

GREENWICH PUBLIC SCHOOLS
Purchasing Department
290 Greenwich Avenue
Greenwich, Connecticut 06830
(203) 625-7411
eugene_watts@greenwich.k12.ct.us

EUGENE H. WATTS
Senior Buyer

August 11, 2022

Dear Sir/Madam:

You are invited to submit a bid for Modular Closed Loop Hybrid Cooler for the Greenwich Public School District. The attached bid specifications detail the requirements we are looking for.

Bidders are urged to read all documents carefully and fill out all information requested. Bids which are incomplete, obscure, or conditional, and which contain irregularities of any kind, will be subject to rejection for failure to comply strictly with these conditions.

Bids must be submitted on the schedule forms attached. All unit prices must be filled in and the ***cost sheet must be the first page of the submitted bid***. Each bid must be submitted and clearly marked as (1) original and five (5) copies of the bid. Bidders must submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bid. *The cost sheet must be the first page of the submitted bid*. Faxed or emailed bids will not be accepted however, hand delivered, mailed or overnight bids will be accepted Monday through Friday between the hours of 8:30am -12:00pm and 1:30 pm - 3:00pm at: Greenwich Public Schools 290 Greenwich Avenue Greenwich, CT 06831. ***Late bids will not be accepted.***

The original bid and copies must be in a sealed envelope plainly marked with the Vendors name and address and the following information:

Modular Closed Loop Hybrid Cooler Bid
Opening Date: September 2, 2022
Opening Time: 10:00 AM
Bid Number: 2388-22

All responses are subject to change based on the status of the COVID 19 pandemic and Federal Ordinances.

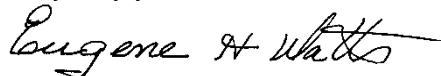
The meeting for the Bid opening will be held remotely by telephone in real time. The details to join the meeting remotely are as follows:

Dial-In by phone: [1 321-215-4967](tel:13212154967)

PIN: 787591023#

All Bidders and other interested people are invited to call in to hear Bid 2388-22 being read at 10:00 a.m.

Very truly yours,



Eugene H. Watts

**GREENWICH PUBLIC SCHOOLS
GREENWICH, CT.**

**REQUEST FOR BID
MODULAR CLOSED LOOP HYBRID COOLER**

1. Background

The Town of Greenwich, CT is about 35 miles northeast of New York City and has a population of about 60,000 people. The Greenwich Public Schools enjoy a national reputation for excellence and have strong support from the community. Our fifteen public schools have a current enrollment of 9,000 students and consist of eleven elementary schools (K-5), three middle schools (6-8), and one comprehensive high school (9-12). Our district also offers some pre-K and alternative high school programs.

2. Bid Evaluation Criteria:

The following criteria guidelines will be used in analyzing and evaluating this Bid.

- Conformance to the requirements of this BID, i.e. conformance to Terms, Conditions and Scope of Work.
- Proven skills and technical competence.
- Background on the firm and resume of the consultant(s).
- For consultant firm, identification of personnel who will have principal responsibility.

3. A narrative describing the approach to undertaking the scope of the work including:

- a. Cost/service fee (overall cost to the Board of Education with all factors considered).

4. Award of Contract:

The contract will be awarded by the Board of Education to the qualified firm or person at compensation determined to be fair and reasonable considering budgetary limitations, scope, complexity and the nature of goods and/or services.

5. Scope of Service:

To supply a Modular Closed Loop Hybrid Cooler

Certified Capacity: 740.00 USGPM of 30% Propylene Glycol from 96.30°F to 86.00°F at 75.00°F entering air wet bulb and 10.73 PSIG fluid pressure drop.

All fan motors and pump motors are pre-wired to a factory-mounted control panel, suitable for 200-volt, 3 phase, 60 hertz electrical service.

Fan Motor(s): fan EC motor(s): suitable for 200-volt, 3 phases, 60 hertz electrical service. Drives are based on 0 inches ESP. 3.75 maximum

operating BHP per EC motor, based on design conditions.

