

**REQUEST FOR PROPOSAL**  
**FIRE EXTINGUISHER MAINTENANCE**  
**AND INSPECTIONS**

**RFP NUMBER: FD-16-0001**

**February 8, 2016**



**Town of Christiansburg**  
**100 East Main Street**  
**Christiansburg, VA 24073**

**ISSUE DATE: February 8, 2016**

**DUE DATE/TIME: February 26, 2016 @ 3 p.m.**

By Hand, Fax or Email, (email is preferred) please quote ON THIS SHEET your best price as specified below. PLEASE DO NOT FAIL TO SIGN AND DATE YOUR QUOTATION. Send additional data or illustrations if necessary.

Issued by: Ronda London

Telephone: 540-382-6128 ext. 1135

FAX (24 Hours a day): 540-382-3762

Email: [rlondon@christiansburg.org](mailto:rlondon@christiansburg.org)

The Town of Christiansburg seeks quotes for annual third party inspections and maintenance (which includes refilling/recharging services and hydrostatic testing) for Town owned fire extinguishers at various locations. Also, submit pricing for 24 hour response time for discharged extinguishers as well as the cost of new and refurbished extinguishers if available. A detailed list of all locations requiring service within the Town is included in Attachment A. The Contractor shall complete all annual inspections.

Contractors shall provide a written report to the Town, per NFPA 10 Standards, following each inspection.

Contractor Requirements:

- The Contractor shall have a minimum of 5 years of experience providing inspections and maintenance services of fire extinguishers.
- Contractor shall comply with all regulations as set forth by the National Fire Protection Association 10.

Pricing: Bids shall be in the form of unit prices. Bidder shall incorporate all overhead into their prices. This includes, but is not limited to, the following: all materials, equipment, labor, delivery, profit, administrative costs, insurance, permits, licensure, vehicle mileage, union pension funds, workmen's compensation, unemployment insurance, social security, etc. **Unit prices shall include all materials needed for the specified inspection, maintenance or test. Trip charges will not be allowed. NO ADDITIONAL COST WILL BE ALLOWED.**

Contract Award: Contract award will be based on the GRAND TOTAL as shown on the Bid Form.

Term of Contract: The resulting contract will be for a term of three (3) years, with the option of renewals under the terms, conditions and unit pricing of the original contract for up to two (2) additional years, unless either party gives written notification to the other party sixty (60) days prior to expiration of the then-current term that they do not wish to renew. The contract and any renewals are subject to the availability of funds and annual appropriations by the Town Council and Town Manager.

**ATTACHMENT A  
PRICING SCHEDULE**

<b>Item</b>	<b>Description</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Total Price</b>
1.	Inspection & Maintenance of 2 ½ gal. water fire extinguisher	\$ _____	x 2	\$ _____
2.	Inspection & Maintenance of 2 ½ lb. ABC dry chemical fire extinguisher	\$ _____	x 40	\$ _____
3.	Inspection & Maintenance of 5 lb. ABC dry chemical fire extinguisher	\$ _____	x 151	\$ _____
4.	Inspection & Maintenance of 10 lb. ABC dry chemical fire extinguisher	\$ _____	x 78	\$ _____
5.	Inspection & Maintenance of 20 lb. ABC dry chemical fire extinguisher	\$ _____	x 21	\$ _____
6.	Inspection & Maintenance of 10 lb. Class K fire extinguisher	\$ _____	x 1	\$ _____
7.	Inspection & Maintenance of 23 lb. Class K fire extinguisher	\$ _____	x 2	\$ _____
8.	Inspection & Maintenance of 10 lb. CO2 fire extinguisher	\$ _____	x 6	\$ _____
9.	Inspection & Maintenance of 15 lb. CO2 fire extinguisher	\$ _____	x 1	\$ _____
10.	Inspection & Maintenance of 20 lb. CO2 fire extinguisher	\$ _____	x 7	\$ _____
11.	Inspection & Maintenance of 55 lb. Class D fire extinguisher	\$ _____	x 3	\$ _____
<b>GRAND TOTAL:</b>				\$ _____
<b>ADDITIONAL ITEMS:</b>				
13.	Hydrostatic Test	\$ _____	x 1	\$ _____
14.	24 Hour Emergency Service for Discharged Extinguishers	\$ _____	x 1	\$ _____
14.	Purchase New 2 ½ gal. water fire extinguisher	\$ _____	x 1	\$ _____
15.	Purchase New 2 ½ lb. ABC dry chemical fire extinguisher	\$ _____	x 1	\$ _____
16.	Purchase New 5 lb. ABC dry chemical fire extinguisher	\$ _____	x 1	\$ _____
17.	Purchase New 10 lb. ABC dry chemical fire extinguisher	\$ _____	x 1	\$ _____
18.	Purchase New 20 lb. ABC dry chemical fire extinguisher	\$ _____	x 1	\$ _____
19.	Purchase New 10 lb. Class K fire extinguisher	\$ _____	x 1	\$ _____
20.	Purchase New 23 lb. Class K fire extinguisher	\$ _____	x 1	\$ _____
21.	Purchase New 10 lb. CO2 fire extinguisher	\$ _____	x 1	\$ _____
22.	Purchase New 15 lb. CO2 fire extinguisher	\$ _____	x 1	\$ _____

