

ADVERTISEMENT FOR BIDS
Durham Public Schools
Indoor Air Quality
RFP#179-2021-608-SVCS_AIRQUAL

Sealed bids from licensed contractors will be received by Durham Public Schools, Durham, North Carolina on **Thursday, May 6, 2021**, for completing the work defined within this RFP for services related to improving indoor air quality (IAQ) and systems assessment.

Bids will be received up to **1:00 pm on Thursday May 6, 2021**, on for turnkey solutions. All bids should be MAILED to Durham Public Schools:

Evelyn Gallegos - Purchasing Agent
Durham Public Schools
511 Cleveland St.
Durham, NC. 27701

- Submissions will be: 1 hard copy and 1 digital copy in a USB drive, included in the bid envelope. Digital submission must be a pdf.
- Pricing will only be reviewed using the attached Pricing Sheet.
- No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of sixty (60) days.
- Bid security required is 5% of the bid in cash, certified check, or Bid Bond.
- Performance and Payment Bonds for 100% of the contract amount will be required.
- Durham Public Schools reserves the right to reject any and all bids and to waive informalities or irregularities.
- Durham Public Schools reserves the right to choose a vendor based on the best value given the complexity, scale and diversity of the work.

Bid Release	April 20, 2021
Deadline for Questions	April 28, 2021, 3:00 pm
Q&A Posted	April 30, 2021, 5:00 pm
Proposal Deadline	May 6, 2021, 1:00 pm
Bid Opening (video link in Q&A)	May 6, 2021, 1:30 pm

Minority Business Participation: Bidders shall note that compliance with County of Durham MBE policies and the North Carolina Statute 143-128.2 (c) are required for this project.

Iran Divestment Act: Bidders shall note that the submission of a bid constitutes the bidder's certification to the State Treasurer that, as of the date of bid, it is not listed on the Final Divestment List created and maintained by the North Carolina Department of State Treasurer (the "Treasurer's Office") pursuant to the Iran Divestment Act of 2015, Chapter 147-Article 6E of the General Statutes of North Carolina (the "Iran Divestment Act").

Background: The purpose of this work is to improve the indoor air quality within DPS. This will be achieved by assessing through measurement and verification procedures, the current conditions and equipment functionality and condition, developing a plan and budget for corrective work and self-performing and/or overseeing sub-contracted work for approved projects.

DPS is a public K12 school district in Durham County North Carolina that serves over 32,000 students. DPS operates 50 schools covering 5.8 million square feet under roof. Within DPS, there are 31 elementary schools, 9 middle schools, 2 secondary schools (6-12,) 7 high schools, and 1 alternative school.

DPS is looking to make immediate improvements to significantly improve the indoor air quality of our schools (Phase I). With limited funds, DPS would like to target specific opportunities that will have the greatest positive impact at the most schools possible (Phase II). In addition, the resulting comprehensive report that will serve as the roadmap for the prioritization of capital investments with immediate priority given to indoor air quality (IAQ).

Project scope:

The project will be divided into 2 phases:

Phase 1 will consist of replacing all air filters throughout the district and cleaning all coils and unit ventilators. DPS will provide a detailed list of filters and systems. Before and after air flow readings and pictures are required for a sample size of approximately 10% of the units per school). This includes approximately:

- 7,812 air filters- **sizes found in Attachment C**
- 490 Commercial Air Handler Units
- 123 Roof Top Units
- 652 Fan Coils Units
- 782 Unit Ventilators

The above is distributed between approximately 50 campuses. On the **Pricing Sheet – Attachment B**, include unit pricing for additional units.

Phase 1 Alternate A: Coil Sanitization

Timeline for Phase 1: 2-4 months from notice to proceed.

Phase 2 will consist of the following 5 steps:

1. Detailed assessment of HVAC systems in all DPS facilities to include:
 - a. Current Indoor Air Quality, 3 samples per school to include basic mold and containments testing.
 - b. Outside air flow; documenting design vs. actual or actual vs. ASHRAE
 - c. Outside air control; availability and functionality of controls and dampers
 - d. Air handler functionality and remaining design life (obsolescence)
 - e. Assess current controls systems age and functionality with major equipment

The above assessment report should note, with pictures, current conditions, deficiencies and specific recommendations for deficiency remediation. These will be used as the bases for steps 2 and 3 below.

2. Detailed estimates of recommended repair and replacement costs within five-year increments to 25 years.
3. Retro-commission of current control systems to ensure accuracy, consistency and functionality. This will be targeted to problem areas. Assume 25% of entire system.
4. Provide preventative maintenance plan and training as needed to DPS staff to maintain equipment

Timeline for Phase 2: 3 months from notice to proceed to run concurrently with phase 1.

It should be assumed that 50% of the onsite work can be accomplished during business hours. The majority of systems to be assessed will fall into the following categories, though there are a small number of systems that are unique:

- Central plant with large AHU (floor or roof mounted) and two-pipe or four-pipe distribution systems
- Split systems – mid-size floor or roof mounted AHU's (evaporator coils) with exterior condensing units
- VRF independent
- Unit Ventilators
- Mobile Classrooms

The selected project team will provide the turnkey professional services necessary for the project's completion. The project team may include consultants for any other specialty deemed programmatically necessary.

