

# REQUEST FOR PROPOSAL

Phase 4: Mechanical Room Updates

FOR SWIMMING POOL AND ACTIVITY CENTER

**Issued on:** May 10, 2024

**Proposal due date:** May 27, 2024, by COB (4:00 P.M. AKST)

**CLASSIFICATION:** Pool Upgrade Project, Phase 4: Mechanical Room Request for Proposal

## Terms & Conditions

This request implies no obligation on the part of the buyer.

All proposals submitted must remain valid for a period of 60 days (unless otherwise specified).

The Galena City School District (“School District or GCSD”) reserves the right to negotiate the terms and conditions of any contract entered into as a result of accepting any proposal submitted by the successful contractor(s).

The Galena City School District is not responsible for any costs to the contractor(s) for preparation of this proposal.

One or more addenda to the Request for Proposal (RFP) may be issued by the School District after the RFP process is opened. A copy of any addendum issued by the School District must be signed by the contractor(s) and submitted along with its proposal. While the School District will make reasonable efforts to notify contractors of any addenda, it is the sole responsibility of the contractor to verify whether any addenda/attachment has been issued. Contractors should check the School District website to ascertain if any addenda have been issued.

Any interested party may obtain a copy of the RFP from the School District website at <https://www.galenaalaska.org/procurement/>.

To be considered for award, one (1) original of the proposal must be received no later than 4:00 P.M., Alaska Time, May 27, 2024.

Submit your proposals to Dr. Jason Johnson via:

Mail to:

**Dr. Jason Johnson – Superintendent**  
**Pool Upgrade Project, Phase 4: Mechanical Room RFP**  
**P.O. Box 299**  
**Galena, AK 99741**

Email to: [jason.johnson@galenanet.com](mailto:jason.johnson@galenanet.com)

Subject: **Pool Upgrade Project, Phase 4: Mechanical Room RFP**

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## **SECTION 1 – INTRODUCTION**

The purpose of this Request for Proposal (RFP) is to invite contractors experienced and licensed in replacing and/or updating water systems and piping; and, replacing and/or updating heat exchangers along with testing of glycol as the Galena Swimming Pool and Activity Center in Galena, Alaska.

## **SECTION 2 – SCOPE OF WORK**

- Replacement of domestic water heaters and controls with a sized matched equal setup.
- Install hydration station/filtration system where existing water fountain on pool deck is located.
- Replace rusted J boxes and raceway conduit with PVC in basement for pool equipment.
- Removal and acid cleaning of existing heat exchanger (or replacement if necessary sized appropriately for demand).
- Testing of glycol for quality and longevity.
- Replace copper and steal mechanical/plumbing piping in basement with PVC/CPVC or HDPE depending on system the piping serves.
- Replace all hangers and supports for piping with epoxy coated hangers and rod.
- Replace 2 NEMA 4x VFD (both 10 HP) for the pool slide pump and main circulation pumps for the pool.
- Rewire accessible on/off switch for the slide to pool deck entry at top of the mechanical room ladder.
- Recommission two of three decommissioned faucets on pool deck.
- Provide customer with device operation and maintenance manuals on completion of the job.
- Provide customer with device product datasheet documentation on completion of the job.
- The contractor is responsible for travel and meals. GCSD will provide housing and meal prep facilities.
- The contractor should bring all required tools.

**SECTION 3 – SELECTION CRITERIA**

The maximum points that each proposal can receive is 50 based on the following:

<b>1. Contractor Experience and Licensure</b>	<b>2. Record of Past Performance</b>	<b>3. Responsive Proposal</b>	<b>4. Excluded Parties Listing</b>	<b>Total</b>
20	10	10	10	<b>50</b>

- 1. Contractor Experience and Licensure
  - o The contractor must have experience and licensure in water and heating systems
- 2. Record of Past Performance
  - o Submission of a reference is suggested but not required.
- 3. Responsive Proposal
- 4. Excluded Parties Listing

**SECTION 4 – ATTACHMENTS**

- PHOTO EXHIBIT

**SECTION 5 – COMPLIANCE**

The selected vendor, contractor, installer will be required to adhere to all Alaska Department of Education and Early Development (DEED), State of Alaska, and Federal laws and regulations as applicable, including, but not limited to FERPA, COPPA, CIPA, CIPA-2, HIPAA, ADA and the Galena City School District board policy.

The Galena City School District is committed to providing access to our electronic information, including our websites, for individuals with disabilities in accordance with all applicable State and Federal laws.

Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 require us to ensure that anyone with disabilities seeking information or services from us, have access to and use of information and data that is comparable to the access and use by any other members of the public who are not individuals with disabilities. This requirement extends to any and all web-based services, applications, or other technology that is acquired, contracted or otherwise made available by the School District, to its students, staff and/or community members. Responders to this solicitation shall be equally responsible and contractually bound to ensure their product and service offerings are accessible pursuant to the aforementioned laws. The School District’s website accessibility standards can be found here: <https://www.galenaalaska.org/>.

**SECTION 6 – QUESTIONS**

Please direct all questions to:

- Kaitlin Applegate, GCSD Director of Grants, via e-mail: [kaitlin.applegate@galenanet.com](mailto:kaitlin.applegate@galenanet.com).

Please Cc:

- Dr. Jason Johnson, GCSD Superintendent, via e-mail: [jason.johnson@galenanet.com](mailto:jason.johnson@galenanet.com).

All correspondence is required to be made in writing to ensure the integrity of our procurement process and for recording purposes. Questions initiated during the procurement process may also result in

addendum items being expanded beyond the initial posting. It is the sole responsibility of any interested contractor to verify whether any addenda/attachment has been issued or updated.

**SECTION 7 – SUBMISSION**

To be considered for award, one (1) original of the proposal must be received no later than 4:00 P.M., Alaska Time, May 27, 2024.

Submit your proposals to Dr. Jason Johnson via:

Mail to:

**Dr. Jason Johnson – Superintendent  
Pool Upgrade Project, Phase 4: Mechanical Room RFP  
P.O. Box 299  
Galena, AK 99741**

Email to:

**[jason.johnson@galenanet.com](mailto:jason.johnson@galenanet.com)**

**The following PROPOSAL TRANSMITTAL FORM must be completed and returned with the proposal.**

**PROPOSAL TRANSMITTAL FORM**

**BUSINESS NAME**

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**MAILING ADDRESS**

--

**CITY / STATE / ZIP**

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**PHYSICAL BUSINESS ADDRESS**

--

**CITY / STATE / ZIP**

--

**CONTACT PERSON FOR THIS PROPOSAL**

--

**TELEPHONE**

--

**FAX NUMBER**

--

**E-MAIL ADDRESS**

--

**ALASKA BUSINESS LICENSE #**

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**FEDERAL TAX ID #**

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**CERTIFICATION:** I certify that I am a duly authorized representative of the business listed above and that the information and materials enclosed with this proposal accurately represent the capabilities of the business to provide the services as indicated in compliance with the requirements of the RFP.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_ **PRINTED TITLE:** \_\_\_\_\_

PHOTO EXHIBIT

Current heat exchanger & downstairs pipe pictures



Water heater set up:



Current VFD's white corde is current wire routing (not functional) for slide switch





Existing water fountains to be removed and replaced with Filtered combination water fountain/water bottle filling station.

