



City of Tacoma, WA

**TACOMA FIRE DEPARTMENT
REQUEST FOR INFORMATION
SELF CONTAINED BREATHING APPARATUS INFORMATION
SPECIFICATION NO. FD23-0255F**



**City of Tacoma
Tacoma Fire Department**

**REQUEST FOR INFORMATION FD23-0255F
Self Contained Breathing Apparatus Information**

Submittal Deadline: 11:00 a.m., Pacific Time, Tuesday, October 31, 2023

Submittals must be received by the City's Procurement and Payables Division prior to 11:00 a.m. Pacific Time.

For electronic submittals, the City of Tacoma will designate the time of receipt recorded by our email, sendbid@cityoftacoma.org, as the official time of receipt. This clock will be used as the official time of receipt of all parts of electronic bid submittals. Late submittals will be returned unopened and rejected as non-responsive.

Submittal Delivery: Sealed submittals will be received as follows:

By Email:

sendbid@cityoftacoma.org

Maximum file size: 35 MB. Multiple emails may be sent for each submittal

Bid Opening: Submittals must be received by the City's Procurement and Payables Division prior to 11:00 a.m. Pacific Time. Sealed submittals in response to a RFB will be opened Tuesday's at 11:15 a.m. by a purchasing representative and read aloud during a public bid opening held at the Tacoma Public Utilities Administrative Building North, 3628 S. 35th Street, Tacoma, WA 98409, conference room M-1, located on the main floor. They will also be held virtually Tuesday's at 11:15 a.m. Attend [via this link](#) or call 1 (253) 215 8782. Submittals in response to an RFP, RFQ or RFI will be recorded as received. As soon as possible, after 1:00 PM, on the day of submittal deadline, preliminary results will be posted to www.TacomaPurchasing.org.

Solicitation Documents: An electronic copy of the complete solicitation documents may be viewed and obtained by accessing the City of Tacoma Purchasing website at www.TacomaPurchasing.org.

- [Register for the Bid Holders List](#) to receive notices of addenda, questions and answers and related updates.
- Click here to see a [list of vendors registered for this solicitation](#).

Pre-Proposal Meeting: A pre-proposal meeting will not be held.

Project Scope: Tacoma Fire is requesting information on Self Contained Breathing Apparatus systems.

Estimate: N/A

Paid Sick Leave: The City of Tacoma requires all employers to provide paid sick leave as set forth in Title 18 of the Tacoma Municipal Code and in accordance with State of Washington law.

Americans with Disabilities Act (ADA Information): The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing the contact listed below in the *Additional Information* section.

Title VI Information: "The City of Tacoma" in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

Additional Information: Requests for information regarding the specifications may be obtained by contacting Ryan Foster, Senior Buyer by email to rFoster1@cityoftacoma.org.

Protest Policy: City of Tacoma protest policy, located at www.tacomapurchasing.org, specifies procedures for protests submitted prior to and after submittal deadline.


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SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award.

Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Information page.

The following items make up your submittal package:	
Letter of Interest	
Literature to include technical specifications, safety data information, warranty, brochures, and/or standard price lists.	
Technical specification sheets	
<i>Any other additional information relevant to this Solicitation</i>	

1. INTRODUCTION

The City of Tacoma (City) is soliciting information for the Tacoma Fire Department. Tacoma Fire Department is the second largest fire and emergency response services provider in the State of Washington, serving the City of Tacoma, City of Fife, and City of Fircrest. TFD is an all-hazards city fire department and the primary first responders for fire suppression, medical emergencies, technical rescue (including high angle rope rescue, trench rescue, confined space rescue, and structural collapse), HAZMAT emergencies, CBRNE events, marine response, and shipboard firefighting.

Tacoma Fire Departments Self Contained Breathing Apparatus (SCBA) testing and evaluation process is to conduct a comprehensive functional testing and technical evaluation to determine the strengths and weaknesses of each SCBA based on current NFPA Standards, technical specifications, and identified key performance criteria specific to TFD's needs. Only SCBA's that comply with current legal requirements and contemporary industry standards will be considered.

TFD has a PPE Committee. This committee in connection with the TFD Safety Division will be organizing and supervising the body for the testing and evaluation process.

2. PURPOSE

The City of Tacoma (City) is issuing this Request for Information (Solicitation) to purchase Self Contained Breathing Apparatus (SCBA) for the Tacoma Fire Department.

3. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

The anticipated schedule of events concerning this Solicitation is as follows:

Question Deadline:	10/18/2023
Questions and Answers Posted:	10/23/2023
Submittal Due Date:	10/31/2023

4. INQUIRIES

Questions can be submitted to *Ryan Foster*, Senior Buyer, via email to rfoster1@cityoftacoma.org. Subject line to read:

FD23-0255F – Self Contained Breathing Apparatus Information – *VENDOR NAME*

4.1 Questions are due by 3 pm on the date included in the Calendar of Events section.

4.2 Questions marked confidential will not be answered or included.

4.3 The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.

- 4.4** The answers are not typically considered an addendum.
- 4.5** The City will not be responsible for unsuccessful submittal of questions.
- 4.6** Written answers to questions will be posted in the event approximately one week after the question deadline.

