

OUTAGAMIE COUNTY
REQUEST FOR BID
LIEBERT HVAC UNIT REPLACEMENT
FOR THE
MAINTENANCE DEPARTMENT

Due Date: May 19, 2026 – 2:00 p.m. CT

Site Visit: There will not be a formal site visit.
Reference RFB Section 3.0 for details on how to schedule private site visit.

1.0 Overview & Scope of Service

Outagamie County is seeking bids from qualified contractors to replace two Liebert HVAC units in the County's IT server room located at 320 S Walnut St. Appleton, WI.

The County's It Server room currently has two 10-ton Liebert units with model numbers of DS035AUC0EI862A. Under the base bid, the awarded contractor shall replace both of the existing 10-ton Liebert units with new 12-ton Liebert units with each having a model number of DS042ADC1EI0G80. Contractor shall also replace both outside condensing units with new Liebert condensing units, model number MCS056 including new Lee-Temp receiver units, new piping & insulation and all ancillary parts needed to make the units fully functional and compliant. Contractor shall provide two alternate bids. Alternate #1 shall be to replace the existing units with new 10-ton Liebert units. All other aspects shall be the same as the base bid 12-ton chillers other than the fact that the Alternate #1 units are smaller 10-ton units. The new Liebert DS units use R407C refrigerant and due to new regulations must be shipped by November 1st 2026 and installed, charged and running by 12/31/2026 in order to be within compliance. Alternate #2 is to replace both units with two new similar 12-ton Liebert units designed with the newer 454B refrigerants that replace the R407C refrigerant should the base bid units not be able to be shipped and installed by the regulatory deadlines. All other functionality and aspects shall match the specifications of the base bid units Substitution bands will not be accepted for this project.

Scope of Service

Provide all labor and materials needed to complete the full replacement of both Liebert HVAC units. See attached cut sheet for the base bid specifications for the 12-ton unit Labeled "Outagamie.DS042 cut sheet 4.29.26". Specifics such as voltage requirements, options and models are indicated in red within the document.

- Each unit shall include Liebert iCom display control panel, floor stands, unit to unit networking cables and controls, zone leak detection sensor and cable. Condensers shall have Liebert LEE-TEMP low ambient control, condenser legs, receivers for each circuit, CANbus and interlock connections, all new piping and insulation, refrigerant, and all other ancillary parts needed to complete fully functioning systems.
- It is critical to maintain cooling within the IT data room. Contractor shall only replace one unit at time and shall have the first unit up and fully running prior to starting work on the second unit. Contractor shall also minimize time for change out of each unit as much as reasonably possible in order to limit the amount of time the county is without a redundant unit.
- Contractor shall connect and interface the two units together for controls purposes. Contractor shall run any communications cabling or devices between the two units as needed for the interface connections.
- Contractor shall connect existing power feeds and alarm wiring to the new units. County shall be responsible for upsizing any incoming wiring or upstream electrical breakers as required for the new units.
- New units shall have re-heat and humidification. Contractor shall reconnect existing water and drain lines to the new units.
- Contractor shall perform start up, testing and programming of the units to assure they work in a similar manner to the County's existing units.

- Contractor is responsible for any required permits.
- Contractor shall site clear existing units.
- All parts must be in new factory sealed condition. No open box, refurbished or used equipment or parts will be accepted.
- Contractor shall provide one year warranty on all parts and labor and shall also provide a 5 year factory warranty for all compressors.
- All work can be performed during normal business hours of 7 am to 5 pm Mondays through Fridays excluding holidays.

2.0 **Completion and Liquidated Damages**

A contract will be issued no later than end of day May 28, 2026.

Due to regulatory requirements with the refrigerants, the awarded contractor must achieve shipment of the base bid units or Alternate 1 units by 11/1/2026 and full install by 12/31/2026. If the contractor is not able to meet this schedule due to equipment lead times the contractor shall cancel the order with no additional cost to the County and then if approved by the County, supply and install an equivalent model with the updated 454B refrigerant to meet the new refrigerant requirements.

