



City of Hammond

Purchasing Department

RFP 17-02

for

“Hood Vent for Hammond Recreation Gym”

Proposals Shall Be Received by the Purchasing Department,

City of Hammond

310 East Charles Street

P.O. Box 2788

Hammond, Louisiana 70404-2788

Until

10:00 A.M. August 30, 2016

For Additional Information or Questions, Contact:

Jana Thurman-Purchasing Manager- (985)-277-5633

This is the Bid Package of:

Date: _____

Firm: _____

Address _____

City _____ **State** _____ **Zip Code** _____

Person to Contact: _____

Phone No.: _____ **Fax No:** _____

YOUR BID IS IMPORTANT TO US

HOWEVER, IF YOU DO NOT WISH TO BID THIS PROJECT, PLEASE RETURN THIS SHEET WITH YOUR COMPANY NAME MARKED "NO BID". THIS WILL NOT AFFECT FUTURE BIDS, BUT IS A MEANS IN VERIFYING THAT YOU DID RECEIVE NOTIFICATION FOR THIS BID.

Specifications of equipment and requirements are below:

Hood

- Qty 1 -5424ND-2-PSP-F -10ft Long Exhaust Only Wall Canopy Hood with front perforated supply plenum with built in 3" back standoff
- Qty 1 -430 SS where exposed
- Qty 1 -Fire Cabinet on the right side
- Qty 7 -Filter (16" tall x 16" wide) stainless steel captrate solo filter with hook, ETL listed. Particulate capture efficiency: 93% efficient at 9 microns, 72% efficient at 5 microns
- Qty 3 -L55 series E26 canopy light fixture – High temp assembly, includes clear thermal and shock resistant globe (L55 fixture)
- Qty 1 -Exhaust riser, factory installed 10" x 22" x 4"
- Qty 3 -Supply riser, 8" x 36" supply riser with volume dampers
- Qty 2 -1/2 pint grease cup new style, flanged slotted
- Qty 1 -Field wrapper 18.00" High front, Left, Right
- Qty 1 -Backsplash 80.00" High x 132.00" Long 430 SS vertical (Includes End caps & Dividers bars)
- Qty 1 -Electrical package installation in utility cabinet by plant

Fire System

- Qty 1 -ANSUL-3.0/1.5 Ansul 4.5 gallon Fire System in Utility Cabinet (includes pre-piped hood with detection, tank, release mechanism, micro-switches and pull station).

- Includes pipe for 1 hood
- Qty 1 -Gas Valve – 2” mechanical shutoff valve (Ansul) (28-55610) includes upstream strainer assembly; supplied by distributor

Fan # 1 NCA16FA – Exhaust Fan

- Qty 1 - NCA16FA Belt drive centrifugal upblast exhaust fan with 18.75” wheel
Exhaust fan handles 2350 CFM @ - 1.500” wc ESP, fan runs at 1197 RPM
Exhaust Motor: 1.500 HP, 1 phase 208 V, 60Hz, 7.5 FLA, ODP (open drip proof)
- Qty 1 -Grease cup for kitchen-duty centrifugal exhaust fans, box dimensions 17-1/8 L x 5-1/16 W x 3-3/4H (18GA.) (Includes Down Spout)
- Qty 1 -Curb CRB26.5x20E on Fan #1 3.000:12.000 pitch
- Qty 1 -Hinged base for curb. Standard hinge attached to curb. 12 GA galvanized
- Qty 1 -Vented Base for curb

Fan #2 A1-G10 – Supply Fan

- Qty 1 -A1-G10 Untempered Supply Unit with 10” blower in size #1 Housing
Supply fan handles 1880 CFM @ 0.500”wc ESP, fan runs at 776 RPM
Supply Motor: 0.750 HP, 1 phase 208 V, 60Hz, 3.7 FLA, ODP (Open Drip Proof)
Down discharge – Air flow Right -> Left
- Qty 1 -Sloped filtered intake for size #1 modular untempered supply unit. 21.813” wide x 44.375” Long x 23.375” High. Includes 2” MV EZ Kleen Metal Mesh Filters
- Qty 1 -Curb CRB21x20 on Fan #2 3.000:12.000 Pitch

Electrical System #1

- Qty 1 -Sc-211110FP 220V 1 phase w/control for 1 exhaust fan, 1 supply fan, exhaust on in fire, lights out in fire, Fan(s) on/off thermostatically controlled. Room temperature sensor shipped loose for field installation. Includes 1 duct thermostat kit
- Qty 1 -Digital prewire lighting relay kit. Includes hood lighting relay & terminal blocks. Allows for up to 1400 W of lighting each.

Installation & Services

- Vendor is responsible for Installation, including all supplies and labor, such as ductwork, patching, all electrical field wiring, start-up and balance, gas or electric shutdown for fire system hook-up.
- Vendor will be responsible for coordinating with Sate Fire Marshall to obtain Permit and testing if required
- Vendor is responsible to ensure the above equipment is operational and operating within design specifications.

