



STATE OF NORTH CAROLINA

North Carolina A&T State University

Request for Quote #: 59-Q6810

Mobile Health Units

Date Issued: December 4, 2024

Quote Due Date: January 8, 2025

At 3:00 PM ET

Direct all inquiries concerning this RFQ to:

Tesca Kinard

Procurement Specialist

ttkinard@ncat.edu



STATE OF NORTH CAROLINA

Request for Quote # 59-Q6810

For internal State agency processing, including tabulation of Quotes, provide your company's eVP (Electronic Vendor Portal) Number. Pursuant to G.S. 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page shall be filled out and returned with your Quote.
Failure to do so shall be sufficient cause to reject your Quote.**

Vendor Name

Vendor eVP #

Note: For a contract to be awarded to you, your company (you) must be a North Carolina registered vendor in good standing. You must enter the vendor number assigned through eVP (Electronic Vendor Portal). If you do not have a vendor number, register at <https://vendor.ncgov.com/vendor/login>

Electronic responses ONLY will be accepted for this solicitation

<https://ncat.bonfirehub.com/portal/?tab=openOpportunities>

STATE OF NORTH CAROLINA
Division of North Carolina A&T State University

Refer <u>ALL</u> Inquiries regarding this RFQ to: Tesca Kinard ttkinard@ncat.edu	Request for Quote # 59-Q6810
	Quotes will be opened: January 8, 2025 @ 3:00 PM ET
Using Agency: N.C. A&T State University	Commodity No. and Description: 85101508 / Mobile healthcare centers or services

EXECUTION

In compliance with this Request for Quote (RFQ), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are Quote, at the prices set opposite each item within the time specified herein.

By executing this Quote, the undersigned Vendor understands that false certification is a Class I felony and certifies that:

- this Quote is submitted competitively and without collusion (G.S. 143-54),
- that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and
- it is not an ineligible Vendor as set forth in G.S. 143-59.1.

Furthermore, by executing this Quote, the undersigned certifies to the best of Vendor's knowledge and belief, that:

- it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency.

As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFQ, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

As required by Executive Order 24 (2017), the undersigned vendor certifies will comply with all Federal and State requirements concerning fair employment and that it does not and will not discriminate, harass, or retaliate against any employee in connection with performance of any Contract arising from this solicitation.

G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of this Quote response to the RFQ, the undersigned certifies, for Vendor's entire organization and its employees or agents, that Vendor are not aware that any such gift has been offered, accepted, or promised by any employees or agents of Vendor's organization.

By executing this Quote, Vendor certifies that it has read and agreed to the **INSTRUCTION TO VENDORS** and the **NORTH CAROLINA GENERAL TERMS AND CONDITIONS incorporated herein**. These documents can be accessed from the ATTACHMENTS page within this document.

Failure to execute/sign quote prior to submittal may render quote invalid and it MAY BE REJECTED. Late quotes cannot be accepted.

COMPLETE/FORMAL NAME OF VENDOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #21):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:		FAX NUMBER:
VENDOR'S AUTHORIZED SIGNATURE:	DATE:	E-MAIL:

Quote Number: #59-Q6810

Vendor: _____

VALIDITY PERIOD

Offer shall be valid for at least sixty (60) days from date of quote due date, unless otherwise stated here: _____ days, or if extended by mutual agreement of the parties. Any withdrawal of this offer shall be made in writing, effective upon receipt by the agency issuing this RFQ.

QUOTE ACCEPTANCE

If your quote is accepted, all provisions of this RFQ, along with the written results of any negotiations, shall constitute the written agreement between the parties ("Contract"). The NORTH CAROLINA GENERAL TERMS AND CONDITIONS are incorporated herein and shall apply. Depending upon the Goods or Services being offered, other terms and conditions may apply, as mutually agreed.

FOR STATE USE ONLY: Offer accepted and Contract awarded this ____ day of _____, 20____, as indicated
on the attached certification, by _____

(Authorized Representative of N.C. A&T SU Procurement Specialist)

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1.0 PURPOSE AND BACKGROUND

Purpose

North Carolina A&T State University School of Nursing Mobile Clinical Training and Simulation Center's (MCTSC) is seeking to purchase two (2) mobile medical units. The MCTSC purpose is to enhance student preparedness and adaptability, effectively expanding the workforce to better address NC's healthcare needs. By rotating through different sites and patient populations, students encounter various health conditions and treatment scenarios, enhancing their adaptability and competency for the ever-changing healthcare landscape in NC.

Approach

To complement the existing simulation technology available at our Union Square campus, to develop a new MCTSC. In addition to expanding clinical training settings for students, this proactive and transformative solution will provide accessible healthcare services to underserved communities across NC, concentrating on Rockingham and Randolph counties. Incorporating a nurse-led mobile clinic into the educational infrastructure and community outreach efforts of NCAT will significantly contribute to alleviating the nursing shortage by enhancing education, increasing recruitment, and heightening the visibility of pursuing a career in nursing in NC.

