



THE MUNICIPALITY OF MISSISSIPPI MILLS

REQUEST FOR QUOTATION FOR THE SUPPLY AND DELIVERY OF STRUCTURAL FIREFIGHTING PERSONAL PROTECTIVE EQUIPMENT FOR THE MISSISSIPPI MILLS FIRE DEPARTMENT

RFQ-2023-23-06

**RECEIVING DATE: UNTIL 12:00:00 PM LOCAL TIME
Friday, MARCH 10, 2023**

**RETURN TO: Mississippi Mills Fire Department
jhemsley@mississippimills.ca**

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1. INVITATION TO SUBMIT QUOTATION

Quotations are currently being requested for the supply and delivery of structural firefighting personal protective equipment for the Mississippi Mills Fire Department.

The complete REQUEST FOR QUOTATION documents are attached for your review.

This request RFQ-2023-23-06 shall be governed by the Municipality of Mississippi Mills Purchasing Policy (By-law No. 18-14 as amended).

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2. INFORMATION TO PROPONENTS

2.1 Nature of Project

It is the intention of this request to select a proponent who can supply and deliver structural firefighting personal protective for the Mississippi Mills Fire Department. The terms for the RFQ will require the price to be maintained until Sept. 10th, 2023.

Further information is available in Background/General Requirement, Section 3.0.

2.2 Schedule

This RFQ Amendment was released on **February 10, 2023**.

Quotations for the completion of the scope of work, more completely described in Section 3, will be received until **Friday March 10, 2023 at 12:00:00 PM**.

The Municipality of Mississippi Mills reserves the right to amend the schedule should it be deemed necessary.

2.3 Submission

Quotations must be complete, providing all the requested information and clearly marked as to contents.

Submissions must follow the sequence outlined and be in the formats requested.

A copy of all Addenda issued during the period must be submitted with the quotation, signed, dated and sealed where required.

Quotations can be emailed to jhemsley@mississippimills.ca with the subject line: RFQ No. 23-06, "Supply and Delivery of Personal Protective Equipment". Quotations submitted after the stated closing time will not be considered.

Please note that the Municipality of Mississippi Mills server will only accept submittals up to 10MB.

Quotation is to be open to acceptance for a period of ninety (90) days, beyond the closing date.

2.4 Acceptance and Award

The Municipality of Mississippi Mills reserves the right to accept or reject any quotation, in whole or in part(s) as the Municipality of Mississippi Mills deems fit, solely at it's discretion, and without liability on the part of the Municipality of

Mississippi Mills.

The Municipality of Mississippi Mills will not be held responsible for any cost incurred by any proponent associated with preparing or submitting a quotation for this project, should the quotation be rejected or the process cancelled.

Quotations which are incomplete, conditional, or obscure may be rejected.

Any Proponent that communicates or attempts to communicate with the Mayor, members of Council or members of the Mississippi Mills Fire Department staff other than the Fire Chief in connection with this process either before or after the closing date, and prior to award may at the Municipalities discretion be disqualified. Disqualified Bidder's will have their bid promptly returned and will no longer be considered.

2.5 Evaluation Criteria

Specific Evaluation Criteria shall be used in evaluating the quotations received. More details on the Evaluation Criteria are contained here in in Section 5.0.

2.6 Sales Taxes

The quoted prices shall not include Harmonized Sales Tax (HST) as applicable. Applicable HST should be shown as a separate line item. Proponents should note that the Municipality of Mississippi Mills may be entitled to exemption from portions of the applicable sales tax. The successful proponent will be supplied with details and proof of exemption prior to billing.

2.7 Clarification

Should a proponent find discrepancies in, errors in, or omissions in the quotation documents, or should there be any doubt as to their meaning, an inquiry in shall be submitted through email to jhemsley@mississippimills.ca. Should a correction, explanation, or interpretation be necessary or desirable, a written addendum will be issued to all proponents. Addenda issued during the bidding period are to be considered part of these quotation documents.

Inquiries **must** be submitted via email to jhemsley@mississippimills.ca.

Inquiries received after this date will only be answered if deemed by the Municipality fundamental to the integrity of the RFQ.

