



Request for Proposal (RFP)

RFP DESCRIPTION

Fair Haven Community Health Clinic, Inc. (FHCHC), a Federally Qualified Health Center, is seeking proposals to upgrade our current HVAC systems at our 374 Grand Avenue, New Haven, CT site. Current systems are nearing end of service life and we are looking to increase efficiency and reliability.

The project is funded by Grant monies and therefore, may be subject to predetermined disbursement criteria. The successful firm will be expected to provide all services as described within this document through to project completion.

Proposals from women and minority owned businesses are encouraged.

Timeline of the RFP:

Timeline	
03/13/2023	Release of RFP Documents
3/21/2023-3/31/2023	Site Inspection, 374 Grand Avenue, New Haven CT. Bidders can make appointment to tour the site. Contact Janine Davey, Director of Facilities, cell: 781.760.6203 or email: j.davey@fhchc.org
03/29/2023	Deadline for Request for additional information.
04/04/2023	Final Responses to Request for Information issued.
04/21/2023	Proposals must be received by 12:00PM Eastern Time in the Administrative Offices of Fair Haven Community Health Clinic, Inc. 374 Grand Avenue, New Haven, CT 06513 Attention: Nestor Quinones, Procurement Specialist. Or email Nestor Quinones: n.quinones@fhchc.org cc Janine Davey: j.davey@fhchc.org Proposals may be either in hard copy or electronic.
05/08/2023	Anticipated Award of Contract

Scope of Work:

Remove and replace any existing piping and equipment necessary to included units. Furnish and install new equipment and any related materials needed. Make any modifications needed to accommodate the new equipment. Note: any units requiring filters must accommodate up to at least MERV 13.

The work to be done under this division of the specifications include the furnishings of all equipment, supplies, labor, supervision, and all materials not specifically mentioned, ready for use, heating, ventilation, air-conditioning and fire protection equipment and associated items. It is the intention to have all work finished, tested and operational upon completion.



It is also the intent that all mechanical specifications, where specifically mentioned here or not, shall be furnished. All work and materials necessary to fulfill this intent shall be supplied under the mechanical specifications without additional costs to the owner.

Due to cost inflation, please price each per unit, as FHCHC may not be able to do all the units and the number of units we are purchasing can vary depending upon funds available.

Deliverables:

1. All materials, labor and associated costs required to undertake and complete the project must be included in proposals, i.e., demolition, duct work, electrical, trades & equipment and any possible finish work.
2. A project schedule, including start date, installation schedule and anticipated number of days for the actual installation to be completed. Note that the building will be in operation during installation and would intend to stay open to the maximum extent possible during the term of the project.
3. The selected contractor must show evidence of adequate insurance of the types the Owner requires.
4. Note that FHCHC is a not-for-profit entity not subject to State sales tax.
5. Bids should include related electrical, fire suppression and all other trades, as well as the management of those trades, required to provide a complete project.
6. Responsible for demo and removal of all replaced equipment.
7. Evening and weekend work may be required.
8. Secure required permits.

Firm Requirements:

