

VICTOR FIRE DISTRICT

**SCBA Fill Station**

**Request for Proposals**

May 12, 2026

**Address**

Victor Fire District  
34 Maple Avenue  
Victor, NY 14564

VICTOR FIRE DISTRICT  
**SCBA Fill Station**

**Instructions for Proposals**

Sealed proposals will be received at the Victor Fire District, 34 Maple Ave, Victor, NY, 14564 by the Fire District Secretary for the Board of Fire Commissioners of the Victor Fire District until June 26, 2026, at 2 p.m., prevailing time, for the replacement of an existing SCBA fill station.

The enclosure containing the proposal shall be endorsed on the outside thereof the name of the submitter's name, the business address to which communications may be sent, and the title of the work for which the proposal is made. Proposals shall be delivered to the Victor Fire District Secretary to assure actual receipt by the stated time and date. Proposals mailed shall be sent to the Victor Fire District, Attn: Fire District Secretary, 34 Maple Ave, Victor, New York 14564 to assure actual receipt by the stated time and date.

In case a proposal seeks to furnish any other work or item in substitution for the particular item in the Scope of Work, the proposal must clearly describe such other work or item so that its capacity or function may be clearly understood and considered by the Board of Fire Commissioners.

All proposals shall include the non-collusion statement required under General Municipal Law §103-d.

The Board of Fire Commissioners reserves:

- (1) the right to examine and investigate any proposal as to the capacity to perform the work in accordance with the terms of the proposal, the Scope of Work of the Board of Fire Commissioners, and these instructions for proposals;
- (2) the right to reject any and all proposals;
- (3) the right to waive any informalities;
- (4) the right to award the contract to the lower proposal but, in case of two (2) or more responsible proposals submit identical proposals as to price, complying with the Scope of Work, the Request for Proposals and these instructions for Proposals, the Board of Fire Commissioners may award the contract to any or either of such proposals;
- (5) the right to examine and consider the proposals received for a period of sixty (60) days after the opening thereof; and,
- (6) the right in case a proposal to furnish any other work or item in substitution for the work named in the Scope of Work, to consider whether, in its judgement, such substitute or substitution shall meet its requirement and the judgement of the Board of Fire Commissioners shall be considered final.

Dated: May 12, 2026

**Board of Fire Commissioners  
Victor Fire District**

VICTOR FIRE DISTRICT  
**SCBA Fill Station**  
**Proposal Requirements**

**General Information**

Each proposal must indicate its compliance with the attached Scope of Work by stating in its proposal reference to each paragraph of the Scope of Work and indicating "YES" or "NO" to each item. A "YES" to a designated item will mean full compliance; a "NO" will mean an exception is being taken. All exceptions must be fully explained on a separate page, titled "Exceptions", giving reference to the page and paragraph in the Scope of Work where the exception is being taken. Failure to comply with this requirement will result in the proposal being rejected.

Proposals will be addressed and submitted in accordance with the "Instructions for Proposals". The words "*Victor Fire District SCBA Fill Station*" must be stated on the face of the proposal envelope. It is the submitter's responsibility to see that its proposal arrives on time. Late proposals or proposals by telegram, facsimile, email, or telephone will not be considered.

Each proposal will be accompanied by a detailed description of the work it proposed to furnish.

No exception will be allowed for any of the aforementioned instructions. Proposals not submitted in accordance with these instructions may be rejected.

**Addenda and Interpretations**

No interpretation of the meaning of the specifications or other contract documents shall be requested by or made to any submitter verbally.

Every request for such interpretation will be in writing and addressed to the Fire District Secretary at the address for the Fire District set forth in the Instructions to Proposals and must be received at least three business days prior to the date fixed for the open of the proposals to be given consideration.

**Proposal Evaluation**

Proposals received will be evaluated by the Board of Fire Commissioners of the Victor Fire District, its personnel, and Fire District legal counsel. This evaluation will be based as a minimum on the following criteria:

- (1) commitment for quality and timeliness of service;
- (2) completeness of the proposal, i.e., the degree which it responds to all requirements and requests for information contained herein;
- (3) submitter's demonstrated capabilities and qualifications, including service; and,
- (4) other relevant considerations, as the Fire District may determine in its best interests.

**Sales Tax Exclusion**

Proposals submitted will compute pricing less state sales taxes. It is understood that the Fire District is a tax-exempt municipal corporation of the State of New York.

**Form of Contract**

A copy of the proposed contract shall be submitted with each proposal, the final form of which shall be subject to approval by the Fire District's legal counsel.

**Contract Award**

The Fire District reserves the right to reject any or all proposals deemed to be unresponsive. The Fire District also reserves the right to waive any informalities, irregularities, and technicalities in procedure as may be in the best interest of the Fire District.

The Fire District reserves the right, before awarding the contract, to require a proposal maker to submit evidence of their qualifications as deemed necessary, including prior experience.

The Fire District reserves the right to award the contract to the most responsive proposal, as it solely determines, whether or not the contract is the lowest priced.

### **Insurance**

Each proposal will supply proof of general commercial liability equal to or exceeding \$1,000,000 per claim and workers compensation insurance. Upon award of the contract, the successful submitter shall provide proof of such insurances, including naming the Fire District as an Additional Insured.

### **Equipment Subject to Contract**

The Victor Fire District intends to procure and install a new SCBA breathing air compressor and fill station system at a District facility. The existing Bauer UNII/13H breathing air compressor system is currently in service and may be removed, decommissioned, or remain in place as determined by the District.

The designated room for the system has dimensions of approximately 9' x 15', accessed via a double door 6' 4" wide

Proposals may include an optional trade-in allowance for the existing Bauer UNII/13H system. Any trade-in offer shall be clearly itemized as a separate line item, including assumptions regarding condition, removal responsibility, and final disposition. The Fire District reserves the right to accept or reject any trade-in proposal at its sole discretion.

