



REQUEST FOR PROPOSALS
FOR
BERTIE COUNTY

Ambulance Remount

BERTIE COUNTY

106 Dundee Street
Windsor, NC 27983

john.rawls@bertie.nc.gov

Date Issued: November 17, 2025

Date Due: December 16, 2025

Administered By: John Rawls, Emergency Services Director

INVITATION TO BID

One (1) Ambulance Remount – Emergency Services

Bertie County is soliciting formal sealed bids from qualified vendors to remount one (1) 2017 Ford E-450 Type III Ambulance.

Bids will be received until 4:00 pm, December 16, 2025 at the Bertie County Offices, 106 Dundee Street, Windsor, NC. All bids must be submitted in a sealed envelope clearly marked 'AMBULANCE REMOUNT RFP'. Only sealed bids will be accepted. No bid will be accepted after the official time and date. Once the RFP is released, all questions related to the RFP shall be directed to the Emergency Services Director.

Bertie County reserves the right to reject any or all proposals or any part thereof, to waive any formality, informality, information or errors in the proposal, to accept the proposal considered to be in the best interest of the County. The County encourages participation by small, minority, disabled, and woman-owned businesses.

CONTACT INFORMATION

All inquiries regarding this RFP shall be directed to:

John Rawls
Emergency Services Director
Bertie County
106 Dundee Street
Windsor, NC 27983
Email: john.rawls@bertie.nc.gov
Cell: 252-724-1675

Submission of any bid signifies the Bidder's agreement that their bid and the content thereof, are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between Bertie County and the chosen Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) day period.

November 17, 2025

Bertie County



John Rawls
Emergency Services Director

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1. Project Overview

The purpose of this request is to extend the lifecycle of one (1) 2017 Ford E-450 Type III ambulance by remounting the module onto a new, same or equivalent Type III chassis. The project will consist of removing the existing module from the chassis, refurbishing and reattaching it to a new chassis, and performing all necessary electrical, mechanical, and cosmetic upgrades to meet or exceed current North Carolina Office of Emergency Medical Services (NCOEMS) and applicable safety standards.

The following documents make up this Request for Bids:

- a. This Document
 1. Introduction and General Information
 2. Bid Submission
 3. Evaluation of Bids
 4. Agreement & General Conditions
 5. Scope of Work
 6. Bidder Information Sheet
 7. Bid Response Form

1.1 Dates to Remember

Issue Date	November 17, 2025
Deadline for written questions	December 10, 2025
Deadline for Submitting Bids	December 16, 2025

2. Bid Submission

2.1 Submission of Bids

Bids must be submitted in sealed envelopes marked 'AMBULANCE REMOUNT RFP.' Bids will be opened publicly on December 17, 2025. Failure to submit a Bid by this deadline will disqualify the Bidder from consideration in this agreement. Award will be made to the lowest responsive, responsible bidder under G.S. 143-129. All submissions must be written, sealed, and labeled as a response to this RFP. Submission by electronic means will not be accepted. The County reserves the right to reject any or all bids.

2.2 Questions and/or Concerns

All questions or requests for clarification or additional information must be submitted in writing no later than 5:00 pm, December 10, 2025. These written questions or requests must be submitted to John Rawls, Emergency Services Director, by mail or e-mail. Any questions the County feels are pertinent to all interested bidders will be delivered to all participating bidders. All additional

information will be posted on the County website, <https://www.co.bertie.nc.us>, and it is the responsibility of the Bidder to check for any updates. The Bidder shall not take advantage of any errors or omissions in this RFP and shall promptly notify the County of any omissions or errors found in this document.

2.3 Insurance Coverage

The Bidder shall not commence work under this contract until all insurance required under this section has been obtained. The Bidder shall not allow any subcontractor to commence work that has been subcontracted until similar insurance has been obtained by the subcontractor. Also, the Bidder agrees that once awarded and during the term of this contract, the Bidder, at their sole cost and expense, shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Bidder shall provide and maintain the following coverage and limits:

- General Liability – \$1,000,000 minimum per occurrence
- Automobile Liability – \$1,000,000 minimum
- Workers' Compensation – statutory limits

Bertie County listed as additional insured. The Certificate(s) must include a clause obligating the Insurer to give thirty (30) days prior notice in the event of cancellation of or major change in the insurance.

3. Evaluation of Bids

The County will award based on the lowest responsible, responsive bidder, taking into consideration references, manufacturer's experience, completeness of proposal, exceptions, quality, performance, and the time specified in the bids for the performance of the contract.