23. Purchase New 20 lb. CO2 fire extinguisher \$ \_\_\_\_\_ x 1 \$ \_\_\_\_\_
24. Purchase New 55 lb. Class D fire extinguisher \$ \_\_\_\_\_ x 1 \$ \_\_\_\_\_

**Grand Total:** \$ \_\_\_\_\_

Submission Date: \_\_\_\_\_

Federal Tax ID#: \_\_\_\_\_

Name of firm: \_\_\_\_\_ Phone #: \_\_\_\_\_

By (signature): \_\_\_\_\_ Fax #: \_\_\_\_\_

Type/Print Name: \_\_\_\_\_ Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Virginia State Corporation Commission (SCC) registration information. The bidder:**

is a corporation or other business entity with the following SCC identification number: \_\_\_\_\_ **OR-**

is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from bidder's out-of-state location) **-OR-**

is an out-of-state business entity that is including with this bid an opinion of legal counsel which accurately and completely discloses the undersigned bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

**\*\*NOTE\*\*** >> Check the following box if you have not completed any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids (the Commonwealth reserves the right to determine in its sole discretion whether to allow such waiver):

**REFERENCES**

Bidders shall supply three (3) references that list a brief description of similar work and similar complexity, satisfactorily completed with dates of continuous service or contract period, location, names, addresses, and phone numbers of Owners. Bidders shall only indicate references they have worked with during the past two (2) years. A separate page of references is acceptable if needed for additional space.

Reference #1

Name of County, City, Agency or Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact with Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Types of services provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contract Dates: From \_\_\_\_\_ To \_\_\_\_\_

Reference #2

Name of County, City, Agency or Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact with Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Types of services provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contract Dates: From \_\_\_\_\_ To \_\_\_\_\_

Reference #3

Name of County, City, Agency or Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact with Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Types of services provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contract Dates: From \_\_\_\_\_ To \_\_\_\_\_

## PART A GENERAL INFORMATION FOR BIDDERS

1. **Quote Form:** All quotations must be submitted on or in accordance with this form or company letterhead. If more space is required to furnish a description of the commodities and/or services offered or delivery terms, the Bidder may attach a letter thereto which will be made a part of the quotation. All quotations must be submitted and plainly marked using the RFQ number and date. Verbal quotations will not be accepted.
2. **Due Date:** Quotations and amendments thereto, or withdrawal of quotations submitted, if received by the Town after the due date specified, may not be considered. It will be the responsibility of the Bidder to see that his/her quotation is in the Finance Office by the specified due date.
3. **Prices:** Prices should be stated in units of quantity specified, with packing and delivery to destination included, less Federal, State and local taxes, as applicable.
4. **Delivery Date(s):** The time of proposed delivery/completion must be stated in definite terms. If delivery for different commodities varies, the Bidder shall so state. Length of time for delivery/completion as well as price may be considered in awarding of the RFQ.
5. **Samples:** Samples, when requested, must be furnished free of expense, and if not destroyed will, upon request, be returned at the Bidder's risk and expense.
6. **Quotations:** All prices and notations must be in ink or typewritten. No erasures permitted. Mistakes may be crossed out and corrections made in ink adjacent and must be initialed in ink by the person signing the quotation. Quotations must show unit price, total price, and grand total. In case of error in the extension of prices, the unit price shall govern.
7. **Substitutions:** Unless qualified by the provision "NO SUBSTITUTE", the use of the name of a manufacturer, brand, make or catalog designation in specifying an item does not restrict Bidders to the manufacturer, brand, make or catalog designation identified. This is used simply to indicate the character, quality and/or performance equivalence of the commodity desired, but the commodity on which quotations are submitted must be of such character, quality and/or performance equivalence that it will serve the purpose for which it is to be used equally as well as that specified and must have an equal warranty. In submitting quotations on a commodity other than as specified, Bidder shall furnish complete data and identification with respect to the alternate commodity he/she proposes to furnish. Consideration will be given to quotations submitted on alternate commodities to the extent that such action is deemed to serve best the interests of the Town. If the Bidder does not indicate that the commodity he/she proposes to furnish is other than specified, it will be construed to mean that the Bidder proposes to furnish the exact commodity specified in the item description.
8. **Collusion:** Bidder declares that the quotation is not made in connection with any other Bidder submitting a quotation for the same commodity or commodities, and that the quotation is bona fide and is in all respects fair and without collusion or fraud.
9. **Award:** Award will be made to the lowest responsible and responsive Bidder. The quality of the commodities to be supplied, their conformity with the specifications, their suitability to the requirements of the Town, and the delivery terms will be taken into consideration in making the award. The Town reserves the right to award by item, groups of items or total; to reject any and all quotations in whole or in part, and to waive any informality or technical defects if, in its judgment, the best interests of the Town will be served.

