



City of Graham

P.O. Drawer 357
201 S. Main Street
Graham, North Carolina 27253

Request for Quotation (RFQ) To Provide Fire Extinguisher Inspections, Testing, and Maintenance Services

December 18, 2024

Responses Due: January 15, 2025 @ 5:00 pm (EST)

Contact Information:

Tommy Cole, Fire Chief
Phone: (336) 570-6707
Email: tcole@cityofgraham.com

Project - Fire Extinguisher Inspection, Testing, and Maintenance Services

RFQ Posting Date - December 18, 2024

RFQ Due Date - January 15, 2025 @ 5:00 pm (EST)

Response Format – Paper or Email

Project Type - Bid

Categories – Fire Extinguishers - Inspection, Maintenance, Repair/Replace

License Requirements – Certified in the State of NC to conduct fire extinguisher inspections, service, and repairs.

Department - Fire Department and Finance

Address -
City of Graham
201 South Main Street
Graham, NC 27253

County - Alamance

Start/Delivery Date: February 1, 2025

Project Duration: 3 Years

Contact Info:
Tommy Cole – Fire Chief
201 S. Main Street
Graham, NC 27253
(336) 570-6707
tcole@cityofgraham.com – Preferred contact method

Bids to:

Aaron Holland – Asst. City Manager
aholland@cityofgraham.com

SCOPE OF SERVICES

I. SCOPE OF WORK:

The City of Graham is seeking bids from qualified Contractors for furnishing and delivering fire extinguishers, maintaining, repairing, and servicing as required to various departments and sites throughout the City of Graham per the current version of NFPA 10 – Standard Portable Fire Extinguishers, Chapter 7 criteria, and all applicable regulations for portable fire extinguishers; the terms and conditions specified herein, which also include the below:

II. ESTIMATED QUANTITIES

No guarantee can be given that the total estimated quantities, as shown in the attached equipment list will be reached or exceeded. The vendor agrees to furnish these services at the unit prices quoted per the City's actual requirements throughout the Contract period.

III. The purpose of this bid is to establish a firm, fixed, unit price for the cost to test, maintain, repair, refill, and provide new fire extinguishers. The city has approximately 260 fire extinguishers throughout the city of various sizes and types.

IV. A city representative from the Fire Department will provide escorting to expedite these required services, when possible.

V. If a new extinguisher is required, the contractor shall provide documentation that the unit is equivalent (NFPA/UL approved, warranty, replacement parts availability, etc.) to the unit being taken out of service.

GENERAL REQUIREMENTS:

I. Annual Inspection, Service & Certification, and examination as applicable per NFPA 10, at a minimum the following Chapter 7 will apply; sections 7.3.2 through 7.3.5, 7.4, and 7.6, will involve a thorough examination of the fire extinguisher shell and its external mechanical parts. The maintenance will include, at a minimum, the following:

All inspection items.

Inspection of the hose and nozzle for cracks, blockages, or other damage.

Inspection of extinguisher shell for corrosion, dents, or other damage.

Inspect the cabinet housing and/or hangers; the contractor shall inform the city representative of any maintenance issues or obstructions observed so that a corrective work order can be issued.

Routine service is to be performed as required throughout the agreement.

II. When inspection or maintenance of any extinguisher reveals a deficiency in operating condition, the following corrective actions shall be taken immediately:

Repair/recharge if the deficiency is correctable in the field.

A spare extinguisher of the same type and equal or greater rating shall replace the extinguisher if field corrective action is not able to restore the fire extinguisher to operational status.

III. Defective extinguishers are to be marked as such and the contractor shall store the defective extinguisher(s) at the contractor's shop, at no extra charge to the City, until repairs or recharge

have been completed and extinguisher(s) are suitable for placement within a facility. Prior to removal from any City facility, the Contractor shall obtain acceptance from the City Representative and provide documentation as to the unit being removed from the City facility.

- IV. The contractor shall work with the City Representative at various sites to collect all fire extinguishers in a common area to maximize efficiency for annual servicing, when possible.
- V. Documentation of inspection and maintenance will be provided by maintaining, at a minimum, the following records:
The fire extinguisher checklist, which contains the location of each fire extinguisher; its weight, type, and dates of inspections; and annual maintenance: Checklist should be performed and turned over by the contractor per NFPA standards.
- VI. A fire extinguisher inspection record tag is attached to each extinguisher and provides the following information:
The date the extinguisher was inspected.
The condition of the extinguisher.
The initials of the person performing the inspection.
- VII. The fire extinguisher inspection record must indicate the date of the last charge; recharge & the last date of hydrostatic testing must be recorded. Per NFPA 10, the service tag has the information “punched” by the certified vendor and affixed to the extinguisher.
- VIII. Six-year inspection and examination as applicable per NFPA 10 sections 7.3.6. If a new extinguisher is less expensive for the City, the Contractor shall propose this as an option to reduce City costs.
- IX. Hydrostatic testing, as applicable per NFPA 10 sections 8.1 through 8.8, extinguishers requiring testing to be performed at 5-year intervals for CO2 extinguishers and 12-year intervals for dry chemical and halon extinguishers.
- X. Extinguishers that require one 12-year hydrostatic test shall be emptied and subjected to maintenance every six years interval.
- XI. If a new extinguisher is less expensive for the City, the contractor shall propose this as an option to reduce City costs.
- XII. Minor repairs or replacement of extinguishers on an “as needed” basis to maintain proper fire extinguisher coverage at all City sites.

BILLING

- I. All invoices must provide detailed line items that include the type of extinguisher, location, type of inspection, servicing, maintenance, or replacement, and per item cost.

City of Graham - Fire Extinguisher List

<u>Qty</u>	<u>Size</u>	<u>Type</u>
28	2.5	ABC
5	2.5	Water Can
153	5	ABC
1	5	BC
3	5	CO2
4	5	Halotron
1	10	Halotron
39	10	ABC
6	15	ABC
1	15	BC
4	15	CO2
7	20	ABC
1	20	BC
1	20	Halotron
2	20	Purple K
4	30	ABC
260	Total	