



Request for Proposal

RFP Ref. Fitness Room Tenant Improvement

Sun City Fire and Medical Department
Fire Administration
18602 N. 99th Ave
Sun City, Arizona 85373

Telephone 623-974-2321

Fax 623-972-1996

www.scfmd.az.gov

Due Date

All requested documentation must be received electronically (PDF format)
on or before
November 2, 2020

**PROPOSALS DELIVERED AFTER THE DUE DATE WILL NOT BE
ACCEPTED. IT IS THE
RESPONDENT'S RESPONSIBILITY TO ENSURE TIMELY DELIVERY
OF THEIR PROPOSAL.**

I. Invitation

The Sun City Fire and Medical Department is seeking proposals from Contractors for an addition of a physical fitness facility in a current structure (blueprints available on written request).

Station Location Address.
17017 N. 99th Ave
Sun City, Arizona 85373

II. Project Description

This project is a tenant improvement consisting of conversion of existing non climatized shell space to climatize space to accommodate a physical fitness space, project name Fitness Room Tenant Improvement. Electronic Blueprints are available written on request. Complete details of the project are outlined in the project blueprints.

Overview

1. Demolition to include removal of existing roll up door, creation of new access point thru CMU wall from interior of structure, removal of bifold door to create hall access.

(reference Detail 2, sheet A1.1)

2. Remove existing electrical, conduit and light fixtures. (For light demolition plan reference: Sheet E1.1.)

3. Saw cut of existing CMU wall to create 4 openings for glass block windows. (Reference detail 5, sheet A1.1 for location and dimension in addition reference east elevation A2.1 for location and dimension)

4. CMU infill of existing bay door opening to accommodate pair of aluminum tempered glass doors. (Reference A1.1, S1.1)

5. Install all electrical circuits and conduit fixtures and general receptacles. (Reference E1.1)

6. Installation of new heat pump and required equipment. Reference M2.1 Detail 1

7. Furr out existing CMU walls with 2 ½ channel insulation, 5/8 drywall. (Reference sheet A1.1)
8. Install acoustic ceiling and grid to match existing. (Reference sheet A1.1)
9. Paint interior drywall surfaces eggshell /satin finish on all walls to include access hallway, paint must be specified line or higher grade (Sherwin-Williams, Dunn Edwards or higher line). Paint shall not be watered down. Color to be determined.
10. Exterior painting of CMU infill stucco at old bay door opening, color to be determined. (Reference A2.1)
11. Please reference Addendum A for electrical revisions regarding equipment layout.
12. Contractor to apply for permit on inspection.

Items To Be Omitted From Blueprints Details

1. HVAC balance referenced on sheet M2.1, Omit detail #2
2. HP8 referenced on M3.1 to be added, omit additional units shown for replacement.

III. SELECTION PROCESS

Proposals received prior to the deadline will be reviewed by staff to determine if all solicitation requirements and terms have been met. Qualified proposals will be presented to the Sun City Fire and Medical Governing Board for review and approval at a designated public meeting. Staff will make a recommendation to the Governing Board based on a review of all proposals received.

Proposals should include and will be evaluated on the following criteria:

Company Experience –

- Describe and list your company's experience with similar projects in the past 5 years, including projected cost analysis samples of your firms estimated and/or actual costs.
- How successful is the general history of your company in completing similar projects on time and within budget?
- Is your company a licensed Arizona contractor? If so, what is your RoC license number?
- Is your company bonded or insured against claims arising from work like the project?
- Describe your company's policies for handling novel coronavirus on job sites in circumstances where the owner's workforce will be present in the vicinity of the work.

Key Personnel –

- List all proposed key personnel who will be performing services under the contract.
- Identify key personnel special competencies and qualifications that will be valuable in completing the projects. If your company is licensed, will the qualifying party be on the job site daily until the project is completed?
- If a subcontractor will perform all or a portion of the work on the project, include and provide full details as indicated above.

References –

- Provide three (3) references to similar projects completed by your company in the State of Arizona.
- These references should include contact information for verification of project and customer satisfaction.

IV. SUBMITTAL REQUIREMENTS

All proposals shall be submitted electronically to:

Sherry Hood Neeley, Battalion Chief
Sun City Fire and Medical Department
18602 N. 99th Ave
Sun City, Arizona 85373
RE: RFP: Apparatus bay replacement
Email at: hood@scfmd.az.gov

Submittals must be received electronically (PDF format) on or before November 2, 2020 5 pm.

It is the responsibility of the Consultant to ensure the proposal arrives before the time and date stated above. The Sun City Fire and Medical Department has the right (a) to reject any and all submissions deemed to be incomplete, non-responsive or not meeting the Sun City Fire and Medical Department's needs for this project, (b) to waive any deficiencies, and (c) to accept the proposal deemed most advantageous to the best interest of the Sun City Fire and Medical Department and its customers.

All costs incurred in the preparation and presentation of a proposal in any way whatsoever shall be wholly absorbed by the Consultant submitting the proposal. Upon submittal, the proposal and all supporting documentation shall become the property of the Sun City Fire and Medical Department and will constitute a public record.

Statements and modifications received after the closing time specified will not be accepted. Facsimiles of statements will not be accepted.

Proposals must remain valid for 60 days after their submission dates.

VI. CONTACT, QUESTIONS AND BLUEPRINT REQUEST

Electronic blueprints are available on request. All questions or requests regarding this solicitation must be submitted in writing to Sherry Hood Neeley, Battalion Chief (hood@scfmd.az.gov) no later than November 2, 2020 by 5 pm. All questions and answers will be posted to <http://www.scfmd.az.gov>, under the **Resource Management Division** tab.