

June 9th, 2022

TO WHOM IT MAY CONCERN:

The County of Marquette is requesting proposals for replacing our current Server room cooling system. Please follow the General Instructions, the RFP Instructions, and the Scope of Work, when submitting this bid. If you have any questions, please contact me at ISbid@mqtco.org.

Sincerely,

Paul Carley
Marquette County
Information Systems Manager

**COUNTY OF MARQUETTE
REQUEST FOR PROPOSAL**

GENERAL INSTRUCTIONS:

1. Interested vendors must be **certified and licensed**.
2. The vendor agrees that his/her proposal and the terms therein will remain effective for 60 days from the date of deadline for submitting the RFP.
3. Changes to the RFP's may be made prior to the deadline for submitting the RFP's to the County.
4. The County reserves the right to reject all or any portion thereof of a response to a request for proposal in the best interest of the County.
5. All vendor contact regarding submission of the RFP's shall be directed to the Information Systems Manager at ISBID@MQTCO.ORG. Contact with individual department personnel regarding the RFP is discouraged.
6. Please attach specifications/brochures, etc. of all hardware equipment and software included in the response to the request for proposal.
7. The vendor should attach a copy or copies of all proposed service contracts for the servicing of hardware equipment, which fully describe the services and warranties associated with the proposed hardware and capabilities.
8. The deadline for submitting all requests for proposals is 4:00 p.m., EST, Friday, July 1st, 2022. Responses to the RFP's will not be accepted after this time.
9. All responses to these RFP's should be sealed and identified on the outside of the envelope as "County of Marquette, Server Room Cooling Replacement Bid Response" and addressed to the County of Marquette, County Administrator's Office, County Courthouse Annex, 234 W. Baraga Avenue, Marquette, MI. 49855. Responses may also be submitted via email to ISBID@MQTCO.ORG with "County of Marquette, Server Room Cooling" in the subject line.

RFP INSTRUCTIONS:

1. Please read the Scope of Work carefully. The requirements will have an effect on the quoted price.
2. Vendors are instructed to pay close attention to the equipment installation estimates.
3. The instruction sheets should not be submitted with the RFP.

SCOPE OF WORK

The County of Marquette is requesting proposals for an upgrade from a Mitsubishi model PUYA24NHA4 2 ton system with a PKA-A24KA4 wall unit to a 4.5-5 ton unit. The upgrade will include all installation, configuration, and tuning of the new system.

The vendor is responsible for the following:

- Provide an installation schedule with an estimate of downtime.
- Install any new lines or power necessary to upgrade unit.
- Install and test the new unit.
- Remove old unit and prep it for storage/reuse.
- Wall unit will be installed in a working server room dust and heat must be kept to a minimum.