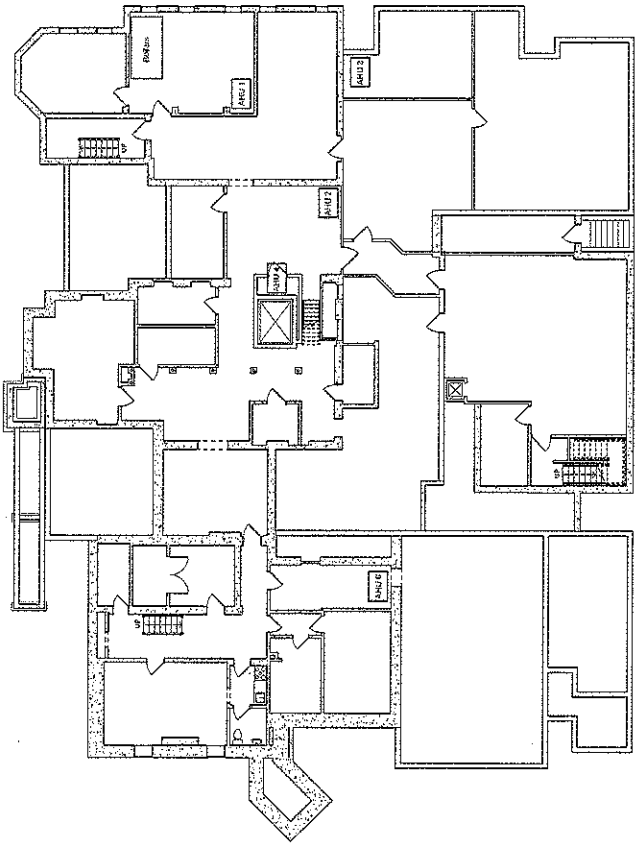
1. The proposal must include a timeline for starting and completing the project if required in the deliverables.
2. Proposed fees must include all costs for the project broken out into reasonable categories, e.g., demolition, electrical, duct work, major equipment, engineering fees, permits, etc.
3. Please quote each individual system separately and provide any possible discounts for multiple units. For example, if five (5) roof top units, provide pricing for each unit and show cost savings if more units are replaced.
4. All final quotes received must show a uniform price for X many units – “from 1 to 5 units at \$XX each. Proposals must be valid for ninety (90) days.
5. The firm is responsible for conducting necessary research, visiting the site and becoming familiar with the organization as necessary to provide an accurate bid. Specifications for current units will be provided during scheduled walk-through. Walk-throughs can be scheduled with Janine Davey (781.760.6203).
6. Contact person at the Clinic to facilitate firm access during bidding and installation is Janine Davey (781.760.6203) j.davey@fhchc.org.
7. The selected firm will be required to enter into a contract with Fair Haven Community Health Clinic, Inc. Additional contract conditions may be required, depending upon the nature and extent of the services to be provided. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate a change or modification to any of the proposed contractual conditions.

