

NIXA FIRE PROTECTION DISTRICT

301 S. Nicholas Road, Nixa, Missouri 65714

REQUEST FOR PROPOSAL (RFP)

FIRE ALARM, FIRE SPRINKLER, AND LIFE SAFETY SYSTEM TESTING, MAINTENANCE, AND MONITORING SERVICES

Fire Stations 1, 2, and 5, and the NFPD Training Center

Proposals Due: Thursday, Sept. 10, 2026 @ 1 P.M.

Submission Method: Electronic submission via email to wweaver@nixafire.gov

Issue Date: Tuesday, August 18, 2026

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1. Executive Summary

The Nixa Fire Protection District (“NFPD” or “District”) is issuing this Request for Proposal (RFP) to solicit detailed proposals from qualified, licensed fire protection service companies to provide fire alarm testing and inspection, 24-hour fire alarm monitoring, fire sprinkler testing and inspection, backflow prevention assembly testing, and kitchen hood suppression system inspection at NFPD’s occupied facilities.

Contract Type: Fixed-price service agreement for recurring test, inspection, and monitoring services, priced per location and per service line, with hourly rates for additional service calls and repairs.

Contract Term: Proposers shall propose their recommended contract term (see Section 10.2). NFPD will consider term length as part of the overall value evaluation.

Key Requirements:

- 24-hour, UL-Listed central station fire alarm monitoring capable of maintaining NFPD’s existing UL Certificate
- Annual fire alarm test and inspection per NFPA 72, and semi-annual water flow and tamper switch testing
- Annual fire sprinkler test and inspection per NFPA 25 at NFPD’s two sprinklered locations
- Annual backflow prevention assembly testing by a Missouri-certified tester, in accordance with 10 CSR 60-11.010
- Semi-annual kitchen hood suppression system inspection per NFPA 96, where installed
- No-charge return service calls when the need for the visit is caused by the Contractor’s own testing, programming, monitoring, or workmanship error (see Section 3.7)
- Priority, guaranteed-response emergency service for life-safety system outages

This RFP does not commit NFPD to award a contract or to pay any costs incurred by a Proposer in preparing a proposal.

2. Background

2.1 About Nixa Fire Protection District

The Nixa Fire Protection District provides fire protection, emergency medical services, fire prevention, and public education services to the Nixa, Missouri community and surrounding areas in Christian County. For additional information about NFPD, please visit www.nixafire.gov.

2.2 Current Fire and Life Safety Systems Environment

The facilities covered by this RFP are equipped with the following systems:

- All four (4) covered locations (Station 1, Station 2, Station 5, and the Training Center) are equipped with fire alarm systems requiring annual testing and inspection and 24-hour monitoring.
- Two (2) of the four covered locations are additionally equipped with wet-pipe fire sprinkler systems requiring annual testing and inspection under NFPA 25.
- NFPD’s fire alarm system is currently certified under a UL Certificate, which requires semi-annual water flow and tamper switch testing in addition to the annual fire alarm test and inspection.
- Backflow prevention assemblies protecting the fire sprinkler water supply require annual testing by a Missouri-certified backflow assembly tester.

- Kitchen facilities at two stations are equipped with a small commercial-style hood suppression system requiring semi-annual inspection per NFPA 96.

NFPD currently receives these services under an existing third-party service agreement. This RFP is being issued to formally and competitively solicit proposals for this scope of work going forward.

2.3 NFPD's Objectives for This Contract

Through this RFP, NFPD seeks a qualified fire protection service partner who will:

- Keep every fire alarm, sprinkler, backflow, and (where applicable) kitchen suppression system fully code-compliant and in reliable operating condition
- Maintain NFPD's UL Certificate without interruption
- Respond promptly and reliably to system troubles, outages, and false-alarm conditions, with no runaround on responsibility when the fault traces back to the Contractor's own work
- Provide clear, timely deficiency reporting with straightforward, itemized repair proposals
- Operate transparently on pricing, with no surprise charges for legitimate warranty-type return visits

3. Scope of Services

Proposers must address each subsection below and describe the specific approach, staffing, and technology used to deliver each service. Unless otherwise noted, all services must be performed in accordance with the applicable edition of the referenced NFPA standard(s) as adopted by the Authority Having Jurisdiction.

