



Everett Public Facilities District
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REQUEST FOR PROPOSAL

**Everett Events Center
Everett, Washington**

Phase 1 Arena HVAC Upgrade

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Section 1: General

The Vendor is to provide parts, and labor to facilitate major refurbishment of the main arena rooftop HVAC units, and provide first step measures to add desiccant dehumidification to the system.

The refurbishment will include major work to the natural gas burners, the refrigeration systems, and air flow systems as described below.

The preparation for the future addition of desiccant dehumidification is also described below.

The project will meet the specifications listed herein for use at the Everett Events Center in Everett, WA. Angel Of The Winds Arena is owned by the Everett Public Facilities District (EPFD) and is managed by OVG360.

Section 2: Upgrade Details

A. The HVAC units (Energy Labs Model C127140-FRG-L, Serial# 02042176-1 and 02042176-2) are only to be taken offline one at a time during the project and only with consent of the Chief Engineer.

B. *Refrigerant Upgrade:

**The current refrigerant being used in circuits 2 and 3 on RTU-1 and circuits 1 and 3 on RTU-2 is R22.

** These circuits are to be evacuated of refrigerant, any needed modification to the system to accept 407C replacement refrigerant including TXV valve replacement, replacement of gaskets or seals and filter dryers will be made. As well the oil and filter change to the Copeland SCH2-7000-FWD screw compressors will be done. The pressure relief valves and the liquid line solenoid valves for each circuit will be replaced.

** Pressure testing and detailed inspection of the refrigeration circuits will be made prior to charging with 407C refrigerant.

** After thorough system evacuation and charge with refrigerant, approximately 888 lbs. of R407C, a test run of the system including testing/calibration of controls and safety devices will be made.

**Oil samples of all circuits will be taken and sent off for testing and oil and or refrigerant will be changed if contaminants above accepted levels are found.

C. *Refrigeration System Refurbish RTU-1 and RTU-2:

**The evaporative condenser pumps, condenser fan motors and blades will be replaced.

**The condenser coils will be cleaned and inspected, the condenser sump seams will be sealed.

**Sump media and sump heaters will be replaced.

**The evaporator coils, drip pans, drip pan drains, and suction line insulation will be inspected and repaired or replaced as needed.

D. *Furnace Section Refurbish RTU1 and RTU-2:

**The burners for the Weather-Rite burner systems (model number ID-125, two per RTU unit) will be replaced including inducer motors, modulator motors,

igniters, solenoid valves and burner controllers, timing cards, gas valves, safety flame relays, base flame relays.

**Burner exhaust interior flue piping and exhaust stacks will be replaced with stainless steel and the interior flue piping to insulated

E. *Other Items RTU-1 and RTU-2:

**Supply fan VFD, exhaust fan VFD and condenser fan VFD will be changed on RTU-2. Exhaust fan VFD will be replaced on RTU-1

**Supply and exhaust fan motor windings will be hi pot tested and a report made of findings. All motor and fan pillow block bearings will be replaced.

** Supply and exhaust fan drive and driven pulleys will be changed.

** Outside air, return air, and exhaust damper actuators will be replaced, damper blades and linkages will be inspected repaired as needed.

** Perforated metal debris traps for the supply fan inlets will be replaced.

**The unit exterior will be refinished and painted.

**All old parts to be disposed of offsite.

F. *Planning Ahead for 2024:

**A minimum of 12,000 CFM desiccant dehumidifier will be purchased with the anticipation of delivery by early spring of 2024.

**Engineering, design and permit set drawings for install of a 12,000 CFM desiccant dehumidifier and related ducting, power and natural gas hookups. The engineering plan will also include related control design to attach to and communicate with the existing building automation system.

2024 Cost Estimate:

**The 2024 phase of the HVAC upgrade (phase 2) will entail installing the dehumidifier on the arena roof including prepping the roof, installing all ducting, electrical & natural gas utilities and tying in to the existing building control system.

The upgrade will also include replacing the existing Trane HVAC unit for the community ice rink, (Trane SFHFC404HA), with a similarly sized HVAC unit that utilizes desiccant dehumidification.

Due to the need for a smooth flow from phase 1 through phase 2 of the upgrade, we're assuming it necessary for the contractor awarded phase 1 to also be responsible for phase 2. Therefore, we're requesting a rough estimate for the phase 2 portion of the upgrade as part of the proposal.

