

SC Department Labor, Licensing & Regulation (LLR)
Procurement Services
110 Centerview Drive
P.O. Box 11329
Columbia, SC 29211-1329

Administration/Procurement
Diane Parker
(803) 896-4333

REQUEST FOR QUOTATION (RFQ)

Return Quote No Later Than: 03/17/2020	Quote Number: FY20-02
Title: Fire Officer IV Program	
SCBO Posting Date: 03/03/2020	Direct Inquiries to: George Stapleton 803-896-5654 george.stapleton@llr.sc.gov
Vendor Name:	Vendor Number:
Vendor Mailing Address:	FEIN or Social Security Number:
City:	Email Address:
State, Zip:	Telephone Number:
Authorized Signature (Manual):	Authorized Signature (Typed), Title:

Upon Receipt, the bidder should submit a quotation in the manner indicated below. The closing date/time specified above is the time by which a quotation is required. A public opening will not be held for quotations.

Delivery Point: Deliver supplies/services FOB destination to the following address unless specified differently elsewhere herein.

South Carolina Fire Academy, 141 Monticello Trail, Columbia, SC 29223.

MUST BE SIGNED TO BE VALID

Quote may be returned via email or fax to:
Diane Parker– diane.parker@llr.sc.gov fax: 803-896-4310

Do not include any taxes in the quotation price(s).

Quotation Acceptance period: In compliance with the quotation, and subject to all conditions thereof, the signed offers and agrees, if this quotation is accepted within _____ days from the date of closing, to furnish any or all items/services quoted at the prices set forth. Acceptance period will be thirty (30) days unless specified otherwise above.

PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. [11-35-1524(E)(4)&(6)]**

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

In-State Office Address same as Home Office Address In-State Office Address same as Notice Address **(check only one)**

SC/US Made, Manufactured or Grown End-Product Preference: By signing quote and checking the appropriate space(s) provided and identified on the quote pricing schedule, vendor certifies that the end-product(s) as shown in this quotation are either made, manufactured or grown in South Carolina or other states of the United States.

Note: Preferences do not apply to any solicitation, bid, offer, or procurement when the price of a single unit of the end-product is more than thirty thousand dollars, whether or not more than one unit is bid or offered or to any solicitation, bid, offer, or procurement where the contract award is less than ten thousand dollars.

INSTRUCTIONS TO QUOTERS

Tie quotations will be resolved as outlined in Section 11-35-1520(9) (A) - (D) of the South Carolina Consolidated Procurement Code.

Right to protest under Section 11-35-4210(1) of the Consolidated Procurement Code does not apply.
Re: Small purchases (less than \$50,000 in actual or potential value) Section 11-35-1550(3).

Unless otherwise stated, all prices must be firm.

Do not include any taxes in the quotation price(s).

Quotation Rejection/Cancellation: The State of South Carolina reserves the right to reject any or all quotes and to cancel the quotation.

Unit Price Governing: Unit price will govern over extended price unless otherwise stated in the request for quotation.

Quotation Amendments: All amendments to and interpretations of this quotation shall be in writing from the procurement officer of the Department of Labor, Licensing & Regulation. The procurement officer shall not be legally bound by any amendment or interpretation that is not in writing.

SCOPE OF SOLICITATION

It is the intent of the SC Department of Labor, Licensing and Regulation/Division of Fire and Life Safety (State Fire) Fire Academy to solicit quotes for an accredited Fire Officer IV program meeting the National Fire Protection Association Job Performance Requirements (JPRs) of 1021, Chapter 7, 2014 edition as stated herein.

Start date: 07/01/2020 End date: 08/28/2020. Dates provided are estimates only.

Unit price to be shown for each item. [02-2B170-1]

Unit price = One (1) Fire Office IV training program for a total of sixty (60) hours, offered within ten (10) teaching days, presented in two (2) one week sessions (Monday-Friday) with a weekend break in between each week sessions with no other expenses to be paid.

Cost must cover the complete delivery of one (1) single program including all instructor fees, travel costs, and any applicable certification fees and certification processing fees. State Fire will provide all student instructional manuals, lodging and breakfast and lunch for one (1) contracted instructor.

SCOPE OF WORK/SPECIFICATIONS

A). Introduction

The South Carolina Fire Academy (SCFA) is requesting quotes for an accredited State Fire Academy or other accredited Fire Training entity to deliver one (1) offering of a Fire Officer IV program. This program must meet all the requirements of the National Fire Protection Association (NFPA) Job Performance Requirements (JPRs) of 1021, Chapter 7, 2014 edition.

B). Responsibilities of SCFA and successful Vendor:

- The SCFA will provide all student instructional manuals, classroom and resources, lodging for instructors and breakfast and lunch meals for the contracted instructor.
 - The SCFA will provide a classroom large enough for the student maximum and minimum (20 and 12 students) enrollments, outfitted with all appropriate audio-visual and classroom materials required to instruct the Fire Officer IV program.
 - The SCFA will provide lodging for the qualified vendor representative (instructor) in the State Fire dormitory at no expense starting the night prior to the program start, until the morning after the last class for each week of training.
 - The SCFA will provide a breakfast and lunch meal ticket for the vendor representative (instructor) during each day the program is in session.
 - The SCFA will provide the student text; IFSTA Chief Officer, 3rd Edition for each student. This will not be required of the vendor.
- The vendor must cover all costs associated with the complete delivery of one (1) single program including all instructor fees, travel costs, meals not identified above; and any applicable certification fees and certification processing fees.

C). Course Requirements

- The Fire Officer IV course presented must be an approved methodology that has been accredited through the National Board on Fire Service Professional Qualifications (ProBoard) and the International Fire Service Accreditation Congress (IFSCA).
- The SCFA requires one (1) Fire Officer IV program to be taught between July 1, 2020 and August 28, 2020. Vendors shall offer proposed start dates that meet this timeline. Approval of dates must be mutually agreed upon by both parties.
- The program offered in two (2) one-week sessions, not to exceed 60 hours and separated by a weekend to allow for students to work on group projects and study, in order to master the material.
- The Fire Officer IV class schedule must include project based assessments and practical skills that meet the intent of the JPRs; in lieu of a final (cognitive) examination/test. These assessments/skills must be an approved methodology already approved by Pro-Board and IFSTA for instruction and successful completion of the course.

- At the conclusion of the course, successful students will be awarded both IFSAC and ProBoard Certification through the accredited entity to include certificates (with appropriate seals).
- The successful vendor shall provide a digital copy of the Fire Officer IV lesson plan, student materials, and practical skills check sheets for use by the SCFA to ensure the SCFA has necessary course support prepared for the program, and for quality control of the program.

DELIVERY/PERFORMANCE LOCATION -- SPECIFIED (JAN 2006)

This class shall be taught at the South Carolina Fire Academy facility located at 141 Monticello Trail, Columbia, SC 29223.

Bidding Schedule

Line Number	Quantity	Unit of Measure	Unit Price	Extended Price
0001	1.000	each		
Product Catg.: 07589 - Training Aids and Instructional Equip and Supplies				
Item Description: Fire Officer IV program				

VENDOR NAME: _____

Authorized signature: _____

Resident Vendor _____ SC End Product _____ U.S. End Product: _____
 (Yes/No) (Yes/No) (Yes/No)