Execution

In compliance with this Request for Proposal, and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this Proposal, the undersigned Vendor certifies that this Proposal is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Vendor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this Proposal, the undersigned certifies to the best of Vendor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency. As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of this response to the RFP, the undersigned certifies, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Taxes:

DPS is NOT tax-exempt. Unless otherwise indicated, tax must be computed and added to your Proposal. Any itemized shipping charges are also subject to tax. When invoiced, tax should be invoiced as a separate line item.

Certificate of Insurance

Each Vendor shall furnish DPS a certificate of insurance showing that the required workmen's compensation and public liability insurance are carried by the Contractor. The certificate of insurance should show that it is issued to or at the request of the DPS Board of Education, Durham, North Carolina. All insurance carriers shall be licensed to do business in North Carolina or approved to issue insurance coverage by the Commission of Insurance of North Carolina.

The certificate of insurance shall include substantially the following provision: The insurance policies to which this certificate refers shall not be altered or canceled until after ten (10) days' written notice of such cancellation or alteration has been sent by certified mail to the DPS Board of Education, Durham, North Carolina.

Terms and Conditions

It shall be the Vendor's responsibility to read the instructions, terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFP, and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued relating to this RFP.

INSTRUCTIONS FOR SUBMISSION – MINIMUM REQUIREMENTS

1 Hard Copy and 1 USB submission are required in the same envelope. Digital submission must be PDF.

1. Letter of Interest:

This one-page document should be prepared and signed by the representative of the firm authorized to sign contracts. The letter should allow personal expression as to:

- a. why your firm is best suited to perform commissioning and assessment services for DPS
 - b. what specific qualities/attributes your firm offers to ensure superior performance
- 2.** Pricing Sheet (Attachment B)
 - 3.** Contact information for communication in follow up to this submittal
 - 4.** Firm's HUB/MWBE Status/type
 - 5.** Project Experience: list all similar projects completed within the past 3 years. Include:
 - i. Project Name
 - ii. Facility name and location
 - iii. Size
 - iv. Scope
 - v. Expected cost of services
 - vi. Actual cost of services
 - vii. Current owner contact information
 - viii. Year completed
 - ix. Written references from project owner
 - x. HUB / MWBE Participation (see Attachment A).
 - 6.** Client References: provide 3 references for recent work of similar size and complexity. This can be included in the chart of #5.
 - 7.** Disclose any history or condition that would put the firm in a conflict of interest for the design and construction portions of the work.

All questions must be received via email to: Durham Public Schools Business Manager:Penny Jefferson. Penny_Jefferson@dpsnc.net by **3:00 pm on Wednesday, April 28th, 2021.**

Answers will be posted by **5:00 pm on Friday, April 30th, 2021.**

ATTACHMENT A

Durham Public Schools

Participation of Minority Businesses

Durham Public Schools Board of Education Policy Number 9125 (partial, full policy available online)

The board affirms the State's commitment to encouraging the participation of minority businesses in the school system's building construction contracts. A minority business is defined in accordance with [G.S. 143-128.2](#) and is one in which (1) at least 51 percent is owned by minority persons or socially and economically disadvantaged individuals, and (2) the management and daily business operations are controlled by one or more of the minority persons or socially and economically disadvantaged individuals who own it. Minority persons include African-Americans, those of Hispanic descent, Asian Americans, American Indians, and females.

After notice and public hearing, the board hereby adopts an aspirational verifiable percentage goal of 10 percent for participation by minority businesses in the total value of work for each building project costing \$300,000 or more paid entirely from local or other non-state funds. In addition, the board adopts the state's aspirational verifiable goal of 10 percent participation by minority businesses in the total value of work for each building project costing \$100,000 or more funded in whole or in part with state funds.

All bidders on school construction and renovation projects subject to Section A of this policy who intend to subcontract any part of the project must (1) identify the minority businesses to be used on the project and (2) provide affidavits indicating that a good faith effort has been made in preparing the bid to meet the board's verifiable goal for participation by minority businesses. Upon being named the apparent lowest responsible, responsive bidder, a bidder shall provide additional evidence of its good faith efforts as required by law.

The level of minority participation in bidders' bids will not affect the contract award decision; however, the failure to provide documentation of a good faith effort to meet the board's goal may result in the bid being rejected as non-responsive.

Before recommending the award of a contract, the superintendent shall direct designated school officials to evaluate bidders' documents in accordance with applicable law and regulations to determine whether bidder good faith requirements are satisfied.

The board will award public building contracts without regard to race, religion, color, creed, national origin, sex, age, or disability. Nothing in this policy should be construed to require the board or contractors to award contracts or subcontracts to minority business contractors or minority business subcontractors who do not submit the lowest responsible, responsive bid or bids.

