



## **Request for Bid**

The Coffee County Board of Education (CCBOE) is soliciting bids for one or more HVAC units for the Coffee County School System.

**Sealed bids are due on or before September 29th, 2022 at 2:00 p.m., and will be opened at that date and time at the Coffee County Board of Education, 400 Reddoch Hill Road, Elba, AL 36323.**

### **Objective:**

The Coffee County Board of Education intends to acquire one or more air conditioning units to replace inoperable units at the Board's local school campuses. The Vendor's responsibility is to bid any additional items they deem necessary if not covered in the enclosed specifications.

### **Requirements for Bid:**

All bids shall be placed in a sealed envelope along with the clearly identified bid title, name of the bidder, and date of bid opening on the outside of the envelope.

Bidders shall complete CCBOE's bid form to indicate unit and total pricing for each item. The lowest bidder shall be selected based upon the grand total of the extended values listed on the bid form.

It is the bidder's responsibility to ensure that bids are received prior to the 2:00 p.m. bid closing time, as late bids shall not be accepted. Any bid received after the required time and date specified for receipt shall be considered late and non-responsive. Such late bids shall not be evaluated.

Firm prices shall be bid and include all packing, handling, shipping charges, delivery to the destination shown, and installation.

The Coffee County Board of Education is tax exempt from all taxes as found in the Code of Alabama 1975, section 40-23-4(a)(11). This statement is in no way to be construed as relieving the seller or contractor from their tax obligation.

**BID DUE: 2:00 p.m., Thursday, September 29, 2022**

Alabama laws require that, as a condition for the award of a contract by a school board to a business entity or employer with one or more employees working in Alabama, the business entity or employer must provide enrollment documentation in the E-Verify program. **To adhere to the Alabama Immigration Law, the contractor's E-Verify Memorandum of Understanding must be included with the bid.**

**Awarding of Bid:**

CCBOE reserves the right to award or reject bids in part or in whole, and on any basis, it deems to be in the best interest of the school system. CCBOE further reserves the right to waive any technical errors if, in CCBOE's best judgment, the best interests of CCBOE will thereby be promoted.

The bid awards shall be made to the lowest and most responsible bidder taking into consideration the quality of the services to be provided, their conformity with specifications, the purposes for which required and the terms of service, local vendor preferences, and other factors allowed for by the state bid law section 16-13 of the Alabama Code 1975.

All bids shall remain in effect and be irrevocable for 90 days following the established contract date. All bids become the property of CCBOE, and information included in or attached to the bids shall become public records.

**Bid Submission:**

All bids should be submitted to the following on or before 2:00 p.m. on Thursday, September 29th, 2022:

Mr. DeWayne Hamilton, Facilities Coordinator  
Coffee County Board of Education  
400 Reddoch Hill Rd.  
Elba, AL 36323

**Bid Specifications:**

**(1) 15-TON HVAC PACKAGE UNIT:**

**PACKAGE GAS HEAT**

- Voltage 208-230/3/60
- 15 tons-2 stage cooling
- LP Conversion Kit
- Built-in air purification system
- Manual outside air damper
- Set on existing concrete slab
- Adapt to existing ductwork
- Using existing WiFi controls

***AND/OR***

**PACKAGE HEAT PUMP**

- Voltage 208-230/3/60
- 15 tons-2 stage cooling
- Built-in air purification system
- Manual outside air damper
- Set on existing concrete slab
- Adapt to existing ductwork
- Using existing WiFi controls
- 25 KW auxiliary heat

**(2) 10-TON HVAC PACKAGE UNIT:**

**PACKAGE STRAIGHT COOL**

- Voltage 460/3/60
- 10 tons-2 stage cooling
- Built-in air purification system
- Manual outside air damper
- Set on existing concrete slab
- Adapt to existing ductwork
- Using existing WiFi controls

**Vendors who intend to submit a bid are responsible for contacting Mr. DeWayne Hamilton at (334) 554-0002 with any questions.**

**BID DUE: 2:00 p.m., Thursday, September 29, 2022**



## COFFEE COUNTY BOARD OF EDUCATION

### BID PROPOSAL FORM



Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Make/Model HVAC Unit: \_\_\_\_\_

Estimated delivery date: \_\_\_\_\_

Company Representative: Printed Name \_\_\_\_\_

Signature: \_\_\_\_\_

BID PRICE FOR 15-TON (GAS HEAT) HVAC UNIT = \$\_\_\_\_\_ (Per Unit, Installed)

BID PRICE FOR 15-TON (HEAT PUMP) HVAC UNIT = \$\_\_\_\_\_ (Per Unit, Installed)

BID PRICE FOR 10-TON HVAC PACKAGE UNIT = \$\_\_\_\_\_ (Per Unit, Installed)

### THIS IS YOUR CONTRACT WITH THE COFFEE COUNTY BOARD OF EDUCATION

The Superintendent hereby executes this bid: \_\_\_\_\_

Superintendent of Education

Date

### ***FOR OFFICE USE ONLY***

Items received:

- ☐ Bid Proposal Form
- ☐ E-Verify Memorandum of Understanding

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