

REQUEST FOR QUOTATION (RFQ)

Plumbing and Mechanical System

City Shop Addition

Preston Public Utilities





Preston

PUBLIC UTILITIES

210 Fillmore St., W., P.O. Box 657
Preston, MN 55965

(507) 765-2491 Fax (507) 765-2794

October 17, 2011

TO WHOM IT MAY CONCERN:

The Preston Public Utilities is accepting quotations from qualified firms for the installation of necessary plumbing and mechanical systems for the construction of an addition to the City Shop.

The Preston Public Utilities will make the RFQ available to any interested parties at the following address:

Preston Public Utilities
210 Fillmore Street West
Preston, MN 55965

The RFQ is also published on the following website: www.prestonmn.org . Interested parties are responsible for monitoring the website for information concerning the RFQ and any addenda issued.

The Preston Public Utilities will not accept any quote submittal by facsimile, electronic transmission or any method other than stated in the RFQ.

The Preston Public Utilities reserves the right to cancel or modify this solicitation at any time if it deems, in its sole discretion that such measures are in the Utility's best interest.

The Preston Public Utilities looks forward to reviewing your quote and working with the selected contractor in a successful development of this project.

Sincerely,

Joe Hoffman
City Administrator / Utility General Manager

1. BACKGROUND & PROPOSED PROJECT

The existing City/Utility shop is a shared facility located at 649 Fillmore Street East, Preston, Minnesota. The current facility contains 2,800 sq. ft. of heated space and 3,780 sq. ft. of unheated space. The facility contains a single out-dated bathroom and no office or employee break-room. The Utility is proposing a shop addition to the west that will include 2,000 sq. ft. of heated vehicle storage space and approximately 500 sq. ft. for employee break-room and bathroom facilities. The building will be post-frame construction.

The Utility is acting as general contractor for the project. The Utility will select a materials supplier and contractors for the construction, electrical and mechanical systems.

2. SCOPE OF SERVICES

The contractor shall provide the following services:

- Provide all labor and materials necessary to install plumbing and mechanical systems in the 40'x50' building addition and 16'x30' break room. Work includes, but is not limited to, installation of two new bathrooms, kitchen sink, water heater, water fountain, eyewash station, floor drains in the addition, relocation of existing shop sink and water heater and removal of unnecessary existing plumbing.
- Provide all labor and materials for a natural gas radiant tube heat system for the 40'x50' building addition.
- Provide all labor and materials for a ductless energy star heating/cooling system for the break room.
- Provide all labor and materials necessary to install a state code compliant air exchange or ventilation system in the 40'x50' addition and existing 40'x72' heated shop.
- Provide all required design and engineering for plumbing and mechanical work.

3. QUALIFICATION CONTENT REQUIREMENTS

The proposal will include the following items:

- Fee based on scope of project.
- List of previous experience with this type of building project.

Following award of work, contractor must provide proof of insurance (liability/property damage, workers comp and unemployment)

4. ANTICIPATED SCHEDULE

Proposal submittal - November 7, 2011

Selection of contractor – November 8, 2011

Project Start Date – Anytime after November 8, 2011

5. PROPOSAL REQUIREMENTS

Proposals must be submitted on hard copies. Two (2) copies must be submitted to The Preston Public Utilities, in care of Joe Hoffman, City Administrator, PO Box 657, 210 Fillmore Street West, Preston, MN 55965.

Submittals must be received by 10:30 a.m., Monday, November 7, 2011.