Request for Proposal (RFP)

RFP DESCRIPTION

Fair Haven Community Health Clinic, Inc. (FHCHC), a Federally Qualified Health Center, is seeking proposals to complete an HVAC upgrade to their dental operatory located at their 50 Grand Avenue, New Haven, CT site. Please see attached drawings and specifications. These documents describe the changes to be undertaken to address the Centers for Disease Control and Prevention (CDC) recommendations for dental offices, taking into account the existing equipment and its upgrading as well as new equipment.

The project is funded by Grant monies and therefore, may be subject to predetermined disbursement criteria. The successful firm will be expected to provide all services as described within this document through to project completion.

Proposals from women and minority owned businesses are encouraged.

Timeline of the RFP:

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Events</th>
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<tbody>
<tr>
<td>07/07/2020</td>
<td>Release of RFP Documents</td>
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<tr>
<td>07/21/2020</td>
<td>Proposals must be received by 12:00PM Eastern Time via email Attention: Nestor Quinones, Procurement Specialist @ <a href="mailto:n.quinones@fhchc.org">n.quinones@fhchc.org</a></td>
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<tr>
<td>07/28/2020</td>
<td>Award Contract</td>
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Deliverables:

1. All materials, labor and associated costs required to undertake and complete the project.
2. A project schedule, including start date, installation schedule and anticipated number of days for the actual installation to be completed. Note that the Dental Department is in operation at this time, though at a limited capacity, and would intend to stay open to the maximum extent possible during the term of the project.
3. The selected contractor must show evidence of adequate insurance of the types the Owner requires.
4. Note that FHCHC is a not-for-profit entity not subject to State sales tax.
5. Bids should include related electrical, fire suppression and any and all other trades, as well as the management of those trades, required to provide a complete project.
Firm Requirements:

1. The proposal must include a timeline for starting and completing the project if required in the deliverables.
2. Proposed Fees must include all costs for the project.
3. Proposals must be valid for ninety (90) days.
4. The Firm is responsible for conducting necessary research, visiting the site and becoming familiar with the organization as necessary to provide an accurate bid. Contact person at the Clinic to facilitate your access during bidding and installation is Janine Davey (781.760.6203) j.davey@fhchc.org.
5. The selected firm will be required to enter into a contract with Fair Haven Community Health Clinic, Inc. Additional contract conditions may be required, depending upon the nature and extent of the services to be provided. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate a change or modification to any of the proposed contractual conditions.

RFP General Terms

1. Acceptance of Proposal: Fair Haven Community Health Clinic, Inc. reserves the right to reject any and all proposals and to waive informalities, if, at its discretion, the interests of Fair Haven Community Health Clinic, Inc. will be best served thereby.
2. Fair Haven Community Health Clinic, Inc. reserves the right to accept other than the lowest cost proposal, and to negotiate the specified dollar amount, or any portion of that amount. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate contract changes following the award.
3. If there is any conflict between these documents and the proposal, these documents shall control.
4. Fair Haven Community Health Clinic, Inc. reserves the right to cancel this RFP in writing or postpone the date and time for submitting proposals at any time prior to the proposal due date.
5. No proposer shall have a right to make a claim against Fair Haven Community Health Clinic, Inc. in the event FHCHC accepts a proposal or does not accept any proposals.
6. Nondiscrimination: Vendor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, sex, national origin, sexual preference, disability, age, marital status, or status with regard to public assistance or as veteran.
7. Debarment and Suspension: The Contractor warrants and represents that neither it nor its principals, employees or agents who would perform services under this RFP are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any Federal or State department or agency.