10. **Discounts:** Cash discounts may be offered by Bidder for prompt payment of bills, but such discount will not be taken into consideration in determining the low bidder but will be taken into consideration in awarding tie quotations. The discount period will be computed from the date delivery at destination is accepted by Town and/or completion is accepted by Town or from date correct invoice is received by Town, whichever is the later date.
11. **Quote Acceptance:** Acceptance of a quotation by the Town is not an order to ship or to begin work. Each quotation is received with the understanding that the acceptance in writing by the Town of the offer to furnish any or all of the commodities and/or services described therein, shall constitute a contract between the Bidder and the Town, which shall bind the Bidder on his part to furnish and deliver the items quoted on at the prices stated and in accordance with the conditions of said accepted quotation; and the Town on its part to order from such Bidder, if funding is appropriated, except for causes beyond reasonable control; and to pay for, at the agreed prices, all items specified, ordered, and delivered.
12. **Equipment/Products:** Any equipment/products delivered must be standard new equipment/products of the latest model, except as otherwise specifically stated in quotation. Where any part or nominal appurtenances of equipment/product is not described, it shall be understood that all equipment/products and appurtenances which are usually provided in the manufacturer's stock model shall be furnished.
13. **Copyrights/Patents, Etc.:** The Contractor/Vendor guarantees to save the Town, its agents, officers or employees, harmless from liability of any nature or kind, for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, or which the Contractor/Vendor is not the patentee, assignee or licensee.
14. **Signatures:** All quotations must be signed by a responsible officer or employee, authorized by the Contractor/Vendor, and must include the firm's legal name. Obligations assumed by such signature must be fulfilled.
15. **Quote Verification:** Verify your quotations before submission as they cannot be withdrawn or corrected after the due date.



**PART B**  
**GENERAL TERMS AND CONDITIONS**

- A. **Acceptance of Bids/Proposals:** Unless otherwise specified, all bids/proposals submitted shall be valid for a minimum period of 60 calendar days following the date established for receiving bids/proposals. At the end of the 60 calendar days the bid/proposal may be withdrawn at the written request of the bidder/proposer. If the bid/proposal is not withdrawn at that time, it remains in effect until an award is made or the solicitation is cancelled.
- B. **Anti-Discrimination:** By submitting their bids/proposals, bidders/proposers certify to the Town of Christiansburg that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).
- In every contract over \$10,000 the provisions in 1 and 2 below apply:
1. During the performance of this contract, the contractor agrees as follows:
    - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
    - b. the contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
    - c. Notices, advertisements and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting these requirements.
  2. The contractor will include the provisions of 1 above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- C. **Antitrust:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the Town of Christiansburg all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Town of Christiansburg under said contract.
- D. **Applicable Laws and Courts:** This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of Montgomery County, Virginia. The Contractor shall comply with federal, state, local laws, and regulations.
- E. **Assignment of Contract:** A contract shall not be assignable by the contractor in whole or in part without the written consent of the Town of Christiansburg.
- F. **Availability of Funds:** It is understood and agreed between the parties herein that the Town of Christiansburg shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.
- G. **Bid/Proposal Pricing:** The Bid/Proposal price shall be an all-inclusive price to deliver the specified goods and/or services FOB Destination to the address specified address per the specifications. Invoices must be itemized and will be paid at the unit price in the proposal. The Town will not accept or pay for additional line items such as freight, shipping and handling, delivery, downtime, equipment,

lost time due to inclement weather or any other charges additional to the unit prices quoted in the Bid/Proposal.

- H. **Changes to the Contract:** Changes can be made to the contract in any of the following ways:
1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
  2. The Town of Christiansburg may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Town of Christiansburg a credit for any savings. Said compensation shall be determined by one of the following methods:
    - a. By mutual agreement between the parties in writing; or
    - b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the Town of Christiansburg's right to audit the contractor's records and/or to determine the correct number of units independently; or
    - c. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Town of Christiansburg with all vouchers and records of expenses incurred and savings realized. The Town of Christiansburg shall have the right to audit the records of the contractor as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Town of Christiansburg within thirty (30) days from the date of receipt of the written order from the Town of Christiansburg. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the contractor from promptly complying with the changes ordered by the Town of Christiansburg or with the performance of the contract generally.
- I. **Claims:** Contractual claims, whether for money or other relief, shall be submitted in writing to the Town Manager, Town of Christiansburg Office of the Town Manager, 100 East Main Street, Christiansburg, VA 24073, no later than sixty (60) days after final payment; however, written notice of the contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pending claims shall not delay payment of amounts agreed due in the final payment (Code of Virginia, Section 2.2-4363). A contractor may not institute legal action prior to receipt of the Town Manager's decision on the claim, unless that office fails to render such decision within thirty (30) days. Failure of the Town to render a decision within thirty (30) days shall not result in the contractor being award the relief claimed or in any other relief or penalty. The sole remedy for the Town's failure to render a decision within thirty (30) days shall be the contractor's right to institute immediate legal action. The decision of the Town Manager shall be final and conclusive unless the contractor, within six (6) months of the date of the final decision of the claim, institutes legal action as provided in the Code of Virginia, Section 2.2-4364.
- J. **Clarification of Terms:** If any prospective bidder/proposer has questions about the specifications or other solicitation documents, the prospective bidder/proposer should contact the buyer whose name appears on the face of the solicitation no later than three (3) working days before the due date. The