5. DISCLAIMER

The City is not liable for any costs incurred by the Respondent for the preparation of materials or a submittal submitted in response to this RFI, for conducting any presentations to the City, or any other activities related to responding to this RFI, or related to the contract negotiation process.

Please note that this Request for Information is not a Request for Bids (RFB) or a Request for Proposals (RFP), and there is no guarantee that either a RFB or RFP will be issued. A Respondent's decision to respond, or not to respond, to this Solicitation will NOT be a factor in evaluating any later RFB or RFP.

While the intent of this Solicitation is to help identify vendors who meet various requirements for a competitive solicitation, there is no guarantee that any specific information presented by any Respondent will ultimately be included in any future solicitation issued by the City.

Each Respondent shall bear all expenses incurred by the preparation and presentation of its Solicitation response. The City will therefore reject any claim made against them in this matter, regardless of the results of the subsequent processes, if any.

6. QUALIFYING REQUIREMENTS

6.1 Equipment Requirements-Purchase Will Include at a Minimum:

- 210-SCBAs
- Spare battery for each SCBA – 2 batteries per SCBA
- 11-RIC systems
- 600 - 45 minute bottles
- 60 - 60 minute bottles
- 8 - Escape packs for Supplied Air Breathing Apparatus (SABA) with escape bottles
- 1-Bench flow test machine
- Facepiece for each TFD Fire employee
- Spare facepieces
- Spare SCBA parts
- P100's with filters
- 10 adaptors for P100 to facepiece with appropriate filter

6.2 Technical Requirements:

- Must comply with 2018 or most recent version of NFPA 1981.
- Must comply with 2018 or most recent version of NFPA 1982 (PASS).
- Must be positive pressure.
- Must be NIOSH certified.
- Must be compatible with surrounding jurisdictions for, but not limited to, emergency air sharing capabilities.
- Identify integrated TIC systems.
- Identify integrated communication systems.
- Spectacle kits available.
- Trans fill lines (compatible with surrounding jurisdictions). (This would be the UAC as well as a 3' hose with pouch for each SCBA).

6.3 Established Priorities

- Compliance with NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services. 2018 or most recent version.
- Performance / Functionality / Operation
- Comfort and Ergonomics
- Weight
- Communication (clarity of speech with and without voice amplifier)
- Facepiece Design (visibility and fit characteristics)
- Integrated Accessories
- Ease of Maintenance
- Customer Service and Support
- Interoperability
- Warranty / parts replacement / Technician certification cost
- Specialty Considerations (Supplied Air, Escape Bottles, Decon, HAZMAT)

7. CONTENT TO BE SUBMITTED

7.1 Products and Services Provided

A. Include a description of the equipment, including:

- All product specifications
- Product manuals including guidelines for usage
- Company information, including time the company has been in business
- Description of warranty for all equipment included in proposal
- Description of how products can be maintained and serviced if needed
- Describe avenue and any costs for 13 Fire Department personnel to be trained in the maintenance and repair of all equipment purchased.

- B. Include a staff person from your organization that is able to provide a demonstration:
- Explain how the equipment is best used
 - Explain how the equipment is best maintained and repaired
- C. Provide any foreseen amendments to the purchasing agreement.
- D. Provide the time in which the City could expect delivery.
- E. Need #12 SCBA's, bottles, and masks by Spring 2024 for a 2-4 day no-charge evaluation (demo packs). The vendor will also offer a demonstration of the equipment to Fire Department personnel.
- F. During the evaluation period, the equipment will be used in live fire training, but will not be used at an actual emergency.
- G. Vendor may provide additional equipment besides the SCBA, bottles, and masks for a no-charge evaluation if they desire to do so.
- H. Evaluation gear will be returned to the Solicitors after the evaluation.
- I. Provide a detailed description of the Self Contained Breathing Apparatus implemented at other cities. Specifically identify which cities. If available, provide contact information for staff who may discuss the elements of this Solicitation.
- J. Provide a detailed description of manufacturer's experience accommodating technical questions and assistance with maintenance.
- K. Provide information about development services if customizations to the product are necessary.
- L. Provide information about assistance in implementation of the product.
- M. Provide a detailed description of manufacturer's long-term involvement on maintenance, maintenance costs, software updates, and whether the tool is cloud-based, or would be a hosted on premise solution. If the proposed solution is cloud-based, include a specific example of implementation at another city.
- N. Indicate whether your firm is able to provide the City an on-site demonstration. The City may request an on-site demonstration following review of material received through this Solicitation. The purpose of the demonstration is to discuss capabilities with the intent of assisting the City in finalizing elements for a potential RFP.