LEGAL NOTICE

REQUEST FOR PROPOSAL: Durham Public Schools has issued an RFP for Indoor Air Services. Submittal due date/time: May 6, 2021 at 1:00 p.m. For Legal Notice and RFP information, go to <http://www.dpsnc.net> and select Resources/Construction & Capital Planning. Issue date 4-20-21.

State of North Carolina AFFIDAVIT A – Listing of Good Faith Efforts

County of _____

(Name of Bidder)

Affidavit of _____

I have made a good faith effort to comply under the following areas checked:

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. (1 NC Administrative Code 30 I.0101)

- 1 – (10 pts)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- 2 --(10 pts)** Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- 3 – (15 pts)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- 4 – (10 pts)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- 5 – (10 pts)** Attended prebid meetings scheduled by the public owner.
- 6 – (20 pts)** Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- 7 – (15 pts)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- 8 – (25 pts)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- 9 – (20 pts)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- 10 - (20 pts)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

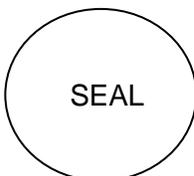
The undersigned, if apparent low bidder, will enter into a formal agreement with the firms listed in the Identification of Minority Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS143-128.2(d) Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public _____

My commission expires _____

State of North Carolina --AFFIDAVIT B-- Intent to Perform Contract with Own Workforce

County of _____

Affidavit of _____
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the _____

contract.
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement. The Bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____

SEAL

State of _____, County of _____
Subscribed and sworn to before me this _____ day of _____ 20____
Notary Public _____
My commission expires _____

ATTACHMENT B – Pricing Sheet

Firm's Name: _____

Phase 1 Cost	Phase 1 Alt A (Coil Sanitization)	Phase 2 cost	Total Cost Phase 1 + Phase 2 only	Total Cost Phase 1 + Phase 1 Alt + Phase 2
\$	\$	\$	\$	\$

Unit Pricing

Air Filters	\$
Coil Cleanings	
Commercial AHU	\$
RTU	\$
FCU	\$
Unit Ventilators	\$

Unit Pricing

Coil Cleanings	
Commercial AHU	\$
RTU	\$
FCU	\$
Unit Ventilators	\$

Signature of Approved Signatory _____

Name of Approved Signatory _____

Title _____ Date: _____

Attachment C – Filter Size

Filter Size	Sum of Qty
10-3/4X27-3/4X1	34
10-3/4X43-3/4X1	30
10x16x1	2
10x20x1	1
10x21x1	38
10x22x1	1
10x25x2	4
10x27x1	76
10x30x1	3
10x32x1	28
10x33x1	2
10x36x1	87
10x41 3/4x1	2
10x43x1	1
10x44x1	59
10x48x1	45
10x56x1	17
10x60.5x1	20
10x60x1	57
10x61x1	2
10x69x1	16
10x72x1	68
11x27x1	4
11x46x1	10
11x69x1	22
12x20x1	8
12x24x12	9
12x24x18	25
12x24x2	88
12x24x4	9
12x41x1	2
13 1/4x22x1	1
13 3/8x53 1/2x1	48
13x21.5x1	8
13x25x1	1
13x54x1	15
14x20x1	6

14x24x1	76
14x25x1	2
14x30x1	6
15 3/8x77x1	12
154x18x1	66
15x20x1	24
15x20x2	16
15x25x1	2
15x30x1	60
15x65x1	9
16x16x1	56
16x16x2	20
16x20x1	44
16x20x2	874
16x20x4	28
16x22x1	1
16x24x2	9
16x25x1	67
16x25x2	1363
16x25x4	1
16x30x1	22
17x30x1	40
18x18x1	7
18x20x1	5
18x22x1	33
18x24x2	30
18x24x4	12
18x25x1	13
18x25x2	18
20x20x1	616
20x20x12	7
20x20x18	24
20x20x2	719
20x20x4	24
20x22x1	1
20x24x1	6
20x24x12	21
20x24x18	28
20x24x2	276
20x24x4	48
20x25x1	49
20x25x2	1742
20x25x4	47

20x30x2	6
20x35x2	4
21x21x1	19
22x22x1	6
22x22x2	10
24x24x12	5
24x24x2	93
24x36x2	31
25x20x1	12
25x25x2	28
29x30x4	2
6 3/4x46x1	3
6x30x2	6
7 3/4x24 3/4x1	2
7-3/4x34 3/4x1	12
7-3/4x34x1	98
7-3/4x40x1	1
7-7/8x33-7/8x1	4
7x44x1	20
8 1/2x20x1	2
8 1/2x29 3/4x1	2
8 3/4x33x1	1
8 7/8x33 7/8x1	5
8 7/8x33x1	2
8 7/8x61 1/8x1	6
8-3/4x21-11/16x1	4
8-7/8x 61- 1/8x1	6
8x19x1	8
8x25x1	6
8x34x1	9
9 7/8x26 7/8x1	2
9.5x30x1	22
9x33x1	2
Grand Total	7812