

Request for Quote

This Request for Quote is the official notice of needed professional services by the West Lafayette Board of Public Works and Safety (the "Board").

Board is requesting quotes for providing the Purchase of Equipment and Professional Services to Replace the Riverside Skating Center Cooling Floor, per the provided Specifications. Any required permits will be provided by the owner.

The Contractor shall be responsible for the coordination of all work with the West Lafayette Parks and Recreation Department.

To be considered, quotes need to be submitted on the enclosed Quote Sheet to Clerk-Treasurer, City of West Lafayette, 609 W. Navajo St., West Lafayette, IN 47906 before 8:30 am, local time, on August 31, 2009. Quotes should be submitted in a sealed envelope identified by "Services to Replace the Riverside Skating Center Cooling Floor" on the outside of the envelope.

Quotes will be taken under consideration for the issuance of a purchase order to the most responsive and responsible firm which provides a quote most advantageous to Board.

Any questions concerning this Request for Quote should be directed to: Lee Booth, Parks Director, West Lafayette Parks and Recreation, (765)775-5125, lbooth@westlafayette.in.gov or Joe Payne, Superintendent, West Lafayette Parks and Recreation, (765)775-5110, jpayne@westlafayette.in.gov.

Specifications for the Purchase of Equipment and Professional Services to Replace the Riverside Skating Center Cooling Floor

General Requirements:

To provide a modular cooling floor system to replace the failed cooling slab at Riverside Skating Center, with the replacement system to work with the existing refrigeration and railing system to allow proper mobilization of the facility for the ice skating season.

Required Timing:

The installation of the new modular cooling floor system and the completion of ice-make, ready for public opening, shall be during any period of seven (7) consecutive days in November, 2009 and no later than November 25, 2009.

Equipment and Professional Services to be provided by Supplier:

1. Professional supervision of the final draining and air-pressure-out of as much of the existing cooling slab's glycol as possible for collection within empty drums.
2. The splicing-in of two (2) new Sch80PVC butterfly valves (6") at the most reasonable point of the existing system, on which to field-connect a "center-feed" portable, modular rink header system; additional Sch80PVC 6" to 4" piping section to allow header to system to "T" at this location.
3. The Icemat-2 portable, modular cooling grid system, sized 120.5' x 74', "side-feed" header along one side of rink; under "end" dasher 3" each end; u-bends under the non-header side of rink; measure to the "outside" of the rear header. Final rink size to conform to existing 120' x 70' rink, with 20'0" radius corners on u-bend to be custom fabricated (final cut and clamp on jobsite for radius sections) to match existing dashers.
4. U.V.-treatment for the above tubing, for use in direct sun.
5. Propylene glycol charge for mat system and headers only; assumes that all of the existing mechanical room area and underground transmission piping shall be full of glycol. Twelve (12)-drums, to allow 35%-mix, with reserve quantity.
6. Empty poly drums (12) for off-season storage of rink-floor glycol.
7. Three-year limited warranty; material replacement only.
8. Poly spacer block (1-1/4"Hx4"Wx6"L) to lift existing dasher system to allow piping to pass-under.
9. Professional supervisors (2) for a maximum four (4)-day period, with work planned within that time to assemble the entire ring grid system above, supervise fill and air-out the existing system and new portable system,

- supervise the remounting of the dasher board system, glycol-fill of the new rink system, assist Customer with start-up of existing chiller, and provide general consultation and direction of the making of the base ice-sheet.
10. Insurance coverage per the attached Insurance Requirements.
 11. All travel (airfare, auto transportation, meal) expenses for out-of-town personnel.
 12. All transportation and freight, delivered to West Lafayette, IN.

Payment Terms:

Payment terms may be in installments of: 35% to initiate the custom manufacture of the floor system and provide a retainer for professional services, 30% upon completion of manufacture, 30% prior to shipment, and 5% upon complete assembly of the equipment. Invoices may be submitted for each installment for prompt processing of payment through the issued purchase order.

