



REQUEST FOR PROPOSALS

For

**WASTEWATER TREATMENT PLANT- SOLIDS HANDLING BUILDING
ROOFTOP AIR HANDLING UNIT REPLACEMENT AHU-10-2**

RFQ Opening

Wednesday, March 15, 2023 @ 4:00 pm
City of Grand Island, City Hall
100 East 1st Street
Grand Island, NE 68801

**ENGINEERING DIVISION
DEPARTMENT OF PUBLIC WORKS
GRAND ISLAND, NEBRASKA**

FEBRUARY 2023

**ADVERTISEMENT
REQUEST FOR PROPOSALS**

**WASTEWATER TREATMENT PLANT- SOLIDS HANDLING BUILDING
ROOFTOP AIR HANDLING UNIT REPLACEMENT AHU-10-2**

CITY OF GRAND ISLAND, NEBRASKA

Proposals will be received by the City Clerk's Office, 100 E 1st Street or PO Box 1968, Grand Island, NE 68802 until **4:00 p.m. (local time) on Wednesday, March 15, 2023** for **Wastewater Treatment Plant-Solids Handling Building Rooftop Air Handling Unity Replacement AHU-10-2**. Submittals received after the specified time will be retained unopened until after award. Submittals must be based on the City's Request for Proposals and will be publicly opened at the designated time in Conference Room #1 located on the 1st floor of City Hall. Submittals received after the specified time will be returned unopened to sender.

Documents for use in preparing submittals may be downloaded from the Quest CDN website, www.QuestCDN.com for a forty two dollar (\$42) fee. Submittals must either be uploaded to the Quest CDN website or received in hard copy before the specified time to be considered.

Contact John Rundle, Wastewater Treatment Plant Maintenance Supervisor, at johnr@grand-island.com or 308-646-6550 for further information.

The Request for Proposals and any addenda may be viewed on-line at www.grand-island.com under Business - Bid Calendar.

Submittals shall include, but are not limited to:

- **Introductory Letter**
- **Contact Information of Proposed Team**
- **Project Manager Experience, References, and Narrative of Work Understanding**
- **Name of Manufacturer and Equipment Proposed for Replacement**
- **Dimensioned Cut Sheets and Point-by-Point Descriptions**
- **Proposed Options**
- **Project Schedule and Approach**
- **Insurance**
- **Miscellaneous (any exceptions to the submittal requirements)**

The award winning submittal(s) will be required to comply with the City's insurance requirements.

Submittals will be evaluated based upon project approach and applicability of the solution, completion date, cost, and demonstrated qualifications and experience. Submittals shall remain firm for a period of ninety (90) days after due date. The City of Grand Island reserves the right to refuse any or all submittals, to waive technicalities, and to accept whichever submittal that may be in the best interest of the City, at its sole discretion.

TITLE VI

The City of Grand Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notified all bidden that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, sex, age and disability/handicap in consideration for an award.

SECTION 504/ADA NOTICE TO THE PUBLIC

The City of Grand Island does not discriminate on the basis of disability in admission of its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The City of Grand Island also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information or accommodation regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator.

City Administrator
308-389-0140
100 East First Street, Grand Island, NE 68801
Monday through Friday; 8:00 a.m. to 5:00 p.m.

RaNae Edwards
City Clerk



**CITY OF GRAND ISLAND
REQUEST FOR PROPOSALS
WASTEWATER TREATMENT PLANT- SOLIDS HANDLING BUILDING
ROOFTOP AIR HANDLING UNIT REPLACEMENT AHU-10-2**

PURPOSE

This Request for Proposals (RFP) is for the solicitation of qualified contractors to provide a Solids Handling Building Rooftop Air Handling Unit Replacement AHU-10-2.

PROJECT DESCRIPTION

The City of Grand Island Public Works Division is accepting turn-key proposals from qualified heating, ventilation, and cooling equipment and service providers, hereafter referred to as "Contractor", to replace an existing rooftop air handling unit at the WWTP Campus, Building Six (6), Solids Handling Process Area located at 508 South Shady Bend Road, Grand Island, Nebraska.

