

THE MONUMENT

REQUEST FOR PROPOSAL

**RUSHMORE HALL PNEUMATICS
CONVERSION AND VFD
IMPLEMENTATION**

FOR

**THE MONUMENT
444 Mt. Rushmore Road North
Rapid City, SD 57701**

December 13, 2022

I. REQUEST FOR PROPOSAL/OVERVIEW

The Monument (formerly the Rushmore Plaza Civic Center), located in Rapid City, South Dakota, has initiated a Request for Proposal (RFP) to identify vendors qualified to propose, execute, and install a plan to convert our Rushmore Hall space from pneumatic to digital/electronic controls, as well as install VFDs (Variable Frequency Drives) where appropriate within the space.

The Monument requires a vendor who has demonstrated experience and expertise in control conversions and VFDs install. Said vendor should possess expertise with best practices regarding this type of controls conversion and VFD implementation, as well as be able to provide ongoing technical support and maintenance.

II. ABOUT THE MONUMENT

The Monument is a multiple venue, 800,000 square foot complex located in Rapid City, SD. The venue includes two arenas (one with an ice surface), a 1700 seat Fine Arts Theatre, a versatile fieldhouse, and 150,000 square foot of convention space, all under one roof. The Barnett Fieldhouse, LaCroix Hall, and Fine Arts Theatre were built in 1977. Rushmore Hall was added in the mid 1980s and expanded in the early 1990s. The Ice Arena was added in 2008 and the Summit Arena (seating for 10,000+) was added in 2021.

The Monument is home to many large annual events including the Black Hills Stock Show and Rodeo, the Black Hills Pow Wow, and the Lakota Nation Invitational Basketball Tournament. The facility is also home to the indoor football team The Marshalls, and to the ECHL Rapid City Rush Hockey team. The venue hosts over 600 events each year, equating to over 1200 event days, with over 1 million people flowing through the building each calendar year.

III. PROJECT BACKGROUND

Rushmore Hall was added to the facility in the mid 1980s, complete with pneumatic HVAC controls. In an effort to increase efficiencies, garner utility savings, and modernize our facility, we are looking to convert those pneumatic controls to digital/electronic controls and tie them into the existing controls within the balance of the facility. Additionally, also for energy efficiency gains, VFDs will be installed within the space.

IV. PROJECT SCOPE –

TEMPERATURE CONTROLS

- A. Disconnect and remove existing temperature controls as needed
- B. Provide and install a new digital control system to control 13 (thirteen) existing air handling units.
- C. Include new dampers, control valves, and actuators as needed.
- D. This project work shall include
 - a. Temperature control drawings
 - b. Installation
 - c. Programming & networking with existing system
 - d. Graphic Generation

- e. Trend Setup
- f. System Startup
- g. Project Management
- h. Training
- i. Commissioning of equipment
- j. Warranty

VARIABLE FREQUENCY DRIVES (VFDs)

- A. VFDs will be supplied for
 - a. 12 Supply Fans
 - b. 10 Return Fans
 - c. 2 Chilled Water Pumps
 - d. 2 Hot Water Pumps

EXCLUSIONS FROM THE RFP:

Fire smoke dampers/actuators and associated wiring; fire alarm system and all monitors and devices; lighting control system and associated lighting control wiring; air flow monitoring stations; concrete cutting; painting, framing, patching, plumbing, and asbestos abatement.

V. TIMELINE

It is the intent of The Monument to have this project complete and operational no later than June 30, 2023.

VI. WARRANTY

Proposer must clearly specify the details of the entire warranty as relates to both equipment and labor.

VII. PROPOSER QUALIFICATIONS & INSTRUCTIONS

It is The Monument's requirement that each Proposer meet the following qualifications and be able to clearly demonstrate how their company can meet all of these requirements:

- A. Proposer must be able to satisfactorily demonstrate that it is an experienced, competent, and reliable service provider for this project.
- B. Proposer must also satisfactorily demonstrate their project management, technical contracting, construction management, and engineering services.
- C. Preference given to local vendors with demonstrated customer service excellence.

VIII. EVALUATION AND SELECTION PROCESS

Selection of the contractor will be based on several factors, including but not limited to, relevant experience and the services and prices proposed. The Monument reserves the right to reject any or all submittals and to negotiate if deemed appropriate.

EVALUATION FACTORS AND SCORING

- A. Project cost – 50%
- B. Preference given to local contractor to ensure adequate customer service response – 25%
- C. Ability to integrate with existing systems – 15%
- D. Contractor's previous work experience in this facility – 10%

CONTRACTOR EVALUATION FORM - (100 Total Points Possible)

Project Name: _____

Evaluator: _____

Contractor Name: _____

Date: _____

PROPOSAL EVALUATION CRITERIA

Scoring (Circle One)

1: Project Cost - 50% of total

1 2 3 4 5 6 7 8 9 10

2: Preference given to local contractor to ensure adequate customer service response. – 25% of total

Hours of operation for emergency equipment response needs.
Number of personnel.

1 2 3 4 5 6 7 8 9 10

3: Ability to integrate with existing systems – 15% of total

Seamless integration

1 2 3 4 5 6 7 8 9 10

4: Contractor's previous work experience in this facility – 10%

1 2 3 4 5 6 7 8 9 10

Scoring:

1 Fails to meet the expectations of the reviewer in this category.

10 Fully meets the expectations of the reviewer in this category.

All responses to this REQUEST FOR PROPOSAL are due no later than 10 a.m. MDT, Tuesday, January 10, 2023, at the Administrative Offices of THE MONUMENT, 444 Mt. Rushmore Road North, Rapid City, South Dakota 57701.

Any questions regarding this R.F.P shall be directed, in writing or via email, to:

**Tracy Heitsch, Deputy Facility Director and Director of Finance
C/O The Monument - 444 Mount Rushmore Road North - Rapid City, South Dakota 57701**

Phone 605-394-4115

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