2.8 Prices and Budgets

The Municipality of Mississippi Mills has strictly defined budgets for the work within this RFQ and reserves the right to change the scope of this RFQ quantities to bring the quotation price within the available budget limits. Should it be determined that the changes in the scope of the Contract are of sufficient magnitude (10% of total project), then the Municipality of Mississippi Mills may cancel the quotation call. At their discretion, the Municipality of Mississippi Mills

may commence a new process in order to complete the project within the budget available.

2.9 Supplier Status

The successful proponent shall be considered a supplier of equipment to the Municipality of Mississippi Mills. At no time will the proponent, or any individual acting for the proponent, be considered an employee of the Municipality of Mississippi Mills.

2.10 Ownership of Documentation and Freedom of Information

The information submitted in response to this RFQ will be managed in accordance with all applicable legislation governing municipal activity, including but not limited to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The Proponent does, by the submission of a quotation, accept that the information contained in it will be treated in accordance with the process set out in the RFQ. Proponents will be requested to clearly indicate which parts, if any, are exempt from a request for disclosure under the relevant freedom of information and protection of privacy legislation, if needed. Any submitted quotation shall immediately become the property of the Municipality of Mississippi Mills.

In the course of the project or of the RFQ process, the Municipality of Mississippi Mills may provide information to proponents to allow the preparation of a response to the RFQ or of the project deliverables. The Municipality of Mississippi Mills retains the ownership of and reserves all rights (including copyright and other intellectual property rights) in any document, materials or other information that they provide to the proponents. Proponents may not use any materials provided for other purposes without the written permission of the Municipality of Mississippi Mills.

2.11 Right to Amend Requirements

Upon awarding the contract based on the information submitted in quotations received, the Municipality of Mississippi Mills reserves the right to work with the successful proponent to modify any of the quotation components outlined in the RFQ that are agreeable to all parties. In the event that the chosen proponent fails to act in good faith by refusing or failing to negotiate in a timely and reasonable manner, or fails to fulfill the intent of the RFQ, or to execute the negotiated agreements, the proponent will be considered to have abandoned all rights and interest in the contract award and the award may be cancelled without penalty to the Municipality. The award may then be made to the next highest ranked proponent or all quotations may be rejected at the sole discretion of the Municipality of Mississippi Mills.

2.12 Conflicts of Interest

Proponents are required to state any perceived or actual conflicts of interest that they might have with the Municipality of Mississippi Mills or their staff.

2.13 Errors and Omissions

It is understood, acknowledged and agreed that while this RFQ includes specific requirements and specifications, the Municipality of Mississippi Mills shall not be held liable for any errors or omissions in any part of this RFQ. While the Municipality of Mississippi Mills has used considerable effort to ensure an accurate representation of information in this RFQ, the information contained in the RFQ is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the Municipality of Mississippi Mills, nor is it necessarily comprehensive or exhaustive. Nothing in the RFQ is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in the RFQ.

2.14 Legal Claims

No quotation will be accepted from any person, or company, or Proponent which has a claim or instituted a legal proceeding against the Municipality or against whom the Municipality has a claim or instituted a legal proceeding with respect to any previous contract without prior approval by Council.

2.15 Reference Documents

The proponent may access the following reference documents on the Municipality of Mississippi Mills website at www.mississippimills.ca.

- Municipality of Mississippi Mills Purchasing Policy (By-Law 18-14)

3. BACKGROUND/ GENERAL REQUIREMENTS

3.1 Introduction

The Municipality of Mississippi Mills is in eastern Ontario, Canada, within Lanark County on the Mississippi River. It is made up of the former Townships of Ramsay and Pakenham, as well as the Town of Almonte. A diverse community of rural and small town interests covering over 500 square kilometres of land within Lanark County and has a population of 13,500. Residents are served by 2 fire stations with 48 volunteer firefighters.

The Municipality is requesting Quotations to select a qualified professional experienced company for the ongoing supply, delivery, warranty and support services for Structural Firefighting Personal Protective Equipment for the Mississippi Mills Fire Department, as stated within this RFQ. The Municipality is seeking to identify and select qualified Suppliers that have the knowledge, technical resources, experience, reputation and capacity to supply, deliver and provide continuous support for the Turnout Gear

3.2 Project Name

Supply and Delivery of Structural Firefighting Personal Protective Equipment.

