



Henderson County Capital Projects

100 North King Street, Suite 206
Hendersonville, North Carolina 28792

Memorandum To: Interested Bidders

From: *Thad Ninnemann
Henderson County Capital Projects Project Manager
Chad Dillon
Henderson County Public Schools Maintenance Supervisor*

Subject: ***Request for Proposals
HCPS Hendersonville Elementary School HVAC Controls Replacement***

Date: *January 21, 2019*

Henderson County is requesting proposals for changing out all existing Novar HVAC controls to Taco iWorx controls in the Hendersonville Elementary School.

This RFP is for material/equipment, labor, computer programming, and installation of Taco iWorx controls for the whole school.

Mandatory Pre-Bid Meeting: February 10, 2020 @ 10:00 am
Hendersonville Elementary School
1039 Randolph Circle
Hendersonville, NC 28791

Proposals are due: February 17, 2020 @ 2:00pm
HCPS Maintenance Department
246 Education Drive
Flat Rock, NC 28731

**Location of Work: Hendersonville Elementary
1039 Randall Circle
Hendersonville, NC 29791**



Henderson County Capital Projects

100 North King Street, Suite 206
Hendersonville, North Carolina 28792

Hard copy bids, no emails, will be received from bidders by Henderson County/HCPS by Chad Dillon at the HCPS Maintenance Department at 246 Education Drive Flat Rock, North Carolina 28731, until 2:00PM on February 17, 2020.

Scope of Work:

1. The purpose of this project is to completely change out the HVAC controls system at Hendersonville Elementary School.
 2. The work shall include all materials, labor, project management, and supervision for the installation and completion of the work.
 3. This project involves working on school district property and within existing buildings. It is the responsibility of the contractor to review the existing building conditions and factor them into their pricing.
- 3.1. Mandatory Pre-Bid meeting February 10, 2020 at 10:00 AM at Hendersonville Elementary School Teachers Lounge, 1039 Randolph Circle Hendersonville, NC 28792. Check-in at the front office is required.
 - 3.2. Scheduling of site visits to the school is the responsibility of the contractor and can be arranged by contacting Chad Dillion. Site visits should be scheduled in advance and for after the normal school day.

Summary of Work:

1. Provide and install iWorx controllers and room sensors to replace existing Novar controllers and sensors for all HVAC throughout the whole school.
2. New communication wire to be ran to all controllers and back to New LCI (provided by the contractor) in electrical room across from Cafeteria.
3. All controllers to be added and programmed to new LCI.
4. Provide and install ASM2 outdoor air sensor for monitoring from the LCI.



Henderson County Capital Projects

100 North King Street, Suite 206
Hendersonville, North Carolina 28792

5. Provide and install Taco iWorx LCU2 to monitor freezer and cooler temp's in Cafeteria. Run communication back to the LCI.
6. Removal of all existing Novar Controllers and Room Sensors. (These items will be returned to Henderson County Public Schools Maintenance Department.)

Work Schedule

In order to limit the amount of disruption to the school environment the majority of work must be scheduled outside of hours of instruction. (Monday- Friday 8am-3pm)

Important Dates

Mandatory Prebid - Monday February 10th, 2020 at 10:00am at Hendersonville Elementary Teachers lounge.

Bid opening - Monday February 17th, 2020 at 2:00pm

Work to begin - Monday February 24, 2020

Completion Date – Monday April 20, 2020

The following information must be included in the proposal:

1. Applicable licensure with North Carolina.
2. Warranty on above product and installation.
3. Proposals to be in the form of a proposed contract signed by the bidder and ready for the County's approval and signature.
4. Include separate pricing for any proposed alternates

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements along with Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>



Henderson County Capital Projects

100 North King Street, Suite 206
Hendersonville, North Carolina 28792

As a party wishing to contract or otherwise do business with Henderson County, You must understand that you have a duty (imposed by North Carolina law in 2013), as a condition of payment for goods provided or services rendered, to Comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify). Further, if you provide the goods and services to the County utilizing a subcontractor, you must require the subcontractor to comply With the requirements of Article 2 of Chapter 64 of the General Statutes as well. You are required to verify, by affidavit, compliance of these terms of this Section upon the County's request.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on the project should contact **Mr. Chad Dillon @ mcdillon@hcpsnc.org**