Substantial completion of project must be no later than 3:00 pm CT December 31, 2026 for any units initially ordered. Failure to achieve substantial completion by December 31st will result in a \$200 per calendar day in liquidated damages. The substantial completing date will be waived if units are promptly ordered but have lead times that exceeds 11/1/2026. In the event the unit ordered has to be changed, we will work with the awarded contractor to determine the new completion date, which could be past December 31, 2026.

3.0 **Site Visit and Vendor Questions**

There will not be a formal site visit for this project. Interested contractors may schedule individual site Visits with Facilities Director Paul Farrell by calling 920-832-1855 or emailing Paul.Farrell@outagamie.gov

4.0 **Contract**

AIA A101-2017, as modified by Owner and the associated General Conditions, AIA A201-2017, as modified by Owner will be the only contract that is used, without additional changes.

5.0 **Insurance, Indemnification & Responsible Bidder**

The awarded bidder must comply with the requirements set forth in Attachment A. Complete and return Attachment A with your bid, however the Certificate of Insurance is only required form the awarded bidder.

6.0 **Bid and Performance Bond**

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the

successful bidder will execute and file with the owner within ten (10) days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. **Failure to submit a bid bond will result in the rejection of your bid.**

In the event the successful bidder is unable or unwilling to perform pursuant to the terms and conditions of its accepted bid, Outagamie County will cause the forfeiture of the full amount of the bond. Cashier/Certified checks will not be acceptable for a bid bond.

The awarded firm will be required to obtain a performance and payment bond equal to the contract sum.

7.0 **References**

Provide a minimum of three and maximum of five references for similar projects. Include the project description, size, date of completion and location (customer name, city and state). Also provide the contact name, phone number and email address. Failure to provide may result in the rejection of your bid.

8.0 **Contact Information**

Site Information

Paul Farrell
Facilities Director
(920) 832-1855
Paul.Farrell@outagamie.gov

Purchasing & Contract Information

Nicole Schoultz
Procurement Coordinator, Outagamie County
(920) 832-6083
Nicole.Schoultz@outagamie.gov

9.0 **Clarification and/or Revisions to the Specifications and Requirements**

Bidder must examine the documents carefully and before submitting a Bid, may request from the County's contact person(s) additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in a written addendum prior to the Bid due date. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at www.outagamie.gov under Bids / Proposals. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

Any questions that come up and require additional information will be posted online at www.outagamie.gov under Bids / Proposals.

10.0 **County Reservation**

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

11.0 **Closing Date**

Outagamie County will receive sealed bids up to 2:00 p.m. CT May 19, 2026. Late bids will not be accepted.

Send bids using a commercial carrier or USPS to –

Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

Hand delivery of bids:

Bids that are hand delivered must be deposited in the secure bid deposit box. This secure box is located inside the Door #1 entrance of the County Government Center located at 320 S Walnut St in Appleton. Box is located on the far or east side of the Door #1 entry vestibule. The secure bid deposit box is accessible Monday – Friday (excluding County observed holidays) from 7:30am – 5:00pm. Since this secure box is under 24x7 video surveillance, no bid receipt will be given.

The sealed envelope containing your bid shall show the name of the bidder and must be

clearly marked "**Bid –Liebert HVAC Units**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 2:00 pm on May 19th inside the Door #1 entrance of the County Government Center.

12.0 Method of Procurement

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

13.0 Taxes

Effective January 1, 2016 all materials used on this project is tax-exempt under Wisconsin State Statute 77.54(9m).

OUTAGAMIE COUNTY BID FORM: LIERBERT HVAC UNITS

Bid Dues: May 19, 2026- 2:00 p.m. CT

Deliver Bids To: Outagamie County
Attn: Nicole Schoultz, Purchasing
320 S Walnut St
Appleton, WI 54911
If hand delivering, see note in Section 11.0

Base Bid Lump Sum:

\$ _____

Alternate #1 Listed in the form of a deduct from the base bid: Substitute similar 10-ton units in place of the 12-ton base bid units.

\$ _____

Alternate #2 listed in the form of an add to the base bid: Substitute new 12-ton units similar to the 12-ton base bid units, but instead updated with the new updated 454B refrigerant.

\$ _____

Include Bid Bond, Completed Attachment A and References

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Print name: _____

Title/Date: _____

Address: _____

Telephone: _____

E-mail: _____