RFP General Terms

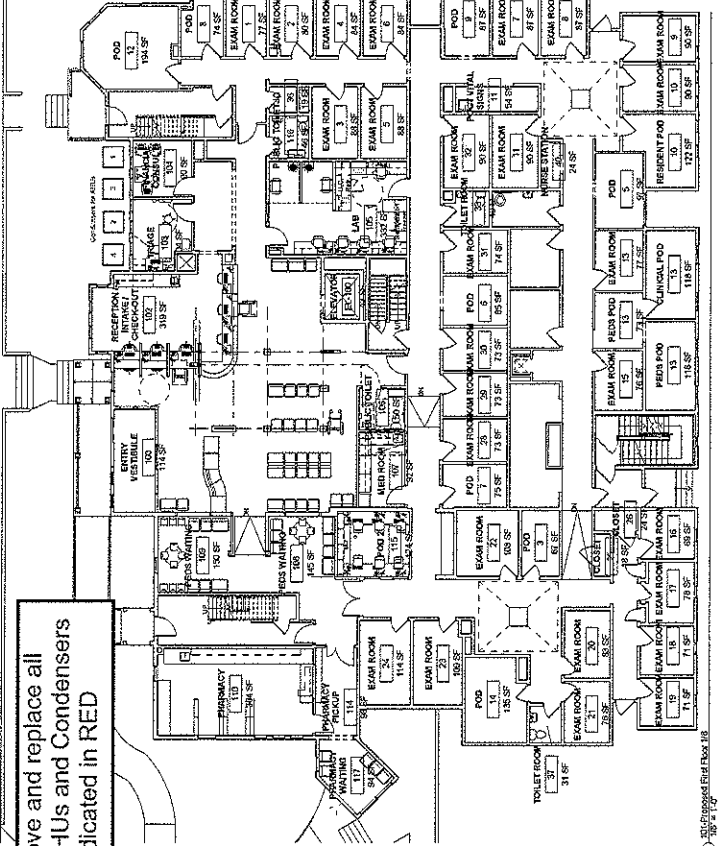


Fair Haven Community Health Care

1. Acceptance of Proposal: Fair Haven Community Health Clinic, Inc. reserves the right to reject any and all proposals and to waive informalities, if, at its discretion, the interests of Fair Haven Community Health Clinic, Inc. will be best served thereby.
2. Fair Haven Community Health Clinic, Inc. reserves the right to accept other than the lowest cost proposal, and to negotiate the specified dollar amount, or any portion of that amount. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate contract changes following the award.
3. If there is any conflict between these documents and the proposal, these documents shall control.
4. Fair Haven Community Health Clinic, Inc. reserves the right to cancel this RFP in writing or postpone the date and time for submitting proposals at any time prior to the proposal due date.
5. No proposer shall have a right to make a claim against Fair Haven Community Health Clinic, Inc. in the event FHCHC accepts a proposal or does not accept any proposals.
6. Nondiscrimination: Vendor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, sex, national origin, sexual preference, disability, age, marital status, or status with regard to public assistance or as veteran.
7. Debarment and Suspension: The Contractor warrants and represents that neither it nor its principals, employees or agents who would perform services under this RFP are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any Federal or State department or agency.

