

**METROPOLITAN ENTERTAINMENT & CONVENTION AUTHORITY
REQUEST FOR PROPOSAL 18010
FOOD SERVICE EQUIPMENT
SEPTEMBER 13, 2017**

PART I - INTRODUCTION

The Metropolitan Entertainment & Convention Authority (“MECA”) is requesting proposals from qualified organizations interested in performing all services necessary to provide food service equipment at CenturyLink Center Omaha. MECA is responsible for managing the operations of the Facility.

1. Anticipated RFP Schedule

This Request for Proposal (RFP) and the guidelines set forth for responses hereto are intended to provide MECA with significant substantive information early in the negotiating process so that final agreement can be reached quickly. MECA has therefore established the following schedule:

RFP Issued	September 13, 2017
* MANDATORY Pre-bid Meeting	September 18, 2017, 1:00 pm
Final Questions	September 22, 2017, 1:00 pm
Due/Public Opening (time)	September 25, 2017, 1:00 pm

* This is a mandatory pre-bid meeting. All Bidders who may wish to provide a Proposal must be present at this meeting. Bidders must notify MECA at kbotello@omahameca.com of their intention to attend this meeting no later than September 15, 2017, 10:00 am.

2. Bidder Inquiries

All inquiries regarding this RFP must be made in writing and addressed to kbotello@omahameca.com. Oral explanations or answers shall not be valid. Revisions, clarifications, and/or additional information will be issued to all Bidders in the form of an RFP addendum. All or any RFP addenda issued to the Bidders prior to the bid due date shall become a part of the bidding documents and the cost of such work shall be included in the bids.

3. Delivery of Proposals

Two printed copies and one electronic copy of proposals must be submitted and signed by an officer of the company, and delivered before the time set forth in Section 1 to MECA’s offices:

MECA
RE: Bid on Food Service Equipment 18010
455 North 10th Street
Omaha, NE 68102

All proposals received will be publicly opened at MECA's offices at the time set forth in Section 1. Bidders may attend, however attendance is not required. MECA reserves the right to accept or reject late proposals or to extend the time for response for one or more respondents.

4. Criteria for Evaluation of Proposals

4.1 Evaluation of Compliance with RFP Guidelines

Each proposal received will be evaluated to determine whether it generally supplies the information requested in this RFP. MECA may (at its sole discretion) disqualify any proposal, which it deems non-compliant. All proposals shall be valid for acceptance for a period of ninety (90) calendar days.

4.2 Evaluation of Proposals

Proposals will be evaluated based on the following criteria: (a) the company profile, background, experience, and references of the proposing party; (b) service and support; (c) ability to agree to the requested contractual terms and conditions; and (d) financial considerations. Other criteria may be considered by MECA based on the nature of the proposals received.

4.3 Selection of Respondents

Based on the foregoing criteria, MECA will select one or more entities for further negotiations. It is possible that based on the responses, MECA will elect to negotiate with more than one respondent. In such event, all selected entities will be informed that others have also been selected for negotiation, although MECA reserves the right to not disclose the identity of the other selected respondents.

MECA will notify the successful Bidder of the acceptance of its proposal. Such notice will be sent to the name and email address of the bidder as stated in its proposal.

4.4 Reservations

MECA reserves the unqualified right to reject any or all proposals, extend the time for receipt of proposals from all Bidders, waive defects or technicalities, correct discrepancies, advertise for new proposals, or to take any other action that MECA determines, at its sole discretion, to be in its best interest. MECA reserves the right to award the contract to other than the low bidder. Any such determinations or actions may be made without notice. All costs of preparation and submission of a proposal shall be at the risk and expense of the respondent. MECA shall have no liability in connection with a proposal or any respondent.

4.5 Proposals

All bids and proposals submitted by the various Bidders for this work become the property of MECA. Neither MECA nor the Bidders shall disclose the contents of any proposal to the other parties prior to the announcement of the award.

