



Lake Tahoe Unified School District  
Facilities Department  
Request for Proposal

SCOPE OF WORK: REPLACEMENT OF WALKIN COOLER/FREEZER UNIT

LOCATION: Al Tahoe Learning Center  
1100 Lyons Ave, South Lake Tahoe, CA 96150

**PROPOSED TIMELINE**

|                             |                              |
|-----------------------------|------------------------------|
| RFP Issued                  | 05/25/2018                   |
| Mandatory Project Walk-thru | 06/11/2018 at 9:30 a.m. PST  |
| Proposals Due               | 06/25/2018 by 10:00 a.m. PST |
| Review and Evaluation       | 06/25/2018                   |
| Notification of Award       | 06/27/2018                   |
| Performance of Job          | 07/02/2018 – 08/24/2018      |

**REQUIRED SPECIFICATON TO THE REQUEST FOR PROPOSAL**

This document and all appendices are considered part of the required specifications to RFP. Lake Tahoe Unified School District reserves the right to modify any part of the document at its discretion.

**ADHERENCE TO THE LAW**

All phases of this solicitation shall be in accordance with applicable state and federal laws, even where not expressly stated herein, including conditions imposed by funding sources. The bidder agrees to satisfy any such requirements.

## **RFP SUBMISSION**

### SOLICITATION-SPECIFIC RFP COMPONENTS

Each proposal submitted pursuant to this Request for Proposal (RFP) shall include at a minimum the following, as further established in this RFP. These instructions describe the format for bidding on this RFP. To provide the evaluation committee with a clear and complete request for proposal, the bidder shall follow this outline. This information will be considered the minimum amount necessary for a complete proposal. Additionally, proposals that repeat the language of this RFP without further development will be considered nonresponsive.

Bidders must include detailed specifications of the services to be provided.

Lake Tahoe Unified School District is seeking to replace the existing walkin cooler/freezer combo unit at Sierra House Elementary School. Scope of work includes removal and disposal of existing combo walkin cooler and freezer. Install new combo pass through style walkin unit with new refrigeration equipment for cooler and freezer (R448A).

- Vendor will provide new Custom Cooler (or approved equal) walkin with cooler/freezer per plans and layout.
- Completely 100% foamed –in- place urethane insulated panels are to be provided.
- Walkin should have locks and keys furnished. Door handles area also provided with an interior safety release to prevent entrapment
- The exterior cooler door should have a 14” x 14” port window.
- Doors shall be equipped with NSF approved PVC accordion-type magnetic gasket and adjustable double sweep to insure seal around door perimeter.
- All ceiling of walkins must be NSF approved finish (galvanized aluminum).
- Walkin shelving to be 4 tier epoxy coated corrosion-resistant finish with Microban antimicrobial protection, NSF with lift-off polymer shelf mats.
- One year parts warranty, seven year warranty on Microban epoxy.
- Exterior finish on box will be primer, ready for painting.
- The Walkin should have a reach-in glass door: 30 X 79" manufactured by Anthony Doors Model 41ELT with LED lights, 3 pane heated glass with energy controller (or approved equal) on the side of the freezer section (see drawings).

### **Building permits and Environmental Health department permits will be secured by the District**

Before a proposal is considered for award, the bidder may be requested by the Review Committee or the School Board to provide additional information or clarification to a question or concern.

## **SELECTION**

Unless canceled or rejected, a Review Committee will review the RFP proposals based on the below mentioned weighted criteria. The Review Committee will make a recommendation to the

Lake Tahoe Unified School District Board for approval. The School Board and Review Committee reserve the right to conduct competition negotiations with the top scoring finalists.

**EVALUATION CRITERIA WITH WEIGHTED AVERAGE**

- A. Cost of Services. (20%)
- B. Ability to meet service requirements as described in scope of work. (20%)
- C. Experience and qualification of the organization and the staff assigned to our account to meet the requirements of the RFP. (20%)
- D. Proven ability to meet deliverables in a prompt manner. (20%)
- E. Proximity of service team to district (20%)

**AWARD**

Lake Tahoe Unified School District will award the job based on LTUSD School Board policy and the evaluation criteria above. Lake Tahoe Unified School District anticipates, but does not guarantee, that it will award the job June 27, 2018. The proposal submitted by the successful offeror shall become an attachment to the contract or agreement approved by the Lake Tahoe Unified School District Board and signed by the Chief Business and Operations Officer. Anticipated date of the performance of the job is during LTUSD's summer break (07/02/2018 – 08/24/2018), but concessions will be made if work needs to happen later due to lead times.