3.1 Fire Alarm Test and Inspection

Required Activities:

- Annual test and inspection of all fire alarm system components (control panels, initiating devices, notification appliances, batteries, and auxiliary functions) per NFPA 72, Chapter 14
- Functional testing of manual pull stations, smoke detectors, heat detectors, and duct detectors per the NFPA 72 testing frequency table
- Semi-annual water flow and tamper switch testing (required for maintenance of NFPD's UL Certificate)
- Written, itemized deficiency report following each visit, delivered within a defined turnaround time (Proposer to specify)
- Proper tagging of inspected systems and maintenance of on-site inspection records

Proposal Requirement: Describe your test and inspection methodology, technician certifications (NICET level or manufacturer-specific), typical scheduling process, and sample inspection report.

3.2 Fire Alarm Monitoring

Required Activities:

- 24-hour, 365-day UL-Listed central station monitoring of all fire alarm signals (alarm, trouble, and supervisory), sufficient to maintain NFPD's existing UL Certificate
- Immediate notification to the appropriate 911/dispatch center and to designated NFPD personnel upon receipt of an alarm signal

- Redundant communication path(s) for alarm transmission (e.g., cellular/IP with backup) at each monitored location
- Monthly or on-demand signal/test history reporting available to NFPD

Proposal Requirement: Describe your central station's UL listing, redundancy, average signal-processing time, and reporting/portal capabilities.

3.3 Fire Sprinkler Test and Inspection

Required Activities (at the two sprinklered locations identified in Section 4):

- Annual inspection and test per NFPA 25, Chapter 5, including main drain test, control valve operation, and visual inspection of sprinkler heads, piping, and hangers
- Quarterly water flow alarm device testing where required by NFPA 25 based on system configuration
- Tracking and notification of any five-year internal (obstruction) inspection requirements
- Coordination of the water flow and tamper switch test with the semi-annual fire alarm testing described in Section 3.1, where the two systems are integrated

Proposal Requirement: Describe your sprinkler inspection program, technician licensing/certification, and how findings are coordinated with the fire alarm test and inspect visit.

3.4 Backflow Prevention Assembly Testing

Required Activities:

- Annual forward-flow and backflow test of all backflow prevention assemblies protecting the fire sprinkler water supply, performed by a tester certified by the Missouri Department of Natural Resources, ASSE (per ANSI/ASSE Series 5000), or the American Backflow Prevention Association, consistent with 10 CSR 60-11.010
- Use of a calibrated differential pressure test kit, with current calibration documentation available upon request
- Submission of test results to the City of Nixa and NFPD within the timeframe required by the local water utility (June 1 of each year)

Proposal Requirement: Confirm your technicians' backflow certification(s) and describe your process for meeting local water purveyor reporting deadlines.

3.5 Kitchen Hood Suppression System Inspection (Where Installed)

Required Activities, at locations equipped with a commercial-style kitchen hood suppression system:

- Semi-annual inspection and test of the pre-engineered suppression system per NFPA 96 and the manufacturer's listing (e.g., Ansul, Range Guard)
- Verification of proper nozzle placement, fusible link condition, and system tag/certification
- Notification of any required hood/duct cleaning based on inspection findings

Proposal Requirement: Confirm manufacturer-specific certification(s) held by your technicians for the suppression system brand(s) in use, if known, or describe your certification coverage generally.

3.6 Deficiency Reporting and Repair Proposals

- Any deficiency identified during a scheduled test, inspection, or service call shall be documented in writing (photos encouraged) and delivered to the NFPD contact within a defined turnaround time

- Repair proposals for identified deficiencies shall be itemized and submitted for NFPD approval before work begins, except where the deficiency presents an immediate life-safety hazard
- Systems removed from service due to a deficiency shall be clearly identified, and the Contractor shall notify NFPD immediately by phone or email when a system is impaired

3.7 No-Charge Return Visits for Contractor-Caused Service Calls

This is a material requirement of this RFP. If a system trouble signal, nuisance/false alarm, monitoring failure, or need for an unscheduled service call is caused by the Contractor's own testing, programming, installation, monitoring, or workmanship error — rather than by normal equipment wear, end-of-life failure, or damage caused by the District or a third party — the Contractor shall dispatch a technician to correct the issue at no additional cost to NFPD, including no charge for labor, trip fee, parts required to correct the Contractor's own error, or after-hours premium.