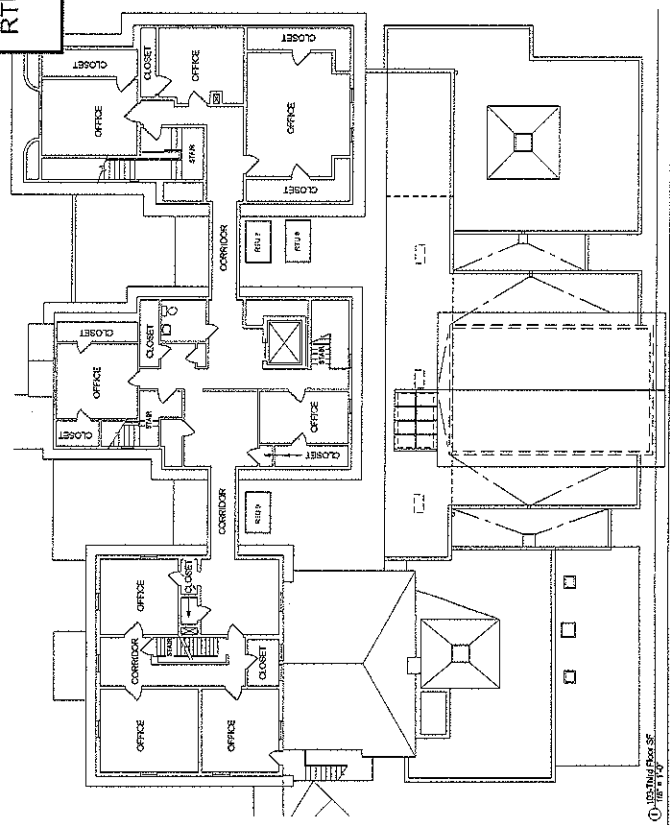


③ Remove and replace all RTUs, AHUs and Condensers indicated in RED

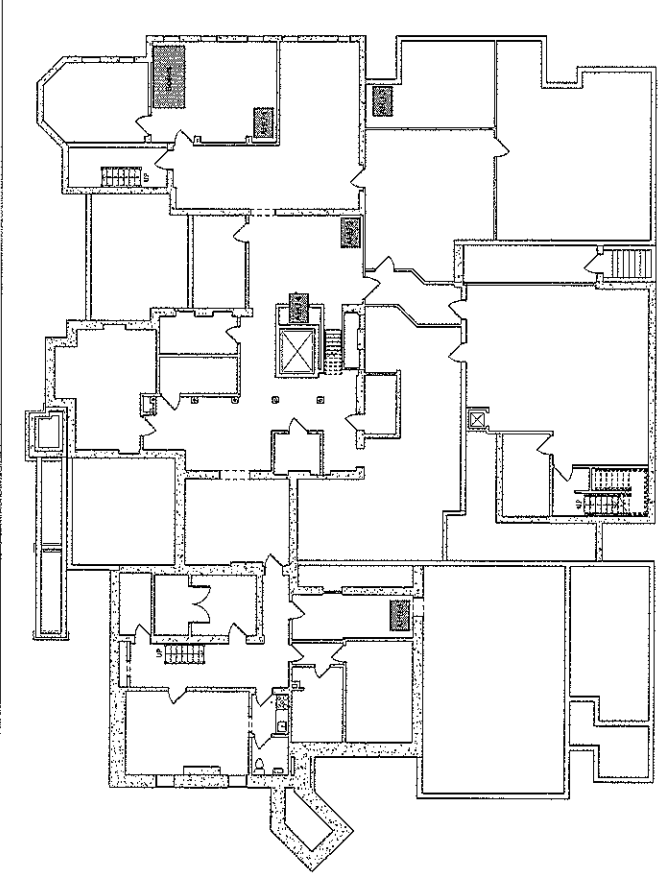


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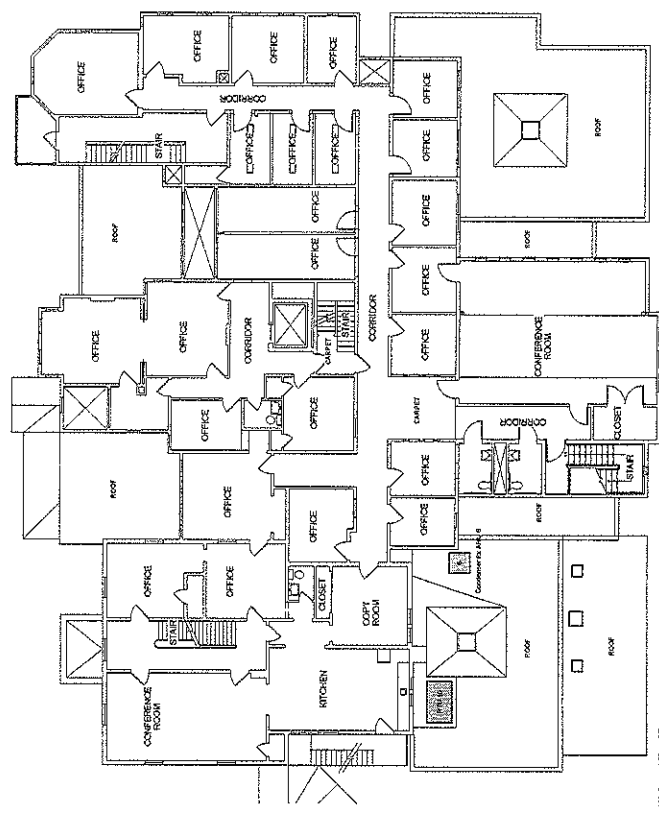
HVAC Equipment Plan - Demolition



① Remove and replace all RTUs, AHUs and Condensers indicated in RED



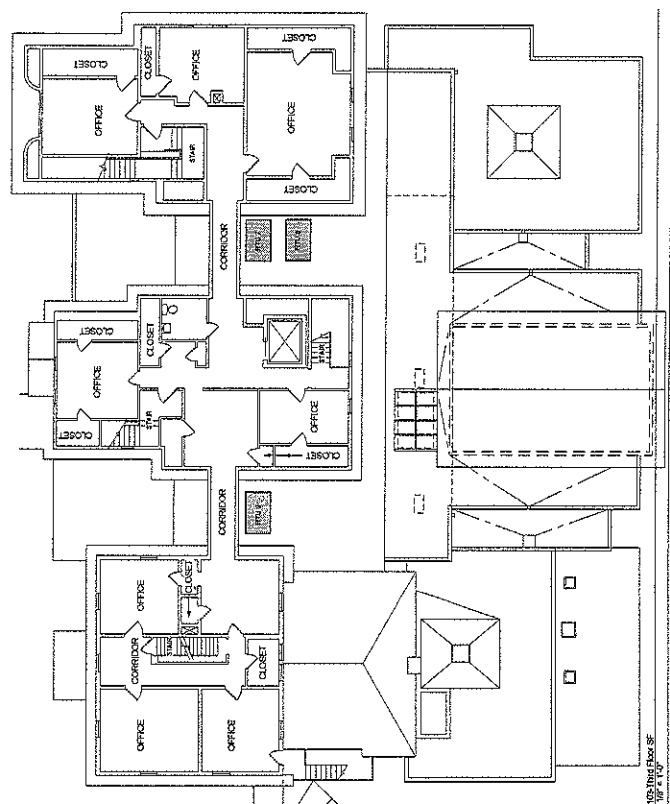
③ Basement SF
 1/8" = 1'-0"