bidder/proposer may be asked to submit such questions in writing. Any revisions to the solicitation will be made only by addendum issued by the buyer.

- K. **Debarment Status:** By submitting their bids/proposals, bidders/proposers certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids/proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.
- L. **Default:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Town of Christiansburg, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Town of Christiansburg may have. In addition, the Town of Christiansburg reserves the right to cancel any orders placed that are not delivered by the date specified in the Invitation for Proposal.
- M. **Drug-Free Workplace:** During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor. For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.
- N. **Ethics in Public Contracting:** By submitting their bids/proposals, bidders/proposers certify that their bids/proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder/proposer, supplier, manufacturer or subcontractor in connection with their bid/proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.
- O. **Facsimile and Email Proposals:** Facsimile or email **unsealed** proposals received in the Town of Christiansburg Purchasing Office prior to the time and date designated for proposal submission will be accepted. It is the bidder's/proposer's responsibility to ensure these bids/proposals are received by the Town of Christiansburg Purchasing Office. Facsimile or email bids/proposals will not be accepted for **sealed** proposals.
- P. **Immigration Reform and Control Act of 1986:** By submitting their bids/proposals, the bidders/proposers certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.
- Q. **Indemnification:** Contractor agrees to indemnify, defend, and hold harmless the Town of Christiansburg and the Commonwealth of Virginia and their officers, agents, and employees from any claims, damages and actions of any kind or nature, whether at law or in equity, arising from or caused by the use of any materials, goods, or equipment of any kind or nature furnished by the contractor or any services of any kind or nature furnished by the contractor, provided that such liability is not attributable to the sole negligence of the Town of Christiansburg or failure of the Town of Christiansburg to use the materials, good, or equipment in such manner already and permanently described by the contractor on the materials, goods or equipment delivered.
- R. **Late Proposals:** To be considered for selection, bids/proposals must be received by the Town of Christiansburg Purchasing Office, 100 East Main Street, Christiansburg, VA 24073, by the designated date and hour. Bids/Proposals received in the Town of Christiansburg Purchasing Office after the date and hour designated are automatically disqualified and will not be considered. The Town of

Christiansburg is not responsible for delays in the delivery of mail by the U.S. Postal Service, private couriers, or other means of delivery. It is the sole responsibility of the bidder/proposer to ensure that its bid/proposal reaches the Town of Christiansburg Purchasing Office by the designated time and hour.

- S. **Mandatory use of Town Form and Terms and Conditions:** Failure to submit a bid/proposal on the official Town of Christiansburg form provided for that purpose shall be a cause for rejection of the bid/proposal. Modification of or additions to any portion of the Invitation for Bid/Request for Proposal may be cause for rejection of the bid/proposal; however, the Town of Christiansburg reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a bid/proposal as nonresponsive. As a precondition to its acceptance, the Town of Christiansburg may, in its sole discretion, request that the bidder/proposer withdraw or modify nonresponsive portions of a bid/proposal which do not affect quality, quantity, price, or delivery. No modification of or addition to the provisions of the contract shall be effective unless reduced to writing and signed by the parties.
- T. **Negotiation with the Lowest Bidder:** Unless all bids are cancelled or rejected, the Town of Christiansburg reserves the right granted by § 2.2-4318 of the *Code of Virginia* to negotiate with the lowest responsive, responsible bidder to obtain a contract price within the funds available to the Town whenever such low bid exceeds the Town's available funds. For the purpose of determining when such negotiations may take place, the term "available funds" shall mean those funds which were budgeted by the agency for this contract prior to the issuance of the written Invitation for Bid. Negotiations with the low bidder may include both modifications of the bid price and the Scope of Work/Specifications to be performed. The Town shall initiate such negotiations by written notice to the lowest responsive, responsible bidder that its bid exceeds the available funds and that the Town wishes to negotiate a lower contract price. The times, places, and manner of negotiating shall be agreed to by the Town and the lowest responsive, responsible bidder.
- U. **Nondiscrimination of Contractors:** A bidder, proposer, offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.
- V. **Payment:**
1. **To Prime Contractor:**
    - a. Invoices for items ordered, delivered, and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the Town of Christiansburg or state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).
    - b. Any payment terms requiring payment in less than 45 days will be regarded as requiring payment 45 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 45 days, however.
    - c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
    - d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
    - e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment

in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the Town of Christiansburg shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia*, § 2.2-4363).