G. The awarded contractor will demonstrate previous experience with large HVAC systems of this kind.

H. Work under this Contract includes all labor, materials, tools, transportation services, supervision, coordination, equipment or tool rental, shipping and delivery costs etc., necessary to complete the following phases of the project:

- i. Develop a detailed project timeline for work to be done so as to have little to no impact on scheduled facility events.
- ii. Removal and proper disposal of R22 refrigerant from units.
- iii. Perform any modification necessary to the HVAC unit to accommodate the new refrigerant, oil and filter replacement on the compressors, replace the pressure relief valves, filter dryers etc., leak

- test, install new refrigerant, test and calibrate operational controls and safeties.
- iv. Hi-pot testing, replace or refurbish fans, motors, actuators, dampers, pumps etc. as listed above on both RTU units.
 - v. Inspect and clean the condenser coils and reseal the condenser sumps.
 - vi. Inspect and repair evaporators, drip pans, drains and refrigerant lines, reinsulate as needed.
 - vii. Replace or refurbish the burners, fire boxes and flues.
 - viii. Hi-Pot test of the ventilation system motors. Replace all motor and pillow block bearings of the supply and exhaust fans. Replacement of drive and driven pulleys and drive belts.
 - ix. Test all louvers, dampers and linkages, repair or replace as needed. Replacement of all actuator motors.
 - x. Purchase and delivery of a 12,000 CFM desiccant dehumidifier along with the prep work for install listed above.

I. Labor Requirements:

- i. Vendor shall supply all technicians to provide all labor.
- ii. Washington State Prevailing Wage Rates shall apply. Vendor shall be responsible for submitting Intents to Pay and Affidavits of Wages Paid forms to Labor & Industries. Vendor shall supply the copies of forms and subsequent approvals to the EPFD.
- iii. The Vendor will be responsible for obtaining all required permits, agreements, licenses, and insurance.
- iv. The Vendor may employ subcontractors to perform certain portions of its responsibilities; however, the Vendor shall not subcontract any portion of its installation responsibilities without first obtaining express written permission from the EPFD. If the EPFD consents to such subcontract(s), the Vendor shall be fully responsible to the EPFD for all acts and omissions of the subcontractor(s).
- v. The Contractor shall prepare detailed description of work performed and drawings when applicable for the project. These plans shall become the property of the EPFD.

J. The Contract also includes:

- i. Pre-Installation meetings on site.
- ii. Verification of dimensions and conditions at the job site.
- iii. Coordination with other contractors and trades.
- iv. Preparation of submittal information.
- v. Installation in accordance with contract documents, manufacturer's recommendations, and all applicable code requirements.
- vi. Initial tests and adjustments, written report, and documentation.
- vii. Instruction to operating personnel: provisions of manuals.
- viii. Maintenance services; warranty.

- K. The Vendor is responsible for providing a complete and working system as intended. Any item or items missing on information provided to the Vendor does not relieve the Vendor from the responsibility of providing what is required for a complete system.**

- A. Manufacturer and Integrator must have at least 5 years of experience in the design, installation and implementation of all equipment indicated in this RFP.
- B. Provide corporate financial data for the past three years including bonding capacity.
- C. Provide a list of contacts of installations over the past three years for installations of a similar size and scope projects.
- D. Provide Project Manager by name and resume who will lead the project. Also, please indicate what subcontractors will be used with their experience.
- E. To be considered as eligible to submit a Proposal, Vendor must be legally licensed under applicable laws in the State of Washington.

COMMISSIONING, CLOSEOUT AND TRAINING

- A. The installers are to fully commission all aspects of all the equipment with the facility Chief Engineer observing. The facility Chief Engineer must sign off on the commissioning.
- B. The installers are to provide all literature for installed components in either hard copy or electronic. All licenses are to be provided as required.
- C. The installer will provide any needed training on operation of the new gear.

WARRANTIES AND SERVICE AGREEMENT

- A. The manufacturer/installer is to provide a ten (10) year parts and labor warranty. If an issue can be handled over the telephone that will lead to fixing the problem quickly, then that is acceptable. Repairs requiring labor on part of the manufacture/installer will be required to respond within 24 hours. Identification and location of the service center or third party will be required.

Section 3: Information supplied by bidders

3.1 Company Profile

The bidder should provide information about the company, including years of operation and client/employee growth.

3.2 System Description

Describe the Vendor's proposed system including capabilities, operation and equipment components, technical specifications, technical support and warranties.

3.3 Customer Support

Describe the firm's ability to support the schedule and delivery requirements in accordance with Section 5. Describe the firm's customer support program for resolution of warranty items.

3.4 References

The bidder shall provide a list of at least three (3) references of similar type facilities that have utilized its equipment being proposed within the last five years.

3.5 Costs

The bidder shall provide a list of costs in accordance with Section 2.

Section 4: Diversity Inclusion

Introduction Overview:

OVG360 has a long-standing commitment to diversity and inclusion. We recognize that diversity is an important component of our company's future success, not just as a value, but as a business philosophy central to our operations. As one of the world's leading Facility Management companies, we have a responsibility to reflect the customers and audiences we serve in all aspects of our business. To that end, we are committed to creating a best-in-class model for diversity and inclusion within the industry.

Supplier Diversity:

OVG360 is committed to providing equal access and meaningful opportunities to all vendors. Our supplier diversity program is designed to maximize the inclusion of minority, women, veterans and small disadvantaged business enterprises and individuals (Diversity Suppliers) in our supply chain. If the supplier is not diverse, they may be asked to report on relevant subcontracting (Tier II) activity with diverse suppliers. Supplier shall submit these reports at the frequency specified by OVG360.