3.3 Description of the Project

The Municipality of Mississippi Mills is seeking quotations for THE SUPPLY AND DELIVERY OF STRUCTURAL FIREFIGHTING PERSONAL PROTECTIVE EQUIPMENT for the Mississippi Mills Fire Department.

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4. SCOPE OF WORK AND SPECIFICATIONS

The Municipality of Mississippi Mills is seeking quotations for THE SUPPLY AND DELIVERY OF STRUCTURAL FIREFIGHTING PERSONAL PROTECTIVE EQUIPMENT for the Mississippi Mills Fire Department. The terms for the RFQ will include the 2023 capital purchase and the successful vendor will be required to hold pricing until September 10, 2023.

The purpose of the clothing is to provide protection during structural firefighting operations where there is a threat of fire or when certain physical hazards are likely to be encountered, such as during non-fire-related rescue operations, emergency medical operations, and victim extrication.

4.1 Standard

Requirements are given herein for materials, design, dimensions and construction criteria to afford protection to the body, excluding head, hands and feet, against adverse environmental effects during structural firefighting and other activities carried out by fire fighters. The performance requirements shall be those given in the NFPA 1971 current edition standards on protective ensemble for structural fire fighting.

The manufacturer shall be registered to the ISO Standard 9001 Edition 2008 to assure a satisfactory level of quality.

Materials: All fabrics and components used in the jacket and/or pants of the bunker suit shall conform to the following specifications and shall meet or exceed the performance requirements of NFPA 1971 Current Edition.

4.2 Features Common to Coat and Pants of Bunker Suit

Composite Performance: The garment composite, consisting of the outer shell, moisture barrier and thermal liner, shall provide a Thermal Protective Performance (TPP) of not less than 40 when tested in accordance with NFPA 1971 Current Edition.

The garment composite, consisting of the outer shell, moisture barrier and thermal liner, shall provide a Total Heat Loss (THL) of not less than 280 when tested in accordance with NFPA 1971 Current Edition.

Outer Shell, Moisture Barrier and Thermal Liner Materials shall meet the specified TPP & THL limits. Each vendor will provide their material specifications and weights for each component.

Mobility Features: It is the intent of the Mississippi Mills Fire Department to select a manufacturers design and concept that provides the highest amount of ergonomics for reducing firefighter fatigue and stress. Therefore, the bidder is expected to bid the most current and most ergonomic design of coats and pants for

maximum firefighter comfort and mobility in a full firefighting ensemble including;

- Seamless crotch design
- Pleated forward expanded knee
- High shoulder design to limit coat rise

Reflective Trim: 3M Scotchlite™ segmented of lime yellow / grey

Coat Trim: The coat trim shall be applied as follows in order to meet or exceed the minimum guidelines given by NFPA standards:

NFPA Standard Pattern Option: New York Style:

- One strip shall be set full circumference at the bottom hem of the outer shell.
- One strip shall be set around each sleeve approximately 2" above the cuff.
- One strip shall be set around each sleeve at the biceps
- One strip shall be set full circumference at chest level.

Pant Trim:

- NFPA Standard Pattern Trim.
- One strip shall be set full circumference around the bottom of each leg. It shall be positioned 5" above the cuff of the leg.

Reflective Numbering shall be as follows:

3" Scotchlite™ numbering in lime yellow on Velcro patch on tail of coat.

Hardware: The snap fasteners, snap hooks, "D" rings, eyelets, rivets, spring clips for waist adjustments, suspender sliders, accountability tag, flashlight hook and any other hardware shall be corrosion resistant metal and, where applicable, shall meet or exceed the requirements given in NFPA 1971 current edition.

Removability of Liner Fabrics: The thermal liner and moisture barrier shall be completely removable from the outer shell of the coat and the pants.

Stress Points: All outer shell stress points, including top and bottom pocket corners, pocket flap corners, top and bottom of storm flap/fly shall be reinforced using bar tacks.