MODULAR CLOSED LOOP HYBRID COOLER INCLUDING BUT NOT LIMITED TO:

- a. Forced Draft, Counterflow Modular Hybrid Cooler
- b. System Voltage - 200V Wye-connected power source provided by others
- c. Quality Assurance - ISO 9001 Compliant
- d. Unit Energy Efficiency per ASHRAE Standard 90.1-2016
- e. CTI Certified Thermal Performance
- f. Corrosion-Resistant Materials of Construction
- g. Welded heat exchanger with core™ Heat Transfer Technology, constructed of Stainless Steel
- h. Designed for Plan A/C Steel Configuration
- i. Equipment structure Designed in accordance with the 2015 IBC
- j. Industrial Duty Pump, Drain and Make-up Valves
- k. UV System to Reduce Bacterial Growth
- l. Each cell shall have redundant fans.
- m. PVC Spray Branches
- n. This control system should be able to minimize energy or water usage.
- o. Stainless Steel Manifold
- p. BACnet MS/TP Communication
- q. Ships as Complete Unit
- r. This unit weight is not to exceed 23,000 lbs. Max Length 21' and cannot be more than 6' in depth 9' tall.

6. PROJECT SCHEDULE:

This contract is awarded through June 30, 2023 school year. The successful firm or individual will be expected to be flexible. This bid is good for the Greenwich Public School District and The Town of Greenwich.

Fee Bid:

Please indicate your proposed fee for the Cooler.

Selection Procedure:

The intention of this Bid is to establish contracts with one or more contractors who will, upon request, provide the time with the services, labor and supplies described in the solicitation.

This is no guarantee as to the amount of services, labor or supplies that the Board of Education may purchase during the term of this contract.

Bids will be evaluated based on the responsiveness of this Bid, technical qualification, and previous experience with clients similar to Greenwich Public Schools and anticipated cost.

Selected firms submitting Bids conforming in all respects to this Bid will be interviewed by a scope review committee. Finalists may be required to provide additional copies of their Bid as necessary.

Greenwich Public Schools reserves the right to reject any and all Bids not deemed to be in the best interest of the Greenwich Public Schools.

7. The Detailed Bid Shall Include:

An outline of the procedures to be used to provide a Closed Loop Hybrid Cooler indicated above, and how cost estimates will be calculated, and the names of the members of your firm.

8. Include in your company's submittal for Modular Closed Loop Hybrid Cooler, consideration of the four (4) items listed below:

- a. Proximity of Closed Loop Hybrid Cooler company office with respect to Greenwich. The District requires that the selected firm be within a 50-mile radius of Greenwich.
- b. Selected company must provide documentation outlining past projects of this type.

- c. If invited to interview, it is anticipated that the persons representing the company will be the same persons assuming the lead roles in the project. These same persons shall be available to meet with Owner on an as-needed basis throughout all year.
- e. The Bidder should demonstrate familiarity with Connecticut school requirements and Connecticut State Building Codes.

9. Fee Bid:

Indicate your proposed fee for all services, including contract administration as described. The district reserves the right to provide payment in accordance with completion of services based on the project schedule.

10. Questions:

Questions concerning this Bid will be received by e-mail only directed to the Bid Department at: (bid_department@greenwich.k12.ct.us). In the subject line you must put Bid #2388-22 Cooler. All questions must be received no later than noon August 17, 2022. All answers will be posted as an addendum to our website, www.greenwickschools.org no later than noon on August 23, 2022. Failure to comply with these conditions will result in the proposer waving his/her right to dispute the Bid specifications and conditions. It is the proposer's responsibility to check our website for all addenda up to the day before the opening date.

11. Acceptance:

The department will make determination of the acceptability of work. Work shall be completed in a responsive and professional manner and in accordance with the specifications.

