North Muskegon Public Schools Request for Proposals

AAON Replacement

11.04.2026

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North Muskegon Public Schools
1600 Mills Ave
North Muskegon, MI 49445

Overview

North Muskegon Public Schools is requesting proposals from qualified mechanical contractors for the removal and replacement of the existing AAON Rooftop Unit #2. The project shall include all labor, materials, equipment, subcontractors, and services necessary to provide a complete and operational installation.

Bids to include the following:

Refer to Appendix B.

Additional Information

Non-Mandatory Walk-Throughs

Walk-throughs can be scheduled with Jake Kurtzhal via email jkurtzhal@northmuskegon.org and are recommended.

Desired Installation Time-Line

School is out on June 12, 2027 so the work can be perform after June 12, 2027. The work shall be completed before August 15, 2027. If the timeline cannot be met, please state when you believe the work can be completed by.

Proposal Timeline

1. RFP released on 11/04/2026.
2. Non-mandatory walk throughs can happen during this timeframe. Information to set one up is above.
3. **Proposals are due on December 04, 2026 at 1:00 pm. Bids are to be submitted via mail to: North Muskegon Public Schools, Attn: Mark Mesbergen, 1600 Mills Ave., North Muskegon, MI 49445 OR via email to mmesbergen@nmps.net with a subject line of "AAON Replacement".**
4. A tentative post bid interview with the low bidder will be held on the week of February 2nd.
5. Board of Education will take action on the lowest qualified on the February board meeting. The district will notify the company the following day.
6. This project needs to be completed by August 15, 2027.

Proposal Requirements

1. Proposals shall be prepared in compliance with provisions of this RFP. Failure to comply may result in the disqualification of the proposal.
2. Interested Bidders are strongly encouraged to submit an intent to respond to Mark Mesbergen via email at mmesbergen@nmps.net to ensure that the Bidder receives all addenda or communications regarding this RFP.
3. Late Proposals will not be accepted.
4. Each Bidder, before submitting a proposal, shall, if it is uncertain of the conditions, requirements, and/or obstacles that might impact the provision of the project, request further information. Failure to make such inquiry or receive an answer shall not relieve the selected Bidder from the obligation to comply, in every detail, with all provisions and requirements of the RFP nor shall it be a basis for any claim whatsoever for alteration in any term or payment required by the eventual contract between the selected Bidder and the District (the "Contract").
5. If a Bidder discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, they shall immediately notify the District of such error in writing and request modification or clarification of the document. Modifications will be made by issuing a revision and will be given by written notice to all parties who have submitted an intent to respond. The Bidder is responsible for clarifying any ambiguity, conflict, discrepancy, omission or other error in the RFP prior to submitting the proposal or it shall be deemed waived.
6. All proposals and any accompanying documents become the property of the District and will not be returned.
7. The District reserves the right to waive irregularities in this RFP, the bid process, or the proposals. Any such waiver shall not modify any remaining RFP requirements or excuse a Bidder from full compliance with the RFP specifications and other Contract requirements if the Bidder is awarded the Contract.
8. Each Bidder who submits a bid, by submitting a bid, agrees to indemnify and hold harmless the District and its employees, board members, and consultants for any claim against the District involving the Bidder and arising out of the bid process. By submitting a bid, each Bidder agrees that it will make not claim against the District regarding this RFP or the bid process.
9. Each Bidder must provide pricing for a payment and performance bond per the requirements of Michigan Compiled Laws Section 129.201. The performance and payment bonds shall be in an amount equal to the base bid, but do not include the cost of bonds within the base bid. Rather, the costs should be identified separately. The bonds shall be solely for the protection of the District



and shall be executed by a surety company authorized to do business in the state of Michigan and be listed in Federal Register or have an AM Best Rating of B+ or better.

10. All Bidders, by submitting proposals, agree that they have read and are familiar with all the terms and conditions of the RFP and applicable federal and state laws, rules and regulations and will abide by the terms and conditions thereof.
11. **Each Bidder complete Appendix A as the three forms are the proposal bidding documents. The documents include Affidavit of Bidder, Iran Economic Sanctions Act Certification, and the bid proposal sheet.**



APPENDIX A

Proposal:

Please make sure you have accounted for everything within Appendix B.

