

Invitation for Bid (IFB)

SOLICITATION INFORMATION			
Solicitation Number:	FB-26-001	Solicitation Issued:	August 4, 2025
Description:	Student Center Chiller Replacement and Installation – ASMSA		

Bid Opening Date:	August 21, 2025	Bid Opening Time:	2:00 PM CST
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Per Arkansas Procurement Law and Bid Rules, it is the supplier's responsibility to submit bids at the designated location on or before the bid opening date and time. **Submissions received after the designated bid opening date and time may be rejected as untimely.** Procurement Services shall return them to the supplier without review. It is not necessary to return "no bids."

DELIVERY OF RESPONSE DOCUMENTS	
Delivery Address:	<p>Arkansas School for Mathematics, Sciences, and the Arts 200 Whittington Avenue Hot Springs, AR 71901</p> <p>Suppliers are responsible for delivering their bid documents to ASMSA on or before the scheduled bid opening time. Postage service providers—USPS, UPS, and FedEx—deliver mail to our offices based on our street address. Supplier assumes all risk for timely and properly submitted deliveries.</p>
Bid's Outer Packaging:	<p>Seal the outer packaging and mark it with the following information.</p> <ul style="list-style-type: none"> • Solicitation number • Date and time of bid opening • Prospective supplier's name and return address <p>Improperly marked packages may be opened for identification purposes.</p>

ASMSA PROCUREMENT SERVICES CONTACT			
Buyer:	Stephen Malec	Email:	malecs@asmsa.org

Section 1 - General Instructions and Information

Do not respond to items in this section unless specifically and expressly required

1.1. Introduction

The Arkansas School for Mathematics, Sciences, and the Arts (ASMSA) is soliciting proposals from qualified and experienced suppliers for the purchase and installation of a dual air-cooled chiller system with a combined cooling capacity between 230 and 260 tons to replace the existing unit at the Student Center. The preferred configuration includes two equally sized chillers to provide load redundancy and minimize downtime during maintenance or repair. The scope of work includes equipment delivery, installation, electrical and mechanical integration with the existing infrastructure, and complete system testing and commissioning. Optional pump replacement and glycol feed system may be included based on available funding.

1.2. Current Environment

The existing chiller system at the Student Center has reached the end of its operational life and must be replaced to ensure reliable climate control and energy efficiency. This chiller supports the HVAC needs of essential campus facilities used for academic, residential, and student engagement purposes. System failure caused by recent operational stress and aging components has made replacement a high priority for ASMSA to maintain occupant comfort and protect building infrastructure.

The new chiller system must integrate seamlessly with the current electrical, control, and piping infrastructure, minimizing system downtime and operational disruption during installation. ASMSA seeks a qualified supplier capable of executing the transition efficiently while ensuring compliance with all applicable safety, operational, and environmental standards.

Objective and Goals

- Replace the existing chiller with a new dual air-cooled chiller system.
- Ensure all electrical, control, and piping connections are compatible with the existing system
- Complete all installation, insulation, testing, and system commissioning with minimal disruption to campus operations

1.3. About ASMSA

The Arkansas School for Mathematics, Sciences, and the Arts is one of seventeen public, residential high schools in the country specializing in the education of talented and motivated students who have an interest and aptitude for mathematics and science as well as a passion for creativity, humanities, and the arts.

ASMSA is unique in its mission and service to education in Arkansas. Created in 1991 by an act of the General Assembly, we have the distinction of being one of the nation's top secondary schools for superior students. The Washington Post, Newsweek, and The Daily Beast have ranked ASMSA among the "Top 25" public high schools in America.

For more information on ASMSA, please see [About Us – Arkansas School for Mathematics, Sciences, and the Arts](#).

1.4. Type of Contract

- A. As a result of this IFB, ASMSA intends to **issue a purchase order to a single supplier.**

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- B. Pursuant to Ark. Code Ann. § 19-11-249, any campus, unit or division of the University of Arkansas System or any college or school in Arkansas will be eligible to acquire from the successful purchaser or bidder goods or services that are the subject of this procurement, on all of the terms and conditions contained in any contract issued under this solicitation.

1.5. Schedule of Events

Event Description	Date
Release of IFB	Monday, August 4th
Site Visit (Optional)	Wednesday, August 13 th @ 2PM CST
Pre-Bid Meeting https://asmsa.zoom.us/j/98112496994	Thursday, August 14 th @ 2PM CST
Questions from Bidders due	Friday, August 15 th @ 4PM CST
Answers to questions posted*	Tuesday, August 19 th @ 4PM CST
Bid Deadline/ Bid Opening https://asmsa.zoom.us/j/92854397542	Thursday, August 21st @ 2PM CST
Evaluation complete*	Friday, August 22nd
Award Commences*	September 2025

Table A

*Anticipated Dates.

