

# Request for Quotation

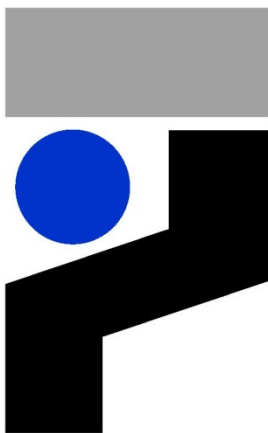
Emergency Boiler Installation

Transition Resources Corporation

1/19/2017

600 Corporation Drive

Pendleton, IN 46064



## Submission Details

### Submission Deadlines

All submissions for responding to this request must be submitted on paper or electronically, as stated below, no later than:

**2/17/2017**

**4:30 PM**

### Submission Delivery Address

The delivery address to be used for submissions in person or mailed is:

**Marla Monday**  
Transition Resources Corporation  
600 Corporation Drive  
Pendleton, IN 46064

The address for electronic submissions is

[mmonday@transitionresources.org](mailto:mmonday@transitionresources.org)

### Submission of Quote

If quote is mailed or hand delivered, please provide two (2) copies. Please use fonts no smaller than 10 point.

### Submission Questions and Clarifications

Questions on any topics covered in this Request for Quote may be emailed to;

**Gordon Upchurch**  
Email: [gupchurch@transitionresources.org](mailto:gupchurch@transitionresources.org)

Questions will only be accepted through email. Responses will be posted on the TRC/Telamon Corporation website at TBD

## Introduction

Transition Resources Corporation (**TRC**) is accepting emergency quotes from qualified companies to install (3) Fulton Endura 2 million condensing boilers. Removing two existing boilers one on a pad other on slab. Also removal of one still existing old expansion tank. Will also need "OPEN" license WEB based building automation system reinstalled to control fourteen classroom fan coil heating and ventilation units at the TRC Muncie Head Start Center located at 3900 E Wysor, Muncie Indiana.

### **Business Overview & Background**

Telamon Corporation is a multi-state, multi-funded private non-profit organization which was organized in 1965 to provide assistance to those in need. Among those are farmworkers and their families, children born into poverty, at-risk youth, elderly, homeless, and dislocated workers. In Indiana, we do business as Transition Resources Corporation because there was already a for-profit Telamon Corporation operating in Indiana in 1987 when TRC incorporated in the state and began providing services.

Transition Resources Corporation (TRC) is a 501(c)(3) not-for-profit organization. Transition Resources operates the National Farmworker Jobs Program providing employment and training services to migrant and seasonal farmworkers throughout the state of Indiana; provides the Jobs for America's Graduates (JAG) opportunity to high school students in Marion County; delivers a HUD-approved Housing Counseling program; and operates Head Start programs in Delaware and Madison counties.

MISSION: We are committed advocates for people in need. Our mission is to promote the development of human potential by providing resources and creating opportunities in the communities we serve.

### **Purpose, Specifications/Scope, Timeline & Budget**

#### **Purpose**

Transition Resources Corporation (TRC) is accepting quotes from qualified companies to install (3) Fulton Endura 2 million condensing boilers. Removing two existing boilers one on a pad other on slab. Also removal of one still existing old expansion tank. Will also need "OPEN" license WEB based building automation system reinstalled to control fourteen classroom fan coil heating and ventilation units. All associated piping for primary loop, secondary loops / pumps and boiler connections, gas connections with new gas shutoffs and regulators.

#### **Specifications & Project Scope**

The scope of this project includes install (3) Fulton Endura 2 million condensing boilers. Removing two existing boilers one on a pad other on slab. Also removal of one still existing old expansion tank. Will also need "OPEN" license WEB based building automation system reinstalled to control fourteen classroom fan coil heating and ventilation units at the TRC Muncie Head Start Center located at 3900 E Wysor, Muncie Indiana

The selected bidder will be responsible for the labor, materials, installation of new boilers and removal of old boilers system. Also removal of one still existing old expansion tank. Reinstalling "OPEN" license WEB based building automation system.