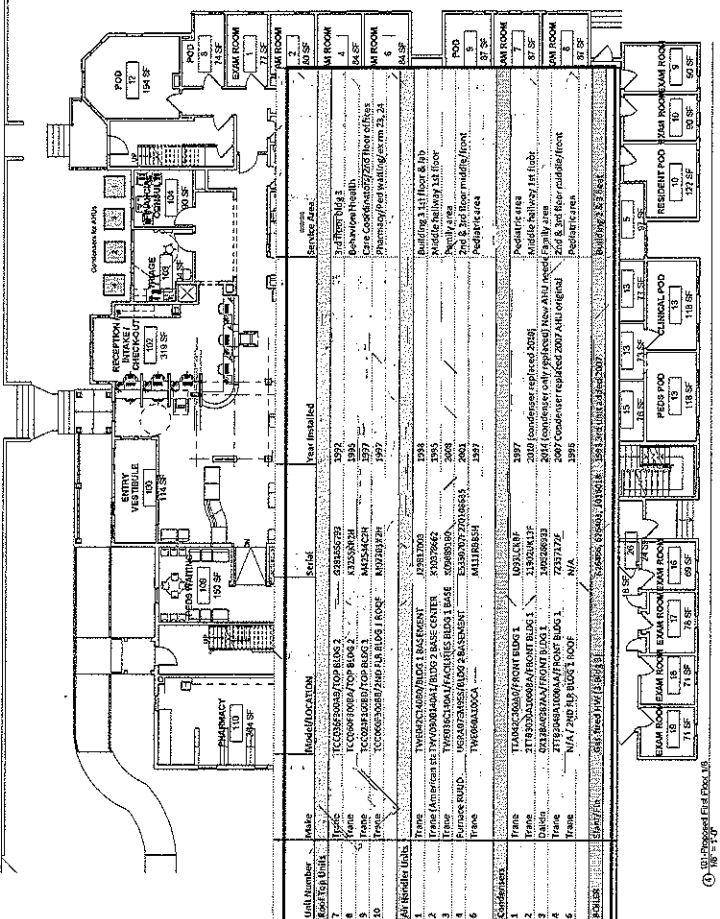
② 1st Floor Office SF
 1/8" = 1'-0"

HVAC Equipment Plan - Replacement

NOT TO SCALE



① 2nd Floor Office SF
 1/8" = 1'-0"



④ 3rd Floor Office SF
 1/8" = 1'-0"

Unit Number	Room/Location	Brand	Year Installed	Notes
7	RECEPTION	TRANE	1978	2000 condenser replaced 2000
8	RECEPTION	TRANE	1978	2000 condenser replaced 2000
9	RECEPTION	TRANE	1978	2000 condenser replaced 2000
10	RECEPTION	TRANE	1978	2000 condenser replaced 2000
11	RECEPTION	TRANE	1978	2000 condenser replaced 2000
12	RECEPTION	TRANE	1978	2000 condenser replaced 2000
13	RECEPTION	TRANE	1978	2000 condenser replaced 2000
14	RECEPTION	TRANE	1978	2000 condenser replaced 2000
15	RECEPTION	TRANE	1978	2000 condenser replaced 2000
16	RECEPTION	TRANE	1978	2000 condenser replaced 2000
17	RECEPTION	TRANE	1978	2000 condenser replaced 2000
18	RECEPTION	TRANE	1978	2000 condenser replaced 2000
19	RECEPTION	TRANE	1978	2000 condenser replaced 2000
20	RECEPTION	TRANE	1978	2000 condenser replaced 2000
21	RECEPTION	TRANE	1978	2000 condenser replaced 2000
22	RECEPTION	TRANE	1978	2000 condenser replaced 2000
23	RECEPTION	TRANE	1978	2000 condenser replaced 2000
24	RECEPTION	TRANE	1978	2000 condenser replaced 2000
25	RECEPTION	TRANE	1978	2000 condenser replaced 2000
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27	RECEPTION	TRANE	1978	2000 condenser replaced 2000
28	RECEPTION	TRANE	1978	2000 condenser replaced 2000
29	RECEPTION	TRANE	1978	2000 condenser replaced 2000
30	RECEPTION	TRANE	1978	2000 condenser replaced 2000
31	RECEPTION	TRANE	1978	2000 condenser replaced 2000
32	RECEPTION	TRANE	1978	2000 condenser replaced 2000
33	RECEPTION	TRANE	1978	2000 condenser replaced 2000
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42	RECEPTION	TRANE	1978	2000 condenser replaced 2000
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44	RECEPTION	TRANE	1978	2000 condenser replaced 2000
45	RECEPTION	TRANE	1978	2000 condenser replaced 2000
46	RECEPTION	TRANE	1978	2000 condenser replaced 2000
47	RECEPTION	TRANE	1978	2000 condenser replaced 2000
48	RECEPTION	TRANE	1978	2000 condenser replaced 2000
49	RECEPTION	TRANE	1978	2000 condenser replaced 2000
50	RECEPTION	TRANE	1978	2000 condenser replaced 2000