**2. To Subcontractors:**

- a. A contractor awarded a contract under this solicitation is hereby obligated:
  - (1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the Town of Christiansburg for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract;  
or
  - (2) To notify the Town of Christiansburg and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.
- b. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the Town of Christiansburg, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Town of Christiansburg.

**W. Precedence of Terms:** The following General Terms and Conditions ANTI-DISCRIMINATION, ANTITRUST, APPLICABLE LAWS AND COURTS, CLARIFICATION OF TERMS, DEBARMENT STATUS, ETHICS IN PUBLIC CONTRACTING, IMMIGRATION REFORM AND CONTROL ACT OF 1986, MANDATORY USE OF TOWN FORM AND TERMS AND CONDITIONS, PAYMENT shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.

**X. Public Notice of Award:** Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the Town of Christiansburg will publicly post such notice on the Town of Christiansburg website ([www.christiansburg.org](http://www.christiansburg.org)) if the amount of the transaction is \$30,000 or more. Award information may also be obtained by contacting the buyer whose name appears on this solicitation.

**Y. Qualification of Bidders/Proposers:** The Town of Christiansburg may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder/proposer to perform the services/furnish the goods and the bidder/proposer shall furnish to the Town of Christiansburg all such information and data for this purpose as may be requested. The Town of Christiansburg reserves the right to inspect bidder's/proposer's physical facilities prior to award to satisfy questions regarding the bidder/proposer's capabilities. The Town of Christiansburg further reserves the right to reject any (bid/proposal) if the evidence submitted by, or investigations of, such bidder/proposer fails to satisfy the Town of Christiansburg that such bidder/proposer is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.

**Z. Supremacy Clause:** Notwithstanding any provision in the bidder's/proposer's response to the contrary, the bidder/proposer agrees that the terms and conditions contained in the Town of Christiansburg's IFB/RFP prevail over contrary terms and conditions contained in the bidder's/proposer's response.

- AA. **Taxes:** Sales to the Town of Christiansburg are normally exempt from State sales tax. State sales and use tax certificates of exemption will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes.
- BB. **Transportation and Packaging:** By submitting their bids/proposals, all bidders/proposers certify and warrant that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.
- CC. **Testing and Inspection:** The Town of Christiansburg reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specifications.
- DD. **Use of Brand Names:** Unless otherwise provided in this solicitation, the name of a certain brand, make or manufacturer does not restrict proposers to the specific brand, make or manufacturer named, but conveys the general style, type, character, and quality of the article desired. Any article which the public body, in its sole discretion, determines to be the equivalent of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The bidder/proposer is responsible to clearly and specifically identify the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the Town to determine if the product offered meets the requirements of the solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bids only the information furnished with the bids will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid/proposal nonresponsive. Unless the bidder/proposer clearly indicates in its bid/proposal that the product offered is an equivalent product, such bid/proposal will be considered to offer the brand name product referenced in the solicitation.

## **SPECIAL TERMS AND CONDITONS**

1. **Award:** The Town of Christiansburg will make the award on a Unit Price basis to the lowest responsive and responsible bidder. The purchasing office reserves the right to conduct any test it may deem advisable and to make all evaluations. The Town also reserves the right to reject any or all bids, in whole or in part, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the procuring public body to be in its best interest.
2. **Extra Charges Not Allowed:** The bid price shall be for complete delivery of equipment, ready for use by the Town of Christiansburg, and shall include all applicable freight and installation charges; extra charges will not be allowed.
3. **Maintenance Manuals:** The Contractor shall provide with each piece of equipment an operations and maintenance manual with wiring diagrams, parts list, and a copy of all warranties when applicable.
4. **Warranty (Commercial):** The Contractor agrees that the supplies or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the contractor gives any customer for such supplies or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Town of Christiansburg by any other clause of this solicitation. A copy of this warranty must be furnished with the bid.
5. **Insurance:** Contractor certifies that it will have the following insurance coverage at the time the contract is awarded. If any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. Contractor further certifies that the Contractor and any subcontractors will maintain this insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission. Subcontractors, if any, will maintain similar insurance coverage during the entire term of the contract.

**MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED:**

- a. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
- b. Employer's Liability - \$100,000.
- c. Commercial General Liability - \$1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The "County of Dinwiddie, Virginia, its Officers, agents, and employees" shall be named as additional insured on a primary basis and so endorsed on the policy. Such additional insured status shall be primary without participation by County's insurers.
- d. Automobile Liability - \$1,000,000 per occurrence.
- e. Professional Liability - \$1,000,000 per occurrence.
- f. Umbrella Liability - \$1,000,000 per occurrence.





