



North Bangor Fire Company
1009 Fox Gap Rd
Bangor PA 18013
484 – 837 – 2970

REQUEST FOR PROPOSAL

Request for Proposals for Construction Services

(6/5/2026)

CONSTRUCTION SERVICES FOR FIRE STATION BUILDING EXPANSION PROJECT, ADDITION OF 2 BAY BUILDING

North Bangor Fire Company



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Purpose of the RFP

The North Bangor Fire Company (hereinafter the Fire Company) is soliciting proposals from qualified firms (hereinafter the contractor) to provide construction services related to the construction of a building expansion project consisting of a 2-bay building located at 1009 Fox Gap Rd Bangor PA 18013. Further descriptions within the RFP.

Proposals will be accepted only from contractors that are free of all obligations and interests that might conflict with the best interest of the Fire Company and have the capacity to provide services on a timely basis.

Respondents must address the needs and requirements stated in the Scope of Work (SOW) of this RFP.

Projected Schedule for the RFP Process

The Fire Company reserves the right to modify the following schedule at its discretion:

Activity	Date
RFP Available	6/5/2026
<i>Proposal Meeting / Site Visit</i>	6/26/2026
<i>Deadline for Questions</i>	7/3/2026
<i>Deadline for Proposal Submission</i>	7/17/2026
<i>Proposal Review & Acceptance</i>	8/6/2026
<i>Anticipated Contract Commencement</i>	9/15/2026

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Submission Guidelines

Respondents are advised to read this RFP in its entirety. Failure to read and/or understand any portion of this RFP shall not be cause for waiver of any portion of the RFP or subsequent agreement. The submitted proposal and this RFP become a part of the subsequent agreement.

All inquiries or questions relating to this RFP and all communications regarding this RFP will be conducted in writing via email through Company President Thomas Austin at 2ndLT3955@gmail.com AND Chief Todd Pinto at chief3951@gmail.com.

Phone calls or in-person visits are prohibited except for the express purpose of conducting a site visit if the Respondent believes it necessary for the submittal of their proposal. Do not contact any other Fire Company officers or employees regarding this proposal. All questions and answers posed will be forwarded to all interested person(s) or contractors through an addendum published on the Fire Company's website. All information will be listed and updated on the Fire Company's website.

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The right is reserved by the Fire Company to reject any or all proposals, to waive any informality or technicality, or to accept proposals deemed in the best interest of the Fire Company.

Proposals received after the deadline will not be considered and will be returned unopened to the proposers.

Persons / Contractors responding to this RFP shall have completed similar projects.

The proposal shall not exceed 20 pages, exclusive of covers and dividers. Materials shall be 8½" x 11". Charts may be in 8½" x 17" landscape-style format.

All proposals shall become the property of the Fire Company.

The information contained in the proposal must be clearly marked and delineated. The Fire Company may release any information contained in the proposal that is not marked and delineated as proprietary 30 days following the execution of a contract for services.

I. INTENT OF REQUEST FOR PROPOSALS

It is the intent of the Request for Proposal to generally set forth the minimum acceptable requirements for the proposal to be submitted herein.

II. DESCRIPTION OF THE PROJECT

North Bangor Fire Company. 1009 Fox Gap Rd Bangor PA 18013

This project will include the construction of a new (30' x 42') building with 2 apparatus bays. Bay doors with openers, Vestibule to connect to existing building(s), electrical utilities and site elements as needed for the proper function and usage of the building.

The budget for the construction of this facility is \$100,000.00.

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III. PRE-PROPOSAL MEETING

A proposal meeting will be held on **(9/26/2026)** at **(9am)** at the North Bangor Fire Company located at 1009 Fox Gap Rd Bangor PA 18013

A representative from each interested contractor is encouraged to attend. During the meeting, a presentation will be made to describe the overall scope of work. Interested contractors may ask questions and request clarification about the project.

IV. COST PROPOSAL, FEES AND MARKUPS

Before submitting a Cost Proposal, each Contractor shall carefully examine the RFP, shall visit the site of the work, shall fully inform themselves as to all existing conditions and limitations, and include in the proposal the cost of all items required by the RFP. If the Contractor observes that portions of the Contract Documents are at variance with applicable laws, building codes, rules, or regulations or contain obvious erroneous or uncoordinated information, the Contractor shall promptly notify the specified Fire Company Representative, and the necessary changes shall be accomplished by Addendum.

The Cost Proposal, bearing original signatures, must be typed or handwritten in ink on the Cost Proposal Form provided in the procurement documents and submitted as specified below prior to the deadline for submission of cost proposals indicated on the Project Schedule.

V. SUBMITTAL OF PROPOSAL

Proposals shall be submitted no later than **(5pm)** local time on **(7/17/2026)** All responses to this RFP must be submitted by email to 2ndLT3955@gmail.com and Chief3951@gmail.com or hardcopy delivered to the North Bangor Fire Company 1009 Fox Gap Rd Bangor PA 18013 c/o Thomas Austin

Proposals shall remain valid for a period of ninety (90) days from the due date.

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VI. SIGNATURE ON PROPOSAL

Proposals must be signed by an authorized representative of the proposer named thereon. The signature on the proposal shall be interpreted to signify the proposer's intent to comply with all of the required services.

Construction is scheduled to begin in approximately 60 days' post bid acceptance.

VII. SCOPE OF WORK

The Contractor services shall include the following services and activities:

- a. Collaborate with the Fire Company through the design and pre-construction phases of this project, providing Cost Estimating, Project Construction Scheduling, Review and Recommendations regarding Building Systems and Materials, and constructability.
- b. The Contractor will prepare detailed cost estimates at the award of the contract and at the completion of the Design Development and Construction Document Phases of work and will collaborate with the Fire Company.
- c. Provide the cost of alternate systems, products, and materials being considered.
- d. Develop Project Schedule
- e. Construction must comply with all applicable building codes, zoning ordinances, and licensing regulations.
- f. Applicants must provide complete construction services utilizing professional constructors licensed in the state of Pennsylvania.
- g. Arrange for permits and inspections from all applicable public agencies.