Responsibilities of West Lafayette Parks & Recreation:

1. The drilling of holes through the bottom tube of the existing dasher boards (only on the "u-bend" side of the rink), each hole being three (3)-inches on center, and the fabrication of a pin to act as an anchor for the u-bends of the new modular cooling floor. This work shall be completed prior to the Supplier's arrival on the jobsite.
2. Empty drums to collect any remaining glycol collected from the existing cooling slab.
3. A 1 ½ ton all-terrain forklift, or acceptable equivalent, required to off-load and move the equipment at the jobsite.
4. Any and all safety equipment required for general public safety on or about the jobsite during the installation phase.
5. Identified parking in close proximity to the rink for Supplier's personnel.
6. Labor and supervision to move and roll-out the new Icemat-2 floor system and assist the Supplier with the installation of the new valves and piping connections and with other manual labor in relation to the mobilization of the complete rink system.
7. The re-commissioning of the existing refrigeration system, including testing and start-up, to allow continuous work to mobilize the complete rink system in the most-timely manner to allow ice-making at the earliest time possible following the delivery of the new rink components.
8. Understanding and agreement that the work stated above, including the ice-making phase, may require after-hours and/or overnight work.

Additional Information: Lee Booth, Parks Director, West Lafayette Parks and Recreation, (765)775-5125, lbooth@westlafayette.in.gov.

Insurance Requirements

The following insurance requirements are provided by MBAH Insurance, on behalf of the West Lafayette Board of Parks and Recreation (the "Board") and the City of West Lafayette.

Commercial General Liability (Occurrence Form):

Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate	\$2,000,000
General Aggregate (other than Prod/Comp Ops Liability)	\$2,000,000
Personal & Advertising Injury Liability	\$1,000,000

- Name Board and the City of West Lafayette as an Additional Insured.
- Coverage shall be subject to a per project or vendor general aggregate provision naming all jobs performed by subcontractor if applicable.
- The insurance will be considered Primary and Noncontributory in relation to any other applicable coverage.
- Include Waiver of Subrogation in favor of Board and the City of West Lafayette

Automobile Liability:

Combined Single Limit	\$1,000,000
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- Name Board and the City of West Lafayette as an Additional Insured.
- If subcontractor at any time transports hazardous materials, subcontractor shall carry appropriate auto pollution coverage.
- Include Hired and Non-Owned auto liability coverage
- Include Waiver of Subrogation in favor of Board and the City of West Lafayette

Workers Compensation and Employer's Liability:

Workers Compensation	State Statutory Limits
Employer's Liability	
Bodily Injury by Accident	\$100,000 Each Accident
Bodily Injury by Disease	\$500,000 Policy Limit
Bodily Injury by Disease	\$100,000 Each Employee

- Include Waiver of Subrogation in favor of Board and the City of West Lafayette

Umbrella Liability:

Each Occurrence and Aggregate	\$1,000,000
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Professional Liability (Applicable for Professional Services rendered):

- All subcontractors performing design, engineering, surveying, testing, or other professional services shall carry professional liability (Errors and Omissions) insurance. This policy shall provide at least \$1,000,000 for each occurrence and \$2,000,000 aggregate.

All coverages must be placed with an insurance company with an A.M. Best rating of A-:VII or better.

Additional Insured must be listed using the following language:

_____, its subsidiaries, affiliates, directors, officers, and employees as Additional Insureds for all liability arising out of the operations by or on behalf of the named insured in the performance of the agreement.

Questions about Insurance Requirements may be directed to MBAH, attention of John Willis at jwillis@mbah.com or 765-423-5421.

Purchase of Equipment and Professional Services to
Replace the Riverside Skating Center Cooling Floor

QUOTE SHEET

The Contractor will be responsible for providing the Purchase of Equipment and Professional Services to Replace the Riverside Skating Center Cooling Floor, per the provided Specifications.

TOTAL LUMP SUM COST:

\$ _____

CONTRACTOR'S NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____ PHONE #: _____