Fire Dept-110 Depot St

Location	Type	Size	Quantity	Notes
Engine 2	ABC	20 lbs	1	
Engine 2	CO2	20 lbs	1	
Truck 5	ABC	5 lbs	1	
Engine 9	CO2	10 lbs	1	
Engine 9	ABC	20 lbs	1	
Truck 10	ABC	5 lbs	1	
Engine 4	CO2	10 lbs	1	
Engine 4	ABC	20 lbs	1	
Brush 6	ABC	5 lbs	1	
Engine 7	CO2	20 lbs	1	
Ladder 2	CO2	20 lbs	1	
Ladder 2	ABC	10 lbs	1	
Attack 3	CO2	10 lbs	1	
Ladder 1	ABC	20 lbs	1	
Ladder 1	CO2	20 lbs	1	
803 (Car 14)	ABC	10 lbs	1	
Car 12	ABC	5 lbs	1	
800	ABC	10 lbs	1	
802	ABC	10 lbs	1	
804	ABC	20 lbs	1	
Tanker 8	CO2	15 lbs	1	
Tanker 8	ABC	20 lbs	1	
Tanker 8	Water	2 1/2 Gal	1	
Enginers Storage Room	ABC	5 lbs	1	
Enginers Storage Room	ABC	5 lbs	1	
Enginers Storage Room	ABC	10 lbs	1	
Enginers Storage Room	ABC	10 lbs	1	
Enginers Storage Room	ABC	20 lbs	1	
Enginers Storage Room	ABC	20 lbs	1	



Police Dept-10 East Main St

Location	Type	Size	Quantity	Notes
<u>Vehicle #</u>				
31	None			
32	ABC	2 1/2 lbs	1	
33	ABC	2 1/2 lbs	1	
101	ABC	5 lbs	1	
41	ABC	5 lbs	1	
107	ABC	5 lbs	1	
111	ABC	5 lbs	1	
112	ABC	5 lbs	1	
113	ABC	5 lbs	1	
114	ABC	2 1/2 lbs	1	
121	ABC	2 1/2 lbs	1	
122	None			
123	None			
124	None			
125	ABC	2 1/2 lbs	1	
131	ABC	5 lbs	1	
132	ABC	2 1/2 lbs	1	
133	ABC	5 lbs	1	
134	ABC	5 lbs	1	
142	ABC	5 lbs	1	
143	None			
144	None			
145	None			
151	None			
152	None			
153	ABC	5 lbs	1	
154	ABC	5 lbs	1	
155	ABC	5 lbs	1	
141	ABC	5 lbs	1	
405	ABC	5 lbs	1	
505	ABC	2 1/2 lbs	1	
507	ABC	2 1/2 lbs	1	

Police Dept-10 East Main St

(cont)

Location	Type	Size	Quantity	Notes
509	None			
510	ABC	5 lbs	1	
601	ABC	5 lbs	1	
602	ABC	5 lbs	1	
603	ABC	5 lbs	1	
604	ABC	5 lbs	1	
605	ABC	5 lbs	1	
506	ABC	5 lbs	1	
701	ABC	5 lbs	1	
702	ABC	5 lbs	1	
703	ABC	2 1/2 lbs	1	
704	ABC	2 1/2 lbs	1	
705	ABC	5 lbs	1	
710	ABC	2 1/2 lbs	1	
801	ABC	2 1/2 lbs	1	
802	ABC	5 lbs	1	
803	ABC	5 lbs	1	
805	ABC	5 lbs	1	
806	ABC	5 lbs	1	
806	ABC	5 lbs	1	
806	ABC	5 lbs	1	
806	ABC	5 lbs	1	
806	CO2	10 lbs	1	
902	ABC	2 1/2 lbs	1	
903	ABC	5 lbs	1	
904	ABC	5 lbs	1	
905	ABC	5 lbs	1	
906	ABC	5 lbs	1	
907	None			
401	ABC	5 lbs	1	
157	ABC	2 1/2 lbs	1	