The MCTSC will be equipped with state-of-the-art simulation technology including high-fidelity manikins, virtual reality platforms, and telehealth systems. These resources will facilitate immersive learning experiences for nursing students, allowing them to practice a wide range of clinical scenarios in a controlled environment. Through hands-on simulations, students will develop critical thinking, decision-making, and communication skills essential for effective patient care. Additionally, the proposed MCTSC will offer tele-education sessions, enabling remote access to expert-led lectures and interactive workshops. To maximize accessibility, the MCTSC will travel to underserved communities across NC, partnering with healthcare facilities, community colleges, and universities to reach a diverse student population. Through collaborative partnerships and innovative teaching methodologies, the MCTSC will serve as a dynamic hub for nursing education. Bridging the gap between theory and practice, and preparing students to meet the evolving demands of healthcare delivery. This innovative strategy using the latest technology in nursing education is designed to enhance both recruitment and retention of nursing students by aligning with the expectations and needs of the newer generation entering the field.

The intent of this solicitation is to award an **Agency Specific Contract**.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR QUOTE DOCUMENT

The RFQ is comprised of the base RFQ document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 E-PROCUREMENT FEE

ATTENTION: The E-Procurement fee may apply to this solicitation. See paragraph entitled ELECTRONIC PROCUREMENT of the North Carolina General Terms and Conditions.

General information on the E-Procurement Services can be found at: <http://eprocurement.nc.gov/>.

2.3 NOTICE TO VENDORS REGARDING RFQ TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions to Vendors, the North Carolina General Terms and Conditions, all relevant exhibits and attachments, and any other components made a part of this RFQ and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFQ.

If Vendors have questions or issues, or exceptions regarding any component within this RFQ, those must be submitted as questions in accordance with the instructions in the QUOTE QUESTIONS Section. If the State determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFQ addendum. The

Quote Number: #59-Q6810

Vendor: _____

State may also elect to leave open the possibility for later negotiation of specific provisions of the Contract that have been addressed during the question-and-answer period, prior to contract award.

Other than through this process or negotiation under 01 NCAC 05B.0503, the State rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor's quote. This applies to any language appearing in or attached to the document as part of the Vendor's quote that purports to vary any terms and conditions or Vendors' instructions herein or to render the quote non-binding or subject to further negotiation. Vendor's quote shall constitute a firm offer that shall be held open for the period required herein ("Validity Period" above).

The State may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFQ Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiations and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's quote as nonresponsive.

2.4 RFQ SCHEDULE

The table below shows the *intended* schedule for this RFQ. The State will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFQ	State	December 4, 2024
Zoom Bidder's Conference	State	December 16, 2024 @ 10:00 AM ET
Submit Written Questions	Vendor	December 18, 2024 by 12 noon PM ET
Provide Responses to Questions	State	December 23, 2024 by 5:00 PM ET
Submit Quotes	Vendor	January 8, 2024 by 3:00 PM ET
Contract Award	State	TBA
Contract Effective Date	State	TBD

Join Zoom Meeting

<https://ncat.zoom.us/j/94937191832?pwd=Sx1abalivemEqIv2q06akRcGwSW4k5.1&from=addon>

Meeting ID: 949 3719 1832

Passcode: 307477

2.5 QUESTIONS ABOUT QUOTE

Upon review of the RFQ documents, Vendors may have questions to clarify or interpret the RFQ in order to submit the best quote possible. To accommodate the Quote Questions process, Vendors shall submit any such questions by the "Submit Written Questions" date and time provided in the RFQ SCHEDULE Section above.

Written questions shall be e-mailed to **Bonfire portal** by the date and time specified above. Vendors will enter **RFQ #59-Q6810:** as the subject for the email. Question submittals will include a reference to the applicable RFQ section and be submitted in a format shown below:

Reference	Vendor Question
RFQ Section, Page Number	Vendor question ...?

No information, instruction or advice provided orally or informally by any State personnel, whether made in response to a question or otherwise in connection with this RFQ, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in an addendum to this RFQ.

2.6 QUOTE SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Vendor shall bear the risk of late submission due to unintended or unanticipated delay. It is the Vendor's sole responsibility to ensure its quote has been received as described in this RFQ by the specified time and date of opening. The date and time of receipt will be marked on each quote when received. Any quote or portion thereof received after the quote submission deadline will be rejected.

Quotes may be submitted via electronic means, including but not limited to email, in response to this Request for Quote via **Bonfire Portal**. Submission by any means shall include this RFQ, as provided in section 2.7.

Electronic address for delivery of Bid Quote
https://ncat.bonfirehub.com/portal/?tab=openOpportunities

Bonfire Support Team can also be contacted by calling 1-800-354-8010 Ext. 2. Support by phone and email is provided Monday - Friday from 8 AM – 8 PM EST.

