

Request for Proposal

Project: Installation of two (2) power door operators with wireless switches

Location: Middlebury Police Department, 1 Lucius Shaw Lane, Middlebury, VT

Project Summary:

The public entrance to the Middlebury Police Department is located at grade level and consists of a set of double doors leading into an enclosed vestibule. Access to the public lobby/ reception is through another set of double doors from the vestibule to the lobby. The doors are currently manually operated and have no openers.

This project will install power openers on one door in each pair of doors with wireless push button, open-on-demand switches inside and outside each door to provide ingress and egress for those with disabilities.

Project Specifications:

1. Furnish and install one low energy power door opener on the right hand door (swing side) exterior vestibule door . The existing door swings to the exterior and has crash hardware on the interior side of the door that will remain operable.
 - a. Furnish and install one wireless push button switch on the iron column supporting the canopy over the entry way to operate this door opener.
 - b. Furnish and install one wireless push button switch on the vestibule wall to operate this door opener.
2. Furnish and install one low energy power door opener on the right hand door (swing side) exterior door from the lobby to the vestibule. The existing door swings into the vestibule and has crash hardware on the interior side that will remain operable.
 - a. Furnish and install one wireless push button switch on the vestibule wall to operate this door opener.
 - b. Furnish and install one wireless push button switch in the lobby to operate this door opener.

3. All features, components, and accessories will comply with all applicable ANSI standards and the low energy operator section of the A.D.A.
4. Contractor will warranty the equipment and installation will be free of defects in material and workmanship for a minimum of one-year.
5. On completion of the project contractor will mark the "As-Built" plan of the police department indicating wiring and circuits utilized to supply electrical power to the system components.
6. On completion, contractor will provide information on use of the door openers, adjustment and maintenance, and setting/ adjusting settings parameters.

General Specifications:

1. The Contractor **shall** take all reasonable precautions for the protection of property, personnel, other workmen, and the general public during the execution of the contracted service.
2. The Contractor **shall** be liable for any and all damages occasioned by the contractor's neglect or that of his agents during the performance of all contracted services. The bidder agrees to acquire and maintain, at his/her own expense, Workman's Compensation Insurance to cover injury to his/her employees as required by statute. The Bidder further agrees to provide General Liability Insurance for Bodily Injury and Property Damage at a combined single limit of one million dollars (\$1,000,000) per occurrence.
3. Before commencement of work, the Bidder shall give the Chief of Police a certificate from the insuring companies indicating such policies have been issued and are in force, and that said insurance companies agree to notify the Town Manager at least ten (10) days prior to the date of termination of or change in said policies.
4. The Contractor **shall** conform to all applicable Federal, State, and Local Laws and Ordinances.
5. Payment will be made on a monthly basis after the receipt of an itemized invoice. Monthly invoices shall include cost of services performed. Invoices must be submitted to the Chief of Police on completion of the project.

Return of Proposals / Due Date/ Award

This RFP is posted on the Town of Middlebury and Police Department websites as well as designated media of record for the Town of Middlebury.

The Police Department welcomes pre-bid site visits which can be scheduled by appointment with BJ Carter, bcarter@middleburypolice.org 802-388-4018.

Responses to this proposal are due at the Office of the Chief of Police, 1 Lucius Shaw Lane, Middlebury, VT 05753 via postal mail or common pdf at bcarter@middleburypolice.org not later than Friday, September 28, 2018 at 5:00 p.m. EDT. Proposals that meet the specifications will be reviewed by the Board of Selectmen at their meeting on October 9, 2018.