- If a Contractor-caused system malfunction results in a false alarm dispatch or a false-alarm fee or citation from the local jurisdiction or fire department, the Contractor shall reimburse NFPD for that fee.
- The Contractor bears the burden of demonstrating that a given service call falls outside this no-charge provision (i.e., that it was not caused by the Contractor's error) before billing NFPD for it.
- This provision shall be carried into the executed contract's Performance Standards section (see Section 10.6) and may not be waived by change order without NFPD's written consent.

Proposal Requirement: Confirm your firm's acceptance of this provision, and describe your internal process for distinguishing a Contractor-caused service call from one caused by pre-existing conditions or normal wear.

3.8 Emergency and Service Call Response

The selected Contractor must guarantee the following maximum response times for service calls, measured from the time NFPD reports the issue to the time a qualified technician begins active remote or on-site troubleshooting:

Priority Level	Definition	Maximum Response Time
Emergency / Critical	Complete fire alarm or sprinkler system outage; monitoring outage; any condition affecting life safety or emergency response readiness	2 hours — 24/7/365
High Priority	Partial system impairment; recurring trouble or nuisance alarm; single device out of service	24 hours
Standard Priority	Non-urgent service requests; scheduled repair follow-up	3 business days
Contractor-Caused (Sec. 3.7)	Any service call resulting from the Contractor's own testing, programming, or workmanship error	Same as Emergency or High Priority above, based on impact — at no charge

Proposal Requirement: Confirm ability to meet these response times, describe your after-hours dispatch process, and provide a draft Service Level Agreement (SLA) as required in Section 7.

3.9 No Third-Party Compliance Reporting Fees

NFPD's facilities are owned and occupied by NFPD, which is itself a fire protection district holding life-safety code authority. Because NFPD is both the customer and the Authority Having Jurisdiction for its own facilities, inspection and test reports for the locations covered by this RFP shall be delivered directly to NFPD as part of the base services

described in this RFP. **The Contractor shall not bill, pass through, or otherwise charge NFPD any third-party compliance reporting fee (e.g., a Brycer / The Compliance Engine filing fee, or a similar third-party reporting platform fee) in connection with this contract, whether itemized as a separate line item or bundled into the service pricing.**

All pricing submitted in Appendix E must be fully inclusive of report delivery to NFPD at no additional cost. If the Contractor's standard practice is to use a third-party reporting platform for other clients, the Contractor shall either absorb that cost on NFPD's account or deliver reports to NFPD directly (e.g., email or hard copy).

Proposal Requirement: Confirm your firm's acceptance of this provision in your cost proposal.

4. Site Locations

Services under this RFP shall be provided at the following four (4) NFPD facilities.

Location	Address	Fire Alarm	Sprinkler	Hood	Backflow
Station 1	710 N. McCroskey, Nixa, MO 65714	Yes	Yes	Yes	Yes
Station 2	301 S. Nicholas Rd., Nixa, MO 65714	Yes	No	No	No
Station 5	1295 Guin Rd., Nixa, MO 65714	Yes	Yes	Yes	Yes
Training Center	711 N. Main, Nixa, MO 65714	Yes	No	No	No

5. Minimum Qualifications

Proposals that do not demonstrate compliance with the following will be deemed non-responsive and will not be evaluated.

