

# REQUEST FOR PROPOSALS (RFP)

## Bailout Training Wall and Window Modifications

New Castle Fire District No. 1

Bedford Road Firehouse Modernization Project

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### 1. Introduction

The Board of Fire Commissioners of New Castle Fire District No. 1 (“District”) is soliciting proposals from qualified contractors, masonry specialists, structural contractors, or other appropriately qualified firms to evaluate, design-assist, and implement modifications to an existing bailout training wall and window installation located within the District’s firehouse addition project at:

**491 King Street**

Chappaqua, New York 10514

The purpose of this RFP is to solicit practical, constructible, and cost-effective solutions to modify the existing bailout training feature in a manner that improves operational functionality for firefighter bailout training while minimizing unnecessary demolition, delay, disruption, and cost.

The District seeks creative and technically sound proposals. Respondents are encouraged to propose alternate approaches, methods, reinforcement strategies, or phased solutions that accomplish the operational objectives without requiring full demolition and reconstruction unless demonstrably necessary.

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### 2. Project Background

As part of the District’s ongoing capital improvement project, a new bailout training wall and window were installed on the mezzanine level above the apparatus bay. The wall consists primarily of concrete masonry unit (CMU) construction.

Following construction of the wall, operational concerns were raised regarding certain aspects of the bailout training configuration, including but not limited to:

- Window sill height;
- Functional realism for firefighter bailout training;
- Tie-off and anchor point configuration;
- Ability to perform training evolutions consistent with firefighter bailout practices;
- Overall utility and adaptability of the installation.

Subsequent discussions among the District, training personnel, design professionals, and contractors resulted in a determination by the Board of Fire Commissioners that modifications to the existing installation are desirable.

The District has received differing professional opinions regarding the necessity and extent of modifications required. One proposed approach involved complete demolition and reconstruction of the wall; however, the District is interested in exploring whether less disruptive, more efficient, and more economical alternatives may exist.

Accordingly, the District is issuing this RFP to obtain independent proposals from qualified firms capable of evaluating the existing conditions and proposing practical solutions.

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### **3. Project Objectives**

The District's objectives include:

1. Improving the functionality and training utility of the bailout training window and wall;
2. Accommodating realistic firefighter bailout training evolutions;
3. Incorporating appropriate reinforcement and/or anchorage systems where necessary;
4. Preserving as much of the existing CMU wall construction as reasonably feasible;
5. Minimizing cost, project delay, and disruption to ongoing construction activities;
6. Providing a safe, durable, and professionally engineered installation;
7. Obtaining constructible solutions from firms with relevant practical experience.

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### **4. Existing Conditions**

The existing conditions generally include:

- A completed CMU bailout training wall;
- A bailout window opening installed at the mezzanine level above the apparatus bay;

- Adjacent structural and architectural elements associated with the firehouse addition project;
- Existing tie-off and anchorage elements incorporated into the present design.

Respondents shall independently verify all existing conditions.

The District will make available relevant drawings, photographs, sketches, prior correspondence, and other available information during the proposal process.

Respondents are strongly encouraged to conduct a site visit prior to submission.

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## 5. Scope of Requested Services

The selected contractor/vendor shall provide all labor, supervision, materials, equipment, engineering coordination, and incidental work necessary to complete the proposed modifications.

**The District intentionally seeks a performance-based and solution-oriented proposal rather than a rigid prescriptive specification.**

Respondents may propose:

- Partial demolition and reconstruction;
- Localized CMU modifications;
- Structural reinforcement strategies;
- Steel framing additions or retrofits;
- Alternative anchorage systems;
- Alternate sill modifications;
- Supplemental training features;
- Other practical solutions deemed appropriate.

The District encourages proposers to identify solutions that:

- Reduce demolition;
- Preserve existing work where feasible;
- Limit impacts to adjacent systems;
- Reduce downtime;
- Improve constructability;
- Improve long-term durability and maintenance.

The selected respondent may be required to coordinate with:

- The District’s architect;
  - The project construction manager/general contractor;
  - Structural engineers;
  - Other trades and subcontractors.
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## **6. Minimum Functional Goals**

While proposers are encouraged to develop their own technical approaches, proposals should address the following operational goals to the extent reasonably practicable:

### **A. Bailout Training Functionality**

The modified installation should support firefighter bailout training evolutions in a manner reasonably representative of field conditions. The bottom sill height must be raised from its current 31.5” height (30” to the underside of the sill) to a 36” height. To maintain proportions, the lintel may need to be raised. Vertical tie down bars are required on the left and right side of the window. Three other hook points are required. Proposals may include other features such as a swinging gate tie down (see illustrative plan below) On the exterior of the window, near the ceiling, a projecting tie/hang point designed for the safety rope (or the equivalent of a 3M Rollgliss type device) is required. Please see photograph at the bottom of this document for visual reference. Note that a tie down loop in the lintel is optional.