12. General Terms and Conditions:

- a. Sealed Bids for furnishing a Closed Loop Hybrid Cooler for Greenwich Public Schools, as specified on the attached Bid specification sheets, will be received at the time and date above. All Bidders and other interested persons are invited to be present at the opening of these Bids that will take place at the Board of Education.
- b. The Board of Education reserves the right to waive any informality in the Bid or reject any or all Bids or to accept any Bid, which appears to be in the best interest of the Board. Any Bid may be withdrawn prior to the opening time and date. Any Bid received after the time and date as specified will not be considered.
- c. The Board of Education may consider proximity of vendor's service as a factor in determining lowest responsible Bid.
- d. If the Board of Education deems it necessary, the Board of Education may postpone the date for the opening of these Bids by notifying each proposer by telephone, mail or the issuing of an addendum.

- e. The Board of Education shall have the right to take such steps as it deems necessary to determine the ability of the proposer to perform the work and the proposer shall furnish the Board of Education with information and data for this purpose as the Board of Education may request. The right is reserved to reject any Bid where, on investigation, the evidence or information submitted by such Bidders does not satisfy the Board of Education that the proposer is qualified to carry out properly the terms of the contract.
- f. Consumption or use of alcohol and/or drugs is prohibited on school property. Any individual with alcohol or drugs will be removed from said property. Smoking is prohibited in all school buildings and on school grounds.
- g. Bidders are to respond to this request for bid by completing the attached Reply Sheets. Bidders shall indicate their pricing, and all other required information on the Reply Sheets. The pricing on the Reply Sheets shall be complete and shall include the costs of all shipping, delivery, insurance, certificates, permits, etc.
- h. The service agreement will have an initial term of five (5) months. In addition, there will be four (4) optional years that may be engaged through the mutual consent of both parties on an annual basis.
- i. Bidders shall also indicate if there may be changes in pricing for the optional years of the service agreement. If price changes are possible in the option years, bidders shall indicate the maximum percentage of the potential increases or decreases on the Reply Sheets. Pricing will be fixed for each annual contract term.
- j. The Bidder is required to do Employee Background Checks as imposed by Section 2 of Public Act 16-67, which amended Conn. Gen. Stat. 10-222c.

13. Tax:

No amount shall be added for the Connecticut Sales Tax or Federal Tax. The Greenwich Public School system is exempt from the payment of taxes imposed by the Federal Government and/or State of Connecticut. Taxes must not be included in the Bid price.

14. Collusion among Bidders:

- a. More than one offer from an individual, firm partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a proposer is interested in more than one Bid for the work contemplated will cause rejection of all Bidders in which the proposer is interested. Any or all Bidders will be rejected if there is any reason for believing that collusion exists among the Bidders.

- b. Participants in such collusion may not be considered in future offers for the same work. Each proposer, by submitting a Bid, certifies that it is not a part to any collusive action.

15. Employment Discrimination by Contractor Prohibited:

- a. The successful proposer will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The successful proposer agrees to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause. The successful Proposer in all solicitation or advertisements for employees, placed by or on behalf of the contractor, will state that such successful Proposer is an Equal Opportunity Employer.
- b. Notices, advertisements, and solicitations placed in accordance with Federal Law, rules or regulation shall, be deemed sufficient for the purpose of meeting the requirements of this section.

**SPECIFICATIONS FOR CLEANING/PREVENTIVE MAINTENANCE
OF EMERGENCY GENERATORS
AT VARIOUS GREENWICH PUBLIC SCHOOLS**

SCOPE OF WORK

BID FORM

Bids must be submitted to the Greenwich Public Schools, Havemeyer Building, and 290 Greenwich Avenue, Greenwich, Connecticut 06830.

Date _____
Greenwich Public Schools
Havemeyer Building
290 Greenwich Avenue
Greenwich, CT 06830

Re:

Gentlemen:

(I, We) _____ the undersigned having familiarized ourselves with the local conditions affecting the cost of the work and with Contract Documents and all addenda to said Documents, hereby propose to furnish all labor, tools, materials, equipment and insurance, to pay all applicable taxes, and to do and perform all things as provided in the Specifications, all in accordance with the Contract Documents.

Julian Curtiss School
180 East Elm Street
Greenwich, CT

COST: _____

Modular Closed Loop Hybrid Cooler Warranty

Manufacturer: _____ **Years**

Vendor/Company: _____ **Years**