

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Sprinklers, Fire: Maintenance, Testing, Inspection and Repairs**

Contract Period: April 15, 2025 through April 14, 2026 w/ 3 – 1 year options

Original Date of Issue: April 15, 2025

Date of Revision:

BID No: **RFB-RC-2025-021**

Catalog: **Facilities Maintenance**

Authorized Users: United States Agencies, Other States & Political Subdivisions Therein,
Local Governments, School Districts & Non-Profit Agencies

Address Inquiries To:

Name: Nicholas Chodor
Title: Purchaser I
Phone: 845-364-3825
Fax: 845-364-3809
E-mail: chodorn@co.rockland.ny.us

Description

Maintenance, Testing, Inspection and Repair of Fire Sprinkler

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 25-021	0000029542	Encore Fire Protection 25 Eastmans Road Parsippany NJ 07054 Contact: Amy Lewis alewis@encorefireprotection.com	(973) 560-1600 Fax (973) 781-1099

County of Rockland CONTRACT

Dept. of General Services

Purchasing Division
50 Sanatorium Rd
Bldg A, 6th Fl, Room 609
POMONA NY 10970
www.rcpurchasing.com

Dispatch via Print

Contract ID BID 25-021		Page 1 of 3
Contract Dates 04/15/2025 to 04/14/2026		Currency USD
Fire Sprinklers Maint., Test		Contract Maximum 90,000.00
Freight Terms	Buyer Email chodorn@co.rockland.ny.us	
Buyer Nicholas Chodor	Phone 845/364-3856	Fax 845/364-3809

Supplier 0000029542
Encore Fire Protection
Amy Lewis
25 Eastmans Road
Parsippany NJ 07054

Phone 973/560-1600
Fax 973/781-1099
alewis@encorefireprotection.com

Tax Exempt? Tax Exempt ID:

Line #	Supplier Item	Item Desc	Item ID	Price	UOM
1		FIRE SPRINKLERS, MECHANIC, LABOR RATES M-F 7:30AM-4:00PM PER BID SPECIFICATIONS	93633000001	210.00000	Hour
2		FIRE SPRINKLERS, MECHANIC, LABOR RATES M-F 4:00PM-7:30 AM PER BID SPECIFICATIONS	93633000002	275.00000	Hour
3		FIRE SPRINKLERS, MECHANIC, LABOR RATES SATURDAY 24 HOURS PER BID SPECIFICATIONS	93633000003	275.00000	Hour
4		FIRE SPRINKLERS, MECHANIC, LABOR RATES SUNDAY 24 HOURS PER BID SPECIFICATIONS	93633000004	275.00000	Hour
5		FIRE SPRINKLERS, MECHANIC, LABOR RATES HOLIDAY PER BID SPECIFICATIONS	93633000005	275.00000	Hour
6		FIRE SPRINKLERS, HELPER, LABOR RATES M-F 7:30AM -4:00 PM PER BID SPECIFICATIONS	93633000006	210.00000	Hour
7		FIRE SPRINKLERS, HELPER, LABOR RATES M-F 4:00PM-7:30 AM PER BID SPECIFICATIONS	93633000007	275.00000	Hour
8		FIRE SPRINKLERS, HELPER, LABOR RATES SATURDAY 24 HOURS PER BID SPECIFICATIONS	93633000008	275.00000	Hour
9		FIRE SPRINKLERS, HELPER, LABOR RATES SUNDAY 24 HOURS PER BID SPECIFICATIONS	93633000010	275.00000	Hour
10		FIRE SPRINKLERS, HELPER, LABOR RATES HOLIDAY PER BID SPECIFICATIONS	93633000011	275.00000	Hour
11		Percent Markup: 15% Percent Markup from contractor's cost for any parts and material - must not exceed 15%	93633000012	1.00000	Dollar

Authorized Signature



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Line #	Supplier Item	Item Desc	Item ID	Price	UOM
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12		Quarterly Inspection/Testing Not Including Bldg. A. As specified in item 7.1.1.	93633000013	20,885.00000	Quart
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RC Courthouse
RC Office Building
RC Correctional Facility
RC Sheriffs Building
RC Back-up Radio Room
RC Health Ctr. Bldg. C&P
RC Health Ctr. Bldg. R
RC Health Ctr. Bldg. L
RC Health Ctr. Bldg. S
RC Health Ctr. Bldg. T
RC Fire Training Center
RC Highway Dept.

