
CITY OF FISHERS
REQUEST FOR QUOTE
INSTRUCTIONS TO QUOTERS

From: City of Fishers
Department of Public Works
10200 Eller Rd.
Fishers, Indiana 46038

Date: January 21, 2025

“Fire Station 97 DOAS”

1. GENERAL

1.1 Notice is hereby given that the City of Fishers (“Fishers”) will receive sealed quotes (“Quote”) for the above described "FS 97 DOAS" at the City of Fishers Department of Public Works at 10212 Eller Rd. Fishers, Indiana 46038 until 9am EST on March 14th, 2025. No late Quotes will be accepted.

1.2 SCOPE OF SERVICES

- **Fire Station 97 –**

The proposed scope of work shall include the complete installation of a Variable Speed (DOAS) Dedicated Outdoor Air System with an (ERV) Energy Recovery Ventilator; new DOAS system will provide all required outdoor air to the building while recovering energy from general building exhaust. Required ventilation will be provided to satisfy code outdoor air and exhaust rates per ASHRAE 62.1-2007. DOAS system will provide neutral conditioned outdoor air to each room. Variable speed DOAS system will include heating, cooling and dehumidification capabilities in order to provide neutral conditioned outdoor air. The conditioned outdoor air will also be provided to maintain overall positive pressurization in the building. Scope of work also includes the removal of existing outdoor air controls and associated ductwork to each existing indoor gas-fired furnaces. The removal of an existing roof mounted exhaust fan and associated components shall also be provided in this scope of work.

- Refer to Exhibit A for specifications – “FS 97 HVAC Renovation”

1.3 Fishers reserves the right to reject any or all Quotes or to waive any informalities and to accept the Quote that it deems most favorable to Fishers after all Quotes have been examined and reviewed. All Quotes are subject to approval by the Board of Public Works and Safety.

1.4 Quoters shall comply with I.C. 22-5-1.7 and may be required execute an E-Verify Affidavit and to enroll in and verify the work eligibility status of all newly hired employees through the E-Verify Program.

2. EXAMINATION OF SPECIFICATIONS

2.1 Quoters shall carefully and thoroughly examine specifications and shall assume the full risk of their own judgments as to the nature, value, price, quality and quantity of this quote(s), and for the price quote, and assume all risk of any and all variances or errors in any computation or statement of value, price or quantities in strict compliance with the Specifications.

3. QUOTER'S PROPOSAL AND EVALUATION

3.1 By submitting a Quote the Quoter agrees the Quote proposal and price(s) contained therein shall be valid for ninety (90) days from the date of Quote opening.

3.2 Award of the Quote will be made to the Quoter with the lowest, responsive and responsible **Net Quote**. The Owner reserves the right to reject all Quotes and may waive or allow a Quoter to correct errors, omissions or other irregularities in Quote Documents that are found not to have afforded the Quoter a substantial competitive advantage over other Quoters. All Quotes are subject to approval by the Board of Public Works and Safety.

3.3 The Owner shall have the right to reject any Quote if investigation of the Quoter fails to satisfy the Owner that such Quoter is properly qualified to carry out the obligations and provide the Fleet Power Upgrades as Quote. Any or all Quotes will be rejected if there is reason to believe that collusion exists among Quoters.

Base Bid Total = \$ _____

5. EXCEPTIONS

5.1 The Quoter shall fully state each exception taken to the Instructions to Quoters and Specifications.

5.2 Quoter is cautioned that any exception taken by Quoter and deemed by Owner to be a material qualification or variance from the terms of the Instructions to Quoters or Specifications may result in this Quote being rejected as non-responsive.

5.3 Exceptions:

6. SIGNATURES

Quoter certifies that it has informed itself fully regarding all conditions under which it will be obligated by these Instructions to Quoters, and knows, understands and accepts the existing conditions. Quoter further certifies that it has thoroughly reviewed the Instructions to Quoters,

Specifications, including all Addenda, and has had the opportunity to ask questions and obtain interpretations or clarifications concerning the Instructions to Quoters, Specifications, and Addenda.

[Signature by or on behalf of the Quoter in the spaces provided below shall constitute execution of each and every Part of this Itemized Proposal and Declarations document. SIGNATURE MUST BE PROPERLY NOTARIZED.]

Written Signature: _____

Printed Name: _____

Title: _____

Important - Notary Signature and Seal Required in the Space Below

STATE OF _____

SS:

COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____,
20 ____.

My commission expires: _____ (Signed) _____

Residing in _____ County, State of _____