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## RFQ# 25-09 JIT General HVAC Repair and Mechanical Services District Wide

### Overview:

Minneapolis Public Schools (MPS) is seeking quotes for **general heating, ventilation and air conditioning repair services for various mechanical systems district-wide**. MPS may award multiple contracts dependent on emergency incident conditions or project requirements. The vendor is be required to follow the Districts Master Specification including standard product verification for material replacement. The District intends to coordinate and schedule resources in advance of project requirements to allow for efficient mobilization when possible.

### Project Scope

- Provide skilled, journeymen skilled in various HVAC to augment district crews on a Just-in-Time (JIT) basis.
- Provide material procurement services for HVAC supplies and incidentals if necessary.
- Provide necessary crew size, develop and coordinate specific project or emergency remediation requirements.
- Response time for emergency remediation services is one (1) hour.
- Response or mobilization time for projects will be based on a monthly and annual renovation plan.

### Project Schedule:

- RFQ Posted June 6, 2024
- **Proposals due June 20, 2024 at 2pm**
- Estimated Start Date: July 1, 2024
- Final Invoice due on or before: June 30, 2025
- Work hours: Monday-Friday, 6:00am-2:30pm

### Proposal Requirements:

- **Provide material mark-up amount as a percentage**
- **Provide sub-contract mark-up as a percentage**
- **First shift Journeyman Labor unit rate.**
- **First shift Foreman Labor unit rate.**
- **On-call emergency response hourly rate.**
- **Include any applicable rate sheets applicable.**

### Process

- Submit proposal to [Clay.Larson@mpls.k12.mn.us](mailto:Clay.Larson@mpls.k12.mn.us) and [rfox@mpls.k12.mn.us](mailto:rfox@mpls.k12.mn.us) by **June 20, 2024 at 2pm**. Normal work hours are 6:00am – 2:30pm M-F. The vendor agrees to promptly provide



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goods and/or services on a just-in-time (JIT) bases as required. Definite product and/or service type(s) or quantities are not known at this time. The vendors bid is to supply any or all products and/or service(s) as listed here-in or as required for various **general heating, ventilation and air conditioning repair services for various mechanical systems district-wide** from July 1, 2024 through 30 June 2025. MPS reserves the right to accept or reject any and all bids. Contract may be awarded to the lowest responsible bid.