### **B. Anchorage / Tie-Off Capability**

The installation should incorporate two vertical suitable anchorage or tie-off features capable of supporting intended training use.

### **C. Structural Integrity**

All modifications shall maintain or improve the structural integrity and safety of the wall assembly. A 9,000 lb “ultimate load” or “ultimate limit state” capacity on the tie down points is required.

### **D. Durability**

The final installation should be suitable for repeated firefighter training evolutions and institutional use.

### **E. Code and Safety Considerations**

The proposer shall identify any applicable code, structural, safety, or operational considerations relevant to the proposed solution.

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## **7. Proposal Format Requirements**

Proposals should include the following:

### **A. Firm Information**

- Company name and address;
- Primary contact person;
- Relevant licenses and qualifications;
- Years in business;
- Relevant experience with CMU, structural retrofit, firefighter training props, or similar specialty work.

### **B. Relevant Experience**

Provide descriptions of similar projects, particularly:

- Structural modifications;
- Masonry alterations;
- Fire training facilities;
- Specialty retrofit work;
- Occupied or phased construction.

### **C. Technical Approach**

Describe the proposed approach in detail, including:

- Existing wall evaluation;
- Proposed modifications;
- Demolition scope, if any;
- Reinforcement methods;
- Materials to be utilized;
- Assumptions made;
- Advantages and limitations of the approach.

Respondents are encouraged to include sketches, concepts, details, or alternate concepts where helpful.

## **D. Engineering**

Indicate whether:

- The proposal includes delegated engineering;
- A New York State licensed professional engineer will review or stamp the work;
- Structural calculations or shop drawings will be provided.

**A COMPETENT STRUCTURAL ENGINEER OR OTHER QUALIFIED AND LICENSED PROFESSIONAL MUST AFFIRM THAT THE PLANS AND WORK MEET STRENGTH AND SAFETY REQUIREMENTS.**

## **E. Schedule**

Provide:

- Estimated lead time;
- Estimated duration of work;
- Major sequencing assumptions;
- Any required shutdowns or access restrictions.

## **F. Cost Proposal**

Provide:

- Lump sum pricing;
- Alternates, if applicable;
- Unit pricing where appropriate;
- Assumptions and exclusions.

Respondents are encouraged to identify value-engineering opportunities. Note that the Fire District is exempt from NY State Sales Tax.

## **G. Exceptions or Clarifications**

Clearly identify any exclusions, assumptions, or requested clarifications.

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## **8. Site Visit**

A site visit may be scheduled by appointment. Respondents are strongly encouraged to inspect the existing conditions prior to submission.

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## 9. Questions and Requests for Information

Questions regarding this RFP shall be submitted in writing to:

[RFP@NCFD1.ORG](mailto:RFP@NCFD1.ORG)

The District reserves the right to issue clarifications, addenda, or supplemental information.

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## 10. Proposal Submission

Initial proposals shall be submitted no later than:

**JULY 15, 2026**

Submissions shall be delivered to:

Board of Fire Commissioners  
New Castle Fire District No. 1  
PO Box 64  
Chappaqua, NY 10514

Electronic submissions are encouraged. Email: [RFP@NCFD1.ORG](mailto:RFP@NCFD1.ORG)

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## 11. Evaluation Criteria

Proposals may be evaluated based upon:

- Technical merit;
- Constructability;
- Experience and qualifications;
- Ability to minimize demolition and disruption;
- Cost effectiveness;
- Schedule;
- Creativity and practicality of solution;

- Understanding of firefighter training functionality;
- References and prior performance.

The District reserves the right to:

- Reject any or all proposals;
  - Request additional information;
  - Negotiate scope or pricing;
  - Award based on best value rather than lowest price;
  - Accept alternate approaches.
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## **12. Insurance and Compliance**

The selected contractor shall provide evidence of :

- Commercial general liability insurance (minimum \$1 million)
- Workers compensation coverage;
- Disability insurance;
- Automobile liability insurance;
- Any other insurance reasonably required by the District.

The selected contractor shall comply with all applicable laws, regulations, codes, and safety requirements.

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## **13. Prevailing Wage**

Work performed under this contract shall comply with New York State prevailing wage requirements.

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## **14. Additional Notes**

This RFP is intended to solicit practical construction and engineering solutions rather than establish fault, liability, or professional responsibility for prior design decisions.