Submission of any bid signifies the Bidder's agreement that its bid and the contents thereof are valid for ninety (90) calendar days following the submission deadline and will become part of the contract that is negotiated between the County and the successful Bidder. All prices submitted with the bid shall remain in effect for the ninety (90) days period.

3.1 Required Information

The following information must be included in the bid:

- Warranty on goods and services. (Bid Response Form)
- Specification – Filled out.
- Bidder Information Sheet
- Bid Response Form – Signed

4. General Conditions

4.1 General Indemnity

The Bidder shall save and hold harmless, protect, defend and indemnify the County (including the County Manager, the Board of Commissioners, as well as Bertie County officers, agents and employees) from and against any demand, claim, suit, loss, expense or damage which may be asserted against any of them in their official or individual capacities by reason of any alleged damage to property, or injury to, or death of, any person arising out of, or in any way related to, any action or inaction of the Bidder (including its officers, agents and employees) in the performance or intended performance of this contract, or the maintenance of any facility, or the operation of any program, which is the subject of, or is related to, the performance of this contract. The obligations of the Bidder pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation or benefits payable under any policy of insurance or self-insurance maintained by, or for the use and benefit of, the Bidder. As an integral part of this contract, the Bidder agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof with the County named as an additional insured.

4.2 Termination

If the County shall determine that it is in the County's best interest, the County shall notify the Bidder to terminate the work within seven (7) days. In such an event, the Bidder shall be entitled to compensation for all work properly executed and any expenses incurred in terminating the contract and vacating the County work site. No claim shall be made by the Bidder for any loss of anticipated profits because of any alteration, change or termination, or by reason of any variation between the approximate quantities and the quantity of work as done

4.3 Payments/Invoicing

Invoices or Applications of Payment that are submitted by the awarded bidder are required to provide accurate and current addresses. Payments shall be made in accordance with County financial procedures. Vendors must submit accurate invoices to the Bertie County Finance Department.

4.4 Non-Discrimination

The Bidder shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

4.5 Collusive Bidding

The Bidder's signature on the Bid Form is a guarantee the prices quoted have been arrived at without collusion with other eligible Bidder(s) and without effort to preclude the County from obtaining the lowest possible competitive price.

4.6 Warranty

The Bidder shall provide a minimum one-year warranty for all materials and workmanship. To be specified on the Bid Response Form.

5. Scope of Work

5.1 Bertie County Emergency Services is planning to remount (1) existing Type III ambulance, currently mounted on Ford E450 Chassis'. The County is seeking to remount the existing models onto a van cutaway style chassis configuration. This unit is identified as:

- Unit # Medic 5 – Currently mounted on a 2017 Ford E450 158-inch chassis.

Provide a new chassis compatible with a Type III ambulance module. Recommended chassis models include Ford E-450. Inspect and remove the existing module from the old chassis, reinforcing and repairing as necessary. Reinstall the module on the new chassis, ensuring proper alignment and secure mounting in accordance with manufacturer and industry standards. Upgrade electrical systems, HVAC, and lighting to current EMS standards. Replace worn components (hoses, wiring, seals, flooring, etc.) and refurbish exterior finish and graphics per County specifications. Conduct quality assurance testing, including road tests, weight verification, and system performance checks. Provide full warranty coverage for both chassis and remount work (minimum one-year workmanship warranty; standard manufacturer's chassis warranty). Deliver remounted unit to Bertie County Emergency Services EMS Station 1 located at 206 County Farm Rd. Windsor, NC.

5.2 Specifications

- Detailed chassis make, model, and year
- Estimated production and delivery schedule
- Itemized cost breakdown (labor, materials, shipping, taxes)
- Warranty details for both remount and chassis
- Photos or references of at least three (3) similar projects completed in the past five years
- Confirmation that the unit will comply with NFPA 1917 and CAAS GVS v4.0 standards

RFP Response Form

Project: Bertie County EMS Ambulance Remount

Bid Date: [INSERT DATE HERE]

1. Company Name: _____
2. Owner of Company: _____
3. Number of Years in Business: _____
4. Number of Persons Employed: _____
5. Point of Contact? _____

Name: _____

Telephone: _____

Email: _____

Please include this page with the following items in your response:

- 1) Itemized quote for the remount (*required*)
- 2) Estimated timeline for completion (*required*)
- 3) Warranty information (*required*)

By signing below, I affirm that I am a duly appointed and authorized representative of the company named herein. Furthermore, acting on behalf the named company I acknowledge that I have read, understand, and agree to abide by all terms and conditions as outlined in this request for proposal unless otherwise properly and specifically noted.

Signature: _____

Title: _____

Date: _____