1.6. Delivery and Shipping

- A. The school requests delivery within **30** calendar days after the submission of an order. If this delivery schedule cannot be met, the supplier must state the number of days required to place the commodity in the designated location.
- B. Failure to communicate the delivery time obligates the bidder to complete the delivery by the requested date.
- C. The supplier shall give the school immediate notice of any anticipated delays or delays caused by force majeure. See our Standard Terms and Conditions for the force majeure clause. Extended delivery dates may be considered when in the school's best interest.
- D. All deliveries must be made during normal state work hours, within the agreed-upon number of days unless otherwise arranged and coordinated with the school, and delivered F.O.B. Destination to the name and location specified on the purchase order.
- E. Loss or damage that occurs during shipping or at any point before the school receives the order is the supplier's responsibility. All orders should be properly packaged to prevent damage during shipping. Damage to goods that is not apparent prior to acceptance will be inspected and reported to the supplier within thirty (30) days of receipt.

1.7. Clarification of IFB Solicitation

Submit any questions requesting clarification of information contained in this solicitation via email to the buyer no later than the date and time listed in Table A. Questions will be consolidated and responded to by

the school as deemed appropriate. The school's consolidated, written response is anticipated to be posted on the school's website by the close of business on the date provided in Table A.

- A. For each question submitted, the prospective supplier should reference the specific solicitation item number to which the question refers.
- B. Prospective suppliers' If a prospective supplier's questions are unclear or non-substantive, the school may request clarification of a question(s) or decline to answer.
- C. Prospective suppliers may contact the buyer with non-substantive questions before the proposal opens.
- D. The prospective supplier should notify the buyer of any term, condition, etc., that precludes the prospective supplier from submitting a compliant, responsive proposal. Prospective suppliers should note that it is their responsibility to seek resolution of all such issues, including those relating to the terms and conditions of the contract, before submitting a proposal.
- E. An oral statement by ASMSA will not be part of any contract resulting from this solicitation. It may not reasonably be relied on by any prospective supplier as an aid to interpretation unless it is expressly adopted in writing by ASMSA.

1.8. Response Documents

All responses should be submitted in English. **Do not** include any other documents or ancillary information, such as a cover letter or promotional/marketing information.

A. Bid Response Packet

The following are submission requirements and should be submitted in the original bid response packet.

- a. Original signed Bid Signature Page (see Bid Response Packet)
 - o An official authorized to bind the prospective supplier(s) to a resultant contract should sign the Bid Signature Page included in the Bid Response Packet.
 - o The prospective supplier's signature signifies agreement to and compliance with all requirements in this IFB. Any exception that conflicts with Terms and Conditions or a requirement of this solicitation will cause the prospective supplier's bid to be rejected.
- b. **One (1)** original hard copy of the Official Bid Price Sheet.
 - o Any management fees or costs should be disclosed below as well.
 - o Pricing should be proposed in US dollars and cents.
- c. Prospective Supplier's Equal Opportunity Policy, if available
- d. Proposed Subcontractors Form, if applicable
- e. **One (1)** flash drive with the following documents in PDF format.
 - o Bid Signature Page
 - o Official Bid Price Sheet
 - o Prospective Supplier's Equal Opportunity Policy
 - o Proposed Subcontractors Form

1.9. Additional Terms and Conditions

- A. This solicitation incorporates all of the Solicitation Terms and Conditions located on the UA Little Rock Procurement Services website here: <https://ualr.edu/procurement/bids/>.
 - a. Any special terms and conditions included in this solicitation shall override the Solicitation Terms and Conditions.
- B. Any purchase or contract as a result of this solicitation incorporates all the UA System Procurement Terms and Conditions as posted here: <https://www.uasys.edu/system-office/finance-and-administration/procurement/>.
 - a. Any special terms and conditions included in this solicitation shall override the UA System Procurement Terms and Conditions.

Section 2 - Specifications

Do not respond to items in this section unless specifically and expressly required.

2.1. Specifications

- **Chiller and Pump System**

- Chiller System:

- Two (2) air-cooled chillers manufactured by **York, Carrier, Quantech, or Dunham Bush**, equally sized, totaling between 230–260 tons of capacity.
 - Each chiller must have a condenser discharge height of no less than 8 feet to prevent recycled heat and maintain system efficiency.
 - All associated installation and integration work:
 - Electrical disconnect and reconnect for chiller
 - Controls disconnect and reconnect
 - Fabrication of new piping and fittings as required
 - Demo and replacement of pipe insulation
 - Supply and return piping reconnection
 - All necessary mounting hardware
 - Fiberglass pipe insulation with metal jacket for affected piping
 - Crane rental and rigging for chiller installation
 - Start-up and testing of the new system
 - Provide and install risers, if required, to ensure chiller discharge height meets the minimum 8 feet clearance based on the selected chiller model.