Public Works-300 Scattergood Dr

Location	Type	Size	Quantity	Notes
<b><i>Public Works Building(s)</i></b>				
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	10 lbs	1	Stock
Warehouse spares	ABC	2 1/2 lbs	1	Stock
Warehouse spares	ABC	5 lbs	1	Stock
Warehouse spares	ABC	5 lbs	1	Stock
Warehouse spares	ABC	20 lbs	1	Stock
Wash Bay 11	ABC	5 lbs	1	
Wash Bay 11	ABC	5 lbs	1	
Landscape Building 7	ABC	20 lbs	1	Beside entrance door
Formans & Superintendants Building 5&6	ABC	10 lbs	1	Each side of breezeway
Formans & Superintendants Building 5&6	ABC	10 lbs	1	Each side of breezeway
Formans & Superintendants Building 5&6	ABC	10 lbs	1	Each side of breezeway
Formans & Superintendants Building 5&6	ABC	10 lbs	1	Each side of breezeway
Street lot building 13	ABC	20 lbs	1	Beside of lockers
Warehouse 13	ABC	5 lbs	1	Mounted on side of shelf
Salt Brine Shed	ABC	5 lbs	1	Inside door on right
Brick Building 15	ABC	5 lbs	1	Mounted on shelf
Jetter Bay 9	Abc	20 lbs	1	Inside door on left
Garage 14	ABC	20 lbs	1	Mounted on walls in back
Garage 14	ABC	20 lbs	1	Mounted on walls in back
Garage 14	ABC	20 lbs	1	Mounted on walls in back
Garage 14	ABC	10 lbs	1	Mounted on walls in front
Garage 14	ABC	10 lbs	1	Mounted on walls in front
Garage 14	ABC	10 lbs	1	Mounted on walls in front
Welding Bay 14	ABC	10 lbs	1	Mounted on wall under stairs
Old w/s office 14	ABC	20 lbs	1	Mounted inside entrance door on left
Sign Shop 14	ABC	20 lbs	1	Inside entrance door on Right
Building Maintenance Shop 1	ABC	2 1/2 lbs	1	Sitting on shelf

## Public Works-300 Scattergood Dr

(cont)

Location	Type	Size	Quantity	Notes
Chain Room1	ABC	10 lbs	1	Sitting on shelf
ToolRoom 1	ABC	20 lbs	1	Inside Door on the left wall
Tire Room 1	ABC	20 lbs	1	Hanging on wall
Truck Shed 1	ABC	20 lbs	1	Hanging on wall
Water sewer building 4	ABC	5 lbs	1	Hanging on wall
<b><u>Public Works Vehicles</u></b>				
Truck 8	ABC	5 lbs	1	
# 40	ABC	2 1/2 lbs	1	
#353	ABC	5 lbs	1	
#353	ABC	5 lbs	1	
# 236	ABC	5 lbs	1	
# 236	ABC	5 lbs	1	
# 48	ABC	5 lbs	1	
# 207	ABC	5 lbs	1	
#97	ABC	5 lbs	1	
# 248	ABC	5 lbs	1	
# 193	ABC	5 lbs	1	
# 276	ABC	5 lbs	1	
# 227	ABC	2 1/2 lbs	1	
# 228	ABC	2 1/2 lbs	1	
# 237	ABC	2 1/2 lbs	1	
# 240	ABC	2 1/2 lbs	1	
Tack Machine	ABC	5 lbs	1	
# 116	ABC	2 1/2 lbs	1	
# 99	ABC	5 lbs	1	
# 341	ABC	2 1/2 lbs	1	
# 253	ABC	5 lbs	1	
# 1	ABC	2 1/2 lbs	1	
# 4	ABC	5 lbs	1	
# 76	ABC	5 lbs	1	
# 221	ABC	5 lbs	1	
# 288	ABC	5 lbs	1	

## Public Works-300 Scattergood Dr

(cont)

Location	Type	Size	Quantity	Notes
# 245	ABC	5 lbs	1	
# 274	ABC	5 lbs	1	
# 18	N/A			
# 351	ABC	2 1/2 lbs	1	
#346	ABC	5 lbs	1	
#346	ABC	10 lbs	1	
#346	ABC	10 lbs	1	
# 345	ABC	5 lbs	1	
# 345	ABC	10 lbs	1	
# 345	ABC	10 lbs	1	
# 218	ABC	5 lbs	1	
# 207 Loader	ABC	Gone		
#280	ABC	5 lbs	1	
#330	ABC	5 lbs	1	
#22	ABC	5 lbs	1	
#229	ABC	5 lbs	1	
#282	ABC	5 lbs	1	
#324	ABC	5 lbs	1	
#19	ABC	5 lbs	1	
#217	ABC	5 lbs	1	
Loader	ABC	5 lbs	1	
Dozer	ABC	5 lbs	1	
#219	ABC	5 lbs	1	
#220	ABC	5 lbs	1	
Water Sewer ton	ABC	5 lbs	1	
Water Sewer Pickup	ABC	5 lbs	1	
#276	ABC	5 lbs	1	
#227	ABC	2 1/2 lbs	1	
#228	ABC	2 1/2 lbs	1	
#240	ABC	2 1/2 lbs	1	
#8	ABC	5 lbs	1	
#284	ABC	2 1/2 lbs	1	
#40	ABC	2 1/2 lbs	1	