The District seeks a collaborative and solution-oriented process focused on achieving a functional, durable, and cost-effective training installation.

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## **15. Attachments**

- Existing drawings;
- Relevant architectural details;
- Photographs of existing conditions;
- Proposed revised concepts;
- Prior correspondence;
- Site access information;
- Addenda.

AI-EDITED PHOTO OF **EXISTING** BAILOUT WINDOW FOR ILLUSTRATIVE PURPOSE ONLY. DO NOT RELY ON THIS PHOTO FOR MEASUREMENTS OR OTHER DETAILS. THE PHOTO WAS EDITED BECAUSE CONSTRUCTION MATERIALS WERE OBSTRUCTING THE VIEW:



PHOTO SHOWING DESIRED MODIFICATIONS AND RESULT FOR ILLUSTRATIVE PURPOSE:



PLANS THAT DEMONSTRATE A POSSIBLE SOLUTION FOR ILLUSTRATIVE PURPOSE ONLY:

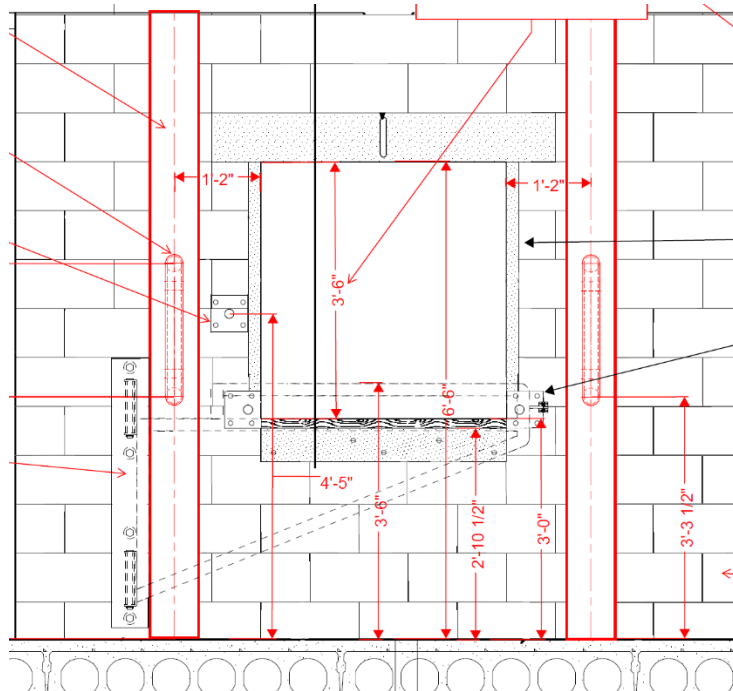
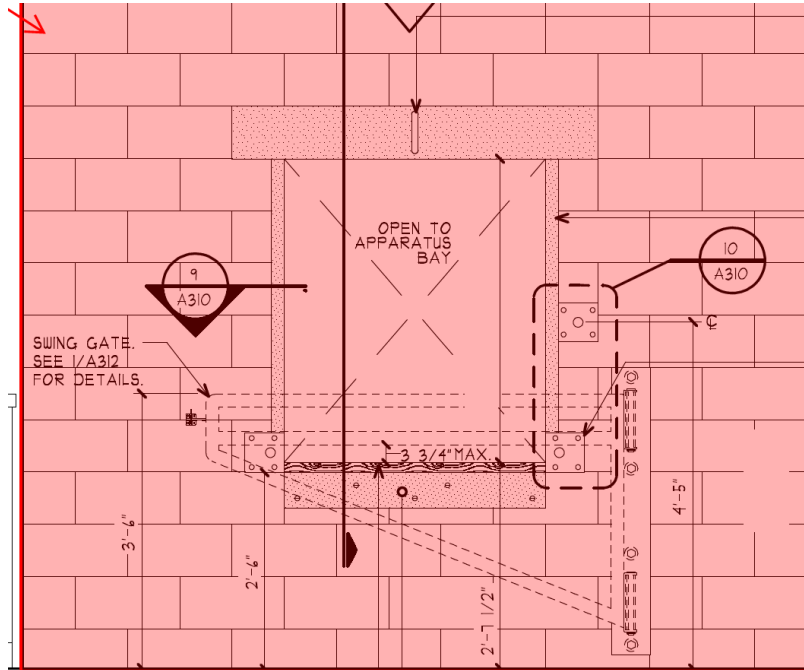


PHOTO OF ACTUAL / CURRENT CONDITIONS SHOWING WALL EXTERIOR FACING APPARATUS BAY:

