

City of Excelsior Springs, Missouri
Excelsior Springs Community Center
Property Maintenance Agreements
Request for Bids – Due 4/2/2025

****This RFP was amended with additional details and new deadline on 2/26/2025****

Purpose:

The city of Excelsior Springs, Missouri – Excelsior Springs Community Center is accepting bids for certified maintenance agreements.

Timelines:

Bid submission deadline: BIDS must be submitted to the City of Excelsior Springs by 10:00am on 4/2/2025. Bids should be delivered to or mailed: Blake Stevens, Property Maintenance Manager, 500 Tiger Drive, Excelsior Springs, MO 64024.

The Request for Bids creates no obligation on part of the City of Excelsior Springs to award the contract. The City of Excelsior Springs reserves the right to accept or reject any and all proposals, in whole or in part, received as a result of this request, and to negotiate in any manner necessary to best serve the interest of the City. **The agreements will go into effect on May 1st, 2025.**

Bid Submittal Requirements:

- Proof of Workers Compensation
- Excelsior Springs Community Center verification at time of bid submittal on 4/2/2025
- Evidence of commercial general liability insurance \$1,000,000 each occurrence/\$1,000,000 aggregate
- Certification of Non-Segregated Facilities
- Certifications Regarding Debarment, Suspension and other Responsibility Matters, Drug- Free Workplace Requirements and Lobbying
- Requesting a purchasing co-op for all contracts listed
- **All scope of items listed must be priced to perform quarterly, unless noted on chart**

Evaluation of the bid selection:

- Experience and qualifications
- Proposed methodology and approach
- Reference or case studies
- Price

At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contact for services through participation in the E-Verify Program.

Excelsior Springs Community Center

Plumbing Scope of work:

Qty	Description	Frequency
1	Main Sanitary Line	Quarterly
12	Shower Drains	Quarterly
15	Toilets (auto FV)	Quarterly
5	Urinals auto flash valve (auto FV)	Quarterly
18	Sloan/Toto Faucets	Quarterly
4	Water Coolers	Quarterly
4	Water Heaters	Quarterly
2	Sump Pumps (2 pumps, 1 pit)	Quarterly
1	Culligan Water Softener	Quarterly
1	Grease Trap	Annual
2	Backflows	Annual

- **Miscellaneous equipment:** Humidifiers, variable frequency drives, controls, fan powered boxes, variable air volume boxes.

PM agreement cost: \$ _____

Additional incentives: _____

Signature: _____

Date: _____

Excelsior Spring Community Center

Boilers Scope of work:

BOILERS

MAKE	MODEL #	SERIAL #	YEAR	LOCATION	TYPE	CAPACITY	PURPOSE	FREQUENCY SERVICED/ INSPECTED
LAARS BOILER	NTH399NXX3	G15357587	2015	LOWER MECHANICAL	HOT WATER	399,000 BTU	HEAT & PROCESS HOT WATER	ANNUAL
LAARS BOILER	NTH1000NXX1	G15364884	2015	LOWER MECHANICAL	HOT WATER	1,000,000 BTU	HEAT & PROCESS HOT WATER	ANNUAL

BOILER SUPPORT PUMPS	QUANTITY	HP.	FREQUENCY SERVICED/ INSPECTED
HOT WATER	2	1.5	BI-ANNUALLY
CIRCULATION	2	5	BI-ANNUALLY

*ALL 4 HOT WATER HEATERS ARE NOW ON THE PLUMBING AGREEMENT.

- **Note: Pool-pak unit is currently not operational and is planned to be replaced by fall 2026.**

PM Agreement cost: \$ _____

Additional incentives: _____

Signature: _____

Date: _____

Excelsior Spring Community Center

HVAC Scope of work:

MAKE	MODEL #	SERIAL #	YEAR	ROOF LOCATION	ELEC./GAS	SUPPLY FAN	CONDENSER FAN	RETURN FAN	FILTERS	FREQUENCY SERVICED
TRANE RTU1	SFHLF404PP45D	CJ5J05936	2015	CHILD CARE	GAS	3@ 40 TONS	4@ 1 HP	1@ 5 HP	6@ 24X24X2 5@ 12X24X2	QUARTERLY
TRANE RTU2	SFHLF754PP56D	CJ5J05935	2015	LOWER	GAS	4@ 75 TONS	6@ 1 HP	1@ 7.5 HP	8@ 24X24X2 6@ 12X24X2	QUARTERLY
TRANE RTU3	OAD144A4	OAD244215-1-1	2015	POOL	GAS	2@ 12 TONS	2@ 1 HP	1@ 2 HP	8@ 16X20X2 2@ 20X24X2	QUARTERLY
mitsubishi M/S	MUY-GE18NA	400289OT	2015	BOILER RM.	ELEC.	1@ 1.5 TONS	1@ 2.5 HP	-	-	QUARTERLY
mitsubishi M/S	MUY-GE18NA	FV	2015	SMALL SERVER RM.	ELEC.	1@ 1.5 TONS	1@ 2.5 HP	-	-	QUARTERLY
mitsubishi M/S	MUY-GE18NA	400271OT	2015	ELECTRICAL RM.	ELEC.	1@ 1.5 TONS	1@ 2.5 HP	-	-	QUARTERLY
mitsubishi M/S	MUY-GE18NA	FV	2015	CHEMICAL	ELEC.	1@ 1.5 TONS	1@ 2.5 HP	-	-	QUARTERLY
mitsubishi M/S	MUY-GE18NA	FV	2015	MAIN SERVER RM.	ELEC.	1@ 1.5 TONS	1@ 2.5 HP	-	-	QUARTERLY

****RTU3 will be replaced in fall 2025****

PM Agreement Cost: \$ _____

Additional Incentives: _____

Signature: _____

Date: _____