



Legal Notice

Request for Proposals to
Provide a Fire Training Tower

City of Spartanburg
P.O. Box 1749
187 W. Broad Street
Spartanburg, SC. 29306
Email: cwright@cityofspartanburg.org

October 14, 2024

NOTICE IS HEREBY GIVEN – The City of Spartanburg seeks submissions from qualified firms or individuals to provide for the installation of a Fire Training Tower for the City of Spartanburg Fire Department.

Proposal No: 2425- 10-22-01

The City of Spartanburg hereby notifies all proposers that it will affirmatively ensure that all disadvantaged and women's business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of gender, race, color, or national origin in consideration for an award.

The City of Spartanburg reserves the right to reject all proposals or waive any informality in the qualifications process. The City of Spartanburg may hold proposals for a period not exceeding sixty (60) days from the date of the opening of Proposals to review the Proposals and investigate the qualifications of prospective parties before awarding the Contract. The vendor awarded the proposal will be required to obtain a City of Spartanburg Business License.

Sealed proposals shall be submitted to Carl Wright, Procurement and Property Manager, on or before **October 22, 2024**, no later than 3 pm, City Hall, 187 West Broad Street, at which time they will be publicly opened and read aloud in the Procurement Office Conference Room.

Technical questions regarding the scope of services should be directed to Carl F. Wright at 864-596-2790 or to cwright@cityofspartanburg.org

Proposals can be hand-delivered or mailed to the following address:

City of Spartanburg
P.O. Box 1749
187 W. Broad Street
Spartanburg, SC. 29306
Attn: Procurement and Property Division

Envelopes must be marked:

"COMPETITIVE BID FOR FIRE TRAINING TOWER"

Proposal No: 2425-10-22-01

For further information, please contact the Procurement and Property office at (864) 596-2049. The complete proposal package is also available at <https://www.cityofspartanburg.org/295/Bid-Opportunities>. You can follow the link for invitations for bids. The following Proposal Number **Must** be placed on the outer envelope in order for the bid to be Stamped as accepted on time:

CITY OF SPARTANBURG

REQUEST FOR PROPOSALS TO PROVIDE TECHNICAL CONSULTING SERVICES TO THE FIRE DEPARTMENT

I. INTENT AND GENERAL INFORMATION

The City of Spartanburg ("City") seeks submissions from qualified firms or individuals to install an on-site Fire Training Tower for the City of Spartanburg Fire Department.

BACKGROUND

The City of Spartanburg is a municipality in the State of South Carolina with approximately 19 square miles and a population of 38,000. The Fire Department is tasked with responding to nearly 3,000 emergencies per year. The Fire Department is an Accredited Agency by the Commission on Fire Accreditation through the Centers for Public Safety Excellence. It is an ISO Class 1 as designated by the Insurance Services Office, Inc.

QUALIFICATIONS

In the case of a proposal from an individual, provide a statement of qualifications including education, certification, licensure, general experience with applicable laws, rules, regulations, guidelines, and procedures, specific experience in fire and emergency services delivery, and experience in providing the installation of a Fire Training Tower to a municipality or fire service agency.

In the case of a proposal from a firm, provide a brief history and description of the firm submitting the proposal. Identify the firm's professional staff member(s) assigned to this engagement if the firm's proposal is selected. Provide a statement of qualifications of each of the firm's professional staff members who will be assigned to this engagement, including training, certification, licensure, general experience, specific experience in fire and emergency services delivery, and experience in providing the installation of a Fire Training Tower to a municipality or fire service agency. Provide a signed cover letter from a person within the firm authorized to make representations on behalf of the firm and to bind the firm.

Each Proposer must provide the names, titles, addresses, and phone numbers of at least three (3) references related to providing technical consulting services to a municipality or fire service agency.

Each Proposer may provide any additional information distinguishing their proposal from other proposals.

The City of Spartanburg may make such inquiries as necessary to determine the ability of each Proposer to perform the services contemplated by this Request for Proposal. Proposers shall promptly furnish all information and data for this purpose as may be subsequently requested by the City of Spartanburg.

SCOPE OF WORK

The selected Proposer will be required to follow the specifications below for a Fire Training Tower installed on-site for the City of Spartanburg Fire Department.