TOTAL PROPOSAL PRICE: _____

The district will handle any road closures required for set up and completion of the project. How many days do you think you will need to street to be closed during the duration of the project? _____

If you believe the timeline cannot be met, when can the work be done by: _____



FAMILIAL RELATIONSHIP DISCLOSURE FORM AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of _____(the Bidder), pursuant to the familial disclosure requirements provided in the Advertisement for Bid, hereby represents and warrants, except as provided below, that no familial relationships exist between the owner(s) or any employee of _____(the Bidder) and any member of the Board of Education of the School District or the Superintendent of North Muskegon Public Schools.

List and describe any Familial Relationships:

_____

_____

_____

_____

BIDDER: _____
By:_____
Its:_____

STATE OF MICHIGAN)

) ss.
COUNTY OF _____)

The instrument was acknowledged before me on the _____ day of _____, 2026, by _____.

_____
, Notary Public
_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of the below-named applicant (the "Applicant"), pursuant to the compliance certification requirement provided in the North Muskegon Public Schools (the "School District") Request For Proposals (the "RFP"), hereby certified, represents and warrants that the Applicant *(including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Applicant is awarded a contract as a result of the aforementioned RFP, the Applicant will not become an "Iran linked business" at any time during the course of performing any services under the contract.

The Contract further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than $250,000.00 or 2 time the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date that it is determined that the person has submitted the false certification.

APPLICANT: _____
Name of Applicant By:_____
Title:_____
Date:_____

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

The instrument was acknowledged before me on the _____ day of _____, 2026,
by_____.

_____
Notary Public
_____ County, Michigan

Acting in the County of: _____

My Commission Expires: _____

APPENDIX B

Requirements:

Existing Equipment:

- Manufacturer: AAON
- Model: RL-110-3-0-0-F06-000
- Serial Number: 200410-BLCL00132

Replacement Equipment:

- Manufacturer: AAON
- Model: RZA-101
- Type: Cooling-Only Rooftop Unit
- Condenser: Evaporatively Cooled
- No heating or gas burner components

SCOPE OF WORK

1. **Equipment Removal:** Disconnect, remove, and properly dispose of the existing AAON rooftop unit and associated materials.
2. **New Equipment Installation:** Furnish and install one (1) new AAON RZA-101 cooling-only rooftop unit with an evaporative cooled condenser.
3. **Roof Curb & Ductwork:** Furnish and install a new curb adapter to accommodate the existing roof curb. Include all necessary ductwork transitions, modifications, supports, and connections to the existing duct system.
4. **Crane & Rigging:** Provide all necessary crane services, rigging, and equipment for removal of the existing unit and installation of the replacement equipment.
5. **Water Supply & Drainage:** Modify and reconnect existing water supply and drain piping as required for the new evaporatively cooled condenser. Include necessary valves, fittings, piping modifications, and freeze protection.
6. **Electrical:** Provide all necessary electrical disconnections, modifications, and connections from the existing disconnect to the new rooftop unit. Verify compatibility with existing electrical service.
7. **BMS Controls:** Utilize Control Resource for all necessary controls modifications, programming, and integration of the new rooftop unit into the school's existing Building Management System. Include all required control wiring and functional testing.
8. **Factory Start-Up:** Include **factory-authorized AAON start-up** and commissioning of the new rooftop unit. Coordinate with Control Resource to verify proper equipment operation and BMS functionality. Provide completed start-up documentation.
9. **Permits & Inspections:** Obtain all required mechanical, electrical, and plumbing permits and inspections.



10. **General Conditions:** Include all labor, materials, equipment, subcontractors, and services necessary for a complete installation. Coordinate work with school personnel, protect existing facilities, and remove all construction-related debris.
11. **Warranty:** Provide a minimum one (1) year workmanship warranty and the manufacturer's standard equipment warranty.

BID REQUIREMENTS

All contractors shall provide a lump-sum proposal including the complete scope of work outlined above. Proposals shall identify equipment lead time, anticipated installation duration, and any exclusions or deviations from the specified scope.

All associated costs, including crane services, Control Resource BMS integration, factory-authorized start-up, permits, and subcontracted work, shall be included in the base bid.