

REQUEST FOR PROPOSAL

(RFP)

The Day School

Date of Issue: April #, 2025

Proposal Due Date: May 15, 2025, 5:00 PM EST

Open Bid Date: May 16, 2025

1. Introduction

The Day School (hereinafter referred to as "School") is seeking proposals from qualified and experienced contractors for the replacement of exterior doors at our campus located at 1405 Shady Avenue, Pittsburgh, PA 15217. This project aims to enhance security, improve energy efficiency, and update the aesthetics of the school building. The total budget allocated for this project is \$406,122.

Firm fixed price contract awarded to the responsible bidder lowest in price.

2. Project Scope

The project includes, but is not limited to, the following:

- **Removal and Disposal:** Removal and proper disposal of all existing doors, frames, hardware, and associated debris.
- **Supply and Installation:** Supply and installation of seven new single doors, eight double doors, frames, hardware (including but not limited to locks, handles, hinges, and weather stripping for exterior doors), and any necessary trim or finishing.

Door Specifications:

- **Single and Double Door Material:** Custom steel fabricated doors, windows and frames

- **Aesthetic:** Doors should match the existing building's aesthetic.

- **Specific Requirements:** All doors must meet current ADA accessibility standards.

- **Hardware:** Concealed Vertical Rod, Electric Latch Retraction based on current configuration. Keyed Access on opposite door. Wired to connect to an Access Control System.

Night Lock devices

- Install 100 night lock lockdown 1' '1/8" low profile floor plate' door security devices.

Flood Lights

- Install five flood lights.

Specific Requirements:

Doors should meet current ADA accessibility standards.

Permits and Inspections:

Obtaining all necessary permits and ensuring compliance with all applicable building codes and regulations.

Site Cleanup:

Thorough cleanup of the work area upon completion of the project.

3. Proposal Requirements

Proposals must include the following information:

Company Information:

Company name, address, contact person, phone number, email address, and website (if applicable).

Qualifications and Experience:

A description of the company's experience in similar projects, including references and a portfolio of relevant work.

Project Understanding:

A clear demonstration of understanding the project scope and requirements.

Project Timeline:

A detailed project schedule outlining the proposed timeline for Completion by 10/31/2025.

Detailed Cost Breakdown:

A comprehensive cost breakdown, including general conditions, rough carpentry, exterior single doors, exterior double doors, transom above doors, interior doors, flood lights, night lock devices, masonry, reinstall Guardian security at each entrance, permits, and any other associated costs. This should clearly show how the proposal fits within the \$406,122 budget. Separate line-item cost for work provided.

Warranty:

Details of any warranties offered on materials and workmanship. Provide specific warranty information for the doors, hardware, and installation.

4. Whomever is awarded the project will agree to comply with The Day School policies, procedures and comply with all applicable laws and regulations. In addition, whomever is awarded the bid will need to provide all required clearances for all employees who will be onsite, including but not limited to:

- Pennsylvania Child Abuse History Clearance

- Pennsylvania Criminal Record Check

- Federal (FBI) Criminal History Report

Whomever is awarded the project will have to provide a Certificate of Insurance (COI) listing current insurance coverage and policy limits. At a minimum, the COI should list the following coverages with respect respective limits:

- Commercial General Liability
- Automobile Liability
- Worker's Compensation
- Employer's Liability
- Umbrella Coverage

5. Submission Instructions

Proposals must be sealed bids in hard copy to:

The Day School
1405 Shady Avenue,
Pittsburgh, PA 15217
Attn: Greg Varasse

6. Questions

Any questions regarding this RFP should be submitted in writing to greg.varasse@amazingkids.org by April #, 2025. Responses to all questions will be provided to all prospective bidders.

6. Right to Reject

The Day School reserves the right to reject any and all proposals received, to waive any informalities or irregularities in proposals, and to select the proposal that is deemed to be in the best interest of the School.

7. Site Visit

Please contact Greg Varasse at The Day School to schedule a site visit to review the project and scope of work. greg.varasse@amazingkids.org / (412) 420-2400

We appreciate your interest in this project and look forward to receiving your proposals.