Failure to submit a quote in strict accordance with these instructions shall constitute sufficient cause to reject a Vendor's quote(s). Vendors are strongly encouraged to allow sufficient time to upload quotes.

Critical updated information may be included in Addenda to this RFQ. It is important that all Vendors responding on this RFQ periodically check the State's eVP website for any Addenda that may be issued prior to the quote opening date. All Vendors shall be deemed to have read and understood all information in this RFQ and all Addenda thereto.

Vendors shall deliver one **(1) signed, original executed** response and **(1) copies of the signed original executed quote** to the address identified in the table in this Section. Address package and insert quote number as shown in the table above.

2.7 QUOTE CONTENTS

Vendors shall populate all attachments of this RFQ that require the Vendor to provide information and include an authorized signature where requested. Failure to provide all required items, or Vendor's submission of incomplete items, may result in the State rejecting Vendor's quote, in the State's sole discretion.

Vendor RFQ responses shall include the following items and attachments, which shall be arranged in the following order:

- a) Cover Letter, which must contain all of the following; (i) a statement that confirms that the Vendor has read the RFQ in its entirety, including all links, and all Addenda released in conjunction with the RFQ; (ii) a statement that the Vendor agrees to perform in accordance with the scope of work, requirements, and specifications contained herein; and (iii) Vendor's agreement to comply with all instructions, terms and conditions, and attachments.
- b) Title Page: Include the company name, address, phone number and authorized representative along with the Quote Number.
- c) Completed and signed version of EXECUTION PAGES, along with the body of the RFQ.
- d) Signed receipt pages of any addenda released in conjunction with this RFQ, if required to be returned.
- e) Vendor Response *[Indicate relative section references as a guide to responding to sections requiring additional responses outside of the solicitation document. If not required, delete.]*
- f) Completed version of ATTACHMENT A: PRICING
- g) Completed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- h) Completed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- i) Completed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

- j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION
- k) Unit drawings of Mobile Health Unit(s)
- l) Copy of training manuals and digital training videos

2.8 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFQ are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors referenced below which are incorporated herein by this reference.

The following definitions, acronyms, and abbreviations are also relevant to this RFQ:

3.0 METHOD OF AWARD AND QUOTE EVALUATION PROCESS

3.1 METHOD OF AWARD

North Carolina G.S. 143-52 provides a general list of criteria the State shall use to award contracts, as supplemented by the additional criteria herein. The Goods or Services being procured shall dictate the application and order of criteria; however, all award decisions shall be in the State's best interest.

All responsive bids will be reviewed, and award or awards will be based on the responsive bid(s) offering the lowest price that meets the specifications provided herein, to include any required verifications set out herein such as but not limited to past performance, references, and financial documents.

While the intent of this RFQ is to award a Contract(s) to a single Vendor for all line items, the State reserves the right to make separate awards to different Vendors for one or more line items, to not award one or more line items or to cancel this RFQ in its entirety without awarding a Contract, if it is considered to be most advantageous to the State to do so.

If a Vendor selected for award is determined by the State to be a non-resident of North Carolina, all responsive bids will be reviewed to determine if any of them were submitted by a North Carolina resident Vendor who requested an opportunity to match the price of the winning bid, pursuant to Executive Order #50 and G.S. 143-59 (for more information, please refer to ATTACHMENT H: VENDOR REQUEST FOR EXECUTIVE ORDER #50 PRICE MATCHING. If such bid(s) are identified, the State will then determine whether any such bid falls within the price-match range, and, if so, make a Contract award in accordance with the process that implements G.S. 143-59 and Executive Order #50.

The State reserves the right to waive any minor informality or technicality in quotes received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

While this RFQ is under evaluation, the responding Vendor, including any subcontractors and suppliers, is prohibited from engaging in conversations intended to influence the outcome of the evaluation. See Paragraph 29 of the Instructions To Vendors entitled COMMUNICATIONS BY VENDORS.

Each Vendor submitting a quote to this RFQ, including its employees, agents, subcontractors, suppliers, subsidiaries and affiliates, is prohibited from having any communications with any person inside or outside the using agency; issuing agency; other government agency office or body (including the purchaser named above, any department secretary, agency head, members of the General Assembly and Governor's office); or private entity, if the communication refers to the content of Vendor's quote or qualifications, the content of another Vendor's proposal, another Vendor's qualifications or ability to perform a resulting contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals, the award of a contract, or both.

Any Vendor not in compliance with this provision shall be disqualified from evaluation and award. A Vendor's proposal may be disqualified if its subcontractor and/or supplier engage in any of the foregoing communications during the time that the procurement is active (*i.e.*, the issuance date of the procurement until the date of contract award or cancellation of the procurement). Only those discussions, communications or transmittals of information authorized or initiated by the issuing agency for this RFQ or inquiries directed to the purchaser named in this RFQ regarding requirements of the RFQ (prior to proposal submission) or the status of the award (after submission) are excepted from this provision.