1. GENERAL

- 1.1. **PURPOSE:** The purpose of the Fire Training Tower is to provide an NFPA (v. 2019) 1402-compliant Fire Training Tower, which will allow fire, police, and military instructors to train for realistic scenarios while in a controlled environment.
- 1.2. **DESCRIPTION:** The Fire Training Tower is an open-design Fire Training Tower.
- 1.3. **DIMENSIONS:** The Fire Training Tower is comprised of 5 levels, 3-stories, and has a working height of approximately 34' (feet) to the uppermost floor. The overall height is approximately 38' (feet) to the upper handrails. The standard length is 18' (feet), and the standard width is 13' (feet). The length and width are measured from the center of each vertical leg; the overall length and width are 1' (foot) greater.
- 1.4. **CONSTRUCTION:** The Fire Training Tower is constructed of hot-dipped, or pre-treated galvanized, high-strength carbon steel pipe.
- 1.5. **TESTING:** All load supporting components of the Fire Training Tower have been third-party tested in accordance EN 12811 Pt. 3, ANSI/SSFI SC100-5/05, AISI 1522, ASTM-A-723 Grade 1, AISI 1030, and AISI 1526.
- 1.6. **INSTALLATION:** The Fire Training Tower is assembled and erected on site, by Affordable Drill Towers.
- 1.7. **MAINTENANCE:** At the completion of the installation, a member of Affordable Drill Tower's Installation Team shall provide instruction for use, inspection, and maintenance.
- 1.8. **SAFETY:** At the completion of the installation, a member of Affordable Drill Tower's Installation Team shall provide a copy of Affordable Drill Tower's Safety Guidelines.
- 1.9. **ENGINEERING:** A Professional Engineer (P.E.) stamped drawing will be furnished to the customer, which will include all allowable loads.

2. STRUCTURAL

- 2.1. All of the vertical legs, horizontals (single and double), and bracing of the Fire Training Tower shall meet the following specifications:
 - 2.1.1. Diameter: 1.90" \emptyset
 - 2.1.2. Wall Thickness: 0.125"
 - 2.1.3. Yield Strength: 50 ksi
 - 2.1.4. Tensile Strength: 65 ksi
 - 2.1.5. Elongation: 30%
- 2.2. The Fire Training Tower shall be constructed using a minimum of twenty (20) vertical legs.
 - 2.2.1. Each leg shall have a minimum compression strength of 16,000 lbs.
 - 2.2.2. Each leg shall have a connection point ("ring") welded the leg every 0.5M (19.685") than can also be used as an Anchor Point for rappelling.
 - 2.2.3. The ring shall be capable of withstanding at least 10,000 lbs. of force when pulling from its center line (axial pull).
 - 2.2.4. Thickness: 0.375"
 - 2.2.5. Yield Strength: 38 ksi

- 2.3. The Fire Training Tower shall have horizontal supports installed as per the Engineered design.
 - 2.3.1. All 4' single horizontals shall have a Center Point Load (CPL) of not less than 875 lbs.
 - 2.3.2. All 4' single horizontals shall have a Uniform Distributed Load (UDL) of not less than 1,550 lbs.
 - 2.3.3. All 5' double horizontals shall have a Center Point Load (CPL) of not less than 2,250 lbs.
 - 2.3.4. All 5' double horizontals shall have a Uniform Distributed Load (UDL) of not less than 600 lbs.
- 2.4. Each of the vertical legs of the Fire Training Tower shall be supported by a leveling jack. The leveling jack shall be capable of compensating for unlevelled and uneven foundations. The leveling jack shall be permanently welded to a base plate to distribute weight. The base plate shall be at least 5" x 5" in width and length. The leveling jack shall have acme style threads and a "t-handle" style nut, that is capable of being adjusted.
 - 2.4.1. The leveling jacks shall be capable of maintaining 60,000 lbs at 3" of extension.
 - 2.4.2. The leveling jacks shall be capable of maintaining 55,000 lbs at 6" of extension.
 - 2.4.3. The leveling jacks shall be capable of maintaining 50,000 lbs at 9" of extension.
 - 2.4.4. The leveling jacks shall be capable of maintaining 45,000 lbs at 16" of extension.
- 2.5. All flooring on the Fire Training Tower shall have an aggressive grip surface extruded or machined into the surface, have a minimum load capacity of 50 lbs per square foot, and must be galvanized.
 - 2.5.1.1. All flooring on the Fire Training Tower shall allow for quick drainage of water.
- 2.6. The Fire Training Tower shall have vertical diagonal bracing installed as per the Engineered design.
- 2.7. The Fire Training Tower shall have horizontal diagonal bracing installed as per the Engineered design.
- 2.8. The Fire Training Tower shall be free-standing, free of any attachment to the ground, other structures, or guy-wired.
- 2.9. The Fire Training Tower shall be capable of withstanding wind speeds up to 150 mph.
- 2.10. The Fire Training Tower shall be installed on site and is capable of being relocated by Affordable Drill Towers Installation Team.