The following criteria must be met to achieve a successful project:

- 3- Fulton Endura 2 million condensing boilers
- Demo and removal of existing boilers
- 3-secondary loop pumps to manufacture's specs.
- On-board lead lag and outdoor reset installed
- All associated piping for primary loop, secondary loops / pumps and boiler connections, gas connection with new gas shutoffs and regulators.
- Install new pressure reducing valve with fast fill loop
- Pipe in to new currently installed expansion tank

## Request for Quote

- Supply and Return thermometers installed inline
- New supply and return butterfly valves in each boiler
- Includes all electrical connections to boilers and pumps
- New 429 (UNS S42900) stainless steel flu material installed through current roof penetrations
- Factory approved start up and commissioning
- Owner training to be included
- Boiler piping insulating
- Install strainers and circuit setters to each boiler
- Complete Turnkey Boiler Project
- All quotes submitted by 2-10-17
- Schedule Appt. for walk-thru w/me
- The approved contractor must provide at least five references of customers.
- All controllers and materials will be warrantied for a period of a year
- Labor warranty is ninety days from approved start date due to inclement weather
- An allowance is included for end staff user training

### Timeline

All proposals in response to this RFP are due no later than **4:30 PM** on Friday, February 17, 2017

Evaluation of proposals will be conducted from Monday, February 20, 2017 until Friday, February 24, 2017. If additional information or discussions are needed with any bidders during this window, the bidder(s) will be notified.

The selection decision for the winning bidder will be made no later than Thursday, March 02, 2017.

Upon notification, the contract negotiation with the winning bidder will begin immediately.

Notifications to bidders who were not selected will be completed by Friday, March 03, 2017.

### Project Timeline:

**The Project begin date is scheduled for Thursday, June 01, 2017 and the completion for Friday, July 07, 2017.**

### Budget

All proposals must include proposed costs to complete the tasks described in the project scope. Costs should be detailed individually on a separate attachment. Pricing should be listed for each item by unit. In-kind contribution should be identified and itemized.

#### ***IN-KIND CONTRIBUTION for Head Start Emergency Boiler Installation project:***

The Administration for Children and Families (ACF) requires all Head Start grantees such as Transition Resources Corporation to provide contributions equal to 25% of their total Federal Head Start funding (or 20% of the total Federal and non-Federal combined). Transition Resources Corporation is asking for an in-kind contribution from the Contractor selected that might range from Open Range of Base bid.

**In-kind is defined as** property or services that benefit a grant supported project or program (such as the Head Start Program) and are contributed by non-Federal third parties without charge to the grantee. In-kind contributions may consist of the value of real property and equipment and the value of goods and services directly benefiting the grant program and specifically identifiable to it.

NOTE: All costs and fees must be clearly described in each proposal.

## Bidder Qualifications

Bidders should provide the following items as part of their proposal for consideration:

- List items want bidder to submit at least five references of customers who have had their systems installed in their building, staff and qualifications, and work samples.
- Date when the bidder is able to begin work and expected date of completion

## Terms and Conditions

TRC reserves the right to reject any and all bids. Transition Resources Corporation is an equal opportunity employer and service provider.

## Evaluation Criteria

Transition Resources Corporation will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner
  - Organizational Experience: Bidders will be evaluated on their experience as it pertains to the scope of this project
  - Previous work: Bidders will be evaluated on examples of their work pertaining to web site design and hosting as well as client testimonials and references
  - Value and cost: Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of this project
  - Technical expertise and experience: Bidders must provide descriptions and documentation of staff technical expertise and experience
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- Overall Project Design & Proposed Solution – **30 pts**
  - Pricing –**25 pts**
  - Expertise and Experience – **30 pts**
  - In-Kind contribution or Cost saving measures - **15 pts**