Proposals shall include a complete turn-key solution, including all field measurements, applicable engineering, equipment installation, work of related trades, and final commissioning, to ensure a fully functional heating, and ventilating system sized to meet load requirements of the existing building, consistent with all applicable industry standards, adopted codes, and requirements of the authority having jurisdiction.

Contractors wishing to submit a proposal must be licensed and bonded in the State of Nebraska and shall include pertinent evidence demonstrating applicable experience with projects of a similar size and scope.

All work associated with the replacement, including that of electrical, plumbing, sheet metal, or other trades, shall be included at no additional cost to the project. At the completion of the project, the Contractor shall provide City staff with training on all capacities, sequences of operation, and features of the system. Airflow shall be confirmed by an independent air balancing contractor.

The Contractor shall propose a Total All-Inclusive Not to Exceed Maximum Price for the base proposal and all requested options as well as any options that are proposed by the Contractor. The cost proposal is to contain all pricing information relative to performing the scope of work as described in this RFP. The total all-inclusive maximum not to exceed price is to contain all direct and indirect costs.

A **mandatory** site visit is scheduled for **Monday, March 6, 2023 at 2:30 p.m.** or by appointment by contacting John Rundle WWTP Maintenance Manager at johnr@grand-island.com or 308-390-5480. Any Contractor wanting to submit a proposal on this project must either attend the scheduled meeting or arrange a meeting as stated above. Any bids submitted without having completed a site visit will be thrown out.

SELECTION PROCESS

Proposals must be responsive to the City's request. The City shall determine the most responsive and qualified Contractor, providing the best installation solution at the most reasonable cost.

City staff will review all proposals and make a recommendation to the City Council for approval. Staff will consider the following qualitative factors based on a weighted ten (10) point scale for each criteria.

Additional sub-criteria that logically fit within the evaluation criteria may also be considered, even if not specified below.

- Project Approach and Applicability of the Solution (35%)
- Completion Date (30%)
- Cost (20%)
- Demonstrated Qualifications and Experience (15%)

This Request for Proposals does not commit the City to award a contract or agreement, to pay any cost incurred in the preparation of a submittal responding to this request, or to contract for services. The City reserves the right to accept or reject any or all submittals received, to negotiate with qualified sources, or to cancel the request in total or in part. The City may require the selected Contractor to submit such data or other information necessary to substantiate costs, or to revise technical, schedule or other elements of their submittals in accordance with contract negotiations.

The City of Grand Island reserves the right to contact any reference or any client listed in the proposal for information which may be helpful in evaluating the Contractor's performance on previous work.

This RFP is intended to provide a concise set of instructions to guide Contractors in the development of their proposals in a fair and consistent manner. In submitting a proposal, the Contractor hereby certifies familiarity with all conditions of this RFP and any issued addenda.

CONTENT OF PROPOSAL

The Contractor shall prepare a clear and concise proposal, demonstrating a competent understanding and approach to the work. Cost alone will not be the determining factor in selection.

The following information shall be included at a minimum. Proposals that do not include the following information may not be considered.

1. Include names, disciplines, key personnel, and contact information of the Contractor and all subcontracts proposed for this project.
2. Include the name of a project manager who shall be the principal contact for the project. Describe experience of the project manager for similar projects and include at least two references with contact information. Include a narrative of the Contractor's understanding of the proposed project and scope of work. Describe the approach to completing the project including, but not limited to, sequence of the work, key milestones, anticipated challenges, etc.

3. Include the name of the manufacturer and all pertinent information of the equipment proposed to replace the existing equipment.
4. Include dimensioned cut sheets and point-by-point descriptions of all included features, developed capacities, accessories, weights, etc.
5. Include any proposed options, whether indicated herein or not. State any price implications as additive or subtractive to the total all-inclusive not to exceed maximum price.
6. Include a schedule for the work, including anticipated delivery dates, proposed installation time and dates, and a guaranteed completion date based on a Contract execution and Notice to Proceed Date of March 29, 2023.

Documents for use in preparing submittals may be downloaded from the Quest CDN website, www.QuestCDN.com for a forty two (\$42) fee. Submittals must either be uploaded to the Quest CDN website or received in hard copy before the specified time to be considered.

