

**City of Fargo  
Request for Proposal  
Fargo Police Headquarters RTU Replacement**

The City of Fargo Facilities Management department is seeking proposals from interested and qualified mechanical contractors to remove and replace an existing 40-ton Aeon RTU located at 105 25<sup>th</sup> St. N, Fargo N.D.

**BID SOLICITATION**

Sealed bids for the City of Fargo Police Headquarters RTU replacement will be received by the City of Fargo Auditors office located at 225 4<sup>th</sup> street north Fargo N.D. 58102 until 4:30 pm local time, Tuesday, August 9<sup>th</sup> 2022. Office hours are 7:45 am to 4:30 pm Monday through Friday, excluding holidays.

All proposals must be in a sealed envelope bearing on the outside the following information:

1. Fargo Police Headquarters RTU Replacement
2. Contractors Name and Address
3. Addressed to the attention of Facilities Management

Each proposal must remain valid for at least sixty (60) days from the due date of this RFP.

A pre-bid site visit will be required to be considered for this work. The pre-bid visit will be held at the Fargo police Headquarters 105 25<sup>th</sup> St. N Fargo at 3:15 p.m. Thursday July 28<sup>th</sup> 2022. (West Public Entrance)

For any pre-site visit questions please email or call Mark Fournier with Facilities at 701-540-8890, mfournier@fargond.gov

Qualified bidders must hold a North Dakota Contractor's License and carry North Dakota workers Compensation Insurance as required by law. Must currently have and have had for at least 18<sup>th</sup> months a local fully staffed Sales and Service office located within a 65-mile radius of Fargo City Hall located at 225 4<sup>th</sup> street north Fargo N.D. 58102

The City of Fargo reserves the right to hold all bids for a period of thirty (30) days after August 9<sup>th</sup>, and the right to reject any or all bids and to waive any informalities.

No bid will be read or considered which does not fully comply with the above provisions.

**SCOPE OF WORK, GUARANTEE**

All materials and workmanship shall be guaranteed for a period of one year after

completion of described work.

Contractor shall provide all new items, articles and materials, including all labor, equipment, and incidentals required for their completion.

“Provide” shall mean furnish, install and connect up, complete in operative condition and use.

One bid only will be required for the following work and shall cover all general, mechanical, electrical and automatic temperature control work.

Disconnect, remove & dispose of existing Aeon 40-ton RTU SN# 200506-BNEV00448

Provide and install 1 Trane 40-ton RTU with the following options:

- Standard Efficiency Unit
- DX Cooling, Electric Heat
- Downflow Supply and Upflow Return
- 40-ton 60 Hertz
- 208 Volt 60 Hertz 3 Phase
- 54 KW Electric Heat
- 100% Power Exhaust
- 2” MERV 8 High Efficiency, Throwaway Filters
- 15 HP Supply Fan
- 625/521 (60/50 HZ) Supply Fan Drive
- 0-100% Economizer, Dry Bulb Control
- VAV (DTC) with Supply VFD w/0 Bypass
- Hinged Service Access doors with Handles
- Condenser Hail Gaurds
- BACnet Communications Interface Module
- High Fault SCCR w/Disconnect Switch and Convenience Outlet
- Curb Adapter

New Trane unit to be integrated for control and monitoring into the existing BAS system (Andover Continuum)

Provide all low voltage and line voltage electrical connections and wiring.

Provide factory startup of the new Trane RTU

#### EXAMINATION OF EXISTING SITE

Before submitting a proposal on the work contemplated, each bidder shall examine the site and familiarize themselves with all the existing conditions and limitations.

No extras will be allowed because of the Contractor’s misunderstandings as to the amount of work involved or their lack of knowledge of any condition in the connection

with the project.

## OPERATIONS, TIME OF WORK, PUBLIC CONVENIENCE

All operations of the contractor, including storage of materials upon the premises, shall be confined to areas approved by the Owner. The contractor shall hold and save the Owner, and his agents, free and harmless from liability of any nature occasioned by his operations.

In order to complete, the work in the stipulated time the contractor may elect to work longer than eight (8) hours in one day or forty (40) hours in one week. However, he must notify the owner of his intentions to do so.

The Contractor shall at all times conduct his work as to insure the least possible obstruction to traffic and inconvenience to the general public.

No road or street shall be closed to the public without permission of the proper authorities.

## REVIEW AND AWARD

The City of Fargo reserves the right to not consider any proposal which is determined to be incomplete, deficient or unresponsive of any of the information requested for evaluation. Please submit the following in your proposal.

### A. PREVIOUS WORK EXPERIENCE --- 35 POINTS

Include contractor's qualifications; years in business and experience providing similar services listed in the above Request for Proposal, Please also list some recent examples of like projects completed by your company.

### B. PROPOSED WORK PLAN --- 35 POINTS

Please provide a detailed work plan and schedule including both material and labor for the completion of the work described above.

### C. FEE SCHEDULE --- 30 POINTS

The proposal will include all fees required to complete the project described in the RFP This total may be adjusted after negotiations with the City prior to signing a formal agreement, if justified.

### D. REVIEW

City of Fargo Facilities Management team will evaluate each proposal by the above-

described criteria and point system. After evaluation of the proposals, further negotiation with the selected contractor may be pursued. The City may reject all proposals if they are determined to be unsuitable by the Facilities Management team. The selected Contractor's proposal will then be sent to the Fargo City Commission Whom will make the final determination of the award of the contract.

#### E. AWARD

The successful bidder is required at the time the contract is executed to provide a valid North Dakota Contractor's License, Workers Compensation Certificate, Certificate of Insurance and a Waiver of Subrogation.

#### CONTACT INFORMATION

Mark Fournier  
MA-III Facilities Management  
225 4<sup>th</sup> St. N  
Fargo N.D. 58102  
701-540-8890  
701-298-6959  
[mfournier@fargond.gov](mailto:mfournier@fargond.gov)