3. SPECIFICATIONS

- 3.1. The Fire Training Tower shall be a minimum of 13' wide x 18' long.
- 3.2. The Fire Training Tower shall be a minimum five (5) levels with a minimum height of 32'.
- 3.3. The Fire Training Tower shall have the capability of height and width additions without having to change the original design.
- 3.4. The Fire Training Tower shall have a minimum of three (3) floors that have a minimum area of 105 square feet.
- 3.5. The Fire Training Tower shall have a minimum of two (2) intermediate landings, that have a

minimum area of 65 square feet.

- 3.6. The Fire Training Tower shall have a minimum of five (5) internal stairways. Each stairway shall be a minimum of 3'6" in width, and handrails shall be provided for each stairway.
- 3.7. The Fire Training Tower shall have an external balcony/instructor's platform, capable of accommodating four (4) individuals.
 - 3.7.1. The balcony/instructor's platform shall be installed so that it can be reached with a 24' extension ladder.
 - 3.7.2. The balcony/instructor's platform shall have a self-closing gate on the inside perimeter.
 - 3.7.3. The balcony/instructor's platform shall be capable of supporting a minimum of 1,000 lbs.
- 3.8. The Fire Training Tower shall have 5' double horizontals, with a Center Point Load (CPL) of not less than 2,250 lbs., installed on all elevated levels, at all points of access and egress.
- 3.9. Every floor and landing of the Fire Training Tower shall have a minimum of three (3) window openings, with a minimum area of 13.5 square feet.
 - 3.9.1. All window openings shall be constructed so that they are points of access and egress.
- 3.10. The 1st and 2nd floors of the Fire Training Tower shall be segmented, with removeable floor panels, so that designated floor panels can be removed for vertical rope rescue.
- 3.11. The Fire Training Tower shall have a Fire Suppression System, which includes a Fire Department Connection (FDC), Standpipe Valves, Sprinkler Control Valve, Sprinkler Heads, and a Pressure Gauge.
 - 3.11.1. Fire Suppression System shall be a dry system.
 - 3.11.2. Fire Suppression System shall be capable of flowing 175 p.s.i.
 - 3.11.3. The FDC shall be a single FNST 2-1/2" inlet with plug and chain located at ground level and identified by an FDC sign.
 - 3.11.4. There shall be a MNST 2-1/2" Standpipe Valve located on all three floors. Each Standpipe Valve shall have an independent shut-off and have a cap and chain.
 - 3.11.5. There shall be two (2) 1/2" Sprinkler Heads installed on the 1st floor. One Sprinkler Head shall be an upright design, and the other a pendant design.
 - 3.11.6. The flow of water to the Sprinkler Heads will be controlled by a quarter turn Control Valve.
 - 3.11.7. There shall be a Pressure Gauge installed at the top of the standpipe riser, for calculating system pressure.
- 3.12. All floors and landings of the Fire Training Tower shall be protected by perimeter OSHA handrails/guardrails.

4. OPTIONS

- 4.1. Steel Toe Boards:
Complete wrap of all steel flooring (outside edges) to minimize hose lines from expanding off the Drill Tower, and tools and appliances from being kicked-off.
- 4.2. NFPA 1402 (v. 2019) Compliance.

COST PROPOSAL

Provide the proposed fee for installing an on-site Fire Training Tower as outlined in the Scope of Work above.

Clearly state in detail any additional expenses you expect to incur. The proposal must guarantee that no additional fees will be charged to the City of Spartanburg without prior written consent by the City.

The selected Proposer shall submit itemized bills, properly executed claim forms, vouchers, and other necessary information or supporting documentation as may be required by the City of Spartanburg to process payment.

PROPOSAL EVALUATION

Proposals shall remain valid until the City of Spartanburg executes a contract.

Proposals shall be examined and evaluated to determine whether each proposal meets the requirements of this Request for Proposals. A contract will be awarded to a Proposer based on the following criteria:

- The Proposer's demonstrated capabilities and professional qualifications;
- The Proposer's general experience with municipal emergency and fire technical support consulting services;
- The wherewithal of the Proposer to render the requested services to the City in a timely fashion;
- The total proposed cost.
- The completeness of the proposal.

ALTERNATIVES

Proposals may include alternative matters or items not specified or requested in this RFP. However, all such alternative matters or items must be listed separately from the proposal, and the cost(s) thereof must be separate and itemized.

INDEMNIFICATION

The selected Proposer will be required to defend, indemnify, and save harmless the City of Spartanburg, its employees, and agents from and against all claims, damages, losses, and expenses (including, without limitations, reasonable attorney's fees) arising out of, or in consequence of, any negligent or intentional act or omission of the selected Proposer, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses, and expenses.

