



REQUEST FOR PROPOSAL

BOILER OPERATOR

SERVICES FOR

**MacDowell Preparatory
Academy (MPA)**

**4201 West Outer Drive
Detroit, MI 48221**

DUE BY:

May 1, 2024

**Contact Info for Questions
Alana Olds
aolds@macdowellprep.com**

Request for Proposals (RFP)
Boiler Operator

School: MacDowell Preparatory Academy- 4201 West Outer Drive, Detroit, MI 48221

Services: Boiler Operator

Term of Services: Expected contract term is July 1, 2024 - June 30, 2025.

Proposals Due: May 1, 2024 by 4PM

Questions: Submit questions to Dean of Operations-Alana Olds at aolds@macdowellprep.com. Vendors will receive written responses to all questions posted by April 29, 2024.

Optional School WalkThrough: Vendors who wish to visit the school campus to inform their proposals should contact Alana Olds at aolds@macdowellprep.com for further details. School walkthroughs will be scheduled for April 29th at 10AM.

Submit Proposal To: Dr. Brian Banks
Superintendent
MacDowell Prep Academy
Via Email to bbanks@macdowellprep.com

About MacDowell Preparatory Academy

MacDowell Elementary/Middle School (MPa) is an open enrollment, public charter school located on the northwest side of the city servicing students grades K-8. MPA is self managed and authorized by DPSCD. For more information on MPA, please visit www.macdowellprep.com.

Scope of Services

1. Licensed City of Detroit Boiler Operator to oversee all boiler operations for heating and ventilation. This includes maintenance of steam and ventilation equipment.
2. All work performed within accordance with the Code of Standards of the City of Detroit Boiler Ordinance 705-G.
3. Maintenance and Preventative Maintenance Logs: Daily, Weekly, Monthly and Yearly checks. The logs will include date, time, testing specifications, results and operator name for each entry in the respective logs.
4. Daily Boiler checks will include:
 - i. Daily boiler checks and water level observation and control
 - ii. Slowdowns and low water cutoff testing
 - iii. Boiler pressure monitoring and gage monitoring
 - iv. Flue gas temperature monitoring
 - v. Chemical testing of boiler water conductivity, hardness, PH, Alkalinity, Sulfite
5. Weekly Boiler checks will include:
 - i. Testing of all safety devices
 - ii. Blowdown of float chambers, low water cutouts, water columns, to determine control and operation
 - iii. Procedural Sight glass blowdown operation and testing
 - iv. Pilot flame and main flame observation and adjustments
6. Monthly boiler checks will include
 - i. Linkages for damage and disconnection
 - ii. Performance combustion analysis
 - iii. Aid damper controls operation and monitoring
 - iv. Combustion air supply adequacy, air flow control and adjustments
 - v. Fuel piping linkage and controls
 - vi. Stop valve and isolation valve operations

- vii.Boiler refractory leak and deterioration monitoring
- viii.Chimney and breeching integrity and deterioration
- ix.Floor drain testing
- x.Fame sensor detection devices
- xi.Limit controls
- xii.Operating controls
- xiii.Relief valve operations and settings

7. Yearly Boiler checks will include

- i.Inspection and cleaning of boiler fireside
- ii.Examine and replace gaskets as needed
- iii.Inspection and cleaning of boiler waterside with hand hole and manhole gasket replacement
- iv.Dismantle, clean and inspect low water cutoffs, water columns and equalizing piping
- v.Set up City of Detroit boiler inspections as needed to maintain boiler licenses

In addition we will provide:

- A. Water treatment products for scale and corrosion protection
- B. Chemical testing kits
- C. Updates on supply purchases needed for maintaining the steam system in operating condition
- D. Emergency maintenance and repair services

SIGNATURE PAGE

This form must be returned, properly executed. Please use this page as a cover sheet for your bid proposal.

In compliance with the Request for a Proposal made by MacDowell the undersigned proposes to furnish and deliver all services in accordance with the accompanying descriptions and instructions in the RFP. The undersigned also asserts that:

- This proposal is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purchase, and is in all respects fair and without collusion or fraud.
- No member of the MacDowell Board of Directors nor any officer, employee or person whose salary is payable in whole or in part by the respective boards is directly or indirectly interested in this proposal or in the services to which it relates, or in any portion of the profits thereof.
- All prices herein are net and exclusive of all federal, state and municipal sales and excise taxes.
- Said bidder clearly understands that MacDowell will be the sole judge in determining the quality of services as being equal to or in compliance with the descriptions set forth in the RFP.

Company: _____

Name: _____

Signature of above: _____

Title: _____

Address: _____

Telephone: _____

Date: _____

Are you a small business? Yes _____ No _____

Are you a minority business? Yes _____ No _____

If yes, list minority: _____

BID SUBMISSION SHEET

Boiler Operation \$ _____ Total Bid \$ _____

Name/Title

Company Name

Telephone

Number Address

Approximate

Installation Date City/State/Zip

Exceptions, additions or deviations from specifications

I, _____, a duly authorized representative of the
(please print name)

Bidding firm, agree to provide all goods and services included in this bid submission in accordance with all applicable federal, state and local laws, regulations and ordinances and, further, to hold MacDowell harmless should any judgment be rendered against our firm for violations(s) during the performance of this project. The undersigned does, by his/her signature, indicate he/she has read, understands and will comply with all requirements and conditions of the specifications.

Signature Title

CONFLICT OF INTEREST AFFIDAVIT

This affidavit is required by state law and complies with the State of Michigan, Act No. 232 of Public Acts of 2004, Enrolled House Bill No. 5376, Sec. 1267, paragraph 3, and sub-paragraph (d), as listed below:

(3) The advertisement for bids (and proposals) shall do all of the following: State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive of the public school academy. A board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

CHECK ONE OF THE TWO BOXES BELOW:

List and describe all existing Conflicts of Interest. (Attach an additional page if necessary.)

To the best of my knowledge, no conflict of interest exists.

Print name of bidder: _____

Signature: _____

Name of Company: _____

City: _____

State/Zip: _____

* NOTARY: State of County of

Sworn to and subscribed before me, a notary public in and for the above state and county, on this _____ Day of _____, 20__ .

Notary Public: _____

My commission expires: _____

ASSURANCES AND CERTIFICATIONS

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department of agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the MDE.

Iran Economic Sanctions Act

The prospective contractor certifies that its organization, by submission of this proposal, is not an Iran Linked Business. Please refer to the "Iran Economic Sanction Act" Public Act 517 for clarifications or questions. MacDowell as a Michigan public entity is required to follow Public Act 517 of 2012.

Signature

Date