

REQUEST FOR QUALIFICATIONS

For

**FIRE APPARATUS MAINTENANCE
AND REPAIRS
DEPARTMENT OF FIRE**

CITY OF READING, PENNSYLVANIA

**RESPONSES DUE:
3:00 PM (Eastern Time)
MONDAY, May 23, 2016**

**City of Reading, Pennsylvania
815 Washington Street
Reading, PA 19601**

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 Service 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: April 2016

Date Due: May 23, 2016

Questions Due: May 16, 2016

Addendum: May 20, 2016

All questions are to be directed in writing to: Tammi Reinhart
Purchasing Coordinator
Tammi.Reinhart@readingpa.org

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 May 23, 2016. 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 January 1, 2016 to December 31, 2016. This list may be extended for 2 additional 1 year terms at the City of Reading's discretion.

This will be used by the department 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 responses 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 notations 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 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.