3.3 QUOTE EVALUATION PROCESS

- a) Quotes are requested for the items as specified, or item(s) equivalent in design, function, and performance. The State reserves the right to reject any quote on the basis of fit, form and/or function, as well as cost.
- b) The State shall review the responses to this RFQ to confirm that they meet the specifications and requirements. The State reserves the right to waive any minor informality or technicality.
- c) For all responses that pass the initial review process, the State will review and assess the Vendors' pricing. The State may request additional formal responses or submissions from any or all Vendors for the purpose of clarification or to amplify the materials presented in any part of the quote. Vendors are cautioned, however, that the State is not required to request clarification, and often does not. Therefore, all quotes should be complete and reflect the most favorable terms available from the Vendor. Prices quoted cannot be altered or modified as part of a clarification.
- d) Quotes will be evaluated, based on the award criteria identified in Section 3.1 METHOD OF AWARD.

Award of a Contract to one Vendor does not mean that the other quotes lacked merit, but that, all factors considered, the selected quote was deemed most advantageous and represented the best value to the State.

Vendors are cautioned that this is a request for quote, not a request or an offer to contract, and the State reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the State.

3.4 PERFORMANCE OUTSIDE THE UNITED STATES

Vendor shall complete ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR. In addition to any other evaluation criteria identified in this RFQ, the State may also consider, for purposes of evaluating proposed or actual contract performance outside of the United States, how that performance may affect the following factors to ensure that any award will be in the best interest of the State:

- a) Total cost to the State
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of the State's information and intellectual property
- e) Availability of pertinent skills
- f) Ability to understand the State's business requirements and internal operational culture
- g) Particular risk factors such as the security of the State's information technology
- h) Relations with citizens and employees
- i) Contract enforcement jurisdictional issues

3.5 INTERPRETATION OF TERMS AND PHRASES

This RFQ serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the State; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether quotes should be evaluated or rejected, the State will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the State's needs as described in the RFQ. Except as specifically stated in the RFQ, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the State exercising its discretion to reject a quote in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFQ. By submitting a quote, the Vendor agrees to meet all stated requirements in this Section, as well as any other specifications, requirements, and terms and conditions stated in this RFQ. If a Vendor is unclear about a requirement or specification or believes a change in a requirement would allow for the State to receive a better quote, the Vendor is encouraged to submit these items in the form of a question during the question-and-answer period in accordance with the Quote Questions Section above.

The Mobile Health Units

- Must have 2 exam rooms
- Must be the newest version of a 2024 Ford E-450 1 passenger & driver or equal
- Must have a minimum length of 34 feet up to maximum length of 40 feet
- Must be 8 – 10 feet in width
- Must be 10 – 12 feet in height to meet road clearance and general bridge height requirements. Please be mindful the unit will travel to rural areas with narrow roads and curves
- (GVWR) Gross Vehicle Weight Rate must be 26,000 pounds or less
- CDL License is required to operate
- Must be Automatic
- Must have Gas Engine
- Must be Front-Wheel Drive
- **Optional Reception Area: Small reception and waiting area with seating for 2-4 people**
- The vendor must provide Onsite training on operation of the units and equipment
- The vendor must submit unit drawings and dimensions. At a minimum, a detailed scaled floor plan including cabinets, exam equipment, and workspace. Exterior images are to be included

4.1 PRICING

Quote price shall constitute the total cost to the State for delivery fully assembled and ready for use, including all applicable charges for shipping, delivery, handling, administrative and other similar fees. Complete ATTACHMENT A: PRICING FORM and include in Vendor's response.

4.2 PRODUCT IDENTIFICATION**BRAND SPECIFIC**

Manufacturer(s) name and product descriptions used in this solicitation are product-specific. The items offered in response to this solicitation shall be by the manufacturer and the type specified. These specific products are needed due to compatibility and continuity of support. Failure to comply with this requirement shall be a sufficient basis for disqualifying a quote from further consideration.

4.3 TRANSPORTATION AND IDENTIFICATION

The Vendor shall deliver Free-On-Board (FOB) Destination to any requested location within the State of North Carolina with all transportation costs and fees included in the total quote price.

When an order is placed using a purchase order, the purchase order number shall be shown on all packages and shipping manifests to ensure proper identification and payment of invoices. If an order is placed without using a purchase order, such as via phone, the Buyer's name shall be shown on all packages. A complete packing list shall accompany each shipment. Vendors shall not ship any products until they have received an order.

4.4 DELIVERY AND INSTALLATION

The Vendor shall deliver Free-On-Board (FOB) Destination to the following location(s):

North Carolina A&T State University
1601 East Market Street
Greensboro, NC, 27411
Attn: Tiffany D. Morris, PhD or Angelo D. Moore
Noble Hall – School of Nursing
204 University Circle
Telephone: (336) 285 - 4975 or (336) 285-3423
Email: tdmorris@ncat.edu or admoore16@ncat.edu

***Vendor shall complete delivery of Mobile Health Unit #1 by May 30, 2025, after receipt of purchase order.**

For completion by Vendor: Delivery will be made from _____ (city, state) within _____ consecutive calendar days after receipt of purchase order. Promptness of delivery may be used as a factor in the award criteria.

