

REQUEST FOR QUOTATION <i>(THIS IS NOT AN ORDER)</i>		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT SET ASIDE FOR LSDBE FIRMS ONLY.		PAGE OF PAGES 1 6		
1. REQUEST NO. 1	2. DATE ISSUED May 21 2009	3. REQUISITION/PURCH. REQUEST NO. RQ514051	4. COMMODITY GROUP AND CLASS V →	CODE		
5A. ISSUED BY Office Of Contracting And Procurement 441 4 th Street, NW. 700 South Washington, DC 20001			6. DELIVER BY (Date)			
5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls) CHRISTIAN NWACHUKWU 202-724-4236 (V) 202-727-0245 (F)			7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)			
8. TO: NAME AND ADDRESS, INCLUDING ZIP CODE			FIRE and EMERGENCY MEDICAL SERVICES 3170 V STREET, NE WASHINGTON, DC 20018			
10. PLEASE FURNISH QUOTATIONS TO ISSUING OFFICE ON OR BEFORE COB 5/26/09 to: Christian Nwachukwu Contract Specialist Office of Contracting & Procurement Fax – 202-724-0245		11. BUSINESS CLASSIFICATION (Check appropriate boxes) <input type="checkbox"/> SMALL <input type="checkbox"/> RESIDENT-OWNED <input type="checkbox"/> DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED <input type="checkbox"/> ENTERPRISE ZONE <input type="checkbox"/> LOCAL				
IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contracts for supplies or invoices. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.						
12. SCHEDULE (Include applicable Federal, State and local taxes)						
ITEM NO. (a)	SUPPLIES/SERVICES (b)		QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
0001	<p style="text-align: center;">Scope of Work: FEMS Meter Maintenance</p> <p>District of Columbia Fire and EMS has a need for the calibration and maintenance to sustain metering and detection equipment purchased with Federal, State and Local domestic preparedness funds. Fire and EMS seeks to establish a Blanket Purchase Agreement for these services with a vendor who meets the requirements outlined in the Scope of Work.</p> <p>REQUIREMENTS The Contractor shall provide an internet accessible database with secured user name and password assigned to Fire and EMS employees and managed by the Contractor, that will allow customers to track the history of the equipment calibration via assigned serial numbers in accordance with the Statement of Work (Attachment A) and at the price indicated in Attachment B.</p> <p>PERIOD OF PERFORMANCE: DATE OF AWARD THRU one year.</p>		LOT	LOT	\$ _____	\$ _____
13. DISCOUNT FOR PROMPT PAYMENT		10 CALENDAR DAYS %	20 CALENDAR DAYS %	30 CALENDAR DAYS %	CALENDAR DAYS %	
14. NAME AND ADDRESS OF QUOTER (Street, city, county, State and ZIP Code)			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		16. DATE OF QUOTATION	
			17. NAME AND TITLE OF SIGNER (Type or print)		18. TELEPHONE NO. (Include area code)	

**ATTACHMENT A
FEMS METER MAINTENANCE
THE STATEMENT OF WORK**

District of Columbia Fire and EMS has a need for the calibration and maintenance to sustain metering and detection equipment purchased with Federal, State and Local domestic preparedness funds. Fire and EMS seeks to establish a Blanket Purchase Agreement for these services with a vendor who meets the requirements outlined in the Scope of Work.

REQUIREMENTS

Vendor shall provide an internet accessible database, secured user name and password assigned to Fire and EMS employees, managed by the Contractor, which will allow for customers to track the history of the equipment calibration via assigned serial numbers. Serial numbers will be placed on metering and detection equipment using a pre-determined bar coding system to aid in the following tracking system. Equipment database should allow the District of Columbia Fire and EMS Department officials to navigate to the website, click a link representing this project, and enter a serial number to view its information.

The database shall include, but will not be limited to, the following fields: date instrument arrives in lab, customer name and address, phone and fax number, customer name, status of instrument repair and calibration, instrument serial number, expected ship date, and email address for computer generated calibration reminders determined by the District of Columbia.

