

# BID SPECIFICATION

<b>Bid Ref. No:</b>	<b>101-2024</b>
<b>Description</b>	<b>Request to replace the HVAC systems for Ray County Library.</b>
<b>Questions</b>	<b>Location: Ray County Library 215 E. Lexington, Richmond, MO 64085</b> <b>Review of site can be completed upon request. Please contact: Stacy Hisle, Library Director, office 816-848-2419 or library.director.rcl@gmail.com.</b>
<b>Closing Date:</b>	<b>March 15, 2024</b>

## Description

Request to replace the library's HVAC system. Currently, the system includes four roof top units that are nearing the end of their usability. The four HVAC units are RTU Lennox Packaged Electric Cooling & Gas Heat Pump models varying from 15 to 3.5 tons. All four units are 20 years old and need to be replaced with equivalent current models that are more energy efficient. The library building is 14,500 square feet with annual operating hours of around 2,600 for the units.

## Scope of Work

The bidder must provide the following services:

1. Supply all equipment, labor, and materials
2. Pay Prevailing wage
3. Adhere to all provisions in this document

## Project specifics:

1. Remove existing HVAC units and dispose of used materials.
2. Install new HVAC units with all necessary connections.
3. New units should be at minimum equivalent to current units specifications.
4. New units should be more efficient than existing units.
5. Obtain necessary permits and inspections.
6. Test system to ensure functioning to standard.
7. Complete any additional work required to transition from the existing system to new materials and to meet current regulations and standards.
8. Complete the work according to an agreed upon timeline.

## Certification and Qualification

1. The supplier commits to refrain from quoting or proposing solutions during the bidding process unless:
  - a. it has the necessary expertise, skill, qualifications and ability to undertake the work required as per the Bid Specifications;
  - b. it is committed to provide the required products and services;
2. The Supplier must provide the necessary documentation to substantiate the requirements in Paragraph (a) above when requested.
3. The Supplier must provide the service in a good and workmanlike manner and in accordance with the practices and high professional standards used in well-managed operations performing services similar to the proposed solution; and in accordance with industry standards.
4. The Supplier must perform the Services in the most cost-effective manner consistent with the level of quality and performance as defined in Scope of Work;
5. Where applicable, the Supplier must ensure that all work is performed according to all federal, state, and local standards.

## Cost and Pricing

1. Cost breakdown per aspect of project, including proposed specific supplies
2. Cost breakdown for installation labor, as well as, any additional costs that the project might require

## Proposal Content

1. List of experience, including references
2. Description of plan for the project
3. List the method of billing
4. Warranty on work provided
5. Contact individual with phone and email

*The Ray County Library reserves the right to accept or reject all bids.*