13		Annual Inspection/Testing Not Including Bldg A. As specified in items 7.2.1, 7.2.2, 7.2.3 and 7.2.4	93633000014	5,850.00000	Year
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RC Courthouse
RC Office Building
RC Correctional Facility
RC Sheriffs Building
RC Back-up Radio Room
RC Health Ctr. Bldg. C&P
RC Health Ctr. Bldg. R
RC Health Ctr. Bldg. L
RC Health Ctr. Bldg. S
RC Health Ctr. Bldg. T
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Authorized Signature



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Tax Exempt? Tax Exempt ID:

Line #	Supplier Item	Item Desc	Item ID	Price	UOM
14		Quarterly Inspection/Testing RC Health Center Building A ONLY. As specified in item 7.1.1 and 7.3	93633000015	891.00000	Quart
15		Annual Inspection/Testing RC Health Center Building A ONLY As specified in items 7.2.1, 7.2.2, 7.2.3, 7.2.4 and 7.3	93633000016	1,161.00000	Year

TERMS AND CONDITIONS OF RFB-RC- 2025-021 INCORPORATED HEREIN BY REFERENCE.


ITEMS ON THIS PURCHASE ORDER ARE SUBJECT TO NEW YORK STATE LABOR LAW 220, ARTICLE 8. VENDOR MUST SUBMIT CERTIFIED PAYROLL(S) ALONG WITH THEIR INVOICE(S).

PRC #:2025001568

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Fire Sprinklers Maint., Test	Contract Maximum 90,000.00	
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Authorized Signature



COUNTY OF ROCKLAND - DGS-PURCHASING
BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970
TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

**TITLE: Sprinklers, Fire: Maintenance, Testing, Inspection
and Repairs**

BID NUMBER: RFB-RC-2025-021

**PURCHASES BY UNITED STATES AGENCIES, OTHER STATES AND POLITICAL
SUBDIVISIONS THEREIN, LOCAL GOVERNMENTS, SCHOOL DISTRICTS,
AND NON-PROFIT AGENCIES**

As per the New York State General Municipal Law, § 103(3) all political subdivisions of New York State are allowed to make purchases through the resulting contract(s). As per Rockland County Procurement Policy § 140-13, the United States of America or any agency thereof, any state, or any other political subdivision or district therein and certain Non-Profit Agencies approved to participate in New York State's Contract Extension Program are authorized to make purchases through the resulting contract(s).

1. The County of Rockland shall make all contract award information available to other political subdivisions and non-profit agencies through the **Empire Procure Connect Marketplace**.
2. Any other political subdivision or Rockland County non-profit agency will issue purchase orders directly to vendors within the specified contract period referencing the County's contract and shall be liable for any payments due on such purchase orders; and shall accept sole responsibility for any payment due.
3. All purchases shall be subject to audit and inspection by the other political subdivisions and Rockland County non-profit agencies for which the purchase was made.
4. No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
5. All Bidders shall be on notice that as a condition of the award of a County contract, the successful bidder shall accept the award of a similar contract with any other political subdivision in New York State and Rockland County non-profit agencies authorized to use New York State's contracts, if called upon to do so. A listing of approved Rockland County non-profit agencies is available on the Purchasing Division's website at www.rcpurchasing.com. The County, however, will not be responsible for any debts incurred by the participants pursuant to this or any other agreement.
6. Necessary deviations from the County's specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points shall be resolved between the successful bidder and the other political subdivisions and Rockland County non-profit agencies.

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SPECIFICATIONS

A Virtual Pre-Bid via Microsoft Teams will be hosted on February 18, 2025, at 10AM - To Participate select the link below.

Microsoft Teams Meeting Link:

[Click Here to Join Meeting](#)

Meeting ID: 237 988 103 243
Passcode: F3Mm2rn6

1. SCOPE

- 1.1. Contractor shall provide all labor, materials, equipment and supervision as required to perform scheduled testing and inspections of sprinkler and standpipe systems as specified herein. Contractor shall also provide hourly rates and material mark-up rates for performing repairs to these systems.

2. SITE VISIT

- 2.1. All prospective bidders are encouraged to visit job sites to verify all field conditions and familiarize them with the specified equipment. A pre-bid teams meeting has been scheduled for **Tuesday, February 18, 2025, at 10:00 AM**. Attendance is not mandatory. However, bidders shall be required to perform the work as specified whether or not they attend the teams meet or visit any of the sites. To schedule times to make site visits, please contact The Assistant Director of Rockland County Facilities Management, Patrick Horan, at 845-364-3846. To visit the Rockland County Highway Department, contact Rockland County Highway Engineer Alfred Carnevale at 845-364-5043.