The order of items in the proposals shall be:

1. Qualification Package (Proposal Format)
2. Additional Attachments (Relative to explanation in proposals)

Miscellaneous:

- Any exception(s) to the submittal requirements

FINAL SELECTION IS SUBJECT TO REVIEW AND APPROVAL BY THE GRAND ISLAND CITY COUNCIL AND IS CONTINGENT UPON NEGOTIATING A SATISFACTORY AGREEMENT.

SUBMISSION DEADLINE

Respondents to this RFQ must deliver one (1) signed original and three (3) copies of their proposal to:

Attn: City Clerk
City of Grand Island
City Hall, 100 East First Street
P.O. Box 1968
Grand Island, NE 68808-1968

Submittals should be marked **“SOLIDS HANDLING BUILDING ROOFTOP AIR HANDLING UNIT REPLACEMENT AHU-10-2”** and shall be delivered to the Office of the City Clerk no later than **4:00 p.m. on March 15, 2023.**

Documents provided shall remain firm for a period of ninety (90) days after the submittal due date. Submittals received after the designated time will not be considered in the selection process and will be retained unopened until after award. The City reserves the right to accept or reject any or all submittals and to waive informalities or irregularities in the selection process.

ANTICIPATED SELECTION SCHEDULE

March 8, 2023	Deadline for submitting written questions
March 15, 2023	Proposals Due
March 20, 2023	Review Proposals
March 23, 2023	Notification of Selection
March 28, 2023	Agreement Award to Appear Before City Council
March 29, 2023	Issue Notice to Proceed

Questions concerning the Request for Proposal process should be directed in writing to:

Matt Walker, P.E. - Assistant Public Works Director- Wastewater
City of Grand Island
508 S Shady Bend Road
Grand Island, NE 68801

Or by email: mattw@grand-island.com

If after issuance of this RFP, but before the time set for review of such, it becomes necessary to make changes in quantities, specifications, delivery schedules, opening dates, etc. or to correct or clarify a defective or ambiguous request, such changes shall be accomplished by issuance, in writing, of an addendum to this RFP. The addendum shall be sent to each potential proposer to whom the Request for Proposals has been furnished and upon request. Addendums will also be publicized on the City’s website, in the QuestCDN Software. Each potential proposer shall acknowledge receipt of any addenda in their submitted proposal.

Where one (1) week or less remains, potential proposers shall be notified vial email of an extension of time. Such notification should be confirmed in the addendum.

CONTRACT PROVISIONS

The Contractor will be required to sign a contract with the City of Grand Island relating to the work to be performed. The contract shall include, but is not limited to, the following articles: project scope, time of performance, compensation, method of payment, subcontracts, submissions, changes, and termination. Additionally, the contract will require bonds as well as insurance and indemnification requirements as provided below.

REQUIRED BONDING

Contractor shall provide a Standard Performance Bond AND a Standard Labor and Material Payment Bond, both in the total amount of the contracted project total.

TAX EXEMPTION

The City of Grand Island is exempt from paying local City and State Sales Tax for materials incorporated into the work. Contractor must pay any other tax which might be applicable.

GRATUITIES AND KICKBACKS

City Code states that it is unethical for any person to offer, give or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a consultant under a contract to the prime consultant or higher tier consultant or any person associated therewith, as an inducement for the award of an agreement or order.

INSURANCE

Provide a summary of the firm's (and sub-consultant's) insurance coverage. Minimum limits and types of insurance that are required to be maintained throughout the term of the project are identified in this section.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY

1. "Worker's Compensation and Employer's Liability." This insurance shall protect the Contractor against all claims under applicable State worker's compensation laws. This insurance shall provide coverage in every state in which work for this project might be conducted. The Contractor shall also be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include an "all states" endorsement. The liability limits shall be not less than the following:

Worker's Compensation	Statutory Limits
Employer's Liability	\$100,000 each accident
	\$100,000 each employee
	\$500,000 policy limit

2. "Business Automobile Liability." This insurance shall be written in comprehensive form and shall protect the Contractor, Contractor's employees, or subcontractors from claims due to the ownership, maintenance, or use of a motor vehicle. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$500,000 Combined Single Limit
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3. "Comprehensive General Liability." The comprehensive general liability coverage shall contain no exclusion relative to explosion, collapse, or underground property. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$ 500,000 each occurrence
	\$1,000,000 aggregate