5.1 Business Requirements (Mandatory)

- Licensed and authorized to conduct business in the State of Missouri
- Minimum of five (5) consecutive years providing fire alarm and/or fire sprinkler inspection, testing, and monitoring services as a primary business function
- Currently providing similar services to at least three (3) active commercial, municipal, or public-safety clients
- No bankruptcies, liens, or judgments in the past five (5) years

5.2 Technical and Licensing Requirements (Mandatory)

- NICET-certified fire alarm technicians (minimum NICET Level II in Fire Alarm Systems), or equivalent manufacturer certification acceptable to the Authority Having Jurisdiction
- Licensed/certified fire sprinkler technicians as required by the Authority Having Jurisdiction and Missouri law
- 24-hour UL-Listed central station monitoring capability, with the ability to maintain NFPD's existing UL Certificate
- At least one technician holding a current Missouri-recognized backflow prevention assembly tester certification (Missouri DNR, ASSE, or ABPA)

- If proposing kitchen hood suppression services: technicians certified on the applicable manufacturer's system (e.g., Ansul, Range Guard)

5.3 Insurance Requirements (Mandatory)

Must maintain and provide proof of the following insurance, naming NFPD as additional insured:

- General Liability: Minimum \$1,000,000 per occurrence / \$2,000,000 aggregate
- Professional Liability (Errors & Omissions): Minimum \$1,000,000 per occurrence
- Workers' Compensation: Statutory limits per Missouri law
- Automobile Liability: Minimum \$1,000,000 combined single limit

5.4 Geographic Requirements (Preferred)

- Physical office location within 100 miles of Nixa, Missouri
- Demonstrated ability to provide on-site emergency response within the timeframes required by Section 3.8

6. Technical Requirements and Applicable Standards

All services shall be performed in compliance with, at minimum, the following codes and standards as adopted by the Authority Having Jurisdiction:

- NFPA 72, National Fire Alarm and Signaling Code — fire alarm testing, inspection, and monitoring
- NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems — sprinkler testing and inspection
- NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations — kitchen hood suppression, where applicable
- UL Certificate requirements applicable to NFPD's monitored fire alarm systems
- Missouri Department of Natural Resources Backflow Prevention Rule, 10 CSR 60-11.010, and any applicable local water purveyor cross-connection control requirements
- Manufacturer specifications for all installed equipment

Proposal Requirement: Confirm your firm's familiarity with and current compliance program for each standard above.

7. Proposal Requirements

Proposals must be organized as follows.

Format Requirements

- Single PDF file
- File name: CompanyName_NFPD_FireSystems_RFP.pdf
- Minimum 11-point font, 1-inch margins
- Table of contents with page numbers

7.1 Required Proposal Sections

Section 1: Executive Summary (2 pages maximum) — Firm overview, summary of qualifications, and total annual cost summary.

Section 2: Company Qualifications (5 pages maximum) — Legal business name, years in business, office location(s), staffing, licenses, certifications, and current client base.

Section 3: Technical Approach (No page limit) — Address each subsection of Section 3 (Scope of Services) individually, including your approach to Section 3.7 (No-Charge Return Visits).

Section 4: Service Delivery and Response (5 pages maximum) — Account management, escalation path, and a draft Service Level Agreement confirming the response times in Section 3.8.

Section 5: Cost Proposal (No page limit) — Complete Appendix E (Pricing Schedule), plus hourly rates for additional work outside the fixed-price scope, and your proposed contract term (Section 10.2).

Section 6: References (No page limit) — At least three (3) references for similar work, including at least one Missouri fire district, municipality, or public-safety client if available. Include organization name, contact name, phone, email, and dates of service.

Section 7: Required Forms — Minimum Qualifications Checklist (Appendix A), Certificates of Insurance, Missouri Business License, W-9 Form, Non-Collusion Affidavit (Appendix B), Conflict of Interest Disclosure (Appendix C), and Debarment Certification (Appendix D).

7.2 Submission Method

Deadline: Thursday, Sept. 10, 2026 @ 1 P.M. Central Time

Submit to: wweaver@nixafire.gov

Subject Line: NFPD Fire Systems RFP Proposal – [Your Company Name]

7.3 Questions

Question Period: August 18, 2026 through Friday, Sept. 4, 2026

Submit questions to: wweaver@nixafire.gov, subject line “NFPD Fire Systems RFP – Question”

Responses provided to all proposers by: Sept. 8

7.4 Optional Site Visit

Proposers may request a walkthrough of one or more covered facilities. Schedule with Whitney Weaver, Assistant Chief, at wweaver@nixafire.gov or (417) 725-7314.