Delivery shall not be considered to have occurred until installation has been completed. Upon completion of the installation, the Vendor shall remove and properly dispose of all waste and debris from the installation site. The Vendor shall be responsible for leaving the installation area clean and ready to use.

4.5 WARRANTY

Vendor warrants that all equipment furnished under this RFQ will be newly manufactured, of good material and workmanship. The warranty will apply from date equipment is put into operation for a minimum period of twelve (12) months or the length of the manufacturer's warranty, whichever is longer. Such warranty shall cover the cost of all defective parts replacement, labor, freight, and technicians' travel at no additional cost to the State, or as specified by the Purchasing Agency herein. To the extent not superseded by the terms of this paragraph, manufacturer's warranty terms shall apply. Vendor's warranty shall be at least the level of coverage provided for its comparable customers.

The report of a problem does not presuppose that every call must result in an "on-site" visit for service/repair. The Vendor and/or service sub-contractor shall utilize best efforts to resolve problems in a timely fashion by using acceptable servicing methods to include, but not limited to, verbal problem analysis and remote diagnosis. The warranty requirement does not impose any additional duty on the State to make other than normal and good faith problem resolution efforts or expenditures of time. Vendor shall be responsible for compliance with warranty terms by any third-party service provider. Vendor shall provide contact information for warranty service provider, below.

Vendor is authorized by manufacturer to repair equipment offered during the warranty period? ☐ YES ☐ NO

Will the Vendor provide warranty service? ☐ YES ☐ NO, a manufacturer-authorized third party will perform warranty service.

Contact information for warranty service provider:

Company Name: _____

Company Address: _____

Contact Person (name): _____

Contact Person (phone number): _____

Contact Person (email): _____

4.6 MAINTENANCE OPTION

Following expiration of the above warranty, Vendor, or its third-party service provider, shall maintain the system specifications and performance level in accordance with the manufacturer's published specifications and those of this RFQ. Maintenance shall include all parts, remedial maintenance labor, travel and living expenses incurred. Except as specifically provided for elsewhere herein, coverage shall be at least for 8:00 am ET to 5:00 pm ET, Monday through Friday, except State recognized holidays and shall include a minimum of two (2) preventive and safety maintenance inspections per year. The State shall have the option to accept the maintenance coverage in this paragraph at the price offered in ATTACHMENT A: PRICING of this RFQ, if applicable.

4.7 HUB PARTICIPATION

Pursuant to North Carolina General Statute G.S. 143-48, it is State policy to encourage and promote the use of small, minority, physically handicapped, and women contractors in purchasing Goods and Services. As such, this RFQ will serve to identify those Vendors that are minority owned or have a strategic plan to support the State's Historically Underutilized Business program by

meeting or exceeding the goal of 10% utilization of diverse firms as 1st or 2nd tier subcontractors. Vendor shall complete ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION.

4.8 REFERENCES

Vendors shall provide at least three (3) references, using ATTACHMENT E: CUSTOMER REFERENCE FORM, for which your company has supplied the exact model of equipment offered. The State shall contact these users to determine quality level of the offered equipment; as well as, but not limited to user satisfaction with Vendor performance. Information obtained shall be considered in the evaluation of the quote.

4.9 VENDOR'S REPRESENTATIONS

If the quote results in an award, Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of the State under the Contract. If any Services, deliverables, functions, or responsibilities not specifically described in this solicitation are required for Vendor's proper performance, provision and delivery of the Service and deliverables under a resulting Contract, or are an inherent part of or necessary sub-task included within such service, they will be deemed to be implied by and included within the scope of the contract to the same extent and in the same manner as if specifically described in the Contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and/or other Deliverables.

4.10 FINANCIAL STABILITY

As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction

Each Vendor shall certify it is financially stable by completing the ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential performance issues from contracting with a Vendor that is financially unstable. This Certification shall be deemed continuing, and from the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification.

4.11 AGENCY INSURANCE REQUIREMENTS MODIFICATION

A. Default Insurance Coverage from the General Terms and Conditions applicable to this Solicitation:

- ☒ Small Purchases
- ☐ Contract value in excess of the Small Purchase threshold, but up to \$1,000,000.00
- ☐ Contract value in excess of \$1,000,000.00

5.0 PRODUCT SPECIFICATIONS

5.1 SPECIFICATIONS

Items detailed below constitute the minimum specifications that must be met by vendor. Mobile unit may have additional features beyond this non-exhaustive list of specifications.