4. "Umbrella Liability Insurance." This insurance shall protect the Contractor against claims in excess of the limits provided under employer's liability, comprehensive automobile liability, and commercial general liability policies. The umbrella policy shall follow the form of the primary insurance, including the application of the primary limits. The liability limits shall not be less than the following:

Bodily Injury & Property Damage	\$1,000,000 each occurrence
	\$1,000,000 general aggregate

5. Additional Requirements. The City may require insurance covering a Contractor or Subcontractor more or less than the standard requirements set forth herein depending upon the character and extent of the work to be performed by such Contractor or Subcontractor.

Insurance as herein required shall be maintained in force until the City releases the Contractor of all obligations under the contract.

The Contractor shall provide and carry any additional insurance as may be required by special provisions of these specifications.

6. Certificate of Insurance. Satisfactory certificates of insurance shall be filed with the City prior to starting any work on this contract. The certificates shall show the City as an additional insured on all coverage except Workers Compensation. The certificate shall state that thirty (30) days written notice shall be given to the City before any policy is cancelled (strike the "endeavor to" wording often shown on certificate forms). If the Contractor cannot have the "endeavor to" language stricken, the Contractor may elect to provide a new certificate of insurance every thirty (30) days during the contract. The Contractor shall immediately notify the City if there is any reduction of coverage because of revised limits or claims paid which affect the aggregate of any policy.

FAIR EMPLOYMENT PRACTICES

The Contractor agrees to comply with all applicable State fair labor standards in the execution of this contract as required by Section 73-102, R.R.S. 1943. The Contractor further agrees to comply with the provisions of Section 48-657, R.R.S. 1943, pertaining to contributions to the Unemployment Compensation Fund of the State of Nebraska. During the performance of this contract, the Contractor and all subcontractors agree not to discriminate in hiring or any other employment practice on the basis of race, color, religion, sex, national origin, age or disability and to comply at all times with all applicable state and federal civil rights acts and executive orders of the President of the United States.

LB 403

Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

FISCAL YEARS

The City of Grand Island, Nebraska operates on a fiscal year beginning October 1st and ending on the following September 30th. It is understood and agreed that any portion of this agreement which will be performed in a future fiscal year is contingent upon the City Council adopting budget statements and appropriations sufficient to fund such performance.

TERMS AND CONDITIONS

The City will not pay any costs incurred by the firm in preparing or submitting the requested documents. The City reserves the right to modify or cancel, in part or in its entirety, this RFQ. The City reserves the right to reject any or all submittals, to waive defects or informalities, and to offer to contract with any firm in response to any RFQ.

This RFQ does not constitute any form of offer to contract.

The projects listed in this RFQ are subject to the final approval of the 2023 City of Grand Island budget by city council. If a project gets cut from the budget, professional services for that project will not be required. Scope may be reduced or project may not be awarded if other circumstances change.

DISADVANTAGED BUSINESS ENTERPRISE

Disadvantaged Business Enterprise The City of Grand Island will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any agreement covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

The City has an established Disadvantaged Business Enterprise (DBE) Plan. In administering this Plan, the City will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of this program with respect to individuals of a particular race, color, sex, or national origin.

No DBE goal has been set on the agreement for this Request for Proposals. However, Proposers are encouraged to submit qualifications for this Request for Proposals with DBE participation. DBE firms must be certified by the Nebraska Department of Transportation in order to be counted as DBE participation.

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City Administrator
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100 East First Street, Grand Island, NE 68801
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End of Request for Qualifications Information

EQUIPMENT SPECIFICATIONS

The existing rooftop unit is a 20-yr old Reznor RDF3180 unit with a 480V/3Ph/60Hz electrical system, and natural gas heating. All existing sizes, dimensions, capacities, wiring, interlocks, etc. shall be confirmed in the field, regardless of how they are presented in this RFP.

Provide one (1) direct replacement custom built rooftop air handling unit with at least 17,000 CFM of airflow at existing duct conditions.

Heating capacity shall be sufficient to produce a 70-deg rise at the same conditions. Electrical load shall not exceed the available capacity at the building (to be confirmed). Fan capacity (external static pressure) shall be at the existing duct installation conditions.

