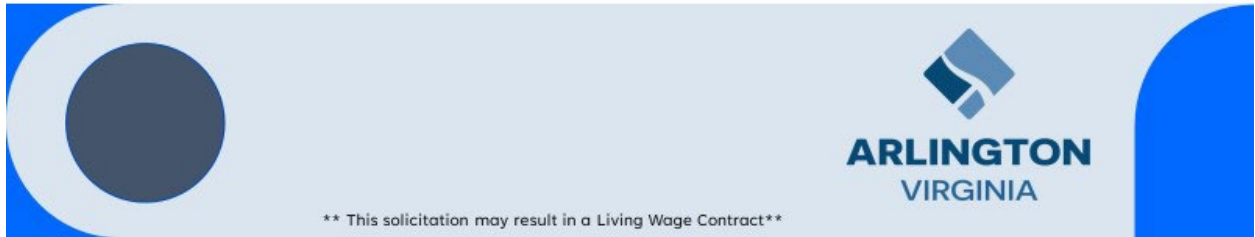
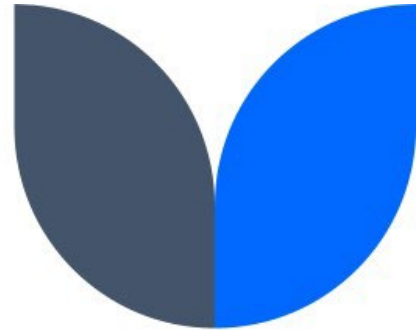
**QUESTION #32:** The bid show that you want serial numbers applied for each set of gear. Can we utilize the serial numbers that were applied by the manufacturer on the jacket, pants, and liners or do you want new serial numbers applied? If you want new serial numbers applied have you received authorization from the manufacturer to alter the gear?

**ANSWER #32:** The manufacturer's serial numbers will suffice.

**24-FIR-ITBLW-417**

**MOBILE PERSONAL PROTECTIVE  
EQUIPMENT (PPE) INSPECTION,  
DECONTAMINATION, CLEANING, AND  
SANITATION SERVICES**

Tuesday, February 13, 2024



# Agenda

- Attendance
- Introduction - Arlington County Personnel
- Pre-Bid Conference Information
- ITB Schedule
- Submission Requirements
- Scope of Work
- Insurance Requirements
- Questions





# Attendance

**Please place the following information in the CHAT:**

- Your Name
- Your Company Name
- Email address
- Phone Number

24-FIR-ITBLW-417 PPE INSPECTION, DECONTAMINATION, CLEANING AND SANITATION SERVICES

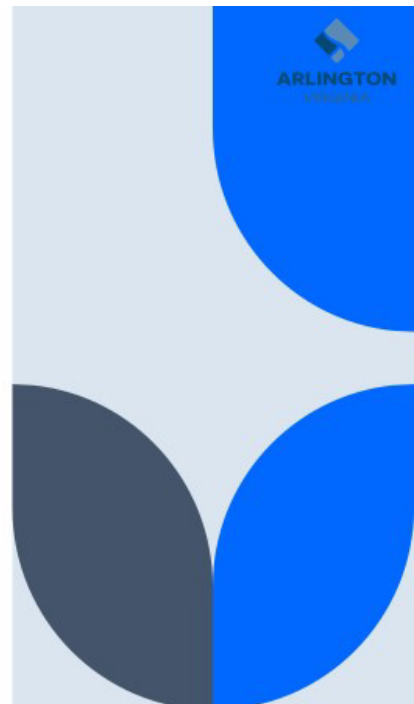


# Arlington County Personnel

- **Sheri Butler**, Procurement Officer
- **Daniel Stern**, Wage Compliance Administrator
- **Jhonneta “Shawn” Hill**, Project Officer
- **Captain Peter Slauch II**
- **Megan Carney**, Management & Budget Specialist

**\*\*Please contact Sheri Butler for all questions relating to this procurement.\*\***

24-FIR-ITBLW-417 PPE INSPECTION, DECONTAMINATION, CLEANING AND SANITATION SERVICES





# Pre-Bid Conference

## Attendance is not Mandatory



### Per Solicitation – Page 4, Information for Bidders

- Only formal responses to questions issued by and Addendum to the ITB will be binding.
- Questions regarding the ITB Scope of Work and Submission Forms of this solicitation must be submitted in writing via Vendor Registry by **5:00 PM EST on February 20, 2024**
- Responses to Questions will be posted by 5:00 PM EST to Vendor Registry **February 23, 2024.**

24-FIR-ITBLW-417 PPE INSPECTION, DECONTAMINATION, CLEANING AND SANITATION SERVICES

5

## ITB Schedule



24-FIR-ITBLW-417 PPE INSPECTION, DECONTAMINATION,  
CLEANING AND SANITATION SERVICES

6

## Scope of Services

The Contractor shall provide rapid response mobile cleaning services with the same day turnaround for Personal Protective Equipment (PPE) Gear according to the guidelines set forth in [NFPA 1851](#) and [NFPA 1852](#) including but not limited to the following tasks:

- A. Inspection, decontamination, cleaning, and sanitization of PPE components, including the outer shell and liners, helmets, hoods, gloves, and boots.
- B. Inspect and clean PPE accessories like, but not limited to masks, hoods, helmets, and SCBA harnesses.
  1. Moisture barrier test and inspection.
  2. Record keeping and documentation of cleaning and maintenance activities for each set of PPEs.
  3. Packaging and labeling of cleaned PPE for return to the County Employee.
    - Preference will be given for providing emergency on-scene gear cleaning.