8. Evaluation Criteria and Selection Process

8.1 Evaluation Criteria (Maximum Score: 100 points)

Criteria	Points	Evaluation Factors
Technical Approach & Compliance	25	Depth of approach to NFPA 72/25/96 compliance; technician certifications; quality of sample reports
Service Delivery & Response	20	Response time guarantees; monitoring redundancy; escalation path; SLA quality; acceptance of Section 3.7

Criteria	Points	Evaluation Factors
Experience & References	20	Years in business; similar-client base; quality and relevance of references; fire service/public-entity experience
Cost & Value	25	Total annual cost competitiveness; transparency; hourly rates; value of proposed contract term
Company Qualifications	10	Licensing; insurance; local/regional presence; staffing depth
TOTAL	100	

8.2 Evaluation Process

- Phase 1: Initial review for completeness and confirmation of minimum qualifications; non-responsive proposals disqualified
- Phase 2: Individual scoring by the evaluation committee
- Phase 3: Reference checks and, if needed, clarification requests
- Phase 4: Administration's recommendation to the NFPD Board of Directors
- Phase 5: Board approval and contract execution

8.3 Selection Authority

The NFPD Board of Directors retains final authority for vendor selection and contract award. NFPD reserves the right to reject any or all proposals, accept other than the lowest cost proposal, waive minor irregularities, request clarifications, modify evaluation criteria, cancel or reissue this RFP, or decline to award a contract.

9. RFP Terms and Conditions

9.1 RFP Purpose: This RFP solicits proposals from qualified fire protection service providers. This RFP does not commit NFPD to award a contract or pay any costs.

9.2 Right to Reject: NFPD reserves the right to reject any or all proposals for any reason.

9.3 Proposal Preparation Costs: NFPD will not reimburse any costs incurred in preparing proposals.

9.4 Confidentiality and Public Records: Proposals are confidential during evaluation. After award, proposals may become public records subject to the Missouri Sunshine Law. Proprietary information must be marked "CONFIDENTIAL" or "PROPRIETARY" on each affected page; blanket statements will not be honored.

9.5 Ownership of Proposals: All proposals become NFPD property.

9.6 Modification of Proposals: Proposals may be withdrawn or modified before the deadline. After the deadline, proposals may not be modified except during negotiations.

9.7 Communications During the RFP Process: Contact with the NFPD Board or staff regarding this RFP is prohibited except as authorized. Authorized contact: Whitney Weaver, Assistant Chief — wweaver@nixafire.gov — (417) 725-7314. Unauthorized contact may result in disqualification.

9.8 Compliance with Laws: The selected vendor must comply with all applicable federal, state, and local laws, including business licensing and any Authority Having Jurisdiction requirements.

9.9 Equal Opportunity: NFPD is an equal opportunity organization. The selected vendor must comply with all equal opportunity laws.

9.10 Subcontracting: If subcontracting, the proposal must identify all subcontractors, their scope of work, and qualifications. The prime contractor remains fully responsible for subcontracted work.

9.11 Conflict of Interest: Proposers must disclose any actual or potential conflicts of interest, including relationships with NFPD personnel or financial interests relevant to this contract.

9.12 Governing Law: The laws of the State of Missouri govern any resulting contract. Disputes will be resolved in Christian County, Missouri courts.

9.13 Addenda: NFPD may issue addenda to modify this RFP. Addenda will be emailed to all known proposers, who must acknowledge all addenda in their proposal.

10. Contract Terms

10.1 Contract Type: Fixed-price service agreement, priced per location and service line, with hourly rates for additional work.

10.2 Contract Term: Proposers shall propose their recommended agreement term and describe any pricing implications of a shorter versus longer term (e.g., 1-year, 3-year, or 3-year with annual renewal options). NFPD will weigh proposed term length, along with pricing stability, as part of the Cost & Value evaluation criterion.

10.3 Payment Terms: Invoiced per the billing schedule proposed by the Contractor and agreed to by NFPD (monthly, quarterly, semi-annual, or annual). Payment due within 30 days of a correctly submitted, itemized invoice.