SPECIFICATION CLARIFICATION

All inquiries concerning this Request for Proposals shall be directed to Carl F. Wright, Procurement and Property Division, at cwright@cityofspartanburg.org via email only. All questions and responses will be forwarded to all potential proposers.

All questions about the meaning or intent of the specifications shall be submitted in writing to the individuals referenced above. Replies will be issued by email. Questions received less than four (4) business days before the date of submission of proposals will not be answered. Only questions answered by formal written email from a City of Spartanburg email account will be binding. Oral or other interpretations or clarifications will be without legal effect.

MODIFICATION AND WITHDRAWAL OF PROPOSALS

Proposals may be modified or withdrawn by an appropriate document duly executed (in the manner that a proposal must be executed) and delivered to the place where proposals are to be submitted at any time before the opening of proposals.

If within twenty-four (24) hours after the proposals are opened, any Proposer files a duly signed written notice with the City and promptly after that demonstrates to the reasonable satisfaction of the City that there was a material and substantial mistake in the preparation of its proposal, that Proposer may withdraw its proposal. After that, the Proposer will be disqualified from further proposals for the work.

INSURANCE AND SECURITY REQUIREMENTS

The selected Proposer will be required to procure and maintain at its own expense the following insurance coverage:

- Workers' Compensation and Employer's Liability Insurance: A policy protecting employees in the event of job-related injuries.

Each policy of insurance required shall be in form and content satisfactory to the City of Spartanburg.

- The insurance policies shall not be changed or canceled until the expiration of thirty (30) days after written notice to the City of Spartanburg.
- The insurance policies shall be automatically renewed upon expiration and continued in force unless the City of Spartanburg is given sixty (60) days' written notice to the contrary.

No work shall commence under the contract until the selected Proposer has delivered to the City of Spartanburg or its designee proof of issuance of all insurance policies required by the Contract to be procured by the selected Proposer. Suppose at any time, any of said policies shall be or become unsatisfactory to the City. In that case, the selected Proposer shall promptly obtain a new policy and submit proof of insurance to the City for approval. Upon failure of the selected Proposer to furnish, deliver, and maintain such insurance as above provided, the contract may, at the

election of the City, be declared suspended, discontinued, or terminated. Failure of the selected Proposer to procure and maintain any required insurance shall not relieve the selected Proposer from any liability under the contract, nor shall the insurance requirements be constructed to conflict with the obligations of the selected Proposer concerning indemnification.

II. SUBMISSION AND DEADLINE

Proposals must be received by 3:00 pm Tuesday, October 22, 2024.

One (1) original, One (1) copy, and one (1) electronic copy (thumb drive) of the submission shall be sent to:

City of Spartanburg
P.O. Box 1749
187 W. Broad Street
Spartanburg, SC. 29306
Attn: Procurement and Property Division

Envelopes must be marked:

"COMPETITIVE BID FOR FIRE TRAINING TOWER"

Proposal No: 2425-10-22-01

Questions regarding this RFP may be directed to Carl F. Wright at 864-596-2790 or emailed to cwright@cityofspartanburg.org.

III. SUBMISSIONS

The City will not be liable for costs incurred in preparing the response to this RFP or in connection with any review of the submissions.

Respondents shall submit their proposal in the following format:

1. One (1) original and One (1) printed copies of the proposal shall be submitted for review. An electronic copy shall be submitted via a thumb drive.
2. Cover Letter indicated in Section I above
3. Completed City of Spartanburg Exhibits B, C D, E, G, and H below
4. A work plan or approach to the scope of services is included herein.
5. Statement of ability to perform all professional requirements as stated in Qualifications and Scope of Work above
6. Listing of proposed staff, including resumes, credentials, and applicable licenses.
7. Related Experience of the firm as it relates to this RFP
8. Names, addresses, and telephone numbers of references (minimum of three).
9. Additional information that is not included above, which you feel may be helpful to and applicable to this project.

Exhibit B



Price page
Request for Proposals to
Provide a Fire Training Tower

City of Spartanburg
P.O. Box 5107
187 W. Broad Street
Spartanburg, SC. 29306
Email:
cwright@cityofspartanburg.org

Proposer has examined this Request for Proposal, the Advertisement for this Request for Proposal, and the following Addenda (receipt of which is hereby acknowledged):

Company Name: _____

By: _____ (Signature) _____ (Printed)

Title: _____ Date: _____

Address: _____ Email: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Proposal Price Table

Item	Cost		
Installtion of a Fire training Tower as indicated in the Scope of Work			
Total for Proposal:			

Please complete the above proposal sheet, which outlines the cost.