- **Pumps**

- **Optional:** Replacement of existing pumps (two vertical inline) and associated electrical as part of this project.
 - *If option is selected by the institution*, pump replacement shall include:
 - Two (2) vertical inline pumps (site-installed)
 - New electrical for pump installation

- **Performance Requirements**

- Supplier must ensure all electrical and piping connections are compatible with the current infrastructure

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- Installation and commissioning must be performed during normal business hours unless otherwise arranged
- Supplier must coordinate with campus facilities staff for scheduling and access

- **Warranty Requirements**

- The supplier shall warrant all equipment, components, materials, and workmanship associated with the installation of the chiller and pump systems for a minimum period of one (1) year from the date of final acceptance by the institution. This warranty shall cover defects in materials, equipment performance, and installation labor, including all work provided under this procurement. During the warranty period, the supplier shall, at no additional cost to the institution, promptly repair or replace any defective items and remedy any deficiencies in workmanship. The warranty shall also include all associated labor and travel costs for warranty service. This requirement applies regardless of whether optional pump replacement is selected.
- Optional: The supplier shall provide a cost of providing 5-year extended warranty coverage for parts.

- **Exclusions**

- The following items are excluded from this contract:
- Asbestos removal
- Taxes and bonds
- Overtime labor
- X-ray concrete
- Controls not listed in scope
- Replacement of isolation valves/check valves/pumps/flex connectors beyond scope
- Engineering and design services not expressly stated

2.2 Scope of Work

- **Required Equipment and Services**

The supplier shall provide and install a dual air-cooled chiller system manufactured by **York, Carrier, Quantech**, or **Dunham Bush**, with a combined cooling capacity between 230 and 260 tons, including all necessary labor, materials, and services to fully replace the existing chiller at the Student Center. Each unit shall be equally sized, providing redundancy and improving operational reliability. The new system must integrate into the existing infrastructure with minimal disruption and meet all applicable operational, mechanical, and safety standards.

- **Minimum Installation Experience:** At least 3 years of relevant experience for installation/servicing technicians and have manufacturer specific training.
- **HVACR Requirement:** The contracting vendor must have a valid HVACR license to be awarded the bid.

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Official Bid Price Sheet: Winning tabulation will be determined by lowest Lump Sum Cost from qualifying bids. The Bid Price sheet for bid submission should follow the formatting structure provided below:

Company Name

Mailing Address

City, State, ZIP

Phone Number

Email Address

Applicable Discounts

Breakdown of Costs:

Cost of Supplies

Cost of Labor

Delivery/Misc. Fees

Lump Sum Cost *excluding optional replacement of pumps (see 2.1)*

Optional Pumps Cost

Optional Extended Warranty Coverage for Parts

Section 3 - Terms and Conditions

Do not respond to items in this section unless specifically and expressly required

3.1. Doing Business With ASMSA

- A. To conduct business with ASMSA, all suppliers must be registered and approved in PaymentWorks, our secure supplier management system.
- B. Procurement Services will issue the apparent successful supplier an invitation to PaymentWorks upon completion of the evaluation, release of the Intent to Award letter, **and** ALC approval.
- C. Failure to register in PaymentWorks may result in the cancellation of this award or resulting contract.
- D. For more information, see <https://ualr.edu/procurement/suppliers/>.

3.2. Piggyback Clause

Pursuant to Ark. Code Ann. § 19-11-249, any campus, unit, or division of the University of Arkansas System or any college or school in Arkansas will be eligible to acquire from the successful purchaser of bidder goods or services that are the subject of this procurement, on all of the terms and conditions contained in any contract issued under this solicitation.

3.3. Minority Business Policy

Minority participation is encouraged in this and all other procurements by state agencies. Minority is defined by Arkansas Code Annotated § 15-4-303 as a lawful permanent resident of this State who is: African American, Hispanic American, American Indian, Asian American, Pacific Islander American, or a Service Disabled Veteran as designated by the United States Department of Veterans Affairs. The Arkansas Economic Development Commission conducts a certification process for minority businesses. Bidders unable to include minority-owned businesses as subcontractors “may explain the circumstances preventing minority inclusion.”