3. EXPERIENCE AND REFERENCES

- 3.1. Contractor's company shall have a minimum of 5 years of experience in the testing, inspection and repair of sprinkler and standpipe systems as specified herein. Contractor shall employ a minimum of 3 personnel, each with a minimum of 3 years paid experience in the performance of such work. Contractor shall provide with their bid a list of three references, including contact person and telephone number, for inspection and testing services that they are presently providing.

4. CODE REQUIREMENTS

- 4.1. Contractor shall perform all work in accordance with NFPA 20: Standard for the Installation of Stationary Pumps for Fire Protection, Current Edition, and with NFPA 25: Standard for the Inspection, Testing, and Maintenance of Water Based Fire Protection Systems, Current Edition.

5. LAWS, PERMITS, AND LICENSES

- 5.1. Contractor shall comply with all applicable Federal, State and Municipal Laws and as required, to perform all work as specified.
- 5.2. Contractor shall possess all qualifications and obtain any required licenses and permits to perform the work specified. Proof of these items shall be provided to the Director of Purchasing with the bid.

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6. LOCATIONS AND EQUIPMENT COVERED

LOCATION	DESCRIPTION OF EQUIPMENT
RC COURTHOUSE New City, NY	19 Tamper Switches, 7 Flow Switches, 3 Control Valves, 3 Hose Connections, 1 Fire Pump (Stearling Peerless #6AE14), 1 Pressure Switch
RC OFFICE BLDG. New City, NY	1 Control Valve, 2 Hose Connections
RC CORRECTIONAL FACILITY New City, NY	3 Hose Connections, 23 Tamper Switches, 18 Flow Switches
RC SHERIFFS BLDG. New City, NY	4 Tamper Switches, 1 Flow Switch, 4 Control Valves, 1 Hose Connection, 1 Anti-Freeze Loop
RC BACKUP RADIO BLDG. New City, NY	1 Wet Pipe System, 1 dry Pipe pre-action System
RC HEALTH CENTER, BLDG. A Pomona, NY	22 Tamper switches, 16 Flow Switches, 22 Control Valves, 2 Hose Connections, 1 Fire Pump, 4 Anti-Freeze Loops
RC HEALTH CENTER, BLDG. C AND P Pomona, NY	10 Tamper Switches, 10 Flow Switches, 10 Control Valves, 1 Dry Valve, 1 Hose Connection
RC HEALTH CENTER, BLDG. R Pomona, NY	3 Tamper Switches, 1 Flow Switch, 3 Control Valves, 1 Dry Valve
RC HEALTH CENTER, BLDG. L Pomona, NY	4 Tamper Switches, 2 Flow Switches, 4 Control Valves, 1 Hose connection
RC HEALTH CENTER, BLDG. S Pomona, NY	4 Tamper Switches, 3 Flow Switches, 1 Pre-Action System (3" + 6" deluge), 4 Control Valves
RC HEALTH CENTER, BLDG. T Pomona, NY	4 Tamper Switches, 1 Flow Switch, 4 Control Valves, 1 Dry Valve
RC FIRE TRAINING CENTER Pomona, NY	7 Tamper Switches, 5 Flow Switches, 7 Control Switches
Rockland County Highway Department Chestnut Ridge, NY	7 Control Valves, 7 Tampers, 4 Waterflow Switches, 3 FDC's with 5 Inch Storz

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7. INSPECTION/TESTING SCHEDULE

7.1. Quarterly

- 7.1.1. All tamper switches, flow switches and control valves and domestic system sprinklers shall be tested quarterly in February, May, August and November. They shall be inspected, operated and adjusted as needed to verify proper operation and signal initiation to alarm system control panel. Inspection drains for this equipment shall be flow tested to verify adequate flow. Residual and static pressures shall be recorded.

7.2. Annually

- 7.2.1. All dry valves and pre-action valves shall be trip tested annually in August. They shall be visually inspected, water flow and drain operation verified, and priming water level checked during the quarterly inspection.
- 7.2.2. The most remote and highest standpipe hose connections shall be flow tested annually in August of each contract year. Valves shall be fully opened, and the discharge flow and pressure measured.
- 7.2.3. Anti-freeze loops shall be tested annually in August and adjusted as needed.
- 7.2.4. Fire pump shall be full flow tested in August of each contract year in conjunction with standpipe flow test.

- 7.3. Separate Quarterly/Annual Inspections/Testing shall be done on Building A at the Dr. Robert L. Yeager Health Center in Pomona.

8. REPORT FORMS

- 8.1. Report forms for the required inspections shall follow the format of the sample Forms for Inspection, Testing, and Maintenance as shown in appendices B and C of NFPA 25.
- 8.2. Forms shall be completed by the Contractor and submitted to the owner after each inspection. A sample of all required forms to be used by the Contractor shall be submitted with their bid.