Special Note

BIDDERS ARE URGED TO PROMPTLY REVIEW THE REQUIREMENTS OF ALL SPECIFICATIONS AND SUBMIT QUESTIONS FOR RESOLUTION AS EARLY AS POSSIBLE DURING THE BID PERIOD. QUESTIONS OR CONCERNS MUST BE SUBMITTED IN WRITING TO THE PURCHASING MANAGER DURING THE BID PERIOD AND SHALL BECOME PART OF YOUR BID PACKAGE. OTHERWISE,

THIS WILL BE CONSTRUED AS ACCEPTANCE BY THE BIDDERS THAT THE INTENT OF THE SPECIFICATIONS IS CLEAR AND THAT COMPETITIVE BIDS MAY BE OBTAINED AS SPECIFIED HEREIN. PROTESTS WITH REGARD TO THE SPECIFICATION DOCUMENTS SHALL NOT BE CONSIDERED AFTER BIDS ARE OPENED.

Bid Packages are mailed only as a courtesy. The City of Hammond does not assume responsibility for bidders to receive bid packages. Bidders should rely only on advertisements in the local newspaper, and the City of Hammond website www.hammond.org, and/or picked up at the purchasing office. Full information may be obtained, or questions answered, by contacting the Purchasing Department, Hammond City Hall Complex, 310 East Charles Street or by calling (985) 277-5633

Bids shall be accepted only on the bid forms furnished by the City of Hammond Purchasing Department. The City of Hammond shall only accept bids from those bidders in whose name the bid forms and or specifications were issued. Altered or incomplete bid forms, or use of substitute forms or documents, shall render the bid non-responsive and subject to rejection. The entire bid package, including the specifications and copies of any addenda issued shall be submitted to the Purchasing Department as THE BID.

All bids must be typed or written in **BLUE/BLACK INK**. Any erasures, strikeover and/or changes to prices shall be initialed by the bidder. Failure to initial shall be cause for rejection of the bid as non-responsive.

All bids shall be signed. Failure to do so shall cause the bid to be rejected as non-responsive.

Where one (1) or more vendor's exact products or typical workmanship is designated as the level of quality desired or equivalent, the Purchasing Manager, after study and review, reserves the right to determine the acceptability of any equivalent offered. The decision, after study and review, shall be final and binding.

If bidding "equivalent" products, specifications, illustrative literature and any deviations shall be submitted with bid. Representative samples shall be submitted upon request, if appropriate.

These specifications are written in a manner to invite open competition. Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive unless the invitation to bid states that only the brand name will be considered for reasons of compatibility, etc.

Only one (1) bid shall be accepted from each bidder. Alternates shall not be accepted unless specifically requested in the bid specifications. Submission of more than one (1) bid or alternates not requested may be grounds for rejection of all bids by the bidder.

The method of delivery of bids is the responsibility of the bidder. All bids shall be received by the Purchasing Department, Hammond City Hall Complex, 310 East Charles Street Hammond,

Louisiana on or before the specified bid opening date and time. Late bids shall not be accepted under ANY circumstances. It is the bidders' sole responsibility to insure that their bid has been delivered and accepted with ample time to meet all specified deadlines.

Liability:

The Contractor at all times during the term of the contract shall maintain and pay for property damage and public liability insurance with limits of at least (\$1,000,000.00) one million dollars inclusive of bodily injury and property damage for any one occurrence.

Prior to commencing work under this contract the Contractor must file with the City a "certificate of insurance" meeting aforementioned requirements with the City of Hammond named insured by added endorsement. All premiums and expense incurred with this insurance shall be paid for by the Contractor.

The Contractor shall assume the defense of and indemnify and save harmless the City and its Officers and Agents from all claims relating to work.

The Contractor shall be responsible for any and all damages or claims for damages or injuries or accidents done or caused by him or his employees, or resulting from the execution of the work, or any operations, or caused by reason of existence or location or condition of facilities or of any materials, supplies, or machinery used thereon or therein, or neglect or omission on his part, or all of the several acts or things required to be done by them, under and by these conditions, and covenants, and agrees to hold the City harmless and indemnified for all such damages and claims for damages.

The Contractor shall indemnify and save harmless the City from and against all losses and all claims, demands, payments, suits, actions, recoveries and judgments of every nature and description made, brought or recovered against the City by reason of any act or omission of the Contractor, his agents or employees, in the execution of his work, including attorney fees.

Worker's Compensation:

The Contractor shall, at all times, pay or cause to be paid, any assessment or compensation required to be paid pursuant to the Worker's Compensation Act.

The Contractor shall, at the time of entering into a Contract with the City, provide satisfactory proof that all assessments or compensation payable to the Worker's Compensation Board have been paid and the City may, at any time during the performance or upon the completion of such Contract require a further declaration such Contract require a further declaration that such assessments or compensations have been paid.

Non-Discrimination:

By Submitting and signing this bid, Bidder certifies that he agrees to adhere to the mandates dictated by title VI and VII of the civil rights act of 1964, as amended; the Vietnam Era Veterans Readjustment Assistance Act of 1974; section 503 of the Rehabilitation act of 1973; section 202 of Executive Order 11246, as amended; and the Americans with Disabilities Act of 1990. Bidder agrees to keep informed of and comply with all Federal, State and Local Laws, Ordinances and Regulations which affect His Employees or Prospective Employees.

As a qualified bidder, I have carefully examined all of the Bidding Documents and have examined the specifications, and I hereby propose to furnish all equipment etc., as called for by the bidding specifications.

Total Bid Amount

Bidder agrees to Furnish All Material/Services F.O.B. Delivered Hammond, La., described by the Bidding Specifications for the sum indicated:

(Amounts shall be shown in words and digits. In case of discrepancy, words shall govern.)

\$ _____

DOLLARS (_____)

Signature of Bidder _____

Company Name _____