SCOPE OF WORK

THE WORK TO BE DONE UNDER THIS DIVISION OF THE SPECIFICATIONS INCLUDE THE FURNISHING OF ALL EQUIPMENT, SUPPLIES, LABOR, SUPERVISION, AND ALL MATERIALS NOT SPECIFICALLY MENTIONED, READY FOR USE, HEATING, VENTILATION, AIR-CONDITIONING AND FIRE PROTECTION EQUIPMENT AND ASSOCIATED ITEMS. IT IS THE INTENTION OF THE SPECIFICATIONS AND DRAWINGS TO CALL FOR FINISHED WORK, TESTED AND READY FOR OPERATION.

IT IS THE INTENT THAT ALL MECHANICAL SPECIFICATIONS, WHERE SPECIFICALLY MENTIONED HERE OR NOT, SHALL BE FURNISHED. ALL WORK AND MATERIALS NECESSARY TO FULFILL THIS INTENT SHALL BE SUPPLIED UNDER THE MECHANICAL SPECIFICATIONS WITHOUT ADDITIONAL COSTS TO THE OWNER.

CODES, RULES, PERMITS AND FEES

THIS CONTRACTOR SHALL GIVE ALL NECESSARY NOTICES, OBTAIN ALL PERMITS, AND PAY ALL STATE AND LOCAL TAXES, FEES AND OTHER COSTS IN CONNECTION WITH HIS WORK. FILE ALL NECESSARY PLANS, PREPARE ALL DOCUMENTS AND OBTAIN ALL NECESSARY APPROVALS OF STATE AND LOCAL DEPARTMENTS HAVING JURISDICTION. OBTAIN ALL REQUIRED CERTIFICATES OF INSPECTION FOR HIS WORK AND DELIVERY OF SAME TO THE OWNER BEFORE REQUEST OF ACCEPTANCE AND FINAL PAYMENT FOR ALL WORK. THIS CONTRACTOR SHALL INCLUDE IN THE WORK WITHOUT EXTRA COSTS TO THE OWNER, ANY LABOR, MATERIALS, SERVICES, APPARATUS, DRAWINGS, (IN ADDITION TO CONTRACT DRAWINGS AND DOCUMENTS). IN ORDER TO COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS WHETHER OR NOT SHOWN ON THE DRAWINGS AND/OR SPECIFIED.

THIS CONTRACTOR SHALL PERFORM AND FILE ALL TESTS IN ACCORDANCE WITH CURRENT REGULATIONS OF THE LOCAL AND STATE AUTHORITIES. HE SHALL FURNISH AND INSTALL SIGNS REQUIRED BY STATE AND LOCAL AUTHORITIES.

ALL MATERIALS FURNISHED AND ALL WORK INSTALLED SHALL COMPLY WITH THE RULES AND RECOMMENDATIONS OF THE NATIONAL BOARD OF FIRE UNDERWRITERS, WITH ALL REQUIREMENTS OF LOCAL UTILITIES COMPANIES WITH THE RECOMMENDATIONS OF THE FIRE INSURANCE RATING ORGANIZATION HAVING JURISDICTION.

