



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**

2025 SUMMER HVAC

Union Chapel Elementary
Graden Elementary
Southeast Elementary
Line Creek Elementary
Chinn Elementary

Detailed Proposal Information is Available on District Website

<http://www.parkhill.k12.mo.us>

Bid Closing Date: February 3, 2025

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.



Park Hill School District

Building Successful Futures • Each Student • Every Day

January 9, 2025

CONTRACTOR:

You are invited to bid on providing labor and materials for the removal and installation of District provided HVAC units at Graden Elementary, Union Chapel Elementary, Southeast Elementary, Line Creek Elementary, and Chinn Elementary 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 21, 2025 at 9:00 A.M.

Graden Elementary - 8804 NW 45 Highway, Parkville, MO 64152

Union Chapel Elementary - 7100 NW Hampton Road, Kansas City, MO 64152

Southeast Elementary - 5704 NW Northwood Rd, Kansas City, MO 64151

Line Creek Elementary - 5801 NW Waukomis Dr, Kansas City, MO 64151

Chinn Elementary - 7100 N Chatham Ave, Kansas City, MO 64151

The Park Hill School District, **will accept sealed bids until 9:00 a.m., February 3, 2025 at the office of Park Hill School District Support Services, 9501 N. Seymour Ave, Kansas City, MO 64153.**

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 3, 2025 at 9:00 AM. Proposals will be opened at that time.

Bid results will be posted on the DISTRICT website on February 10, 2025.

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 – 2025 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 equipment and CONTRACTOR will be responsible for receiving, storing, and delivering equipment to jobsite for installation.
- Any roof work to be coordinated with Tremco. Including curbs.
- 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, 2025.
- Controls will be subbed to installing contractor.

PROJECT SCHEDULE

January 13, 2025 – RFP published to Park Hill School District website

January 21, 2025 – Mandatory Pre-Bid Meeting 9:00 AM at Support Services Center 9501 N. Seymour Ave, Kansas City MO 64153

February 3, 2025 – Sealed bids due by 9:00 AM to 9501 N. Seymour Ave, Kansas City MO 64153

February 13, 2025 – Park Hill School District Board of Education: First Read - Bids, Contracts, Agreements

February 27, 2025 – Park Hill School District Board of Education: Second Read and approval

March 1, 2025 – Park Hill Maintenance and Operations Department will contact board approved CONTRACTOR(s) to proceed with project

June 3, 2025 – Approximate work start date

August 1, 2025 – Work completion date

BID FORM—HVAC

PACKAGE #1 – Graden Elementary, Union Chapel Elementary, Southeast Elementary, Line Creek Elementary, and Chinn 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 3, 2025**. Please ensure the envelope you return is clearly marked “Bid Proposal—2025 Summer HVAC”.

Package 1: Schedule will be coordinated with the District. Project is tax exempt.

<u>Unit</u>	<u>Bid</u>
Graden Elementary: 21-24	_____
Union Chapel Elementary: 3 & 4	_____
Southeast Elementary: 1, 5 & 6	_____
Line Creek Elementary: 5 & 6	_____
Chinn Elementary: G1 & G2	_____
	<u>Total \$</u>

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: _____