10.4 Price Adjustments: Initial contract-year pricing shall be guaranteed for the full first year. Any renewal-year pricing methodology (fixed, CPI-based, or capped percentage increase) must be disclosed in the proposal. No unilateral price increases outside the agreed methodology.

10.5 Termination Provisions

A. Termination for Convenience by NFPD: 30 days' written notice; no termination fees; Contractor paid for services actually performed through the termination date.

B. Termination for Cause: Either party may terminate for material breach, with 30 days to cure after written notice. Examples of material breach include repeated missed response times, failure to maintain required insurance or certifications, or failure to maintain NFPD's UL Certificate eligibility.

C. Immediate Termination: NFPD may terminate immediately for fraud, catastrophic breach, debarment, or lapse of required insurance.

D. No Early Termination Fees: NFPD will not pay termination penalties under any termination scenario.

10.6 Performance Standards

- The Contractor's proposed SLA must include the response-time commitments in Section 3.8 and the no-charge return-visit commitment in Section 3.7
- Persistent missed response times or repeated Contractor-caused service calls may result in NFPD requiring a performance improvement plan or terminating for cause

10.7 Documentation and Records

- The Contractor shall maintain current inspection records, test reports, and UL/backflow/suppression certifications for each covered system and location
- Upon termination, the Contractor shall provide NFPD with copies of all inspection history, programming documentation, and monitoring account information needed for a smooth transition to a new provider

10.8 Indemnification and Insurance

- The Contractor shall indemnify and hold harmless NFPD, its Board, officers, and employees from claims arising out of the Contractor's negligent acts, errors, or omissions in performing this contract
- The Contractor shall maintain the insurance coverage required in Section 5.3 for the full term of the contract and name NFPD as additional insured

10.9 Warranties

- The Contractor warrants it holds all licenses and certifications required to perform the services described in this RFP
- The Contractor warrants that services will be performed in a professional and workmanlike manner consistent with industry standards and applicable NFPA codes
- The Contractor warrants no conflicts of interest exist with NFPD

11. Key Dates and Timeline

NFPD will complete the dates below prior to issuing this RFP. All times are Central Time.

RFP Issued	Tuesday, August 18, 2026
Question Period Opens	August 18 – September 4
Question Deadline	September 4, 2026
Answers Published	September 8, 2026
Optional Site Visit Window	August 19 – September 4
PROPOSAL DEADLINE	September 10, 2026
Evaluation & Reference Checks	September 11, 2026
Board Approval	September 15, 2026
Agreement Execution	September 16 – December 23
Service Start Date	January 1, 2027

12. Contact Information

Primary RFP Contact:

Whitney Weaver, Assistant Chief

Nixa Fire Protection District

301 S. Nicholas Road, Nixa, Missouri 65714

Phone: (417) 725-7314

Email: wweaver@nixafire.gov

Office Hours: Monday – Friday, 8:00 AM – 4:00 PM Central Time

District Website: www.nixafire.gov

Appendix A: Minimum Qualifications Checklist

Company Name: _____

Complete this checklist and include it in your proposal.

Requirement	Compliant?
Licensed in Missouri	☐ Yes ☐ No
5+ years providing fire alarm/sprinkler inspection, testing, and monitoring services	☐ Yes ☐ No
NICET Level II+ certified fire alarm technicians on staff	☐ Yes ☐ No
24-hour UL-Listed central station monitoring capability	☐ Yes ☐ No
Missouri-certified backflow prevention assembly tester on staff (DNR, ASSE, or ABPA)	☐ Yes ☐ No
General Liability insurance $\geq$ \$1,000,000 / \$2,000,000	☐ Yes ☐ No
Professional Liability (E&O) insurance $\geq$ \$1,000,000	☐ Yes ☐ No
Workers' Compensation – statutory limits	☐ Yes ☐ No
Automobile Liability $\geq$ \$1,000,000 CSL	☐ Yes ☐ No
No bankruptcies, liens, or judgments in past 5 years	☐ Yes ☐ No
Accepts the no-charge return-visit provision in Section 3.7	☐ Yes ☐ No

Certification

I certify that the information provided is true and accurate. False information may result in disqualification.

