

**INVITATION TO BID  
TRUCKEE MEADOWS WATER AUTHORITY  
NRS 332 IN EXCESS OF \$50,000  
HVAC MAINTENANCE**

**TMWA BID NO. 2016-016**

**RANGE FOR ESTIMATE FOR SCHEDULED MAINTENANCE: \$104,000.00 - \$115,000.00**

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**PROJECT SCOPE:** Truckee Meadows Water Authority (TMWA) is accepting sealed bids for all labor, materials, equipment, and incidentals required for the 2016/2017 Planned/Preventive HVAC Maintenance for all of its facilities, including, but not limited to, three (3) treatment plants and its corporate office. The equipment to be maintained includes but is not limited to, chillers, air handlers, evaporative coolers, split systems, exhaust fans, boilers, pumps, gas fired unit heaters, package units and forced air systems. The equipment to be maintained is of various types and manufacturers. The Site of Work is located at various TMWA facilities located in Reno, Sparks and Washoe County, Nevada. A mandatory pre-bid walkthrough is necessary by all bidders. Up to two (2) mandatory pre-bid walkthroughs are necessary by all bidders immediately following the mandatory pre-bid meeting. Maps and 11" x 17" HVAC Maintenance Lists will be provided at the meeting. It is anticipated that the site visits will take most of the day.

**MANDATORY PRE-BID CONFERENCE:** A mandatory pre-bid conference will be held May 23, 2016, at 10:00 a.m. at the TMWA Conference Room, 1355 Capital Blvd., Reno, NV 89502. Any prospective bidder arriving **after 10:00 a.m.** shall be considered **late** and shall not be permitted to attend the conference; and a bid proposal **will not** be accepted from such bidder. **TMWA will accept and entertain bids from only those Bidders in attendance. NO EXCEPTIONS MADE.**

**BID DOCUMENTS:** All bid documents may be downloaded from TMWA's website at [http://tmwa.com/about\\_us/doingbusinesswithtmwa](http://tmwa.com/about_us/doingbusinesswithtmwa)

**BID SUBMITTAL:** Sealed bids must be submitted to TMWA by mail to P.O. Box 30013, Reno, Nevada 89520-3013 or in person to 1355 Capital Boulevard, Reno, NV 89502, and must be **RECEIVED BY TMWA NOT LATER THAN 2:00 P.M. on June 6, 2016.** Bids received after the date and time set for receipt will be **REJECTED.**

**BID OPENING:** **June 6, 2016, at 2:05 p.m.** at the TMWA Conference Room, 1355 Capital Blvd., Reno, NV 89502. TMWA reserves the right to reject any or all bids, including without limitation the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional bids, and to reject the bid of any bidder if TMWA believes that it would not be in the best interest of TMWA to make an award to that bidder. TMWA also reserves the right to waive informalities. Bids will be evaluated as prescribed in Nevada Revised Statute 332.

**ANTICIPATED START DATE:** July 1, 2016

**COMPLETION DEADLINE:** Three Hundred Sixty-Five (365) days following Notice to Proceed on or about June 30, 2017.

**PLANS AND SPECIFICATIONS:**

Not Applicable.

Bidders are to complete all Bid Submittal Forms, contained on pages 4-13 in the Bid Proposal Form Section of the Bid Documents. The complete contract documents must be submitted to comprise a responsive and responsible bid. Each bid shall be accompanied by a certified or cashier's check or bid bond in the amount of not less than five percent of the amount bid in the proposal. Addenda, if any, shall be posted on the TMWA web-site at [http://www.tmwa.com/about\\_us/doingbusinesswithtmwa/](http://www.tmwa.com/about_us/doingbusinesswithtmwa/). It is each bidder's sole responsibility to ensure that they have received all addenda prior to submission of their bid.

**TERM OF CONTRACT:** One year with the right to renew for four (4) additional one-year terms for a total of 5 years.

**QUESTIONS:** Questions may be submitted in writing to the Contract Administrator up to three (3) business days before Bid Opening.

Maria I. Dufur, Contract Administrator  
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