

CITY OF BILOXI
REQUEST FOR PROPOSALS
HVAC MAINTENANCE SERVICES

The City of Biloxi is seeking Cost Proposals to provide contractual HVAC Preventative Maintenance Services for the following four public buildings:

Public Works Complex
214A Delauney Street
Biloxi, MS 39530
(228) 435-6269

Public Safety Building
170 Porter Avenue
Biloxi, MS 39530
(228) 435-6100

Communications Building
1654 Popp's Ferry Road
Biloxi, MS 39532
(228) 392-0641

Public Safety Garage
1654 Popp's Ferry Road
Biloxi, MS 39532
(228) 392-0271

The submittal must provide for all costs, services, fees and other expenses including but not limited to those services detailed in the specifications and any other services that may be recommended in the proposal.

The buildings are available for a walk through any time during the work within the hours of 8:00 am to 4:00 pm.

All questions may be submitted in writing to Christy LeBatard at clebatard@biloxi.ms.us.

Specifications are available via paper copy or digital copy (CD). Plan holders are required to register for an account and log-in at www.biloxiplans.com; at this site specifications can be viewed for no charge or physically purchased. All plan holders are required to have a valid email address for registration. Purchased bid documents are non-refundable and must be purchased through the website. Questions regarding website registration and online orders please contact web support at (662) 407-0193. A view only copy of the specifications are also available to be viewed at the City of Biloxi Engineering Department, which is located at 214 A Delauney Street, Biloxi, Mississippi (the Public Works Building), (228) 435-6269. Plans and specifications may be examined without charge online or at the City of Biloxi Engineering Department during regular business hours (7:00 a.m. - 4:00 p.m., Monday - Friday).

Sealed proposals will be received until **10:00 a.m., May 23, 2018**. Proposals should be sealed and properly labeled **CITY OF BILOXI HVAC MAINTENANCE SERVICES** and shall be forwarded to:

City of Biloxi Mayor's Office
City Hall Building Second Floor
140 Lameuse Street (39530)
P.O. Box 429

Biloxi, MS 39533-0429

The City of Biloxi reserves the right to reject any or all proposals, to waive any or all proposals, and to waive any irregularities or informalities in the proposal process. The proposals will be opened at the aforementioned time and date in the City Council Chambers, Second Floor, City Hall at 140 Lameuse Street.

Published by order of the Municipal Clerk, the 12th day of April, 2018.

SEAL


Deputy MUNICIPAL CLERK

SEND PROOF OF PUBLICATION

Publish Twice: April 19, 2018 & April 26, 2018