All existing controls and monitoring to be reconnected.

Note that it is not the City's intention to define the configuration of the new unit (number of blowers, direction of tunnels, etc.) or limit the solutions of the proposing firm in any way. It should be clearly demonstrated that the proposed replacement unit will be compatible with the existing building conditions that all contingencies have been considered and are included, and that control of the new equipment will be complete and consistent with the local authority.

UNIT CONSTRUCTION: Frame and panel construction with structural tube framing members. Double-wall, 2-inch thick, R-13 insulated panel construction in the roof, side panels, and base. 22-gauge galvanized interior walls, 22-gauge aluminum or painted steel exterior panels, 18-gauge floor panels. Unit coating shall be electrostatically applied powder coating.

Double-wall insulated access doors with stainless steel hinges, corrosion resistant compression latches, and pressure relief safety latches (doors that open with pressure). Outside air inlet and relief/exhaust air outlet(s) with weather hoods and aluminum bird screens.

OT DECK/COLD DECK SUPPLY FAN(S): Backward curved plenum fan(s) and/or fan array(s). Direct drive assembly with TEFC premium efficient motor(s), motor shaft grounding rings, and factory mounted variable frequency controller(s). Spring isolated unitary fan/motor base with flex connectors at fan inlets.

HOT DECK/COLD DECK FILTERS: Galvanized side access filter rack with pleated 2-inch permanent style filters and mechanical differential pressure type filter gauge. Two sets of filters are required.

INTAKES DAMPERS AND EXHAUST: Ultra low-leakage, airfoil insulated blade, galvanized steel or aluminum dampers with compressible jamb seals and blade edge seals. Modulating actuator(s) for dry-bulb economizer operation.

DIRECT FIRED FURNACE: Indirect fired natural gas furnace(s), ETL listed per ANSI Z83.8, with 409 stainless steel heat exchanger tubes, and 5:1 minimum modulating control valve(s). Utility connections located to require minimal field effort to reconnect the system.

ELECTRICAL: ETL listed complete package, factory wired to a unit mounted NEMA 3R control panel. 480-volt, three-phase system voltage with single point power and all power wiring enclosed in conduit. Factory mounted non-fused disconnect with exterior handle. Service lights with switch and 120V convenience outlet independently wired to an existing circuit. Phase loss and brown-out protection. Utility connections located to require minimal field effort to reconnect the system.

The Contractor will verify the existing electrical and gas connections to the existing RTUs prior to ordering the new units and shall provide a new fused disconnect switch, fused to provide maximum over-current protection required by the new unit and make additional modifications to the circuit breaker and/or electrical feeders serving the unit if a larger breaker and/or feeders are required.

Any electrical wiring from the source to the newly installed units is the Contractor's Responsibility.

The Contractor will disconnect the electrical power to the existing rooftop units.

CONTROLS: Unit mounted, factory or field supplied, standalone DDC control system with approved standard sequences of operation. Submit sequences of operation with the proposal. Include building static pressure control with remote space static pressure pickup. Controls to function similarly to existing. Remote monitoring panel showing blower run, burner run and lockout condition to be installed in press room. Panel shall also include a summer, off, winter selection switch.

MISCELLANEOUS: Direct mounted manual reset high-pressure switch and auto reset low-pressure switch. Anti-short cycle control and pump down systems. Gas heat high temperature limit. Ambient heating lock-out. Factory or field mounted supply air smoke detector.

WARRANTIES: One-year parts and labor warranty. Ten-year limited heat exchanger warranties. Fifteen-year maintenance free cabinet warranty. All warranties begin at equipment startup.

FACTORY SUPERVISION: Factory provided onsite measurement of existing equipment and conditions. Complete operational factory testing prior to shipping. Factory start-up and commissioning with written reports.

EQUIPMENT CURB: The Contractor will provide curb adapters and all associated roofing required to install new units on existing roof curbs and provide a weather-tight installation of new units. All roof patching shall be included.

Match existing supply air duct connections as closely as possible. Return air paths shall be offset, baffled, or otherwise attenuated such that there is no direct sound path from the ceiling space to the unit.

All installations will be in accordance with manufacturer's recommendations.