FIRE ALARM SYSTEM BID PROPOSAL

Town of Prospect
Prospect Senior Center
6 Center Street
Prospect, CT 06712

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1. PROJECT OVERVIEW

The Town of Prospect is requesting bids from qualified fire alarm contractors for the **furnishing, installation, programming, testing, inspection, and monitoring of a complete new non-proprietary fire alarm system** at the Prospect Senior Center, located at 6 Center Street, Prospect, Connecticut.

The selected contractor shall provide a complete, operational fire alarm system designed and installed in accordance with all applicable federal, state, and local codes, regulations, and requirements.

The contractor shall be responsible for coordinating all aspects of the project necessary to provide a complete and functioning fire alarm system.

The Town will not accept bids for proprietary systems.

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2. SCOPE OF WORK

The proposed fire alarm system shall include, but not necessarily be limited to, the following:

- Furnish and install a **complete new fire alarm system** for the Prospect Senior Center.
- Provide a new fire alarm control panel and associated equipment.
- Provide all required initiating devices, including smoke detectors, heat detectors, pull stations, carbon monoxide detectors, and other devices as required by the approved design and applicable codes.
- Provide all required notification appliances, including audible and visual notification devices.
- Provide all required fire alarm wiring, conduit, connections, terminations, and associated installation materials.
- Provide appropriate interfaces to other building systems where required.
- Provide system programming and commissioning.
- Provide connection to a **UL-listed or otherwise code-compliant central monitoring service**, as applicable.
- Provide all necessary equipment and labor for fire alarm monitoring.
- Coordinate required electrical work associated with the fire alarm installation.
- Coordinate with the Town of Prospect and the building representative regarding installation and scheduling.

- Obtain and coordinate required permits, inspections, testing, and approvals applicable to the contractor's work.
- Perform complete system testing upon completion.
- Correct any deficiencies identified during testing or inspection.
- Provide owner training on operation and basic use of the fire alarm system.
- Provide system documentation, manuals, drawings, programming information, and other closeout documentation as applicable.
- Provide identification/signage for fire alarm equipment as required.
- Leave the system fully operational and ready for use upon completion.

Code Compliance

The contractor shall design and install the system in accordance with the latest applicable requirements of the **Connecticut State Fire Safety Code, Connecticut State Building Code, NFPA requirements, local requirements, and requirements of the authority having jurisdiction (AHJ)**.

Where requirements conflict, the contractor shall notify the Town of Prospect prior to proceeding with the affected work.

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3. CONTRACTOR RESPONSIBILITIES

The contractor shall:

1. Verify existing site conditions prior to submitting a final bid.
2. Determine the quantity and location of devices required for a complete code-compliant system.
3. Include all labor, materials, equipment, supervision, programming, testing, and related services necessary to complete the project.
4. Coordinate inspections and required testing with the appropriate authorities.
5. Provide a system that is fully operational at the completion of the project.
6. Provide training to designated Town personnel.
7. Provide all applicable warranties and manufacturer documentation.

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4. SITE INSPECTION

A mandatory site inspection will take place on Tuesday, November 10 at 10AM at the Prospect Senior Center located at 6 Center Street, Prospect, CT 06712.

Bidders shall inspect the existing conditions and satisfy themselves as to the nature and extent of the work required.

Questions regarding existing conditions shall be submitted to the Town prior to the bid deadline. Contractors shall not rely solely upon the written scope of work when determining the completeness of their bid.

5. MONITORING

The bid shall include the cost of providing fire alarm monitoring service.

Contractors shall identify:

Monitoring Company: _____

Monitoring Service: _____

Monthly Monitoring Cost: $_____

Annual Monitoring Cost: $_____

Monitoring Included for Initial Term: _____

The contractor shall clearly identify any additional fees associated with monitoring, installation, activation, cellular communication, telephone/IP communication, testing, or other monitoring-related services.

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6. EQUIPMENT AND SYSTEM INFORMATION

Fire Alarm Manufacturer: _____

Fire Alarm Control Panel: _____

Monitoring Communicator: _____

Estimated Number of Devices: _____

Notification Appliances: _____

Battery Backup: _____

Other Equipment: _____

Contractors shall attach a complete equipment list and product information with their bid.

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7. CONTRACTOR INFORMATION

Company Name:

Business Address:

Contact Person:

Title:

Telephone:

Email:

Website:

State Contractor License No.:

Fire Alarm License/Certification No.:

Years in Business:

Primary Monitoring Provider:

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8. PROJECT SCHEDULE

Estimated Lead Time: _____

Estimated Start Date: _____

Estimated Completion Date: _____

Estimated Installation Duration: _____

Contractor shall identify any anticipated long-lead equipment or materials that could affect the project schedule.

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9. BID PRICE

The contractor shall provide a **lump-sum price** for the complete project described in this proposal.

Base Bid

Complete New Fire Alarm System:

$_____

Monitoring Installation/Activation:

$_____

First-Year Monitoring:

$_____

Permits/Fees:

$_____

Other Costs:

$_____

TOTAL BID PRICE

$_____

Total Bid Price in Words:

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10. ALTERNATES / OPTIONAL PRICING

Contractors may identify optional equipment, upgrades, or alternate approaches separately from the base bid.

Alternate No. 1:

Description: _____

Price: $_____

Alternate No. 2:

Description: _____

Price: $_____

Alternate No. 3:

Description: _____

Price: $_____

11. EXCLUSIONS AND ASSUMPTIONS

The contractor shall clearly identify all exclusions, assumptions, existing conditions, or work that is not included in the total bid price.

Exclusions:

Assumptions:

Failure to identify an exclusion or additional charge may result in the Town considering that item included within the submitted bid price, subject to applicable contract terms.

12. WARRANTY

Equipment Warranty: _____

Installation Warranty: _____

Warranty Duration: _____

The contractor shall provide written warranty information with the bid.

13. CLOSEOUT DOCUMENTATION

Upon completion, the contractor shall provide applicable:

- As-built drawings
- Device/address list
- Equipment documentation
- Operating and maintenance manuals
- Testing documentation
- Inspection/approval documentation
- Warranty documentation
- Monitoring information
- Training documentation
- Other required closeout materials

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14. CONTRACTOR CERTIFICATION

By signing below, the contractor certifies that they have reviewed the project requirements and that the submitted bid represents the contractor's proposed price to furnish and complete the work described herein.

The contractor further certifies that the information provided in this proposal is accurate to the best of their knowledge.

Contractor/Company:

Authorized Representative:

Title:

Signature:

Date:

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15. TOWN OF PROSPECT

Project: Prospect Senior Center – New Fire Alarm System

Location: 6 Center Street, Prospect, CT 06712

Owner: Town of Prospect

Bid Due Date: Tuesday, November 17, 2026

Bid Due Time: 10 AM

BID SUBMISSION

Bids shall be submitted in a sealed envelope clearly marked **"PROSPECT SENIOR CENTER FIRE ALARM SYSTEM"**. Bids shall be delivered to Town of Prospect 36 Center Street Prospect, CT 06712. Bids must be received no later than November 17, 2026 at 10AM at which time they will be publicly opened and read. The Town of Prospect reserves the right to accept or reject any and all bids; to waive any informalities, to divide the award; or to accept any bid deemed in the best interest of the Town of Prospect.