

**REQUEST FOR PROPOSALS**

**CITY OF FARGO, NORTH DAKOTA**

**Handheld Raman Spectroscopy**

**Hazardous Materials Monitor**

**Proposals are due 2:00 p.m. (central time), Wednesday, November 10th, 2021**

# REQUEST FOR PROPOSALS

**Handheld Raman Spectroscopy**

**Hazardous Materials Monitor**

**CITY OF FARGO, NORTH DAKOTA**

The City of Fargo, North Dakota, requests proposals from qualified firms to provide the Fargo Fire Department (“Department”) with a handheld raman spectroscopy hazardous materials monitor, as more fully described in this document.

The selected firm will be invited to enter into an agreement with the city to provide the requested monitor. The City commission has the ultimate authority to approve any proposal and to authorize execution of the agreement.

# Section I: Submittal Requirements

Proposals which contain omissions, erasures, alterations, conditional quotes, or that contain irregularities of any kind may be rejected.

The proposal should contain, without limitation, the following information at a minimum:

# Contact Information

* + Name of firm and designated sales representative, including direct telephone number, cellular phone number and email.
  + Office address, main telephone and fax numbers, and website address.

# Bid Proposal, Fee, and Timeline

* + The proposer should include a list of the features of their hazardous materials monitor which will meet the specifications set forth in this document; as well as, the proposed cost and timeline to receive the specified monitor.
  + The proposer shall include the prices for any optional sampling adapters that are available for the proposed unit.
  + The proposer shall include the prices for any colorimetric add-ons, including hardware, software, and sampling supplies.
  + The proposer shall include the prices for any additional years of extended warranty.

# Section II: Evaluation of Proposals

City staff will evaluate all properly submitted proposals, and will grade and rank all proposals. The City reserves the right to ask any proposer for additional information and to interview any proposer to assist the City in making its selection.

The City will then select the top preferred firm. The City Commission has the ultimate authority to approve any proposal and to authorize execution of the agreement.

The City reserves the right to make clarifications, corrections, or changes in the request for proposal (RFP) at any time prior to the deadline for the submission of proposals. All proposers or prospective proposers will be informed of said clarifications, corrections, or changes so long as the proposers and prospective proposers register with the City via email to [mbrand@FargoND.gov](mailto:mbrand@FargoND.gov%20) prior to the due date for proposals.

# Section III: Submittal Procedures

1. **Questions and Clarifications**

All questions regarding this RFP should be directed in writing to Captain Matt Brand, at [mbrand@FargoND.gov](mailto:mbrand@FargoND.gov)

# RFP Submittals

**Proposals must be received no later than 2:00 p.m. (central time), on Wednesday, November 10, 2021, at the City Auditor’s Office, City of Fargo, 225 4th St. N., Fargo, ND 58102. All proposals shall be labeled Fire Department Hazardous Materials Monitor.** Proposals will not be opened publicly. Proposals submitted after closing time will not be opened. No oral, emailed, telephone, or facsimile proposals will be considered.

Please also deliver one digital copy of the proposal via email to [mbrand@FargoND.gov](mailto:mbrand@FargoND.gov)

# Standard Terms and Conditions

Proposals submitted are offers only, and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the firms submitting proposals. Issuance of this RFP does not obligate the City to pay any costs incurred by a respondent in its submission of a proposal, conducting any necessary studies, creating any necessary designs for the preparation of the proposal, or for procuring or contracting for services to be furnished under the RFP.

A proposer may withdraw their proposal, either personally or by written request, at any time prior to the deadline for submittals.

The City reserves the right to accept the proposals that are, in its judgment, the best and most favorable to the interests of the City and to the public. The City also reserves the right to reject any and all proposals.

# Section IV: Proposal Specifications

The unit to be furnished under the attached specifications shall be the manufacturer’s newest and latest model of handheld raman spectroscopy device. Exceptions to the specifications must be noted on the bid proposal. The following specifications are requested as a minimum to the features and standards the raman spectroscopy device needs to be manufactured with:

1. The raman spectroscopy device shall be new, not refurbished or used.
2. Shall be handheld, compact, and lightweight.
3. Shall be durable and meet an ingress protection (IP) rating of 68 as well as MIL-STD 810G specifications.
4. Shall have a quick start-up process and produce results quickly and accurately.
5. Shall have the ability to run on batteries that are easily accessible or rechargeable.
6. Shall have a touch screen display that could be operated with a glove, and have simple operation.
7. Shall have the ability for technical reach back 24 hours a day, 7 days a week.
8. Shall have the ability to be used in extreme temperatures, both hot and cold.
9. Shall offer free software and library updates for the life of the unit.
10. Shall have the ability to be easily calibrated, if needed.
11. Shall use a 1064 nanometer wavelength.
12. Shall have an operator adjustable laser power.
13. Shall have the ability to identify liquids and solids.
14. Shall be able to be easily decontaminated.
15. Shall include a library of a least 12,000 compounds of chemical warfare agents, explosives, narcotics (including fentanyl), TICs/TIMs, pesticides, white powders, precursors, cutting agents, and other chemical classes.
16. Shall have the option to integrate with a colorimetric testing kit.
17. Shall have the option of an integrated digital camera.
18. Shall have the ability for data collection and be able to be logged and printed for reporting purposes (preferably wireless).
19. Shall have a minimum 24 month warranty.
20. Shall provide on-site training for 3 days.