By: _____ Title: _____

Signature: _____ Date: _____

Address: _____ Telephone: _____

Email: _____

Exhibit C

Authority to execute a contract

A RESOLUTION

FOR THE PURPOSE OF AUTHORIZING _____ TO EXECUTE AN CONTRACT WITH SPARTANBURG CITY

WHEREAS, _____ will or has submitted a bid/proposal to Spartanburg City of Spartanburg for the purpose of providing goods or services; and

WHEREAS, _____ may be or has been awarded a contract to provide good or services to Spartanburg City of Spartanburg; and

WHEREAS, _____ Type of Organization is :

Check the applicable box):

- Sole Proprietorship
- Partnership
- Corporate entity (not tax-exempt)
- Corporate entity (tax-exempt)
- Government entity (Federal, State or Local)
- Other _____

NOW THEREFORE BE IT RESOLVED that the Board of Directors (or other appropriate

governing body) of _____ does hereby approve and authorize
(Company's Name)

_____ to execute a contract with Spartanburg City of Spartanburg
(Name of Individual)

in an amount not to exceed \$_____.

ADOPTED AND APPROVED this ____ day of _____, 20__.

Name of Organization: _____

By: _____ (signature) _____ (printed)

Title: _____

Exhibit D

**CITY OF SPARTANBURG, SC
Bidder Conflict of Interest Disclosure Form**

The information called for in this questionnaire is for use by the City of Spartanburg in connection with its risk assessment procedures and related activities

Does your organization have any officers, managers, employees, or officials that are related to any employees, officials, board members, committee members or City Council Members of the City of Spartanburg, SC?

___ **No** (Please sign the certification below and promptly return this page with the W-9)

___ **Yes** (Please sign and provide the name(s) of the individual(s))

CERTIFICATION

I certify that the information herein supplied in response to this questionnaire is complete and correct to the best of my knowledge and belief and understand that the information submitted is subject to audit and verification by the City of Spartanburg.

Name of Authorized Official

Title of Authorized Official

Date

Signature

Phone

Email Address

Exhibit E

DRUG FREE WORKPLACE ACT STATEMENT

The undersigned hereby certifies on behalf of the company listed below that it is in full compliance with the requirements set forth in Title 44, Code of Laws of South Carolina, 1976, Chapter 107, Paragraph 47 and the Drug-Free Workplace Act of 1988 (Public Law 100-690, title V, Sec. 5153, as amended by Public Law 105-85, Div. A, Title VIII, Sec. 809, as codified at 41 U.S.C. § 702) and Department of Commerce implementing regulations published at 15 CFR Part 29, "Government-wide Requirements for Drug-Free Workplace (Financial Assistance)" (published in the Federal Register on November 23, 2003, 68 FR 66534).

Name of Corporation or Entity _____

By: _____ (Signature) _____ (Print)

Title: _____

Date: _____

Exhibit G

EXPERIENCE/ REFERENCES

List five jobs, similar in size, completed by Proposer. List dollar amount, brief description reference name and phone number for each job.

- a. Name of Project: _____
Owner/Engineer: _____
Telephone No.: _____
Address: _____
Date Started: _____ Date Completed: _____
Value of Contract: _____
Project Description: _____
- b. Name of Project: _____
Owner/Engineer: _____
Telephone No.: _____
Address: _____
Date Started: _____ Date Completed: _____
Value of Contract: _____
Project Description: _____
- c. Name of Project: _____
Owner/Engineer: _____
Telephone No.: _____
Address: _____
Date Started: _____ Date Completed: _____
Value of Contract: _____
Project Description: _____

Exhibit H

AFFIDAVIT OF NON-COLLUSION

I state that I am _____ (title) of _____ (name of firm) and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Offer.

I state that:

- (1) The price(s) and amount of this Offer have been arrived at **independently and** without consultation, communication or Agreement with any other Proposer or potential Proposer.
- (2) That neither the price(s) nor the amount of this Offer, and neither the approximate price(s) nor approximate amount of this Offer, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed before Solicitation opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit an Offer higher than this Offer, or to submit any intentionally high or noncompetitive Offer or other form of complementary Offer.
- (4) The Offer of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Offer.
- (5) _____ (name of firm), its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as described in the attached appendix.

I state that _____ (name of firm) understands and acknowledges that the above representations are material and important, and will be relied on **by the City of Spartanburg** in awarding the contract(s) for which this Offer is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the **City of Spartanburg** of the true facts relating to the submission of Offers for this contract.

(Authorized Signature)

(Name of Company/Position) _____

Sworn to and subscribed before me this _____ day of _____, 20__.

Notary

My Commission Expires: _____