Mobile Health Unit #1

Exam Room 1:

- Size: Approximately 8x10 feet
- Ritter 204 Exam Bed with stirrups and pelvic tilt or equal
- Minimum of one (1) work station with built in storage beneath and upper cabinets
- One (1) doctor stool with bungee attachment for transportation or equal

- Locking cabinets and drawers for medications and supplies
- LED lighting under upper cabinets
- Equipped with functional soundproof walls and doors for patient confidentiality between exam room and laboratory space
- Medical grade stainless steel sink with H&C running water
- Stericycle approved wall mounted sharps container with lock
- Wall mounted medical glove box holder
- Wall mounted Welch Allyn equipment panel with otoscope, ophthalmoscope, speculum holder, thermometer, and blood pressure monitor/cuff,
- Paper towel dispenser
- Hand Sanitizer dispenser

Exam Room 2:

- Size: Approximately 8x10 feet
- Ritter 204 Exam Bed with stirrups and pelvic tilt or equal
- Minimum of one (1) work station with built in storage beneath and upper cabinets
- One (1) doctor stool with bungee attachment for transportation or equal
- Locking cabinets and drawers for medications and supplies
- LED lighting under upper cabinets
- Equipped with functional soundproof walls and doors for patient confidentiality between exam room and laboratory space
- Medical grade stainless steel sink with H&C running water
- Stericycle approved wall mounted sharps container with lock
- Wall mounted medical glove box holder
- Wall mounted Welch Allyn equipment panel with otoscope, ophthalmoscope, speculum holder, thermometer, and blood pressure monitor/cuff,
- Paper towel dispenser
- Hand Sanitizer dispenser

Laboratory:

- Medical grade refrigerator: 3 cu ft
- Medical grade stainless steel sink H&C running water
- Blood draw chair or equal
- Eye Wash Station
- Stericycle approved wall mounted sharps container with lock
- Wall mounted medical glove box holder
- One (1) doctor stool with bungee attachment for transportation or equal
- Locking cabinets and drawers
- LED lighting under upper cabinets
- Minimum or one (1) workspace with built in storage beneath and upper cabinets
- Paper towel dispenser
- Hand Sanitizer dispenser

Bathroom:

- Toilet
- Sink with mirror (within bathroom space or directly outside of bathroom in laboratory space)
- Paper towel dispenser
- Hand sanitizer dispenser
- Lab sample collection window

- Exhaust/vent ceiling fan
- ADA - complaint handrails

Safety:

- Regulations: Compliance with local health and safety regulations
- Anti-slip lining on stairs or equal
- ADA - compliant handrails on stairs
- AED (Automated External Defibrillator)
- First aid kit
- Oxygen supply
- CO2 detector
- Smoke detector
- Fire Extinguisher
- RSV Back-up camera in color with back-up alarm or equal
- Blind spot monitoring
- Emergency Exits window or equal
- Alarm system: Capability to install alarm system for the mobile unit
- Security: Lockable storage and secure entry points

Wheelchair Access:

- Must be equipped with lift gate and ADA - complaint access, including ramps and safety restraints

Electrical:

- Minimum of two (2) outlets in Exam Room 1
- Minimum of two (2) outlets in Exam Room 2
- Minimum of three (3) outlets in Laboratory space
- Minimum of two (2) outlets on external passenger side of unit under the awning
- Electric Power Awning on passenger side of unit with a 40 – 45 - inch external tv/monitor for community education (in waiting/reception area)
- Automatic one-touch leveling system or equal
- Shore Power cord – 50AMP – 36' or equal
- Lighting: Exterior LED lighting for safety and visibility

Plumbing:

- Water supply: Freshwater tanks with a capacity of 100-200 gallons
- Water heater
- Waste disposal: Greywater and blackwater systems tanks with appropriate disposal
- Medical Waste: Secure containers for biohazardous waste

HVAC System:

- Integrated heating, ventilation, and air conditioning system

Generator:

- Commercial Grade Generator

Graphics:

- Signage: Customizable exterior for branding and information
- The vehicle shall have N.C. A&T School of Nursing MCTSC exterior wrap. All artwork will have to be approved by the Office of University Relations. The contractor must comply with the University Graphic Standards available at: <https://www.ncat.edu/about/leadership/chancellor/university-relations/brand-standards-and-guidance/index.php> to familiar yourself with the University Graphic Standards.

Internet Connectivity:

- Wi-Fi and/or cellular network for telemedicine capabilities.
- Telemedicine equipment: High-resolution cameras, microphones, and monitors, for virtual consultations.

Mobile Medical Unit #2 - Optional based on budget. The delivery date would be Spring 2026. This unit is the same as Mobile Medical Unit #1, except it should not be equipped with the wheelchair lift or lab.

Quality and Workmanship

The mobile medical units must be manufactured to high quality and workmanship standards such as, but not limited to:

- The mobile units shall be free from defects that may impair its serviceability or detract from appearance. The general appearance of the mobile units shall not show any evidence of poor workmanship.
- All bodies, systems, equipment, and interfaces with the chassis shall be done per OEM's Body Builders Book. All components shall be new.
- Defective or refurbished components shall not be furnished.
- Parts, equipment, and assemblies, which have been repaired or modified to overcome deficiencies, shall not be furnished without the approval of the purchaser.
- Component parts and units shall be manufactured to definite stand dimensions with proper fits, clearances, and uniformity.
- Welded, bolted, and riveted construction utilized shall be in accordance with the highest standards of the industry.