- A. The Arkansas Economic Development Commission conducts a certification process for minority-owned and women-owned businesses.
- B. Per Arkansas Code Annotated § 15-4-303, a minority-owned business is defined as a business that is at least fifty-one percent (51%) owned by one (1) or more minority persons, and a minority is defined as a lawful permanent resident of this State who is:
 - African American
 - American Indian
 - Asian American
 - Hispanic American
 - Pacific Islander American
 - A Service Disabled Veteran as designated by the United States Department of Veterans Affairs
- C. Per Act 1080 of the 91st General Assembly Regular Session 2017, a women-owned business is defined as a business that is at least fifty-one percent (51%) owned by one (1) or more women who are lawful permanent residents of this State.

3.4. Equal Employment Opportunity Policy

In compliance with Arkansas Code Annotated § 19-11-104, ASMSA must have a copy of the supplier's Equal Opportunity Policy before issuing a contract award. ASMSA will maintain a file of all supplier EO policies submitted in response to solicitations issued by this office.

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- A. *EO Policies* may be submitted electronically to the following email address: procurement@ualr.edu, but a hard copy should also be included with the bid response.
- B. Submitting an *EO Policy* to ASMSA is a one-time Requirement. Contractors are responsible for providing updates or changes to their policies and supplying *EO Policies* upon request to other state agencies, which must also comply with this statute.
- C. Prospective Contractors who are not required by law to have an *EO Policy* must submit a written statement to that effect.

3.5. Prohibition Of Employment Of Illegal Immigrants

- A. Pursuant to Arkansas Code Annotated § 19-11-105, Contractor(s) providing services of \$25,000 or greater shall certify with ASMSA that they do not employ or contract with illegal immigrants.
- B. By signing and submitting a response to this Bid Solicitation, a Prospective Contractor for services of \$25,000 or greater agrees and certifies that they do not employ or contract with illegal immigrants. In addition, if selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

3.6. Restriction Of Boycott Of Israel

- A. Pursuant to Arkansas Code Annotated § 25-1-503, a public entity shall not enter into a contract with a company unless the contract includes a written certification that the person or company is not currently engaged in, and agrees for the duration of the contract not to engage in, a boycott of Israel.
- B. This prohibition does not apply to:
 - a. A company that offers to provide the goods or services for at least twenty percent (20%) less than the lowest certifying business.
 - b. Contracts with a total potential value of less than \$1,000.
- C. By checking the designated box on the first page of this bid, a Prospective Contractor agrees and certifies that they do not, and will not, for the duration of the contract, boycott Israel.

3.7. Restriction Of Boycott Of Energy, Fossil Fuel, Firearms, and Ammunition Industries

In accordance with Ark. Code Ann. § 25-1-1002, the respondent certifies that it is not currently engaged in a boycott of the energy, fossil fuel, firearms, and ammunition industries and agrees for the duration of its agreement not to engage in a boycott of the energy, fossil fuel, firearms or ammunition industries.

- A. The preceding does not apply to:
 - a. A financial services provider as defined at Ark. Code Ann. § 25-1-1001(8)(A),
 - b. An agreement with a total potential value of less than \$75,000, or
 - c. A contract under which the supplier's price for the goods or services is at least 20% less than the lowest certifying business.

3.8. Restriction Of Contracts with Scrutinized Companies

- A. In accordance with Ark. Code Ann. § 25-1-1001, the respondent certifies that the government of the People's Republic of China ("PRC") does not wholly own the bidder or hold a majority interest in the bidder. Bidder further certifies that the PRC does not own or hold a majority interest in a for-profit parent company, subsidiary, or affiliate of the bidder or in a subcontractor to be employed by the bidder
- B. A "scrutinized company" is an entity in which the People's Republic of China holds 51% or greater ownership and includes any for-profit parent, subsidiary, or affiliate of such a company.

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- C. This restriction applies regardless of the source of the funds but does not apply to exempt commodities and services.

3.9. Payment and Provisions

- A. Invoices are accepted by mail or email. Supplier shall send invoices to one of the following:

PHYSICAL ADDRESS	EMAIL
Arkansas School for Mathematics, Sciences, and the Arts ATTN: Accounts Payable 200 Whittington Avenue Hot Springs, AR 71901	ACCOUNTSPAYABLE@ASMSA.ORG

- B. Payment shall be made in accordance with applicable State of Arkansas accounting procedures upon acceptance by the school.
- C. ASMSA may not be invoiced before delivery and acceptance of any equipment, service or commodity.
- D. Payment will be made only after the contractor has successfully satisfied the school as to the goods and/or services purchased.
- E. Suppliers shall provide an itemized invoice for all charges.
- F. The Purchase Order Number and/or ASMSA Supplier Contract Number (SPC) should be referenced on each invoice.