



Request for Proposals For HVAC Equipment and Installation

Summary of Requested Service: We are seeking a contractor to provide a cooling solution for two electrical rooms that contain sensitive equipment. Proposal should include two standalone units that will provide enough cooling for each room.

Location of Facility: Component Change Out Building
4 Brewery Street, New Haven, CT

Entity: O,R&L Facility Services on behalf of the Owner: Connecticut Department of Transportation (CDOT)

Instructions to Proposers: Due Date: Proposals are due at the facility no later than 11:00 am on Monday, April 8, 2019. Proposal may also be submitted by e-mail to abarreira@owens-services.com. Adherence to this deadline is imperative, unless due date is extended by written notice to all parties.

1. **A walk-through and document inspection will take place at the Facility on Monday, March 18th, 2019 from 10:00am to 11:00am. This walk through is mandatory.** All interested contractors will meet in the east parking lot near the loading dock. Check in at the guard booth and indicate that you are here for the HVAC walk through and are meeting the Facility Manager. Please contact the Facility Manager via email if you have any questions.
2. Questions regarding this Request for Proposal should be addressed in writing to Andre Barreira via e-mail at abarreira@owens-services.com before noon on Thursday, April 1, 2019. All questions will be answered in writing and provided to all proposers.
3. O,R&L Facility Services and the Owner reserve the right to choose the proposers that is in their best interest, and the best interest of owner and tenants.
4. Insurance: Please provide Certificate of Insurance with your proposal naming State of Connecticut, Metro North Commuter Railroad Company and O,R&L Facility Services as Additional Insured.

Insurance Requirements:

Workman's Compensation – Per required CT Statutory Coverage

Automobile Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate

Property Damages - \$100,000

Commercial General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate

Professional Liability - \$500,000 where applicable

5. Related Experience and References: Please include a list of similar projects completed by your firm and three (3) client references, including name, and contact information. Explain your ability to provide these services in a responsive and responsible manner.

END OF INSTRUCTIONS TO Proposers

SCOPE OF SERVICES

Successful contractor to design, provide all labor, materials, equipment, and supplies that may be required to properly perform all services under this installation. All drivers of vehicles used on site for the performance of duties must maintain a valid CT driver's license. Materials and supplies to be in conformance with requirements of this Request for Proposal.

1. Design cooling solution for each room; final design needs to be approved by Facility Manager and Code Compliance Officer
2. Provide cost for equipment, material and labor for adding cooling to Room 288A and 288B.
3. Provide, if possible, electrical cost to complete project for Room 288A and 288B.
4. Provide Warranty detail on equipment and insulation.
5. Provide manual/specs on equipment.
6. Provide estimated time of completion.
7. Provide lead time

Time Table

1. Posted Date 03/13/2019
2. Walk Through 03/18/2019
3. Any question(s) to Facility Manager in by 04/01/2019
4. Facility Manager will respond back by 04/03/2019
5. Proposal is due by 04/08/2019