Proposals shall clearly identify any work associated with the removal, disposal, trade-in, or integration of the existing system. If no such work is included, the proposal shall so state.

All equipment furnished under this contract shall be new, unused, and of current manufacture, and shall include all components necessary for a complete and operational system.

### **Contact Information**

The contract shall commence upon award and execution of an agreement by the Victor Fire District and shall remain in effect through completion of delivery, installation, testing, and acceptance of the system.

The successful submitter shall provide a primary point of contact for the duration of the project and shall coordinate all work with the Fire District's designated representative.

Upon award of contract, the successful submitter shall provide a contact list which includes primary contact, after-hours contact information, project manager (if applicable), and service contact information.

The Victor Fire District reserves the right to obtain service, maintenance, or related work from other vendors, when in the sole determination of the District, it is in the best interest of the District to do so.

Any warranty or service obligations offered as part of the proposal shall be clearly identified and shall survive completion of the installation.

### **Standard of Service**

If a contract is awarded, the selected vendor will be required to adhere to a set of general contract provisions, including:

1. The contractor will provide the required services and will not subcontract or assign the services without the District's prior written approval.
2. The contractor will provide the services as an independent contractor and not as an employee or agent of the district.

3. The contractor is to schedule work with and report to the District Secretary and/or her designee, and will cooperate and confer with him/her as necessary to insure satisfactory work progress.
4. Contractor shall be available to access the building and its systems during both regular business hours and periods requiring emergency service.
5. Contractor shall check in and out with the District Secretary during regular business hours for routine and scheduled work, including logging times and summary of work on District Form.
6. Contractor shall be permitted to safely leave materials and equipment in designated areas of the building during work period; however, the Victor Fire District shall not be responsible or liable to secure the same or for damage or loss.
7. Contractor shall leave all work areas, equipment, and surrounding areas in broom-clean condition at the end of daily work periods.
8. All reports, estimates, memoranda and documents shall be dated and bear the contractor's name.
9. Billing terms shall be no less than net 30; invoices shall be accompanied by a completed Fire District voucher and copy of work provided, and be delivered to the Secretary, Victor Fire District; 34 Maple Avenue; Victor, NY. Deadline for inclusion on the next board meeting shall be the Wednesday before the meeting.

<b>VICTOR FIRE DISTRICT</b> <b>Scope of Work for SCBA Fill Station</b>	<b>Bidder Complies</b>	
	<b>Yes</b>	<b>No</b>
<p>All proposals for the Scope of Work shall include all labor, materials, equipment, and services necessary to furnish, deliver, install, and place into full operation a complete SCBA breathing air compressor and fill station system at a Victor Fire District facility.</p> <p>(1) Agreement to meet the Standard of Service listed in the Proposal Requirements</p> <p>(2) Provide a complete breathing air compressor system designed for SCBA cylinder filling, capable of filling cylinders rated up to 5,500 psi; systems capable of 6,000 psi operation shall be identified</p> <p>(3) System shall include compressor, purification system, cascade storage system, and containment fill station, fully integrated and operational. Preference will be given to factory-integrated compressor and fill station systems designed and assembled by a single manufacturer.</p> <p>(4) Provide a minimum of three (3) ASME-rated cascade storage cylinders; proposals including four (4) cylinders shall be identified. Preference may be given to systems incorporating four (4) storage cylinders and automatic cascade management controls.</p> <p>(5) Provide a containment fill station rated for SCBA cylinder failure, with a minimum of two (2) fill positions; three (3) position systems shall be identified</p> <p>(6) System shall be capable of filling multiple SCBA cylinders simultaneously and efficiently, consistent with the operational needs of a combination fire department</p> <p>(7) Provide a continuous air quality monitoring system, including carbon monoxide monitoring, with audible and visual alarms and automatic shutdown capability</p> <p>(8) Provide automatic condensate drains, filtration, and purification systems meeting breathing air standards</p> <p>(9) Provide system controls designed for safe and efficient operation, including automatic compressor shutdown and automatic fill controls to prevent over-pressurization of SCBA cylinders. Preference may be</p>		

<p>given to systems incorporating programmable automatic fill management, automatic cascade storage sequencing, reduced manual valve operation, and integrated touchscreen or electronic control interfaces.</p> <p>(10) System shall be designed to minimize manual valve manipulation and provide clear, accessible controls and gauges for operator use</p> <p>(11) Provide provisions for filling a mobile cascade system or apparatus-mounted SCBA fill system, including appropriate external connection(s)</p> <p>(12) Contractor shall perform full installation of the system, including all mechanical and electrical connections required for operation</p> <p>(13) Contractor shall coordinate installation requirements with the Fire District and identify any site preparation requirements in the proposal</p> <p>(14) Contractor shall perform full operational testing of the system upon installation and correct any deficiencies prior to acceptance</p> <p>(15) Contractor shall provide air quality testing and documentation upon system commissioning</p> <p>(16) Contractor shall provide on-site training for Fire District personnel in the operation, safety, and basic maintenance of the system</p> <p>(17) Contractor shall provide complete product specifications, system layout, and manufacturer documentation with the proposal</p> <p>(18) System shall comply with all applicable standards, including those of the National Fire Protection Association, OSHA, CGA, and ASME, as applicable. Breathing air quality shall comply with NFPA 1989 and CGA Grade E breathing air standards.</p> <p>(19) Contractor shall provide warranty information for all components of the system; minimum one (1) year warranty shall be included</p> <p>(20) Contractor shall identify service support capabilities, including location of service personnel and estimated response times for both routine and emergency service</p> <p>(21) Contractor shall provide a recommended preventative maintenance schedule for the system</p>		
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