



Park Hill School District

Building Successful Futures • Each Student • Every Day

PARK HILL SCHOOL DISTRICT

REQUEST FOR PROPOSAL

**9501 N. Seymour Ave.
Kansas City, MO 64153**

2023 SUMMER HVAC

Gerner Family Early Education Center
Hawthorn Elementary
Plaza Middle School

Detailed Proposal Information is Available on District Website
<http://www.parkhill.k12.mo.us>

Bid Closing Date: February 1, 2023

Bid Closing Time: 9:00 am CST

Park Hill School District reserves the right to reject any or all proposals and to waive informalities or irregularities in any proposal.



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January 4, 2023

CONTRACTOR:

You are invited to bid on providing labor and materials for the removal and installation of HVAC units at Gerner Family Early Education Center, Hawthorn Elementary School and Plaza Middle School in the Park Hill School District.

C & C Controls must be used to coincide with District Energy Management System. If you have not done work for Park Hill School District in the past 5 years, you may be required to provide references.

A mandatory “pre-bid” meeting will begin at the Park Hill School District Support Services Center at 9501 N. Seymour Ave., Kansas City, MO 64153 on January 19, 2023 at 9:00 A.M.
Gerner Family Early Education Center - 8100 N Congress Ave., Kansas City, MO 64152.
Hawthorn Elementary - 8200 N Chariton, Kansas City, MO 64152.
Plaza Middle School - 6501 NW 72nd St., Kansas City, MO 64151.

The Park Hill School District, **will accept sealed bids until 9:00 a.m., February 1, 2023 at the office of Park Hill School District Support Services, 9501 N. Seymour Ave, Kansas City, MO 64153.**

Bids will be awarded by “Package”.

Sincerely,

Jeremie Kahler
Operations Manager

REQUEST FOR PROPOSAL - HVAC

The Park Hill School District (DISTRICT) is seeking proposals from qualified providers (CONTRACTOR) to furnish labor and materials for removal and installation of HVAC units.

Sealed proposals will be received at the Support Services office located at 9501 N. Seymour Ave, Kansas City, Missouri 64153 until February 1, 2023 at 9:00 AM. Proposals will be opened at that time.

Bid results will be posted on the DISTRICT web site on February 25th.

Said proposals must conform to the specifications and instructions.

The DISTRICT reserves the right to reject any and all proposals and to waive informalities.

Proposals must be returned on the form(s) provided, with "Bid Proposal – 2023 Summer HVAC" clearly on the label. A proposal must consist of all pages of the proposal request including the signature page of the proposal, signed by an authorized representative of the firm. Non-conformance with these instructions may be grounds for rejection of proposal.

Faxed or e-mailed proposals will not be accepted. Late proposals will be rejected, unopened and returned.

Jeremie Kahler
Operations Manager
Park Hill School District
9501 N. Seymour Ave
Kansas City, Mo 64153

General Notes

- Bids will be awarded by package.
- Project is tax exempt.
- Certified payroll to meet requirements of Missouri Prevailing Wage law is required.
- All RTU's must include factory installed disconnects
- CONTRACTOR is responsible for any damage to sidewalks and grounds.
- Verify all RTU's output and notify District of differences
- Winning bidder will be required to provide schedule of work and adjust schedule as needed
- Factory start-up required on all RTU replacements
- CONTRACTOR will only be supplying labor. PHSD will be purchasing and delivering all equipment for CONTRACTOR to install.
- Specifications:

(All RTU's) – CONTRACTOR must work with C&C on integrating new equipment, new factory/field installed disconnects, hinged access panels, factory required filters, replace seal tite, factory start up. CONTRACTOR must inspect unit(s) for any damage or defects upon receipt at the site(s) and before installation. CONTRACTOR is responsible for lifting units in place. (picking and setting) CONTRACTOR is responsible for removal and disposal of existing equipment.

CONTRACTOR – All bulkheads must have bushing/grommet for wiring, verify need for curb adapters with manufacturer.

- Payment will not be made until after July 1, 2023.