Coat/Pants Overlap: For each firefighter's personal suit, the overlap of the coat's liner over the pant waist shall be sufficient to provide continuous protection by all the layers, as per NFPA 1500.

Stitching: Double-Lock stitch sewing shall be used throughout the suit's outer shell, using Nomex® or equivalent thread.

Labelling: Each garment shall have a garment label(s) permanently and conspicuously attached stating at least the following language, as well as detailed warning instructions provided by the manufacturer.

- **Do Not Remove This Label**
THIS GARMENT MEETS THE GARMENT REQUIREMENTS OF NFPA 1971
STANDARD ON PROTECTIVE ENSEMBLE FOR STRUCTURAL FIRE

FIGHTING, CURRENT EDITION.

- **Made in XXXXX**
- **Tracking Label System:** There shall be a bar code label permanently affixed to each garment for tracking purposes. The label shall contain a minimum of the following information:
 - a. Unique serial number
 - b. Item description (brand, model)
 - c. Lot information (date of mfg., size, etc.)
 - d. Material description and trade name
 - e. Standards to which the garment is compliant
 - f. Name of fire fighter
 - g. Name of Department

The bar code shall be able to withstand customary wash and wear cycles.

User Information Guide: Each garment shall include a hang tag *User Information Guide* with information as required by the standards in place.

Warranty: Each garment shall have a limited lifetime warranty against defects in material and workmanship which is detailed on a card attached to each garment.

Sizing and Measurements: Vendor must attend the Mississippi Mills Fire Department and measure each firefighter for the proper sizing of the coat and pant ensemble. Proponents must also attend the fire department for final product review on delivery. The selected vendor will be responsible for any final adjustments of alterations before final acceptance of ensemble if required.

4.3 COAT FEATURES

Coat Construction:

Proponents will specify in detail how their ensemble will be measured for fit due to the high shoulder design for comfort and fatigue reduction. For example, an ensemble when measured at the centre of the back from the collar seam to the hem bottom, the coat shall measure approximately 34" in length for a regular length jacket. The front of the coat will have a graduated curve shaping to a finished length of approximately 30". Tailored two-panel sleeves are shaped like the natural bend of the human arm.

Outer Shell Body: The body of the outer shell shall be constructed of three separate body panels, consisting of two front panels and one back panel. The body panels shall be shaped to provide a tailored fit.

Liner System: The body of the liner system (moisture barrier and thermal liner) shall be constructed of three separate body panels, consisting of two front panels and one back panel. The body panels shall be shaped to provide a tailored fit and provide better mobility. The coat must include an elasticized particulate blocking band incorporated into the jacket enclosure (not separate) waist.

Moisture Barrier/Thermal Liner Construction: The liner shall fit into the outer shell without excessive gathering or bunching of the liner. The lower section of the coat will be slightly tapered in order to reduce excess gathering.

Collar: The collar shall include a seamless collar design that is NFPA compliant.

Elbow Padding: Elbow padding made from moisture impermeable material.

Wristlet: Protective wristlets shall be sewn directly onto the sleeve's liner material to enhance thermal protection in the wrist area.

Sleeve Water Well: A water well shall be formed at the end of each sleeve.

Zipper Closure Coat Positive Closure System: A heavy-duty Vislon zipper or equivalent built with Nomex® or equivalent tape shall be incorporated onto the left and right coat body panels.

Storm Flap Closure: There will be a rectangular storm flap.

Front Facings: Both the left and right front coat panels will have front facing panels.

Coat Pockets: A separate hand warmer pocket compartment will be provided under or behind the expandable cargo pocket. This compartment will be accessed from the rear of the pocket and should be lined with Nomex® Fleece or equivalent material.

Radio Pocket: A bellow pocket shall be located on the left side chest. It will include hook and pile closures tape.

Microphone Loop: There will be two microphone loops built onto the coat made from outer shell material. It will be located above the radio pocket and one on the storm flap.

Snap Hook: There will be an inverted snap-hook on the right-side chest close to Storm flap.

Flashlight Holder: Tab with hook and loop faster on right side chest or other location approved by department.

Reflective Lettering: There will be sewn on number patch 3" lime/yellow Scotchlite™ or equivalent numbers.