Signature: _____ Date: _____

Name: _____

Title: _____

Appendix B: Non-Collusion Affidavit

STATE OF: _____

COUNTY OF: _____

I, _____, being first duly sworn, depose and say that:

- I am _____ (title) of _____ (company), the proposer that submitted the attached proposal.
- I am fully informed respecting the preparation and contents of the proposal.
- The proposal is genuine and not collusive or sham.
- Neither the proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest have colluded, conspired, or agreed with any other proposer to submit a collusive or sham proposal, refrain from proposing, fix any overhead, profit, or cost element, or secure any advantage against NFPD through collusion.
- The prices quoted are fair and proper and not tainted by collusion.
- No NFPD officer, employee, Board member, or family member has any interest in this proposal.

Signature: _____ Date: _____

Name: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public: _____

Commission Expires: _____

[NOTARY SEAL]

Appendix C: Conflict of Interest Disclosure

Company Name: _____

Disclose any actual or potential conflicts of interest. If none, state "None."

1. Relationships with NFPD Personnel: Do you have any business or personal relationships with NFPD Board members, employees, or their families?

☐ No conflicts ☐ Yes, conflicts exist (describe):

2. Existing Contracts: Do you have contracts with other fire/ambulance districts that might create conflicts?

☐ No conflicts ☐ Yes, conflicts exist (describe):

3. Financial Interests: Do you have financial interests in companies that may benefit from this contract?

☐ No conflicts ☐ Yes, conflicts exist (describe):

4. Other Circumstances: Any other circumstances that might impair objectivity or create an unfair advantage?

☐ No conflicts ☐ Yes, conflicts exist (describe):

Certification

I certify this information is true and complete. Failure to disclose may result in disqualification.

Signature: _____ Date: _____

Name: _____

Title: _____

Appendix D: Debarment Certification

Company Name: _____

The proposer certifies that it and its principals:

- ☐ Are not presently debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal, state, or local government.
- ☐ Have not within three years been convicted of or had a civil judgment for fraud or a criminal offense in connection with public contracts, violation of antitrust statutes, or embezzlement, theft, forgery, bribery, falsification, or receiving stolen property.
- ☐ Are not presently indicted for or charged with any offenses enumerated above.
- ☐ Have not within three years had public transactions terminated for cause or default.

Explanation (if unable to certify):

Certification

I certify the information provided is true and correct.

Signature: _____ Date: _____

Name: _____

Title: _____

Appendix E: Pricing Schedule

Proposers shall complete the following pricing schedule in full. Leave a cell blank only if the service does not apply to a given location (e.g., sprinkler test at a non-sprinklered station).

Service	Station 1	Station 2	Station 5	Training Ctr.
Annual Fire Alarm Test & Inspect	\$_____	\$_____	\$_____	\$_____
Semi-Annual Water Flow & Tamper Test	\$_____	\$_____	\$_____	\$_____
24-Hour Fire Alarm Monitoring (annual)	\$_____	\$_____	\$_____	\$_____
Annual Sprinkler Test & Inspection (if applicable)	\$_____	\$_____	\$_____	\$_____
Annual Backflow Assembly Test	\$_____	\$_____	\$_____	\$_____
Semi-Annual Kitchen Hood Suppression Inspection (if applicable)	\$_____	\$_____	\$_____	\$_____
TOTAL ANNUAL COST	\$_____	\$_____	\$_____	\$_____

Additional / Time & Material Rates

Additional Service Rates	Rate
Technician / hour, regular business hours	\$_____/hr
Technician / hour, after-hours or weekend	\$_____/hr
Technician / hour, holidays	\$_____/hr
Trip charge	\$_____
Material / parts	_____ % discount off list

Proposed Contract Term

Proposed term (see Section 10.2): _____

Pricing basis / assumptions for this term: _____

Billing Schedule Proposed

☐ Monthly ☐ Quarterly ☐ Semi-Annual ☐ Annual ☐ Other: _____