

**Town of Winterville
Fire-Rescue-EMS
Request for Proposals
Fire Training Facility**

Project Overview

The burn building shall simulate a four-level (overall), single/multi-family residential structure, built using shipping containers. The vendor shall provide all materials, transportation, labor, assembly, painting, and commissioning of the structure. The completed project must be delivered and installed at the designated TOW FREMS site within 12 months of contract award.

Scope of Work

Container Structure

- Eight (8) new forty-foot shipping containers
- One (1) new twenty-foot shipping containers
- Transportation of all containers to the final site (TOWN OF WINTERVILLE FIRE-RESCUE-EMS designated training ground)
- Exterior painting with two coats of oil-based paint, using color selection approved by TOW FREMS.
- Floorplan and design shall be approved by TOW FREMS.
- Proposals shall include turnkey project completion including all containers, materials, and labor. (Preference will be given to proposals that include all crane and equipment rental, all anchoring and flashing, and all travel)
- NFPA 1402 certification provided by 3rd party engineer.
- Preference will be given to proposals that can be expandable in the future.
- Preference will be given to designs that allow TOW FREMS personnel to replace panels in burn rooms and the ease and cost of replacement.
- Preference will be given to proposals including engineer-certified plans and components, and NFPA 1402 certification by third-party engineer.
- All engineered plans/certifications must be accepted/approved according to the NC Building Code including any permits and inspections. All permits and inspections must be submitted to the Town of Winterville Building Inspections Department.

Building Features

- Three (3) interior stairwells with OSHA compliant safety railings (Preference will be given to proposals that include PE designed, stamped, and fabricated, and that will support firefighting crews)
- Two (2) exterior staircases with OSHA compliant safety railings (Preference will be given to proposals that include PE designed, stamped, and fabricated, and that will support firefighting crews)
- Sixteen (16) minimum windows with closures that can facilitate VES

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- Three (3) 8-foot x 8-foot lined burn rooms. The proposal should include details of the burn room design and construction, with preference given to maintenance and replacement that can be performed by the TOW FREMS Department personnel.
- Four (4) fire rated exterior doors. (Preference will be given to doors that are lockable)
- Two (2) forcible entry door simulators (locations designated by TOW FREMS) (preference will be given to door props that provide both inward and outward training applications with crush sections, hinge-cutting training prop, drop bar training prop, panic bar training prop)
- Vertical roof prop (preference given to proposals capable of simulating pitches incrementally from 4:12 to 16:12, flat, and capability to easily exchange 2x4, 2x6, or 2x12, and drywall punch capabilities)
- Decking for exterior operations on multiple levels, including the highest roof-level, near doors, levels with OSHA approved railings
- Rappel deck with 10,000 lb. rated anchors.
- Preference given to anchor point in stairwells
- High anchor rappel cage with 360-degree swivel on rappel deck
- Two (2) bailout anchors on designated windows with location approved by TOW FREMS at pre-build.
- One (1) balcony, each 4' x 8'
- Wall breach prop, location specified by TOW FREMS
- Nance drill prop with location approved by TOW WFREMS
- Fire Department Connection (FDC) to standpipe system (Preference given to standpipe system on each level)

Deliverables

- Project-specific plans, including 3D CAD design, structural engineering, and foundation engineering requirements and plans, NFPA 1402 certification
- Complete fabrication, painting, transport, and setup of the fire training structure
- Operations and safety manual upon completion
- Warranty information for structure and components with minimum 1-year warranty (Preference given to length of warranty period)
- As-built schematics and anchoring details
- Training (train-the-trainer) to include all operations and maintenance topics.

Project Timeline

Tentative Award Date: Monday, June 8, 2026.

Project Start: Within 30 days of contract signing

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Completion Deadline: Not to exceed 12 months from award date (Preference given to shorter completion timeline)

Proposal Submission Requirements

Each proposal must include:

- Company overview and qualifications
- Similar past project references (minimum of 3)
- Proposed design layout/schematics
- Complete itemized cost estimate (all labor including prefabrication and on-site, materials, painting, transportation, and installation)
- Proposed project schedule and lead times
- Warranty details

Footings and Foundation

Bidders should submit plans/drawings for all footings. Bidders should submit if footings/foundation are included, submitted as an alternate, or if this will be the TOW FREMS' responsibility.

Inquiries and Site Visits

All inquiries must be submitted in writing by Tuesday, May 12, 2026, to the contact listed below. Optional site visits may be scheduled upon request, and phone call questions can be submitted to Fire Chief, David Moore for clarification. Any questions received will be answered in writing no later than Friday, May 15, 2026.

Submission Instructions

Proposals must be received no later than 2:00 pm, EDT, Friday, May 22, 2026, and should be submitted in sealed envelopes/packages that are clearly marked "**RFP Fire Training Burn Building Project**" mailed to the following address:

Town of Winterville Fire-Rescue-EMS
Attn: David Moore, Fire Chief
P.O. Box 1459,
2593 Railroad Street,
Winterville, NC 28590

Additional Contact information: 252-756-2515; david.moore@wintervillenc.com;
<https://www.wintervillenc.com/finance/rfps-rfqs-bids> .

All submissions must be submitted with six (6) hard copies and one (1) PDF format electronically on a USB flash drive. Any costs incurred by the contractor in order to respond to this RFP are the responsibility of the proposer.

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***Please note that mail delivered through the United States Postal Service (USPS) and delivered through FedEx and UPS are not always received before 2:00 p.m. on any given day. Please allow ample time for delivery as these services do not always meet the deadline on the due date.