7.2 Pricing Information

Please provide as much general information as possible about your firm's pricing and fee structure. The City is interested in assessing this cost.

Note: Information provided in response to this RFI will be considered "General Industry Estimates" and WILL NOT be used for the selection of vendors or to limit participation in any potential future Request for Bids or Request for Proposals. Pricing information is requested only to assist in the evaluation process and to develop general budgetary guidelines.

8. INSURANCE

During the course and performance of the testing and demo phase, Supplier will provide proof and maintain the insurance coverage in the amounts and in the manner specified in the City of Tacoma Insurance Requirements document applicable to the services, products, and deliverables provided under the Solicitation. The City of Tacoma Insurance Requirements document, if issued, is fully incorporated into the Solicitation by reference.

9. ENVIRONMENTALLY PREFERABLE PROCUREMENT

In accordance with the [City's Sustainable Procurement Policy](#) and [Climate Action Plan](#), it is the policy of the City of Tacoma to encourage the use of products or services that help to minimize the environmental and human health impacts of City Operations. Respondents are encouraged to incorporate environmentally preferable products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, products, manufacturing, packaging, distribution reuse, operation, maintenance or disposal of the product or service.

The City of Tacoma encourages the use of sustainability practices and desires any awarded contractor(s) to assist in efforts to address such factors when feasible for:

- Durability, reusability, or refillable
- Pollutant releases, especially persistent bio accumulative toxins (PBTs), low volatile organic compounds (VOCs), and air quality and stormwater impacts
- Toxicity of products used
- Greenhouse gas emissions, including transportation of products and services, and embodied carbon
- Recycled content
- Energy and water resource efficiency

10. EQUITY IN CONTRACTING

The City of Tacoma is committed to encouraging firms certified through the [Washington State Office of Minority and Women's Business Enterprise](#) to participate in City contracting opportunities. See the **TMC 1.07 Equity in Contracting Policy** at the City's [Equity in Contracting Program website](#).

11. STANDARD TERMS AND CONDITIONS

City of Tacoma [Standard Terms and Conditions](#) apply.

12. ADDENDUMS

In the event it becomes necessary to revise any part of this Solicitation, an addendum will be issued through the event in Ariba.



CITY OF TACOMA INSURANCE REQUIREMENTS FOR CONTRACTS

This Insurance Requirements shall serve as an attachment and/or exhibit form to the Contract. The Agency entering a Contract with City of Tacoma, whether designated as a Supplier, Contractor, Vendor, Proposer, Bidder, Respondent, Seller, Merchant, Service Provider, or otherwise referred to as "Contractor".

1. GENERAL REQUIREMENTS

The following General Requirements apply to Contractor and to Subcontractor(s) performing services and/or activities pursuant to the terms of this Contract. Contractor acknowledges and agrees to the following insurance requirements:

- 1.1. Contractor shall not begin work under the Contract until the required insurance has been obtained and approved by the City of Tacoma.
- 1.2. Contractor shall keep in force during the entire term of the Contract, at no expense to the City of Tacoma, the insurance coverage and limits of liability listed below and for Thirty (30) calendar days after completion of all work required by the Contract, unless otherwise provided herein.
- 1.3. Liability insurance policies, except for Professional Liability and Workers' Compensation, shall:
 - 1.3.1. Name the City of Tacoma and its officers, elected officials, employees, and agents as **additional insured**
 - 1.3.2. Be considered primary and non-contributory for all claims with any insurance or self-insurance or limits of liability maintained by the City of Tacoma
 - 1.3.3. Contain a "Waiver of Subrogation" clause in favor of City of Tacoma
 - 1.3.4. Include a "Separation of Insureds" clause that applies coverage separately to each insured and additional insured
 - 1.3.5. Name the "City of Tacoma" on certificates of insurance and endorsements and not a specific person or department
 - 1.3.6. Be for both ongoing and completed operations using Insurance Services Office (ISO) form CG 20 10 04 13 and CG 20 37 04 13 or the equivalent
 - 1.3.7. Be satisfied by a single primary limit or by a combination of a primary policy and a separate excess umbrella
- 1.4. A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements below. Verification of coverage shall include:
 - 1.4.1. An ACORD certificate or equivalent
 - 1.4.2. Copies of requested endorsements
- 1.5. Contractor shall provide to City of Tacoma Procurement & Payable Division, prior to the execution of the Contract, Certificate(s) of Insurance and endorsements from the insurer certifying the coverage of all insurance required herein. Contract or Permit number and the City of Tacoma Department must be shown on the Certificate of Insurance.
- 1.6. A renewal Certificate of Insurance shall be provided electronically prior to coverage



CITY OF TACOMA INSURANCE REQUIREMENTS FOR CONTRACTS

expiration via email sent annually to coi@cityoftacoma.org.

