

# Request for Quotes for Replacement of Rooftop HVAC System at Turner Hall

## Instructions & General Information

The City of Galena is requesting quotes for the replacement of the rooftop HVAC system at Turner Hall as detailed below and also available on the city website: [www.cityofgalena.org](http://www.cityofgalena.org) under Departments/Engineering/Bid Documents.

## Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest versions of the International Building Code, Standard General Conditions of the Construction Contract and City Specifications.

## Conditions

1. All work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed work until:  
**10:00 AM, Tuesday, Dec. 5, 2023.**
4. The City of Galena will make payment within thirty (30) days after acceptance of the work. The City of Galena reserves the right to reject any or all quotes.
5. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
6. Questions concerning the project or arranging a site visit with City Staff should be directed to: Hillary Dickerson at 815-777-1050 or [hdickerson@cityofgalena.org](mailto:hdickerson@cityofgalena.org).
7. **Work to be completed by June 30, 2024.**

**Note: Turner Hall is rented for events; work must be scheduled and completed between events.** As of Nov. 7, 2023, the following reservations exist: Jan. 12 (evening), Jan. 31 (evening), March 9, March 18-19, March 23, March 31-April 21\*, April 24-27, May 1 (evening), May 3-4, May 11, May 24, June 9, June 14-16, June 27-30.

\*March 31-April 21—During this time, the Galena High School Drama Club will be set up for their spring production. We will have daytime working hours available.

**Please advise of any concerns regarding scheduling or completing the work prior to June 30, 2024.**

## Specifications

1. Remove the existing two 40-ton Trane RTUs.
2. Replace with complete installation of one standard commercial 50-ton RTU Trane Voyager 3.
3. Unit should have the following features: Single-zone variable air volume (VAV) to modulate the airflow and cooling or heating capacity to match the temperature or humidity requirements of the space; modulating gas heat to closely match the heating output to the airflow demand; Demand Control Ventilation; ultraviolet lights to add to all cooling coils.

- Contractor is responsible for labor costs, all electrical connections, and all equipment, including crane, to remove old units and install new unit.

**General**

- Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
- Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.
- Contractor will list any and all subcontractors and their project roles.

**Attached Drawings include:** None

**Contractor to complete specified work at following prices:**

| <b>TABLE OF QUANTITIES</b>                         |   |                 |                     |                  |
|--|---|-----------------|---------------------|------------------|
| <b>#</b>   | <b>ITEM</b>   | <b>QUANTITY</b> | <b>UNIT COST \$</b> | <b>AMOUNT \$</b> |
| 1  | Standard commercial RTU Trane Voyager 3 50-ton with casing construction single wall with foil-faced fiberglass insulation on the interior. The unit should have the following features: Single-zone variable air volume (VAV) to modulate the airflow and cooling or heating capacity to match the temperature or humidity requirements of the space; modulating gas heat to closely match the heating output to the airflow demand; Demand Control Ventilation; ultraviolet lights to add to all cooling coils. Contractor is responsible for labor costs, all electrical connections, and all equipment, including crane, to remove old units and install new unit. | 1               |                     |                  |
| <b>TOTAL BID</b>                                   |   |                 |                     |                  |
| <b>Expected number of days to complete project</b> |   |                 |                     |                  |
| <b>Alternates</b>                                  |   |                 |                     |                  |
| A  | Premium RTU 40-ton Trane Horizon with a built-in energy recovery ventilator. Same features as described in base bid. Contractor is responsible for labor costs, all electrical connections, and all   | 1               |                     |                  |

|  |   |   |  |  |
|--|---|---|--|--|
|  | equipment, including crane, to remove old units and install new unit.   |   |  |  |
| B  | Add a low return to the system to reduce the amount of stratification in the hall, routing the return duct from the roof to the main level with the accompanying chase to enclose the duct. | 1 |  |  |
| <b>TOTAL ALTERNATES</b>                            |   |   |  |  |
| <b>Expected number of days to complete project</b> |   |   |  |  |

All work to be completed in accordance with specifications described in this request for quotes.

**The contractor is advised to visit the site to view the proposed work to determine the extent and nature of the listed work items.**

Respectfully submitted:

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

APPROVED BY CITY OF GALENA

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date