***Hand-delivered copies may be delivered to the above physical address only between the hours of 8:00 a.m. and 5:00 p.m. (EST), Monday through Friday, excluding holidays observed by the Town.

***USPS delivers to P.O. Box 1459, Winterville, NC 28590 (*ONLY*)

***UPS and FEDEX deliver to 2593 Railroad Street, Winterville, NC 28590 (*ONLY*)

Vendor Qualifications

Minority-owned Businesses

NCGS 143-128 requires that each municipality adopt a verifiable percentage goal for the participation of minority, women, and disadvantaged businesses in construction and repair contracts in excess of \$100,000.

The Winterville Town Council adopted a policy which states that the Town of Winterville shall have a verifiable goal of ten percent (10%) participation by minority businesses in the award of building contracts that exceed \$300,000, or building contracts that exceed \$100,000 where the Town has received a State appropriation or State grant funds to be utilized as part of the project. Contractors must submit required documentation in compliance with the Town's Minority Participation Policy (NCGS §143-128) as well as the E-Verify and Non-Collusion Affidavits.

Bid Bonds

Bid Bonds are required on certain purchases and contracts as described below. The purpose of a bid bond is to ensure that the firm submitting the bid will execute the contract, if awarded. The minimum required amount for a bid bond is 5% of the first-year contract price. However, the Finance Department may establish a higher bond depending on the type of purchase. Bonds are returned to the bidder or released after the contract is signed.

Bid Bonds are required for construction contracts. Failure of a bidder to submit a bid bond at the time of the bid opening will render the bid invalid, and the bid may not be considered. Failure of the successful bidder to sign the contract will result in forfeiture of the bond. The bond may be in the form of a bid bond drawn by a company licensed to do business in the State of NC. The Town will only accept bid bonds provided by bonding companies. Bonds must be issued by a company licensed to do business in North Carolina.

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Performance and Payment Bond

The bidder shall furnish a performance bond and a payment bond, each in an amount at least equal to the contract price as security for the faithful performance and payment of the contractor's obligations under the contract in accordance with NCGS.

Insurance

If awarded the contract, the Contractor shall obtain and maintain through the term of this Contract, insurance with terms and limits of coverage equal to or in excess of those set forth in the specifications governing the agreement, but in no event shall such terms and limits be less than those set forth below. The limits of liability under insurance policies required by this Contract shall in no-way limit the Contractor's actual liability.

Workers Compensation Insurance (Occurrence). Statutory limits established by the General Assembly of the State of North Carolina. In addition, the bidder shall require all subcontractors occupying the premises or performing work under the contract to obtain an insurance certificate showing proof of Workers Compensation Coverage with the following minimum coverage:

Commercial General Liability: Including coverage for premises and operations, independent contractors, products & completed operations, contractual liability, explosion, collapse and underground hazards (XCU), personal injury/advertising injury. The limits can be satisfied by providing a primary policy or in combination with an excess liability policy. The Town shall be named as additional insured on a primary and non-contributory basis. The policy will include waiver of subrogation endorsement in favor of the Town of Winterville.

- Bodily Injury & Property Damage - Each Occurrence \$1,000,000
- Personal Injury & Advertising Injury - Per Person \$1,000,000
- General Aggregate on the Above \$2,000,000
- Products & Completed Operations General Aggregate \$2,000,000
- Fire Damage Limit \$100,000
- Medical Expense Limit..... \$5,000

Business Automobile Liability Insurance: Including coverage for all owned, non-owned and hired automobiles with limits of liability not less than the following. The limit can be satisfied by providing a primary policy or in combination with an excess liability policy. Town of Winterville would be added as an additional insured on a primary and non-contributory basis. The policy will include waiver of subrogation endorsement in favor of Town of Winterville.

- Bodily Injury & Property Damage – Each Accident \$1,000,000

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Employers Liability:

- Bodily Injury Each Accident \$500,000
- Bodily Injury by Disease Policy Limit \$500,000
- Bodily Injury by Disease Each Employee \$500,000

Umbrella Liability: The Contractor will maintain umbrella liability insurance in excess of the general liability, automobile liability and employer’s liability insurance described above which is at least broad as all underlying policies including, but not limited to, additional insured, waiver of subrogation and primary and non-contributory.

- Each Occurrence Limit \$1,000,000
- Aggregate Limit \$1,000,000

Property Insurance: The Contractor will maintain property insurance against loss or damage to their owned property while on the Town’s projects.

Late Submittal/ Late Modifications

Submittals received after the due date and time will not be considered. Modifications received after the due date will not be considered. TOW FREMS assumes no responsibility for the premature opening of a response not properly addressed and identified, and/or delivered to the improper designation.

Rejection of Proposals/Cancellation

TOW FREMS reserves the right to reject any and all proposals and reserves the right to waive any irregularities or informalities in any submittal or in the submittal procedure. When doing so would be an advantage to TOW FREMS. TOW FREMS reserves the right to cancel this RFP at any time.

Minimum RFP Acceptance Period

Each proposal shall be valid and may not be withdrawn for a period of sixty (60) days after the scheduled closing time for the receipt of bids.

Bid Opening

Proposals will be opened and read aloud publicly at the physical address stated. A list of names responding to this RFP may be requested after the due date and time stated herein.

Open Records

All materials submitted in connection with the RFP will be public documents and subject to the Open Records Act and all other laws of the State of North Carolina, the United States of America, and the open records policies of the Town of Winterville. All such materials shall remain the property of the Town and will not be returned to the respondent.