**Request for Proposal**

The Center for Family Services (CFS) Head Start, herein, details a REQUEST FOR PROPOSAL FOR FIRE PROTECTION SERVICES. CFS Head Start has the express right to reject any and all proposals. CFS Head Start, serving the City of Camden, Camden County and Burlington County, is an equal opportunity employer. Bids are due by 5:00 PM on May 28th, 2021.

Scope of Work:

* Provide semi-annual fire alarm tests and inspection for all site locations.
* Provide Annual Hand Portable Extinguisher tests and inspections for all site locations.
* Provide Annual Emergency Lighting tests and inspections for all site locations.
* Provide Restaurant Fire Suppression System as required by State, Local and NFPA requirements (Ansul System and Type –K Extinguisher) tests and inspections to all site locations.
* Test and inspect wet or dry Sprinkler Systems (where applicable per location).
* Perform repairs as needed to maintain a satisfactory fire protection system in all facets as required by municipal, state and NFPA regulations.
* Proof of completion of service and all inspection results must be recorded on-site, this includes date of service and system conditions.
* All vendor personnel entering any CFS Head Start/Early Head Start premises must wear a mask and remain at a safe 6-feet distance from any CFS staff member, child, and/or visitor.

Services:

* Services will be provided over a 12 month contract period from August 1st, 2021 to July 31st, 2022.
* Inspections must be scheduled efficiently and predetermined at the start of the contract.
* A tentative schedule will be due at the beginning of the contract year.
* Documentation of all reports should be kept on file with access permissible to CFS Head Start staff.
* Contract will be a per unit price agreement; whereas, CFS Head Start may add or remove locations as requested. The costs of new locations shall be negotiated as required.
* Include a total cost of services for each site location.

Qualifications:

 Respondent should include the following information:

* Previous experience
* Certification of License
* Certificate of Insurance

Please email Joe Flood at joseph.flood@centerffs.org for the Site Location Walkthrough Schedule or any questions.

**Proposals must be mailed to the below address no later than May 28th, 2021.**

Center for Family Services

Attn: Joe Flood

500 Pine Street

Camden, New Jersey 08103

Site Location Walkthrough Schedule

Due to Covid and building access restrictions site walkthroughs will be scheduled for the week of 4/5/21. Please respond to email address below and I will coordinate visits to all locations.

CFS Head Start Facilities Manager: Joe Flood

Email: joseph.flood@centerffs.org

Phone 609-471-5527

Locations:

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| --- | --- | --- | --- |
| 345 Chews Landing Rd Lindenwold, NJ 08021 | 195 New Freedom RdClementon, NJ 08021 | 1475 S. 8th StCamden, NJ 08104 | 35 East Church StBlackwood, NJ 08021 |
| 120 S. White Horse PikeLindenwold, NJ 08021 | 33 W Haddon AveOaklyn, NJ 08107 | 500 Pine St Camden, NJ 08103 | 156 Norcross RdWinslow, NJ08009 |
| 2431 Burlington AveDelanco, NJ 08075 | 100 Maple grove BlvdLumberton, NJ 08048 | 405 Lakehurst RdBrowns Mills, NJ 08015 | 231 Fort Dix RdPemberton, NJ 08068 |