Removable Identification Patch: There will be a removable patch measuring approximately 5.5" X 20". The patch shall have hook fastening closure sewn to the back of it. A corresponding piece of pile fastening closure shall be sewn to the jacket. It will be attached to the tail of the coat for numbering.

Flag: There will be a Nomex® Canadian flag measuring 1 ½" x 3" (38 mm x 75 mm) affixed to the left shoulder on the outer shell.

Fire Fighter Drag Rescue Device (DRD): Must be provided in accordance with NFPA 1971

Coat Liner Inspection System: The thermal liner/moisture barrier shall have a liner inspection system. The liner shall be attached to the outer shell at the collar using zipper system.

4.4 PANT FEATURES

Pant Construction: The pants shall have a seamless crotch design. This pant model must work with the vendor specified coat length and meet or exceed the minimum overlap requirements as referenced in the “COAT/PANT OVERLAP” section above. The back section of the pant may be higher than the front section.

Waist Adjustment: Integrated Nomex or equivalent belt, 2-sides adjustment, belt loops of 6 units (3” x 2”).

Suspenders: Four (4) straps measuring approximately 2” wide x 3” long (50 mm x 75 mm), made of outer shell material shall be sewn into the top of the waistband for holding the suspenders.

There will be a pair of “H” style parachute heavy-duty suspenders supplied in the appropriate size for the suit.

External and Internal Fly Flap: There will be an external fly flap constructed of two (2) exterior panels of outer shell material. The fly flap shall be sewn to the left front body panel beginning at the waist and extending down to a depth of approximately 13” (325 mm). It will be approximately 3” (75 mm) wide and will be further reinforced with bar tacks at the crotch.

There will be an internal fly flap constructed of two (2) plies of outer shell material, measuring approximately 2” wide x 13” long (50 mm x 325 mm) sewn to the leading edge of the right front body panel in the fly area. A panel of thermal liner and moisture barrier shall be built into the internal fly flap and shall be approximately 1 ½” (38 mm) wider than the internal fly flap and run the full length of the fly.

The external fly flap shall overlap the internal fly flap and ensure that there is no interruption in protection against thermal or moisture penetration.

Trouser Closure System: The exterior primary positive locking closure shall be hook and loop (Velcro or equivalent) attached on the right and left sides of the fly opening.

Full-Bellow Pockets: There will be two (2) full-bellows utility pockets.

Tool Key Snap Hook: There is an inverted snap hook built into the left side pant waist directly below the side adjustment strap.

Knee Reinforcement & Knee Padding: Single Layer. Neoprene Preferred

Flex Knee System: There will be a pleated forward expanded knee system built into the pant knee, which enables the fire fighter to bend, climb and crawl with greater ease and reduce pant rise on boot.

Pant Cuff Reinforcements: The pant leg cuff shall be reinforced.

Ankle Storm Well: There will be ankle storm wells located at the bottom of each pant leg to help prevent water, smoke and soot from penetrating the inside of the leg.

4.5 QUANTITIES AND TERMS

The Mississippi Mills Fire Department requires pricing for the following quantities;

Equipment			
Bunker Suit (set)	8 sets		

This RFQ requires vendors to hold the following terms;

- Net 30 days from final inspection
- F.O.B. Mississippi Mills Fire Department (Station 1 Almonte)

5. SUBMISSION REQUIREMENTS

EVALUATION TOOL

Vendors must complete and submit the Evaluation Tool with their RFQ package.

Evaluation Criteria

Quotations will be evaluated using the following weighted criteria:

Criteria	Value
Confirmation of Technical Review	30
Price	60
Document completion and confirmation of onsite measurements	10
Total	100

It is the intent of the Municipality of Mississippi Mills that these criteria be used in evaluating the quotation received. However, the Municipality of Mississippi Mills and/or their assigned agent(s) shall be the sole judges as to the evaluation of quotation received. No correspondence shall be entered into regarding the evaluation of any quotation or its comparison to other quotation received. The Municipality of Mississippi Mills also reserves the right to alter or adjust the Evaluation Criteria should it be deemed necessary.