Parks & Rec-1600 N. Franklin St

<b>Location</b>	<b>Type</b>	<b>Size</b>	<b>Quantity</b>	<b>Notes</b>
<b><i>Recreation Center</i></b>				
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Gym Mechanical Room 1	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Lobby	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Lobby	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Behind Front Desk	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Admin Office Hall	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Weight Room	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Multi-Purpose 1C Hall	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Multi-Purpose 1B Hall	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Senior Lounge Hall	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Kitchen	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
<b><i>Recreation Center Cars</i></b>				
Malibu	ABC	2 1/2 lbs	1	Needs yearly inspection 3/1/2016
Blue Van	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Van 40	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Van 24	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
Van 60	ABC	5 lbs	1	
Van 42	ABC	5 lbs	1	
<b><i>Maintenance Shop</i></b>				
Front Door	ABC	10 lbs	1	Needs yearly inspection 3/1/2016
Front Door	ABC	10 lbs	1	Needs yearly inspection 3/1/2016
Front Door	CO2	10 lbs	1	Needs yearly inspection 3/1/2016
Garage Door	ABC	10 lbs	1	Needs yearly inspection 3/1/2016
<b><i>Maintenance Trucks</i></b>				
F350-Tool Box	ABC	5 lbs	1	Needs yearly inspection 3/1/2016
F350-Tool Box	ABC	10 lbs	1	Needs yearly inspection 3/1/2016
F250-Truck Bed	ABC	5 lbs	1	Needs yearly inspection 3/1/2016



Rescue – 190 Depot Street

Location	Type	Size	Quantity	Notes
Rescue Vehicle	ABC	5 lbs	1	Medic 1
Rescue Vehicle	ABC	5 lbs	1	Medic 1
Rescue Vehicle	ABC	5 lbs	1	Medic 92
Rescue Vehicle	ABC	5 lbs	1	Medic 92
Rescue Vehicle	ABC	5 lbs	1	Medic 4
Rescue Vehicle	ABC	5 lbs	1	Medic 4
Rescue Vehicle	ABC	5 lbs	1	Medic 6
Rescue Vehicle	ABC	5 lbs	1	Medic 6
Rescue Vehicle	ABC	5 lbs	1	Medic 7
Rescue Vehicle	ABC	5 lbs	1	Medic 7
Rescue Vehicle	ABC	5 lbs	1	900 Tahoe
Rescue Vehicle	ABC	5 lbs	1	901 Tahoe
Rescue Vehicle	ABC	5 lbs	1	Response 3
Rescue Vehicle	ABC	5 lbs	1	Response 4
Rescue Vehicle	ABC	2 1/2 lbs	1	Dive Boat
Rescue Vehicle	ABC	2 1/2 lbs	1	Six Wheel UTV
Rescue Vehicle	ABC	10 lbs	1	Rescue 1
Rescue Vehicle	ABC	10 lbs	1	Rescue 1
Rescue Vehicle	ABC	5 lbs	1	Rescue 2
Rescue Vehicle	ABC	5 lbs	1	Rescue 3 (Water Ops Truck)
Rescue Vehicle	ABC	5 lbs	1	Utility 1 (Excursion)
Rescue Vehicle	ABC	5 lbs	1	Training Van
Rescue Vehicle	ABC	5 lbs	1	Auxiliary Van
Rescue - Bay	ABC	10 lbs	1	Workout / Gym area
Rescue - Bay	ABC	10 lbs	1	Front Bay Doors
Rescue - Bay	ABC	10 lbs	1	Front Bay Doors
Rescue First Floor	ABC	10 lbs	1	Rear Hall Outside Lt. office
Rescue First Floor	ABC	10 lbs	1	Front Hall Near 900 office
Rescue First Floor	ABC	10 lbs	1	In Lt. office (spare)
Rescue First Floor	ABC	10 lbs	1	In Lt. office (spare)
Rescue Second Floor	ABC	10 lbs	1	Wall mounted both sides main meeting room
Rescue Second Floor	ABC	10 lbs	1	Wall mounted both sides main meeting room
Rescue Second Floor	ABC	10 lbs	1	Rear Hall Near Bunkrooms





**ATTACHMENT A-1  
TOTAL FIRE EXTINGUISHER INVENTORY**

Department	ABC				Water	CO2			Class K		Class D	Totals
	2 1/2 Lbs	5 lbs	10 lbs	20 lbs	2 1/2 gal	10 lbs	15 lbs	20 lbs	10 lbs	23 lbs	55 lbs	
Aquatic Center	-	2	6	-	-	-	-	-	-	-	-	8
Fire Department	-	7	18	8	2	4	1	7	-	1	3	51
Police Department	16	38	7	-	-	1	-	-	-	-	-	62
Public Works	20	51	19	11	-	-	-	-	-	-	-	101
Town Hall	-	7	2	-	-	-	-	-	-	-	-	9
Recreation Department	2	26	5	-	-	1	-	-	-	1	-	35
Rescue Squad	2	19	21	-	-	-	-	-	1	-	-	43
Radio Shop	-	1	-	2	-	-	-	-	-	-	-	3
<b>Totals:</b>	<b>40</b>	<b>151</b>	<b>78</b>	<b>21</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>312</b>