The following deficiencies shall be cause for rejection:

- Rough, sharp, or unfinished edges, burrs, seams, corners, joints, cracks, and dents.
- Non-uniformed panels. Edges that are not radiused, beveled, etc. Body panels or components that are uneven, unsealed, or contain cracks, dents or have voids.
- Paint runs, sags, orange peel, fisheyes, etc., and any other imperfection of lack of complete coverage of paints or coatings.
- Misalignment of body fasteners, glass, viewing panels, light housings, other items with large or uneven gaps, spacing, etc. such as door, body panels, and hinged panels.
- Hoses, wiring, or harness routed through panels and bulkheads without grommet or other protective insulation, routed across components in a manner allowing chaffing to occur or routed in such a manner to be damaged by the exhaust system.
- Improper electrical connections, or loose, vibrating, or abrading components.
- Interference of chassis components, body parts, doors, etc.
- Improperly supported or secured hoses, wiring harnesses, mechanical controls, etc., including interference with other components.
- Leaks of any gas, vacuum, or fluid lines (air conditioning, coolant, oil, oxygen, etc.).
- Inappropriate or incorrect use of hardware, fasteners, components, or methods of construction.
- Incomplete or improper welding, riveting, or bolting.
- Lack of uniformity and symmetry were applicable.
- Loose, vibrating, abrading body parts, components, subassemblies, hoses, wiring harnesses or trim. Noise, panel vibrations, etc.
- Improper body design that could cause injury during normal use or maintenance, and which fails to provide access to perform routine or mandatory repairs or maintenance on the mobile units electrical and mechanical systems. In addition, the improper combination of options which by their combination and installation are incompatible regarding function or safety.
- Sagging, non-form fitting upholstery or paddings.

- Incomplete or incorrect application of rustproofing.
- Equipment malfunctions.
- Inadequate welding, riveting, bolting, or attachment components.
- Visual deformities.
- Unsealed appurtenances or other body components, leaking gaskets, etc.
- Delamination of plastic composition materials.
- Any deviation from specification requirements or manufacturer's standard production practice whether or not stipulated herein, detracts from form, fit, functions, durability, reliability, safety, performance, or appearance.
- Any deviation from specification requirements or any other item, whether or not stipulated herein, that affects form, fit, function, finish, durability, reliability, safety, performance, or appearance shall be cause for rejection.

VENDOR'S RESPONSE

Item #	Questions	Product/Service Offered Meets Specification
1.	Can you meet the specifications?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	Can you meet the deadline?	<input type="checkbox"/> YES <input type="checkbox"/> NO

5.2 CERTIFICATION AND SAFETY LABELS

All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate state inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

6.0 CONTRACT ADMINISTRATION

All Contract Administration requirements are conditioned on an award resulting from this solicitation. This information is provided for the Vendor's planning purposes

6.1 CONTRACT MANAGER

The Vendor shall be required to designate and make available to the State a contract manager. The contract manager shall be the State's point of contact for Contract related issues and issues concerning performance, progress review, scheduling, and service.

Contract Manager Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	

Email:	
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6.2 POST AWARD PROJECT REVIEW MEETINGS

- The selected vendor and the university shall meet to discuss the contract

6.3 CONTINUOUS IMPROVEMENT

The State encourages the Vendor to identify opportunities to reduce the total cost to the State. A continuous improvement effort consisting of various ideas to enhance business efficiencies as performance progresses.

6.4 PERIODIC STATUS REPORTS

The Vendor shall be required to provide the following reports to the Associate Professor/Chair School of Nursing for approval. The bi-weekly reports shall be submitted by Fridays at 12 noon in an Excel format. The reports should be well-organized and easy to read.

Project Progress reports:

- Current status: Overview of the project's current phase (e.g., design, construction, testing)
- Milestones achieved: (e.g., chassis completed, medical equipment installed)
- Upcoming milestones: (e.g., Expected milestones for the next reporting period)

Issues and Resolutions:

- Challenges Encountered: Description of any issues faced (e.g., supply chain delays, technical problems)
- Solutions Implemented: Actions taken to resolve these issues

Financial Summary:

- Budget Status: Current budget vs actual expenditure, highlighting any variance
- Cost Breakdown: Detailed breakdown of costs incurred during the reporting period

*Within **ten (10)** business days of the award of the Contract the Vendor shall submit a final work plan and a sample report, both to the designated Contract Lead for approval.

6.5 ACCEPTANCE OF WORK

Performance of the work and delivery of Goods shall be conducted and completed at least in accordance with the Contract requirements and recognized and customarily accepted industry practices. Performance shall be considered complete when the Services or Goods are approved as acceptable by the Contract Administrator.