Company Ownership:

Is your company publicly or privately held? _____

If your company is publicly held, please provide the stock symbol that your company's stock is traded under. _____

Please fill out below as it applies to your company's diversity status:

Women Business Enterprise ($\geq 51\%$ owned and controlled) YES _____ NO _____

Minority Business Enterprise ($\geq 51\%$ owned and controlled) YES _____ NO _____

Veteran Business Enterprise ($\geq 51\%$ owned and controlled) YES _____ NO _____

Other (Specify) _____

If Diverse, is your business certified? YES _____ NO _____

If certified, by which organization/council? _____

Tier II (Subcontracting)

If your company does not have diversity status, please describe how a partnership with a diversity supplier would work. OVG360 encourages Suppliers to explore all available opportunities to partner with diversity suppliers who offer products and services that are being

sought in connection with this RFP. OVG360 expects any such arrangements to augment, and not duplicate, the responsibilities and efforts of supplier and other suppliers engaged in the provision of the RFP. Please describe your company's efforts with respect to Tier II.

Section 5: Project Timeline

All phases of the project are to be completed by September 1, 2023 unless specific arraignments are made and signed off in writing by the Chief Engineer.

Section 6: Acceptance or Rejection of Proposal

The EPFD reserves the right to reject any and/or all Proposals when such rejection is in the interest of the EPFD to reject Proposal of Bidder who has not met the prerequisites of the bid proposal, who has previously failed to perform properly or complete on time contracts of a similar nature; and to reject proposal of Bidder who is, in the opinion of the EPFD, not in a position to perform the contract. EPFD also reserves the right to waive any information, technicalities or irregularities in bidding. Contract will be awarded based on three factors which are described below. Each factor will be rated and the contract will be awarded (unless all bids are rejected), under normal circumstances, to the bidder receiving the highest number of points. Points will be awarded for Bid Proposals exceeding the minimum standards as described in Bidder's Pre-Qualifications. The EPFD reserves the right, however, to award contract to its best interest or to reject all bids. The EPFD reserves the right to award a contract on an adjusted project timeline or to separate it into multiple phases.

Price = 30 Points. The highest number of points in this category will be given to the lowest responsible bid price.

Equipment = 35 Points. Points will be awarded based on the quality, reliability, and overall functionality of the vendor's product.

Capacity = 35 Points. Points will be awarded on the basis of prior experience in performing similar work and the vendor's ability to meet the implementation date required.

Section 7: General Information & Timeline

Contact:

Please keep your contact to OVG360/Angel Of The Winds Arena limited to email so that we can share your responses easily with members of our evaluation group and simply track discussion points.

Please include the name of your company and "Angel Of The Winds Arena Phase 1 HVAC Upgrade RFP" in the email subject line of any correspondence (example: Acme HVAC Company Angel Of The Winds Arena Phase 1 HVAC Upgrade RFP).

OVG360/Angel Of The Winds Arena may contact you by phone for clarification on your responses.

All communication should be sent to:

Mark Clark – Chief Engineer, Angel Of The Winds Arena – OVG360
mark.clark@oakviewgroup.com

Corey Margolis – General Manager, Angel Of The Winds Arena – OVG360
corey.margolis@oakviewgroup.com

Site visits may be arranged through this contact list to assist in preparation of accurate proposals.

Timeline:

<i>May 19, 2023</i>	Request for Proposal issued to vendors
<i>May 24, 2023</i>	Last day for site visit requests
<i>May 31, 2023</i>	Last day for clarification questions
<i>June 5, 2023</i>	Responses from vendors due at 10:00 A.M. Pacific
<i>June 12, 2023</i>	Notification to vendors on contract award (time TBD)

This is a tentative schedule only and may be altered at the sole discretion of the EPFD.

Proposal Instructions:

Sealed bid proposals will be received at the offices of OVG360, 2000 Hewitt Avenue, Suite 200, Everett, WA 98201, until 5:00 P.M. on June 2, 2023. Bid Proposals received after the time and date stated will not be accepted. Proposals received on time will be opened publicly and read aloud in the presence of the bidders or their representatives at an appointed time.

Envelopes containing Proposals shall be labeled as stated below and must be presented so that they may be easily identified as containing a Proposal. Envelopes must include the following:

- Name and location of project.
- Name and address of bidder.
- Addressed to Everett Public Facilities District.
- Submit proposal in duplicate plus one original. (Oral or telephone modifications will not be considered.)

The EPFD will negotiate a contract with the most qualified vendor at a price that the EPFD determines is fair and reasonable. In making its determination, the EPFD will consider the value of the services to be rendered as well as the scope, complexity, and professional nature of the services to be provided. If the EPFD is unable to negotiate a satisfactory contract with the vendor selected at a price that is determined to be fair and reasonable, negotiations with that firm will be terminated in writing. Another firm will then be selected, and the process continued until an agreement is reached or the process is terminated.