

**GASTON COUNTY SCHOOLS  
INVITATION FOR REQUEST FOR QUALIFICATIONS  
FOR COMMISSIONING SERVICES**

Gaston County Schools is interested in obtaining a Request for Qualifications (RFQ) from interested vendors for the work described herein.

**Six (6) sealed copies of the RFQ** should be submitted to Gaston County Schools, 941 Osceola Street, Gastonia, North Carolina 28053 attention Paul Nault by 4:00 pm on March 13, 2023, with a maximum of 25 pages, and should address the following information:

- Contact information of proposed personnel
- References
  - Minimum of three (3) from a school district located in NC or SC
  - Maximum of five (5) references
- List of recent public, K-12 school projects
  - Provide school name, location, and brief (50 words or less) description of scope of work.
  - Provide a maximum of 5 projects with
    - System and Subsystems commissioned
    - Basic Services
- Indication of any HUB certifications

The school will be 2-story and approximately 165,000 SF in area; including: classrooms, gymnasium, administrative areas, basement and kitchen/cafeteria. The school will incorporate chilled water and heating hot water primary, and secondary systems; served by air-cooled chillers and gas-fired boilers, respectively. The terminal distribution system will consist of both indoor modular air handling units and rooftop units equipped with gas heat. Individual zones are served by variable air volume (VAV) terminal boxes.

The Owner will NOT seek LEED or Green Globes certification for this project.

The systems and sub-systems to be commissioned for this project

- ☐ Building automation system (BAS), w/ system integration and graphics
- ☐ Air-cooled chiller system (2 chillers)
- ☐ Heating hot water system (2 boilers)
- ☐ Air handling units
- ☐ Energy Recovery Unit
- ☐ DX Rooftop units with gas heat
- ☐ VAV Terminal Units

- ☒ Supply, Exhaust and Make-up air fans (over 100 CFM)
- ☒ Kitchen hoods
- ☒ Electric duct heaters
- ☒ . Ductless Split DX Systems
- ☒ Electric Unit Heaters
- ☒ Domestic hot water
- ☒ Elevator sump pumps
- ☒ Lighting Controls
- ☒ Emergency Power (generator and automatic transfer switch (ATS))
- ☒ Electrical power distribution (limited to grounding, main switchgear and distribution panels)

### **Services**

- ☒ Develop and implement a Commissioning Plan that describes the commissioning process and the roles and responsibilities of the various parties.
- ☒ Develop project commissioning specifications
- ☒ Conduct a Controls Integration and Interoperability meeting during design to discuss the required documentation
- ☒ Conduct a Commissioning kick-off meeting with the A/E team & Contractor to present the commissioning process and its implementation to the construction team.
- ☒ Provide a review of the submittals and control shop drawings associated with the commissioned equipment / systems and issue comments to the Owner and Engineer-of-Record.

Conduct a second controls integration and interoperability meeting to verify contractors understand their roles and responsibilities associated with controls integration.

**The deadline for the submittal of this RFQ is 4:00 pm on March 13, 2023. These documents shall be submitted to Gaston County Schools, 941 Osceola Street 28053 attention Paul Nault. Questions can be submitted to Paul Nault at [phnault@gaston.k12.nc.us](mailto:phnault@gaston.k12.nc.us).**

Historically Underutilized Businesses: Pursuant to General Statute 143-48 and Executive Order # 150, the State invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

Uniform Guidance procurement policy compliance statement: "Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable Federal laws, policies, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200)."

### **Minority, Women, Small Business Enterprise Information**

Gaston County Schools Board of Education promotes full and equal access to business opportunities with Gaston County Schools (GCS). Minority-owned, women-owned, and small business enterprises (collectively "M/W/SBE") as well as other responsible vendors shall have a fair and reasonable opportunity to participate in GCS business opportunities. Prime suppliers (i.e., those who deal directly with GCS) should support Gaston County School's M/W/SBE Program by making an effort to engage minority, women, and/or small businesses as subcontractors for goods and services for GCS to the extent available. Prime supplier's spending with M/W/SBE subcontractors constitutes Second Tier supplier diversity spending by GCS and the results of Second Tier spending is tracked within our program. Each bidder or respondent to the solicitation shall submit with their bid the M/W/SBE Utilization Form. Failure to complete and submit the M/W/SBE Utilization Form may render bid or proposal response invalid.

**MINORITY, WOMEN, SMALL BUSINESS ENTERPRISE (M/W/SBE)**

**Utilization Form**

**For: Purchases of Goods and Services**

We, \_\_\_\_\_ do certify that on the

(Bidder)

\_\_\_\_\_.

(Bid Description)

\_\_\_\_\_ \$ \_\_\_\_\_.

(Bid Number)

(Dollar Amount of Bid)

**This form must be completed regardless of the amount or lack of M/W/SBE participation attained.**

I will expend a minimum of \_\_\_\_\_% of the total dollar amount of the contract with minority, women, or small business enterprises. M/W/SBEs will be employed as vendors, suppliers, or providers of professional services. Such work will be subcontracted to the following firms listed below.

**Attach additional sheets if required**

Name and Address	*M/W/SBE Category	Work Description	Dollar Value

\*M/W/SBE categories: Black, African American (B), Hispanic (H), Asian American (A), Native American

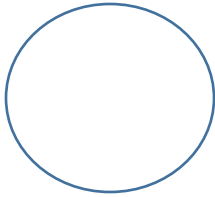
Indian (N), Female (F), Small (S), or Socially and Economically Disadvantaged (D)

The undersigned will enter into a formal agreement with Minority/Women/Small Business Firms for work listed in this schedule conditional upon execution of a contract with the Gaston County Schools Board of Education.

**Failure to fulfill this commitment may constitute a breach of the contract.**

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_



Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**SEAL**

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

**FEDERAL UNIFORM GUIDANCE**

**Minority, Women, and Small Business Enterprise (MWSBE) Certification**

Entities should indicate their MWSBE status when responding to this Competitive Quote

Check all that apply:

Minority Owned Business

Women Owned Business

Small Business Enterprise

Yes, I certify that my company has been certified by a bona fide certifying entity as a Historically Underutilized Business (HUB), including by way of example, and not limitation, such as the North Carolina Department of Administration, Carolinas Minority Supplier Development Council, National Minority Supplier Development Council and Women Business Enterprise Network Council. I have attached a copy of our certification to this form.

No, my company has not yet received MWSBE certification.

No, my company is not a minority, woman, or small business enterprise.

\_\_\_\_\_  
Company Name (Please Print)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Print Authorized Representative Name

\_\_\_\_\_  
Date