



North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872 1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

REQUEST FOR PROPOSAL

HVAC MECHANICAL DESIGN

Issue Date: September 1, 2017

The North Central District Health Department is seeking proposals to create a mechanical design for an HVAC system for our main office at 31 North Main Street in Enfield, which is a 2-story, 6,134 square foot building. The design shall incorporate all heating and air conditioning needs for the building and take into consideration the potential need for replacing and/or decommissioning the existing ductwork. Also to be considered is that some of the HVAC components have been upgraded within the last ten years and may not need to be replaced.

All contractors or bidders are required to provide proof of insurance coverage before entering the premises.

Interested bidders may contact Patrice Sulik at 860-745-0383 to schedule an appointment to tour the building.

All proposals shall be submitted by 4:30 on October 1, 2017

General Terms and Conditions

- The Health District reserves the right to accept and/or reject any or all proposals submitted for consideration to serve the best interests of the District. Respondents whose proposals are not accepted will be notified in writing.
- The Health District shall not be responsible for any expenses incurred by the organization in preparing and submitting an RFP. An RFP shall provide a straightforward, concise delineation of the firm's capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.
- Questions should be directed to Patrice Sulik at 860-745-0383