



# Request for Proposals (RFP23105) Tankless Hot Water Heater Project

**RFP CLOSE:** Friday, June 16<sup>th</sup>, 2023, at 2:00pm

Deliver one (1) original RFP to the following address:

City of Fargo Auditor's office  
225 4<sup>th</sup> Street N  
Fargo, ND 58102

**CITY OF FARGO**  
**REQUEST FOR PROPOSAL:**  
**TANKLESS HOT WATER HEATER PROJECT**  
**WATER TREATMENT PLANT**

The City of Fargo is requesting proposals from qualified contractors to provide and install a Tankless Hot Water Heater Project for its Water Treatment Plant – Sludge Plant building. Sealed proposals will be received by the City of Fargo Auditor's office at 225 4<sup>th</sup> Street North, Fargo, ND 58102, for the purpose of evaluating costs and operating parameters. Office hours are 7:45 am to 4:30 pm, Monday through Friday, excluding holidays.

**Proposals will be received until 2:00 P.M. Central Standard Time on Friday, June 16<sup>th</sup>, 2023.**

All RFP submittals must be placed in an envelope securely sealed therein and labeled:

**"Tankless Hot Water Heater Project RFP".**

The City reserves the right to reject any or all submittals or accept what is, in its judgment, the submittal(s) which is/are in the City's best interest. The City further reserves the right, in the best interests of the City, to waive any technical defects or irregularities in any/all submittals.

Discussions may be conducted with responsible Offerors whose submittals have an opportunity to be reasonably susceptible of being selected for award for purpose of classification to assure full understanding of, and responsiveness to, the solicitation requirements.

Vendors will be selected by an evaluation committee and will be based on the qualifications of the Offerors.

**Project Contact Information**

**Dan Portlock**

**Dale Tretter**

Water Utility Engineer

Utility Supervisor

Office: 701.476.6799

Office: 701.241-1469    Cell: 701.412.5280

[DPortlock@FargoND.gov](mailto:DPortlock@FargoND.gov)

[DTretter@FargoND.gov](mailto:DTretter@FargoND.gov)

**TENTATIVE SCHEDULE**

<b>Schedule Item</b>	<b>Date</b>
RFP Posted	May 31 <sup>st</sup> , 2023
Pre-Proposal <b>Required</b> Meeting	June 7 <sup>th</sup> , 2023, 9AM @ Water Treatment Plant
Proposals Due	June 16 <sup>th</sup> , 2023, at 2:00pm
Commission Approval	June 26 <sup>th</sup> , 2023

## **QUALIFICATIONS AND REQUIREMENTS**

Qualified bidders must hold a North Dakota Contractor's License and carry North Dakota Worker's Compensation insurance as required by law. Bidders must currently have and have had for at least 18 months. Local fully staffed sales and service office located within a 20-mile radius of the Water Treatment Plant, 435 14 Ave S, Fargo, ND, 58102.

## **PRE-PROPOSAL - SITE VISIT**

Contractors who are interested in this Water Treatment Project are **REQUIRED** to attend the Pre-Proposal meeting on **June 7<sup>th</sup>, 2023, at 9AM**. Pre-Proposal meeting will be held at:

Fargo Water Treatment Plant  
435 14<sup>th</sup> Avenue South  
Fargo, ND 58103

## **PAYMENT**

The City of Fargo will remit payment within 30 days of receipt of the invoice. Contractor must include reference number **(RFP23105)** on invoice.

## **SCOPE OF SERVICES**

All materials and workmanship shall be guaranteed for a period of at least one year upon completion of described work.

The contractor shall provide all New Items, Articles, and Materials, including all Labor, Equipment, City Permits and Incidentals required for the project completion.

### **Project to include:**

Furnish and install – 199K BTU High Efficiency gas Tankless Water Heaters

- Quantity 6
- Minimum 50 Gallons Per Minute at 85 degrees

Furnish and install – PVC Venting to outside-exhaust and intake

- Common venting
- Sch 40 PVC
- Core Drilling included
- Insulation of intake

Furnish and install water piping, insulation and condensate drain piping down to sump system

Furnish and install all necessary Natural gas piping to manufacture recommendations

Perform Startup and ensure system is working correctly

**EXCLUSION:** Electrical will be coordinated by the City of Fargo. No painting is required.

## **PROPOSAL RESPONSE REQUIREMENTS**

The proposal shall include the following information:

- A. PROPOSER'S INFORMATION** The full name, business address, and business telephone number of the partnership, joint venture, or corporation submitting the proposal shall be provided.
- B. QUALIFICATIONS AND EXPERIENCE** Number of years your company has been in business under its present business name. If applicable, other names which your organization has been known and the length of time known by each name. Identify the company's representative who will be the main contact. Include recent examples of like projects completed.
- C. WORK PLAN** Provide a detailed work plan and schedule including both material and labor for the completion of the work described.
- D. SCHEDULE OF FEES** Provide a schedule of fees based on the total project cost.

## **EVALUATION**

All Proposals received on time will be opened, in a non-public setting. Proposals will first be reviewed to ensure compliance with the terms of this RFP. Non-compliant or non-responsive Proposals may be rejected. The City will then evaluate the Proposals in accordance with the criteria listed below.

### **QUALIFICATION AND EXPERIENCE – 35 Points**

- The Contractor demonstrated a record of success and familiarity with projects of similar scope and complexity.
- The experience and expertise of the Contractor.
- Quality/experience of the project team.

### **WORK PLAN – 30 Points**

- Use of logical, proven methodology for analyzing the information, carrying out the tasks described in the proposal, and developing the project/service deliverables.
- Displays thorough knowledge of the project scope in their approach to completing the data collection.

### **SCHEDULE OF FEES – 35 Points**

- Clarity and simplicity.

In its evaluation, the City may investigate the qualifications of a Proposer under consideration, require confirmation of information furnished by the Proposer, and require the Proposer to provide additional information or evidence of qualifications for the Services described in this RFP.