REQUEST FOR QUALIFICATIONS

FIRE APPARATUS MAINTENANCE AND REPAIRS

DEPARTMENT OF FIRE AND RESCUE SERVICES

City of Reading, Pennsylvania
Request for Qualifications

List of Qualified Fire Apparatus Repair Vendors to perform maintenance and repairs on the City of Reading’s Department of Fire and Rescue Services Apparatus

City of Reading
815 Washington St.
Reading, PA 19601

Introduction

The City of Reading is requesting Qualifications for the purpose of retaining a list of interested companies/vendors to provide for Maintenance and Repairs on the City’s Fire Apparatus as described in this RFQ.

Date Issued: 12-20-18
Date Due: 1-11-2019
Questions Due: 1-3-19
Addendum: 1-7-19

All questions are to be directed in writing to: Juanita Komoro
Purchasing Assistant
Juanita.Komoro@readingpa.gov
Request for Qualifications

Vendor List for Maintenance and Repair of the City of Reading’s Department of Fire and Rescue Services Apparatus

Interested vendors shall submit a response to this RFQ by January 11, 2019. The goal of this RFQ is to compile a list of companies/vendors that can provide both routine maintenance and repairs, as well as emergency repairs that are above and beyond the maintenance and repairs that are provided by the City of Reading’s Fleet Maintenance. This would be on an as and/or when needed basis for December 31, 2019 to December 31, 2021. This use of this list may be extended for 2 additional 1 year terms at the City of Reading’s discretion.

The list will be used by the Department and Fleet Maintenance as and when needed to provide for routine maintenance and repairs, along with emergency repairs to the Department’s Fire Apparatus fleet that consist of the following types of apparatus;

Pumpers
Tractor Drawn Tiller Aerials
Mid-Mount Platform Aerial
Heavy Rescue
Brush Units
Qualification Criteria

The response to this RFQ shall incorporate adequate information as detailed below for the City’s selection committee to evaluate the vendor’s ability to perform the required service being requested. To expedite the review process, please organize the information in the order listed below, with the submission not to exceed 25 pages in length. This evaluation is strictly for company/vendor qualifications.

Please submit five (5) sealed and bound copies of the company/vendor’s qualifications with the notation of “City of Reading Department of Fire and Rescue Services, Apparatus Maintenance and Repairs List” as detailed below to:

Tammi Reinhart, Purchasing Coordinator
City of Reading
Purchasing Division
815 Washington St., Rm 2-45
Reading, PA 19601

The response shall address company/vendor specific information as listed below:

- Provide general company/vendor information including location of business, total number of employees, and number of years the company/vendor has been performing fire apparatus maintenance and repairs.
- The provider company/vendor shall be located within a 25 mile radius of the City of Reading, this is to limit the travel time if necessary to the vendors facility.
- Provide proof of the number of employees that are certified as Emergency Vehicle Technicians, along with copies of the Certifications of those employees.
- Provide a list of five references of Fire Departments that have been using your services in the last ten years. Details shall include, the Department served, and length of time that service has been provided.
- Proof of Liability Insurance
- Proof of Workers Compensation Insurance
- Provide listing of hourly rates for normal business hours
- Provide listing of after-hours and holiday emergency service rates
- Provide a list of travel time or expenses if applicable

Notice of Acceptance

Upon acceptance the company/vendor will be notified that they have been accepted and placed on the list. Acceptance does not guarantee that they will be contacted for service, the City of Reading Department of Fire and Rescue Services may use any of the accepted companies/vendors on the list.
As described previously, this list may, at the City’s discretion, be extended for an additional 2 – 1 year terms, and the City will notify those on the list of the extension at such time.