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# Park Hill School District

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Building Successful Futures • Each Student • Every Day

## **REQUEST FOR PROPOSAL**

**7703 NW Barry Road  
Kansas City, MO 64153**

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## **2020 SUMMER HVAC**

Hawthorn Elementary and Union Chapel Elementary

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

Bid Closing Date: March 5, 2020

Bid Closing Time: 1:00 pm 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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# Park Hill School District

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February 18, 2020

Contractor:

You are invited to bid on providing labor and materials for the removal and installation of HVAC units at Hawthorn Elementary School and Union Chapel Elementary 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 start at Hawthorn Elementary School on February 24, 2020 at 9:00 A.M.** We will tour each facility to discuss units replaced. Hawthorn Elementary School is located at 8200 N. Chariton Ave, Kansas City MO, 64152. If you have any questions, please contact me at 816-359-6572.

The Park Hill School District, **will accept sealed bids until 1:00 p.m., March 5, 2020 at the office of Park Hill School District School Support Services, 9501 N. Seymour Ave, Kansas City, MO 64153.**

Bids will be awarded by “Package”.

Sincerely,

*Randy Reuter*

Randy Reuter  
Maintenance Supervisor

# REQUEST FOR PROPOSAL - HVAC

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

Sealed proposals will be received by the Maintenance Supervisor at the Support Services office located at 9501 N. Seymour Ave, Kansas City, Missouri 64153 on March 5, 2020 at 1:00 PM. Proposals will be opened at that time.

To find out the results of a bid process, watch for the item to appear on a Park Hill School District Board of Education agenda.

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 - 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.

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Randy Reuter  
Maintenance Supervisor  
Park Hill School District  
9501 N. Seymour Ave  
Kansas City, Mo 64153

## General Notes

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- 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 new hail guards, disconnects and replace seal tite.
- C&C to control economizers.
- C&C to control VFD's
- Contractors are responsible for providing correct sized fuses.
- Contractor is responsible for any damage to sidewalks and grounds.
- Verify all RTU's BTU input and output and notify District of differences
- Winning bidder will be required to provide schedule of work and adjust schedule as needed to coordinate with roofing work at Hawthorn
- Factory start-up required on all RTU replacements

## PROJECT SCHEDULE

February 18, 2020 – RFP published to Park Hill School District website

February 24, 2020 – Mandatory Pre-Bid Meeting 9:00 AM at Hawthorn Elementary School

March 5, 2020 – Sealed bids due by 1:00 PM to 9501 N. Seymour Ave, Kansas City MO 64153

March 12, 2020 – Park Hill School District Board of Education: First Read - Bids, Contracts, Agreements

March 26, 2020 – Park Hill School District Board of Education: Second Read and Vote

March 27, 2020 – Park Hill Buildings and Grounds Department will contact board approved contractor(s) to proceed with project

June 8, 2020 – Approximate work start date for Hawthorn Elementary

July 1, 2020 – Approximate work start date for Union Chapel Elementary

August 7, 2020 – Work completion date

# BID FORM—HVAC

## PACKAGE #1 – HAWTHORN ELEMENTARY SCHOOL

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

Sealed bids will be accepted until **1:00 p.m., March 5, 2020**. Please ensure the envelope you return is clearly marked "Bid Proposal—HVAC". **Package 1: All work must be started and completed between June 8 and August 7, 2020**. Project is tax exempt.

**Unit**

**Bid**

RTU-CV – A3, A5, A6A, A6B, A8, B2, B4, C2

RTU-VFD – A1, A7, A3, C1

**Total \$** \_\_\_\_\_

Factory start up required

District employee and C&C must be present.

**All RTUs must include hail guards and disconnects.**

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_

# BID FORM--HVAC

## PACKAGE #2 – UNION CHAPEL ELEMENTARY

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

Sealed bids will be accepted until **1:00 p.m., March 5, 2020**. Please ensure the envelope you return is clearly marked "Bid Proposal—HVAC". **Package 2: All work must be started and completed between July 1 and August 7, 2016**. Project is tax exempt.

Unit

Bid

RTU – 2

RTU – 5

Total \$ \_\_\_\_\_

Factory start-up required

District employee and C&C must be present for start-up.

**All RTUs must include hail guards and disconnects.**

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_