- 1.7. Contractor shall send a notice of cancellation or non-renewal of this required insurance within Thirty (30) calendar days to coi@cityoftacoma.org.
- 1.8. "Claims-Made" coverages, except for pollution coverage, shall be maintained for a minimum of three years following the expiration or earlier termination of the Contract. Pollution coverage shall be maintained for six years following the expiration of the Contract. The retroactive date shall be prior to or coincident with the effective date of the Contract.
- 1.9. Each insurance policy must be written by companies licensed or authorized (or issued as surplus line by Washington surplus line broker) in the State of Washington pursuant to RCW 48 with an (A-) VII or higher in the A.M. Best key rating guide.
- 1.10. Contractor shall not allow any insurance to be cancelled, voided, suspended, or reduced in coverage/limits, or lapse during any term of this Contract. Otherwise, it shall constitute a material breach of the Contract.
- 1.11. Contractor shall be responsible for the payment of all premiums, deductibles and self-insured retentions, and shall indemnify and hold the City of Tacoma harmless to the extent such a deductible or self-insured retained limit may apply to the City of Tacoma as an additional insured. Any deductible or self-insured retained limits in excess of Twenty Five Thousand Dollars (\$25,000) must be disclosed and approved by City of Tacoma Risk Manager and shown on the Certificate of Insurance.
- 1.12. City of Tacoma reserves the right to review insurance requirements during any term of the Contract and to require that Contractor make reasonable adjustments when the scope of services changes.
- 1.13. All costs for insurance are included in the initial Contract and no additional payment will be made by City of Tacoma to Contractor.
- 1.14. Insurance coverages specified in this Contract are not intended and will not be interpreted to limit the responsibility or liability of Contractor or Subcontractor(s).
- 1.15. Failure by City of Tacoma to identify a deficiency in the insurance documentation or to verify coverage or compliance by Contractor with these insurance requirements shall not be construed as a waiver of Contractor's obligation to maintain such insurance.
- 1.16. If Contractor is a government agency or self-insured for any of the above insurance requirements, Contractor shall be liable for any self-insured retention or deductible portion of any claim for which insurance is required. A certification of self-insurance shall be attached and incorporated by reference and shall constitute compliance with this Section.

2. SUBCONTRACTORS



CITY OF TACOMA

INSURANCE REQUIREMENTS FOR CONTRACTS

It is Contractor's responsibility to ensure that each subcontractor obtain and maintain adequate liability insurance coverage that applies to the service provided. Contractor shall provide evidence of such insurance upon City of Tacoma's request. Failure of any subcontractor to comply with insurance requirements does not limit Contractor's liability or responsibility.

3. REQUIRED INSURANCE AND LIMITS

The insurance policies shall provide the minimum coverages and limits set forth below. Providing coverage in these stated minimum limits shall not be construed to relieve Contractor from liability in excess of such limits.

3.1 Commercial General Liability Insurance

Contractor shall maintain Commercial General Liability Insurance policy with limits not less than One Million Dollars (\$1,000,000) each occurrence and Two Million Dollars (\$2,000,000) annual aggregate. This policy shall be written on ISO form CG 00 01 04 13 or its equivalent and shall include product liability especially when a Contract is solely for purchasing supplies. It includes Products and Completed Operations for three years following the completion of work related to performing construction services. It shall be endorsed to include: A per project aggregate policy limit (using ISO form CG 25 03 05 09 or equivalent endorsement)

3.2 Commercial (Business) Automobile Liability Insurance

Contractor shall maintain Commercial Automobile Liability policy with limits not less than One Million Dollars (\$1,000,000) each accident for bodily injury and property damage and bodily injury and property damage coverage for owned (if any), non-owned, hired, or leased vehicles. Commercial Automobile Liability Insurance shall be written using ISO form CA 00 01 or equivalent. Contractor must also maintain MCS 90 and CA 99 48 endorsements or equivalent if "Pollutants" are to be transported unless in-transit Pollution coverage is covered under required Contractor's Pollution Liability Insurance.

3.3 Workers' Compensation

Contractor shall comply with Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington, as well as any other similar coverage required for this work by applicable federal laws of other states. Contractor must comply with their domicile State Industrial Insurance laws if it is outside the State of Washington.

3.4 Employers' Liability Insurance

Contractor shall maintain Employers' Liability coverage with limits not less than One Million Dollars (\$1,000,000) each employee, One Million Dollars (\$1,000,000) each accident, and One Million Dollars (\$1,000,000) policy limit.

3.5 Other Insurance

Other insurance may be deemed appropriate to cover risks and exposures related to the scope of work or changes to the scope of work required by City of Tacoma. The costs of such necessary and appropriate Insurance coverage shall be borne by Contractor.