9. REPAIR SERVICE

- 9.1. All requests for repair service shall be responded to with a repairperson on site within 4 hours after request is made. Contractor shall have a staffed office (answering machine or voice mail not acceptable); to take service calls 24 hours/day 7 days a week.
- 9.2. All work performed shall be guaranteed for one year.
- 9.3. The successful bidder shall maintain a satisfactory inventory of common repair and replacement parts used for repairs.
- 9.4. The repair work shall be billed for time and material. Bidders shall provide a billable rate (\$/man-hour) for repair labor performed during normal hours (7:30 PM to 4:00 PM, Monday through Friday), after hours, weekends and holidays. Travel time and related costs are not billable and will not be paid by the owner.

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10. USE OF PREMISES

- 10.1. On or about the premises and adjacent areas, the Contractor shall ensure that all apparatus, storage of materials, and activities of workmen be confined to the limits indicated by law, ordinances, permits and the direction of the authorized County of Rockland representative, and shall not encumber or permit the premises or adjacent areas to be encumbered with such materials or apparatus.
- 10.2. The work site shall be kept in an orderly and safe fashion so as not to interfere with the progress of the work or the work of any other Contractor.
- 10.3. The Contractor shall be responsible for repairing and replacing anything damaged by his operations, within thirty (30) days after notification by the authorized County of Rockland representative that damage has occurred.
- 10.4. It will be the responsibility of the Contractor to report, to the authorized County of Rockland representative, any damages found prior to any work at this site.

11. SECURITY

- 11.1. For all work being performed at the **Rockland County Correctional Facility** in New City, the contractor shall abide by several security measures that are non-negotiable. Failure to comply will result in an immediate escort off County property.
 - 11.1.1. All workers entering the secure areas shall be required to have a background check before they will be allowed entry to work.
 - 11.1.2. All tools shall be logged in at front desk every morning before entering and checked out before leaving. All tools must be accounted for when leaving.
 - 11.1.3. Complete cleanup of all work areas for the day shall be checked out by a correction's officer before leaving work area.
 - 11.1.4. No tools shall be left unattended at any time.
 - 11.1.5. Work, at any time, may be subject to immediate stoppage at which time workers may be escorted out to the main lobby area until such time as they will be allowed re-entry when Rockland County personnel deem it safe.
 - 11.1.6. No worker will be allowed in any other areas other than the work area unless it is work related to the project. In this case, worker(s) shall be accompanied by a correction's officer.
 - 11.1.7. There shall be **NO** fraternizing with inmates, officers, or anyone other than those directly involved with the work being performed.
 - 11.1.8. All debris shall be removed from the premises by the contractor either by container or truck on a daily basis. The work area shall be clean and free of any debris at the end of each workday.
 - 11.1.9. Contractor, his foreman or any of his workers shall not take any direction from anyone other than a Facilities Management representative.

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12. CLEANING UP

- 12.1. The Contractor shall at all times keep the premises and adjacent areas free from accumulations of waste material or rubbish. At the completion of the work, he/she shall remove from and about the premises, including adjacent areas, all rubbish, tools and surplus materials used for work and shall have the area "Broom Clean" and ready for use. In case of a dispute, County of Rockland may remove rubbish and clean up, then may charge the Contractor either by deduction of amounts unpaid to the Contractor, or by other means as determined to be fair and equitable by the authorized County of Rockland representative.

13. RULES AND TIME/WORK SHEETS

- 13.1. Successful contractor shall be subject to facility use rules and shall sign in and out, at the designated Facilities Management location whenever entering or leaving the premises. The Contractor shall submit a time/work sheet indicating day and hours worked, parts and materials used and equipment serviced.

14. TRAVEL TIME

- 14.1. All labor shall be billed from the time bidder's employee arrives at, to the time he departs from the Rockland County job site. The County of Rockland shall not accept nor authorize payment for travel time or expenses of service personnel to any of the County of Rockland's facility locations. The only billable time will be for service work performed.

15. EQUIPMENT

- 15.1. The contractor is responsible for providing all tools and equipment necessary to efficiently perform all work in a professional and workmanlike manner. The Certificate of Equipment must be completed and included with the proposal forms.

16. RENTALS

- 16.1. It is understood that on occasion a contractor shall have to rent specialized equipment to complete work. All rentals shall be pre-approved by an authorized County of Rockland representative and billed at contractor's cost.

17. REFERENCES

- 17.1. The contractor shall include in the bid submittal, references from THREE (3) service accounts with company name, address, and contact name and phone numbers.