Acceptance of work products shall be based on the following criteria:

The State shall have the obligation to notify Vendor, in writing ten (10) calendar days following completion of such work or delivery of a deliverable described in the Contract that it is not acceptable. The notice shall specify in reasonable detail the reason(s) it is unacceptable. Acceptance by the State shall not be unreasonably withheld; but may be conditioned or delayed as required for reasonable review, evaluation, installation, or testing, as applicable to the work or deliverable. Final acceptance is expressly conditioned upon completion of all applicable assessment procedures. Should the work or deliverables fail to meet

any specifications, acceptance criteria or otherwise fail to conform to the Contract, the State may exercise any and all rights hereunder, including, for Goods deliverables, such rights provided by the Uniform Commercial Code, as adopted in North Carolina.

6.6 INVOICES

Vendor shall invoice the Purchasing Agency. The standard format for invoicing shall be Single Invoices meaning that the Vendor shall provide the Purchasing Agency with an invoice for each order. Invoices shall include detailed line item information to allow Purchasing Agency to verify pricing at point of receipt matches the correct price from the original date of order. At a minimum, the following fields shall be included on all invoices:

PO number, Vendor's Billing Address, Customer Account Number, NC Contract Number, Order Date, Buyer's Order Number, Manufacturer Part Numbers, Vendor Part Numbers, Item Descriptions, Price, Quantity, and Unit of Measure.

ALL INVOICES MUST BE SENT TO

Email Address: ncat.invoices@trustflowds.com

OR

North Carolina A&T State University

PO Box 3986

Scranton, PA 18505

United States

***INVOICES MAY NOT BE PAID UNTIL AN INSPECTION HAS OCCURRED AND THE GOODS ACCEPTED.**

6.7 DISPUTE RESOLUTION

During the performance of the Contract, the Parties agree that it is in their mutual interest to resolve disputes informally. Any claims by the Vendor shall be submitted in writing to the State's Contract Manager for resolution. Any claims by the State shall be submitted in writing to the Vendor's Project Manager for resolution. The Parties shall agree to negotiate in good faith and use all reasonable efforts to resolve such dispute(s).

During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. The Parties will agree on a reasonable amount of time to resolve a dispute. If a dispute cannot be resolved between the Parties within the agreed upon period, either Party may elect to exercise any other remedies available under the Contract, or at law. This provision, when agreed in the Contract, shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.8 PRODUCT RECALL

Vendor expressly assumes full responsibility for prompt notification to the Buyer listed on the face of this RFQ of any product recall in accordance with the applicable state or federal regulations. The Vendor shall support the State, as necessary, to promptly replace any such products, at no cost to the State.

6.9 CONTRACT CHANGES

Contract changes, if any, over the life of the Contract shall be implemented by contract amendments agreed to in writing by the State and Vendor. Amendments to the contract can only be made through the contract administrator.

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7.0 ATTACHMENTS

****IMPORTANT NOTICE****

RETURN THE REQUIRED ATTACHMENTS WITH YOUR RESPONSE
FOLLOW THE LINKS TO ACCESS EACH ATTACHMENT

ATTACHMENT A: PRICING

Complete and return the Pricing associated with this RFQ, which can be found in the table below:

ITEM	QTY	UOM	DESCRIPTION	EXTENDED PRICE
1.	1	EACH	MOBILE MEDICAL UNIT 1 Inclusive of all equipment, lighting, features, ADA Compliant Wheelchair accessibility, with ramp, lift, safety restraints and lab	
2.	1	EACH	MOBILE MEDICAL UNIT 2 w/o Wheelchair lift and lab	
3.	1		ONSITE TRAINING	
4.	1	EACH	EXTENDED WARRANTIES	
5.			MISC. Items	
6.			MISC. Items	

TOTAL EXTENDED PRICE _____

ATTACHMENT B: INSTRUCTIONS TO VENDORS

The Instructions to Vendors, which are incorporated herein by this reference, may be found here:

<https://ncadmin.nc.gov/formnorth-carolina-instructions-vendors032023/download?attachment>

ATTACHMENT C: NORTH CAROLINA GENERAL TERMS & CONDITIONS

The North Carolina General Terms and Conditions, which are incorporated herein by this reference, may be found here:

<https://www.doa.nc.gov/form-north-carolina-general-terms-and-conditions-11-2023/open>

ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION

Complete and return the Historically Underutilized Businesses (HUB) Vendor Information form, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/download>

ATTACHMENT E: CUSTOMER REFERENCE FORM

Complete and return the Customer Reference Form, which can be found at the following link:

<https://ncadmin.nc.gov/media/15503/open>

ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

Complete and return the Location of Workers Utilized by Vendor, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/download>

ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

Complete, sign, and return the Certification of Financial Condition, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/download>

***** Failure to Return the Required Attachments May Eliminate
Your Response from Further Consideration *****