PROJECT SCHEDULE

January 5, 2023 – RFP published to Park Hill School District website

January 19, 2023 – Mandatory Pre-Bid Meeting 9:00 AM at Support Services Center 9501 N. Seymour Ave, Kansas City MO 64153

February 1, 2023 – Sealed bids due by 9:00 AM to 9501 N. Seymour Ave, Kansas City MO 64153

February 9, 2023 – Park Hill School District Board of Education: First Read - Bids, Contracts, Agreements

February 23, 2023 – Park Hill School District Board of Education: Second Read and approval

February 24, 2023 – Park Hill Maintenance and Operations Department will contact board approved CONTRACTOR(s) to proceed with project

June 1, 2023 – Approximate work start date

August 1, 2023 – Work completion date

BID FORM—HVAC

PACKAGE #1 – Gerner Family Early Education Center and Hawthorn Elementary

SUBMIT BIDS TO: **Jeremie Kahler**
Park Hill School District
9501 N. Seymour Ave
Kansas City, MO 64153

Sealed bids will be accepted until **9:00 a.m., February 1, 2023**. Please ensure the envelope you return is clearly marked "Bid Proposal—2023 Summer HVAC". **Package 1: Schedule will be coordinated with the District.** Project is tax exempt.

Unit

Bid

Gerner: RTU 1 and RTU 2 (work to be completed on a weekend or after hours)

Hawthorn: ERV A3 and ERV A4

Total \$ _____

Factory start up required

District employee and C&C must be present.

CONTRACTOR must work with C&C on integrating new equipment, new factory/field installed disconnects, hinged access panels, factory required filters, replace seal tite, factory start up.

All bulkheads must have bushing/grommet for wiring, verify need for curb adapters with manufacturer.

All RTUs must include hail guards and disconnects.

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

EMAIL _____

PRINT NAME _____

SIGNATURE _____ Date: _____

BID FORM—HVAC

PACKAGE #2 – Plaza Middle School

SUBMIT BIDS TO: **Jeremie Kahler**
Park Hill School District
9501 N. Seymour Ave
Kansas City, MO 64153

Sealed bids will be accepted until **9:00 a.m., February 1, 2023**. Please ensure the envelope you return is clearly marked "Bid Proposal—2023 Summer HVAC". **Package 2: All work must be started and completed between June 1 and August 1, 2023**. Project is tax exempt.

Unit

Bid

CU1 and CU2

Total \$ _____

Factory start up required

District employee and C&C must be present.

CONTRACTOR must work with C&C on integrating new equipment, new factory/field installed disconnects, hinged access panels, factory required filters, replace seal tite, factory start up.

All bulkheads must have bushing/grommet for wiring, verify need for curb adapters with manufacturer.

All RTUs must include hail guards and disconnects.

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

EMAIL _____

PRINT NAME _____

SIGNATURE _____ Date: _____

BID FORM—HVAC

Combination Package (optional) – Gerner, Hawthorn and Plaza Middle School

SUBMIT BIDS TO: **Jeremie Kahler**
 Park Hill School District
 9501 N. Seymour Ave
 Kansas City, MO 64153

Sealed bids will be accepted until **9:00 a.m., February 1, 2023**. Please ensure the envelope you return is clearly marked “Bid Proposal—2023 Summer HVAC”. **Package 3: GFEEC and HW schedule will be coordinated with the District. All work at Plaza Middle School must be started and completed between June 1 and August 1, 2023.** Project is tax exempt.

Unit

Bid

Gerner: RTU 1 and RTU 2(work to be completed on a weekend or after hours)

Hawthorn: ERV A3 and ERV A4

Plaza Middle School: CU1 and CU2

Total \$ _____

Factory start up required

District employee and C&C must be present.

CONTRACTOR must work with C&C on integrating new equipment, new factory/field installed disconnects, hinged access panels, factory required filters, replace seal tite, factory start up.

All bulkheads must have bushing/grommet for wiring, verify need for curb adapters with manufacturer.

All RTUs must include hail guards and disconnects.

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

EMAIL _____

PRINT NAME _____

SIGNATURE _____ Date: _____