

Loleta Elementary School District REQUEST FOR QUOTES

Project Name: AB841 SRVEVR Carbon Dioxide Monitor Installation

Project Description: Provide and install Carbon Dioxide (CO2) monitors in 14 classrooms at Loleta Elementary School

Contacts: Patricia Terry, Project Manager Autumn Chapman, Superintendent
pterry@redwoodenergy.org achapman@loleta.org
(707) 382-2098 (707) 733-5705

Schedule: **Issue Date:** April 1, 2021
 Optional site visit: Schedule with the District
 Quotes Due: **By 5:00 pm, April 8, 2021**
 Anticipated Award Date: Contingent on funding
 Installation start: Schedule with the District
 Installation Complete: By August 1, 2021

Quotes should be submitted by email to:

Patricia Terry, Project Manager
Redwood Coast Energy Authority
pterry@redwoodenergy.org

With the expected project cost below \$15,000, vendor selection for this project will be based on “best value.” The Best Value selection criteria include completeness and adherence to the requirements of this Request for Quotes, contractor qualifications and past similar experience, proposed product quality and features, and price proposal.

Minority, women, and disabled veteran contractors are encouraged to submit quotes. This project is not subject to Disabled Veteran Business Enterprise requirements. With the work scheduled during a school break, contractor fingerprint certification is not required.

A copy of the contract is available upon request. Contractors and subcontractors performing work on District public works contracts shall pay prevailing wages as determined by the Department of Industrial Relations (DIR) and must be registered with the DIR to perform Public Works.

The District reserves the right to postpone selection for its own convenience, to withdraw this Request for Quotes at any time, and to reject any and all submittals without indicating any reason for such rejection. Submitted quotes become the property of the District.

Insurance Requirements (summary only - see contract for full requirements):

General Liability: \$1 million combined single limit personal injury and property damage for each occurrence and \$2 million annual aggregate; or \$2 million annual combined single limit

Builders Risk: Not required

Automotive: Covering bodily injury and property damage in an amount no less than \$1 million combined single limit for each occurrence.

Certificates for the insurance policies must be provided naming the District as additional insured. See contract for details.

Proof of Workers' Compensation insurance and employer's liability of at least \$1 million is required.

Bond Requirements: With the expected contract value less than \$15,000, there is no requirement for performance and payment bonds.

Bid Security: With a contract value less than \$15,000, only informal quotes are being requested; therefore no bid security (e.g., 10% cashier's check or bid bond) is required.

Quote Submittals: Quotes should be good for at least 30 days from the date of submittal. Prices must be quoted F.O.B. Loleta Elementary School.

After a contractor is selected by the District and the Notice of Award is issued, failure to deliver the executed contract along with the required bonds and certificates of insurance (subject to review by the District's Risk Manager) in a timely manner (e.g., 10 days) may result in cancellation of the award of contract and selection of another contractor to perform the work.

Skilled and Trained Workforce Requirement: All repair, upgrade, replacement, or other technical work completed must be performed by a Skilled and Trained Workforce, which has the same meaning as in Section 2601 of the Public Contract Code.

SCOPE OF WORK

Loleta Elementary School District ("District") is soliciting bids from licensed and qualified contractors for the following scope of work at the Loleta Elementary School in Loleta, CA.

The selected contractor will:

Provide all equipment, labor, and material for a complete project. Include all site work, disposal, and applicable fees and taxes.

1. Install CO2 monitors to meet the requirements of the School Reopening Ventilation Energy Efficiency Verification and Repair Program ("SRVEVR") grant:
 - a. The monitor is hard-wired or plugged-in and mounted to the wall between three and six feet above the floor and at least five feet away from the door and operable windows.
 - b. The monitor displays the carbon dioxide readings to the teacher through a display on the device or other means such as a web-based application or cellular phone application.
 - c. The monitor provides a notification through a visual indicator on the monitor, such as an indicator light or other alert system, such as an electronic mail, text, or cellular telephone application, when the carbon dioxide levels in the classroom have exceeded 1,100 ppm.
 - d. The monitor maintains a record of previous data that includes at least the maximum carbon dioxide concentration measured.
 - e. The monitor has a range of 400 ppm to 2,000 ppm or greater.
 - f. The monitor is certified by the manufacturer to be accurate within 75 ppm at 1,000 ppm carbon dioxide concentration and is certified by the manufacturer to require calibration no more frequently than once every five years.

2. verify operations of, including Wi-Fi enabled notifications and controls.
3. Coordinate with District's design professional to ensure CO2 monitors meet DSA requirements for accessibility in accordance with BU 21-01. "DSA recommends the installation of CO2 monitors that are hard-wired or integrated into the Energy Management Control System, as appropriate, since the plug-in variety of CO2 monitors in new construction or alterations may not meet compliance with regulatory requirements in future editions of the CALGreen Code and Energy Code."
4. Provide staff training on CO2 monitor operations.