18. QUALIFICATIONS OF CONTRACTORS

- 18.1. The bidder shall show that he has available under his direct employment and supervision the necessary organization and facilities to properly fulfill all the services and conditions required under these specifications.
- 18.2. The contractor shall show that he has maintained an organization capable of performing the work specified herein, and that said organization has been in continuous operation for at least the past five years. Contractor shall submit the following information with the bid.
- 18.3. The names of the employees in the area responsible for this contract, their function in the company, title, and number of years of service with the contractor's firm.
- 18.4. The present address of the main operating office of this organization and years of operation.

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19. SAFETY

- 19.1. The Contractor shall adhere to all OSHA, PESH and County of Rockland safety rules while the work is in progress. Contractor is responsible for any damage to vehicles or structures resulting from the Contractor's negligence.
- 19.2. Contractor shall maintain the work site in a clean and orderly fashion. All debris shall be cleaned and removed from the work site each day.

20. LABOR AND MATERIAL COSTS

- 20.1. All labor and materials shall be invoiced and paid, as bid, on the proposal pages.
- 20.2. The County of Rockland must receive detailed billings within fifteen days after completion of each job.

20.3. Labor Costs

- 20.3.1. Detailed description of all completed service work must accompany all invoices.
- 20.3.2. Contractor shall bid a labor rate in dollars per man hour for a master mechanic and apprentice to make required repairs, replacements, and troubleshooting.
- 20.3.3. The Contractor's invoice must list specifically the type of employee or laborer utilized and the number of man hours worked. The bidder agrees and hereby certifies that all labor charges contained in the invoices and vouchers shall be only those that were required and necessary to complete the work.
- 20.3.4. Invoices for labor must be billed to the next quarter hour of actual time worked (example: 8:00 AM to 9:10 AM would be billed at 1 hour and 15 minutes). Invoices rounded to the next full hour will not be approved for payment.

20.4. Material Costs

- 20.4.1. The invoices for payment must list specifically all parts and materials and cost to Bidder for each item. The County of Rockland will require verification of these costs by copy of the invoice as submitted to the contractor for payment. The bidder agrees and hereby certifies that all parts and materials which he purchases shall be at lowest price available at the time considering the prevailing conditions and circumstances for which it is required that the purchase be made. County of Rockland reserves the right to supply material when deemed in the best interest of the County of Rockland.
- 20.4.2. Any and all parts and materials are to be billed to the County of Rockland at a percent markup. **Percent mark-up shall not exceed 15%.**
- 20.4.3. Documentation of material costs (invoices, etc.) of items greater than \$100 must be provided with Contractor's invoices.

20.5. Inspection/Testing

- 20.5.1. Contractor shall provide pricing for annual and quarterly inspections and testing as specified in section 7. Please provide a breakdown per building.

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20.6. Additional Items

- 20.6.1. If the Contractor expects to incur any additional costs not specified in the above paragraphs, he must submit a list of those items and corresponding charges or schedule with his bid. There will be no additional charge for delivery or mileage. No other costs except those placed in the bid proposal at the time the bid is submitted shall be evaluated, considered or deemed acceptable charges by the County of Rockland. The Contractor further agrees that should it be determined by the County of Rockland that the Contractor is falsifying his invoices or partaking in fraudulent practices so as to reflect higher costs than actually incurred in the repair, this falsification of fraudulent practice shall be considered a material breach of the terms of the contract. Nothing herein shall be considered to limit the authority of the County of Rockland to prosecute any bidder or Contractor who violates the laws of the State of New York.
- 20.6.2. In the best interest of the County of Rockland, large dollar items and/or multiple quantity items not deemed emergency repairs may be quoted or bid out separately.

21. LABOR

- 21.1. This project is subject to **New York State Labor Law 220, Article 8 Prevailing wages**. The Contractor shall submit with, each invoice, certified payrolls for all labor. Submission of Certified Payroll with invoice is a condition of payment.

22. CONTRACT PRICE ADJUSTMENTS UPON RENEWAL

- 22.1. The bid rates shall remain firm through the first contract period with no adjustments allowed. If the County exercises any of the option years of the award, Contractors may submit a request for adjustment on the yearly anniversary date of the contract. Any request for price adjustment(s) shall be submitted thirty (30) days in advance in writing to the Director of Purchasing. Any and all price adjustments will be limited to the percentage increase in the CPI Index - All Urban Consumers for the preceding 12 months. The County reserves the right to reject any request for price increase deemed excessive.
- 22.2. CPI-Index - Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted.
- 22.3. There shall be no adjustment allowed on percent mark-up.

23. AWARD

- 23.1. Award will be made, in its entirety, to the lowest responsible bidder who meets the requirements.