The database will allow the District of Columbia to add instruments and field level users and view service records as well as instrument history and online user manuals

The Contractor database will create Calibration Certifications via PDF files that certify the date instrument was calibrated and what if any parts were repaired. The District of Columbia government will own the database information. Once a month, the database will be copied and sent to the COTR

Database Security: The database is physically located in a secure facility in an offsite location with emergency backup.

The Contractor shall provide a 24 hour technical help line for instruments included in the contract for customer assistance.

The Contractor shall provide a fixed price for calibration and repair per instrument. See Attachment C (Instrument List.)

The Contractor shall provide a stated discount on repair parts and accessories for all instrument manufacturers.

The Contractor shall provide pick up and delivery of items to be serviced.

The Contractor shall provide loaner instruments, if necessary, of the equivalent type whenever an instrument is under repair, and will retain such instrument until the repair is completed and the instrument returned.

The Contractor shall provide an on-site maintenance and pick-up every Tuesday and Thursday throughout the length of the contract. Time will be discussed between the Contractor, the Equipment Manager and the COTR after contract award.

The Contractor shall provide an on-site "Truck Day" for calibration and repair of all truck company's leak detectors and CO monitors. The day to be designated as "Truck Day" will be discussed between the Contractor, the Equipment Manager and the COTR after contract award.

DELIVERY (See Delivery Table for details)

Monthly a copy of the service records will be transmitted electronically to the FEMS Equipment manager

Monthly list of the meters due for service in the next 60 days will be transmitted to the FEMS equipment manager. Meters due for service are determined based on manufacturer's recommendation. Once an award is made, the Contractor and the Equipment Manger will meet to set up the schedule.

All Vendor technicians are qualified and have certification letters available to the FEMS equipment manger on a quarterly basis.

Vendor's Abilities:

The Contractor shall provide a demonstration of the proposed tracking software system to a committee formed to institute this program before award.

The Contracting Officer's Technical Representative (COTR)

The COTR is responsible for general administration of the resulting contract and advising the Contracting Officer as to the Offeror's compliance or noncompliance with the contract. In addition, the COTR is responsible for the day-to-day monitoring and supervision of the work performed under the contract, of ensuring that the work conforms to the requirements of this contract and such other responsibilities and authorities as may be specified in the contract. The COTR for this contract is:

John Donnelly
Battalion Fire Chief
District of Columbia Fire & EMS
Division of Homeland Security and Special Operations
202-345-6850
John.donnelly@dc.gov

The DCFEMS Equipment Manager:

The Equipment Manager is responsible for receiving all deliverables and to certify that each delivery is acceptable and in accordance with the terms of the contract. If the Equipment Manager deems any delivery unacceptable, he must advise the COTR of this fact, and the Contractor will be notified within two business days of the deficiency. The Contractor has five business days to cure any and all deficiencies. The Equipment Manager is:

Kenneth Harrison
Hazardous Materials Unit 1
DC Fire and EMS Station 12
2225 5th Street NE
Washington DC
202-673-3212

ATTACHMENT B (PRICE SCHEDULE FOR OPTION YEARS)

Contract Line Item No.	Item Description	Quantity	Unit	Price
0001 (Base Year)	The Contractor shall provide an internet accessible database with secured user name and password assigned to Fire and EMS employees and managed by the Contractor, which will allow customers to track the history of the equipment calibration via assigned serial numbers in accordance with the Statement of Work (Attachment A).	LOT	LOT	\$ _____
1001 (Option Year One)	The Contractor shall provide an internet accessible database with secured user name and password assigned to Fire and EMS employees and managed by the Contractor, which will allow customers to track the history of the equipment calibration via assigned serial numbers in accordance with the Statement of Work (Attachment A).	MO	LOT	\$ _____
2001 (Option Two)	The Contractor shall provide an internet accessible database with secured user name and password assigned to Fire and EMS employees and managed by the Contractor, which will allow customers to track the history of the equipment calibration via assigned serial numbers in accordance with the Statement of Work (Attachment A).	MO	LOT	\$ _____
TOTAL PRICE: \$ _____				

**ATTACHMENT C
(INSTRUMENT LIST)**

INSTRUMENT	IDENTIFICATION	CALIBRATION PRICE	DISCOUNT ON REPAIR PARTS AND ACCESSORIES
MSA Sirius	10051045		
MultiRae Plus (RAE-10)	PGM50-5P		
Drager Pac 5000 (CO)	ERXN-1702		
Sensit HXG-3			
Jerome (Mercury Vapor Analyzer)	J405-0007 Rev C		
Wireless Belt-Bridge			
Smiths RepeatIR			
APD2000	2428800-20		
MSA Evolution 5000 Thermal Imager	E5200HD2 10074216		
MSA Safe Site MTX Box			
AHURA	FirstDefender		
Ludlum P Survey Meter	2401		
Ludlum Survey Meter	2241-2		
Ludlum Gamma Probe	44-2		
Ludlum Pancake Probe	44-9		
Ludlum Angled Pancake Probe	489-110C		
Drager Quantum 1000 Pump	8101000		
Identifinder	identiFINDER		
Dosimeter	PD-10i		
Arrow-Tech Radiation Pager			
Arrow-Tech CDV Charger	5b		
Drager Manual Pump			
HazMatID Command System			
HazMatID Dell Computer	PP08L		
Canberra Mini Radiac	MRAD 113		
Pulsar + (CO)	10036171		
Sensit HXG-3			
Bacharach	19-7067		
Ludlum Survey Meter	2241		
Ludlum Survey Meter	Model 3		
Drager Manual Pump			
Proengin AP2C (with S4PE 11934)	IF-183-051-E1		
Proengin S4PE (with AP2C 21479)	IF-183-800-E1		
Drager Manual Pump			
HazMatID Command System			
CDV-700	6B		
CDV-715	1A		
4-Safesite Pucks(Combustable 20L)	A-SAFEMTX-SENS-68-P-0		
4-Safesite Pucks(PID)	A-SAFEMTX-SENS-66-P-0		
4-Safesite Pucks(Hydrogen Sulfide)	A-SAFEMTX-SENS-17-P-0		
4-Safesite Pucks(Hydrogen Chloride)	A-SAFEMTX-SENS-23-P-0		
4-Safesite Pucks (Sulfur Dioxide)	A-SAFEMTX-SENS-27-P-0		
4-Safesite Pucks (Oxygen)	A-SAFEMTX-SENS-14-P-0		
4-Safesite Pucks (Bromine)	A-SAFEMTX-SENS-46-P-0		
4-Safesite Pucks (Chlorine)	A-SAFEMTX-SENS-61-P-0		
4-Safesite Pucks (Ammonia)	A-SAFEMTX-SENS-54-P-0		
4-Safesite Pucks (Carbon Monoxide)	A-SAFEMTX-SENS-57-P-0		
4-Safesite Pucks (Hydrogen Cyanide)	A-SAFEMTX-SENS-22-P-0		
4-Safesite Pucks (Hydrogen Sulfide)	A-SAFEMTX-SENS-25-P-0		

TERM OF CONTRACT

This contract shall run a total of 12 months from date of award with two (2) one year options.

DELIVERABLES

	DELIVERABLE	QUANTITY	FORMAT & METHOD OF DELIVERY	DUE DATE	DISTRIBUTION
	Monthly copy of the service records	One (1) hard copy & an electronic copy	Microsoft Excel (for chart) and/or Microsoft Word	Five (5) days after the month for which the report is being provided	DCFEMS Equipment Manager.
	Monthly list of the meters due for service in the next 60 days	One (1) hard copy & an electronic copy	Microsoft Excel (for chart) and/or Microsoft Word	Five (5) days after the end of each month	DCFEMS Equipment Manager.
	The Contractor shall provide a demonstration of the proposed tracking software system.	LOT	ACTUAL DEMONSTRATION	Two (2) weeks after award	DCFEMS Team
	Technician Certificate Letter	One (1) hard copy	Hand delivery	Quarterly following contract award	DCFEMS Equipment Manager