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- h. Guarantee the work for at least one (1) year after a Certificate of Occupancy is issued and appropriately correct deficiencies discovered during the warranty period.
- i. Due to type of funding for project, contractor must agree to meet prevailing wage as outlined in **“PENNSYLVANIA PREVAILING WAGE ACT” Act No. 442 of 1961** and must be shown in proposal documents.
- j. Due to the type of funding for the project, contractor must agree to meet all guidelines as outlined in the **“PA Local Share Account Statewide Program Guidelines”**

VIII. FORMAT OF PROPOSAL

The contractor will be selected on the basis of several factors, including, but not limited to, experience, staff, qualifications, project superintendent, approach to the project, project references, safety information, and interview of finalists. Proposals submitted in response to this RFP will be reviewed and ranked by a Selection Committee.

- a. **INTRODUCTION TO CONTRACTOR** - Provide a brief introduction to the qualifications and background of your business.

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- b. **RELEVANT CONSTRUCTION EXPERIENCE** - Provide a listing of 3 projects of the Contractors relevant construction experience. For each listed project, indicate whether or not the project was constructed on time and the number and amount of change orders.
- c. **PROPOSED APPROACH** - Describe how your firm will approach the scheduling and construction phase aspects of the Project. Describe your firm's overall construction philosophy and how it will be applied to this project. Discuss how you will work with the Fire Company, Staff, Architect, and Engineers to ensure that the Fire Company's needs are adequately met.
- d. **SCHEDULE** - Describe how your firm will complete the project within a reasonable time frame. Provide a brief bar chart of 20 activities maximum for completion of the project.
- e. **REFERENCES** - Provide name, telephone number, and project title for three (3) references to be contacted as to your performance on similar projects.
- f. **FEE PROPOSAL** - Provide a fixed fee for all pre-construction services and a percentage-based fee for the total construction cost.

The Fire Company reserves the right to cancel the award of this contract at any time before the execution of the contract by both parties if cancellation is deemed to be in the Fire Company's best interest. In no event shall the Fire Company have any liability for the cancellation of the award. The contractor assumes the sole responsibility for all expenses connected with the preparation of this proposal.

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IX. SELECTION CRITERIA

Selection will be made based on proposed project cost and contractor qualifications. The first contractor of choice will be asked to formally meet with the Fire Company Board of Directors and / or building committee for terms of agreement. If no agreement can be reached, which is mutually accepted and agreed upon, then the Fire Company will meet with the second contractor of choice, and so on, until a final agreement has been reached and executed. Contractors will be ranked based on the following criteria:

- 55% overall cost of project
- 20% Scope of Services Proposed
- 15% Approach to Perform the work.
- 10% Contractor Experience

X. TERMS OF CONTRACT

The Fire Company will require that the selected proposer be willing to negotiate and enter into a written agreement with the Fire Company to provide all services required within the scope of services as submitted by the proposer in its proposal. The Fire Company's Executive Leadership, collaborating with the selected proposer, will negotiate the agreement. The agreement must be approved by the North Bangor Fire Company's Board of Directors. All provisions of the agreement will be in compliance with Local, State and Federal laws.

The terms of the agreement between the selected proposer and the Fire Company shall include the following provisions:

- a. It is anticipated that the Contractor will provide a Guaranteed Maximum Price (GMP) after completion of the Construction Documents. If the Contractor fails to provide a GMP within the Fire Company's budget, the Fire Company may at their option (1) increase the project budget (2) require the Contractor to work with

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the Fire Company to develop value-engineering alternatives to reduce the GMP, or (3) terminate the agreement with the Contractor and commence negotiations with the next ranked Contractor or (4) follow alternate bidding procedures.

- b. Adequate and satisfactory insurance is required, including general liability, automobile, workers' compensation, and performance bonds.
- c. Books are open, organized for monthly Owner review, with separate general conditions, fee, and contracted work correlated with the construction cost estimate.
- d. A "Contractor" is expected to know how to manage "contracts" with "subcontractors." Therefore, a change in contractual or market conditions will not be a justification for an increase in costs.
- e. The Contractor may subcontract any work provided. The Contractor must provide three (3) competitive bids for all subcontracted work to ensure project budget remains.
- f. Due to type of funding for project, contractor must agree to meet prevailing wage as outlined in "*PENNSYLVANIA PREVAILING WAGE ACT*" Act No. 442 of 1961 and must be shown in proposal documents.

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XI. GENERAL INFORMATION

Response to this Request for Proposal is at the proposer's sole risk and expense. The Fire Company anticipates selecting one of the responding proposers, but there is no guarantee that any responding proposer will be selected. The North Bangor Fire Company reserves the right to reject any or all proposals.

It is the Fire Company's policy to encourage equal opportunity in its professional services and contracts. The Fire Company endeavors to do business with proposers that share the Fire Company's commitment to equal opportunity and will not do business with any proposer that discriminates on the basis of race, religion, color, ancestry, age, gender, sexual orientation, disability, medical condition, or place of birth.

The Fire Company appreciates in advance the efforts that proposers will make on behalf of this project and looks forward to participating with proposers in the selection process.

All questions, comments, and requests for information regarding this RFP shall be directed to President Thomas Austin at 2ndLT3955@gmail.com AND Chief Todd Pinto at chief3951@gmail.com. Any additional information or answers to questions will be posted to everyone. No other members of the Fire Company's Committee, Staff, or Elected Officials may be contacted regarding this RFP.

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