## Contractor Requirements

The Contractor shall clean, maintain, and calibrate, all equipment used in PPE processing, in accordance with the equipment manufacturer's recommendations. All required certificates and maintenance records will be kept current, on file and made available to the County upon request.

The processing of PPE Gear shall be done in accordance with all requirements in the current edition of [standards of the National Fire Protection Association \(NFPA\)](#).

- [NFPA 1851 Standard on Selection, Care and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting](#)
- [NFPA 1852 Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus \(SCBA\)](#)

## Submission Requirements

The submitted Bid Form must be signed and fully executed. The Bid Form must be submitted electronically via Vendor Registry no later than the date and time specified in this solicitation

- **Completed Bid Form (Signed)**
- **Attachment A – Pricing Schedule**
- **Material Safety Data Sheet (MSDS) for each product used in the cleaning, decontamination, and/or disinfection of PPE components.**

The Bidder name on the electronic bid submittal shall be the same as the Contractor/Vendor name as the registration in Vendor Registry for the upload to be considered a valid bid. Only electronic submission is allowed, no bid submitted other than a vendor registry electronic upload will be accepted.

Arlington County is not responsible for late submissions, missed Addendums, or questions not submitted before the end date and time.

## Bid Form Submission

The submitted Bid Form must be signed and fully executed. The Bid Form must be submitted electronically via Vendor Registry no later than the date and time specified in this solicitation. The Vendor Registry system will not accept bids after the close date and time. The County will not accept emailed or faxed bid.

The Bidder name on the electronic bid submittal shall be the same as the Contractor/Vendor name as the registration in Vendor Registry for the upload to be considered a valid bid. **ONLY ELECTRONIC SUBMISSION IS ALLOWED, NO BID SUBMITTED OTHER THAN A VENDOR REGISTRY ELECTRONIC UPLOAD WILL BE ACCEPTED. Arlington County is not responsible for late submissions, missed Addendums, or questions not submitted before the end date and time.**

Timely submission is solely the responsibility of the Bidder.



## Living Wage

The hourly rate for employees of the contractor and any subcontractors working on county-owned, county-controlled property, facilities owned, or leased, and operated by a contractor if services provided at that location are exclusive to Arlington County, or contracts for home-based client services must not be lower than **\$17.00 per hour**

All employees of any contractor or subcontractor working on County-owned, County controlled property, facilities owned, or leased, and operated by a Contractor if services provided at that location are exclusive to Arlington County, or contracts for homebased client services must be paid an hourly wage no less than the Living Wage published on the County's website. By submitting a bid, the Bidder certifies that it will comply with this provision and will ensure that its subcontractors, if any, do so as well.

**Reference:** Arlington County Purchasing Resolution Section 4-103



## Submittal Documents

- Completed Bid Form (Signed)
- Material Safety Data Sheet(MSDS)
  - \**List Of Chemical Being Used*
- Attachment A – Price Schedule
- Addenda (Signed) - if applicable



# Thank you

Sheri Butler, Procurement Officer

[Sbutler@arlingtonva.us](mailto:Sbutler@arlingtonva.us)

Phone: 703-228-1895



**ARLINGTON**  
VIRGINIA



24-FIR-ITBLW-417 PPE INSPECTION, DECONTAMINATION, CLEANING AND  
SANITATION SERVICES

13



Arlington County Government  
Office of the Purchasing Agent  
Non-Mandatory Pre-Bid Conference Attendees List

**FOR:** MOBILE PERSONAL PROTECTIVE EQUIPMENT (PPE) INSPECTION, DECONTAMINATION, CLEANING, AND SANITATION SERVICES

**DATE & TIME:** 2/13/2024- 10:00 a.m. Non-Mandatory Pre-Bid Conference

**PLACE:** Microsoft Teams Meeting

**BID/PROPOSAL:** 24-FIR-ITBLW-417

**PLEASE WRITE CLEARLY**

Name	Sheri Butler, <i>Procurement Officer</i>
Company	Arlington County Government
E-mail	<a href="mailto:sbutler@arlingtonva.us">sbutler@arlingtonva.us</a>
Phone #	(703) 228-1895

Name	J. Shawn Hill, <i>Project Officer</i>
Company	Arlington County Government
E-mail	<a href="#">Please contact Sheri Butler for all questions relating to this procurement</a>
Phone #	

Name	Captain Bo Bennett
Company	Arlington County Fire Department
E-mail	<a href="#">Please contact Sheri Butler for all questions relating to this procurement</a>
Phone #	

Name	Captain Amanda Reeves
Company	Arlington County Fire Department
E-mail	<a href="#">Please contact Sheri Butler for all questions relating to this procurement</a>
Phone #	

Name	LaShonda Marshall
Company	SMILE Therapy Services LLC
E-mail	<a href="mailto:lmarshall@smiletherapyservices.com">lmarshall@smiletherapyservices.com</a>
Phone #	(240) 222-2151

Name	Dr. Vicki Johnson
Company	Vick Johns Counseling and Consulting, Inc
E-mail	<a href="mailto:vickij1908@yahoo.com">vickij1908@yahoo.com</a>
Phone #	(703) 398-9381

Name	Gary Randle
Company	New Millenium EAS
E-mail	<a href="mailto:grandle@nmeas.com">grandle@nmeas.com</a>
Phone #	(314) 922-8323

Name	
Company	
E-mail	
Phone #	

Name	
Company	
E-mail	
Phone #	

Name	
Company	
E-mail	
Phone #	

Name	
Company	
E-mail	
Phone #	

Name	
Company	
E-mail	
Phone #	