REGULATIONS

ALL WORK SHALL BE DONE IN STRICT ACCORDANCE WITH THE CURRENT STATE OF CONNECTICUT BASIC BUILDING CODE. THE CURRENT STATE FIRE SAFETY CODE, ADA, UL, NEMA, OSHA, INTERNATIONAL PLUMBING CODE, AND NFPA, WITH ALL REQUIREMENTS OF ALL GOVERNMENTAL DEPARTMENTS HAVING JURISDICTION. REQUIREMENTS OF THE ABOVE SHALL TAKE PRECEDENCE OVER PLANS AND SPECIFICATIONS.

GUARANTEE AND SERVICE

THE CONTRACTOR SHALL GUARANTEE ALL MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE YEAR FROM THE DATE OF ACCEPTANCE OF INSTALLATION.

IN ADDITION, THE CONTRACTOR SHALL PROVIDE FREE OF CHARGE, ONE YEAR'S MAINTENANCE GUARANTEE OF MAINTAINED SERVICE AND ADJUSTMENT OF ALL EQUIPMENT IN THIS CONTRACT.

DRAWINGS AND INTENT

DRAWINGS ARE INTENDED AS WORKING DRAWINGS FOR GENERAL LAYOUT OF THE VARIOUS ITEMS OF EQUIPMENT. HOWEVER, LAYOUT OF EQUIPMENT, ACCESSORIES, SPECIALTIES, AND PIPING SYSTEMS ARE DIAGRAMMATIC UNLESS SPECIFICALLY DIMENSIONED.

TEMPORARY SERVICES

PRIOR TO PERFORMING WORK REQUIRING INTERRUPTION OF EXISTING SERVICES, THE CONTRACTOR SHALL SECURE FROM THE OWNER, APPROVAL OF THE PROPOSED OPERATION.

RELATED WORK IN OTHER DIVISIONS

ALL CUTTING AND PATCHING, CORE DRILLING, ALL ELECTRICAL WORK, FINISHED PAINTING OF PIPING AND EQUIPMENT.

MEASUREMENTS

ALL MEASUREMENTS TAKEN AT THE BUILDING SHALL TAKE PRECEDENCE OVER SCALE DIMENSIONS. EVERY PART OF THE PLANS SHALL BE FITTED TO THE ACTUAL CONDITIONS AT THE BUILDING. IF IN CONFLICT WITH SCALE DIMENSIONS, CONTACT ARCHITECT FOR CLARIFICATIONS.

PROTECTION OF MATERIALS AND EQUIPMENT

CLOSE PIPE OPENINGS WITH CAPS OR PLUGS DURING INSTALLATION. TIGHTLY COVER AND PROTECT EQUIPMENT AGAINST DIRT, WATER AND CHEMICAL OR MECHANICAL INJURY, AT COMPLETION OF ALL WORK, EXPOSED MATERIALS AND EQUIPMENT SHALL BE THOROUGHLY CLEANED.

DEMOLITION

CONTRACTOR SHALL FURNISH AND INSTALL ALL LABOR, MATERIALS, EQUIPMENT, ETC., REQUIRED TO COMPLETE ALL DEMOLITION WORK NECESSARY FOR THE FULL COMPLETION OF THIS CONTRACT. PROTECT ALL PARTS AND EQUIPMENT THAT ARE TO REMAIN. ASSUME FULL RESPONSIBILITY FOR DAMAGE. ALL ITEMS BEING REMOVED SHALL REMAIN THE PROPERTY OF THE OWNER UNLESS OTHERWISE INDICATED BY HIM. EQUIPMENT AND DEVICES THE OWNER DOES NOT WISH TO RETAIN SHALL BECOME THE PROPERTY OF THIS CONTRACTOR AND REMOVED FROM THE SITE. ALL MATERIAL CHOSEN TO BE RETAINED BY THE OWNER SHALL BE DELIVERED BY THE CONTRACTOR SUCH POINT AS DESIGNATED BY THE OWNER.