5. Contractual Terms and Conditions

Review and provide a detailed response whether the following contractual terms and conditions are agreeable. The Bidder's Proposal shall specifically note any requested

modifications to this section, which MECA may take into consideration during the review process, at MECA's discretion.

5.1 Purchase Agreement and Payment

The successful Bidder will be required to execute a MECA Purchase Agreement prior to performing any portion of work required within the specifications of this RFP. A sample MECA Purchase Agreement is available upon request.

Payment terms will be Net 30 days from installation and acceptance by MECA.

5.2 Insurance

The successful Bidder must provide evidence of the following types of insurance during the term of the Agreement:

Commercial General Liability Insurance (including premises operation liability, contractual liability and product/completed operations liability) and Automobile Liability coverage (owned, non-owned and hired coverages) with minimum limits of \$1,000,000 per occurrence, and \$2,000,000 in the aggregate. Commercial General Liability aggregate limit will apply on a "per location" basis. The insurance must protect MECA and the City of Omaha from claims for personal injury (including bodily injury and death) and property damage which may arise from or in connection with the performance of the Bidder's services hereunder or from or out of any negligent act or omission of the Bidder, its officers, directors, agents or employees.

Workers' Compensation Insurance as required by applicable law. Policy shall be endorsed to include Waiver of Subrogation against MECA, the City of Omaha, their employees, officers and legal representatives.

Employer's Liability Insurance with minimum limits of:

\$500,000 Each Accident—Bodily Injury by Accident

\$1,000,000 Policy Limit—Bodily Injury by Disease

\$500,000 Each Employee—Bodily Injury by Disease

Umbrella or Excess Liability: additional \$5,000,000. Coverage is to apply to excess of Commercial General, Employer's Liability, and Automobile Liability policies.

All such insurance required above shall be with companies and on forms acceptable to MECA and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days unrestricted prior written notice thereof is furnished to MECA. All insurance shall be primary and not contributory. All insurance shall be written by companies with a Best's Key Rating Guide (Property-Casualty, United States) rating of A or better and a Best's Financial Size Category of Class VI or better. Within thirty (30) days of the date on which coverage is to be provided hereunder, the successful Bidder shall furnish to MECA certificates of insurance along with copies of endorsements evidencing compliance to the above requirements. Such certificates and insurance policies shall name MECA and the City of Omaha as additional

insureds on a primary basis, and contain a waiver of subrogation, in which the insurer waives any claim or right to recover against MECA, the City of Omaha, their officers, agents or employees. The additional insured requirement does not apply to Workers' Compensation.

5.4 Indemnification

Bidder does hereby covenant and agree to indemnify, defend and hold harmless MECA, and the City of Omaha, their officers, directors, employees, agents and representatives, from and against all claims, demands, losses, suits, damages, liabilities, costs and expenses (including reasonable attorneys' fees) arising out of or relating to any claim, demand or judgment for property loss or damage (including loss of use of the Facilities), and/or personal injury, including death, arising out of the Products and Services furnished hereunder by Bidder and Bidder's Personnel except to the extent same is caused by the negligence or reckless conduct of MECA or its employees or agents.

MECA is not responsible for any equipment, furnishings, supplies or other property or products owned by Bidder and used or stored at the Facilities, nor is it responsible for damage resulting from power failure, flood, fire, explosion or other similar causes.

The provisions requiring the furnishing of personal injury liability or property damage liability insurance shall not be construed to affect or impair the generality of the foregoing.

The successful Bidder shall represent and warrant in the contract that the components of this RFP to be purchased for the Facilities shall not violate or infringe upon any patent, copyright, trademark, trade secret or other intellectual or proprietary right of any third party. The Bidder shall agree to defend, protect and hold harmless MECA and its related parties from and against any and all liabilities, actions, losses, awards, damages, costs, claims or expenses including reasonable attorneys' fees incurred by them as a result of any claim that the components of this RFP to be purchased for the Facilities are illegal or infringe upon any third party patent, copyright, trademark, trade secret or other intellectual or proprietary right.

5.5 RFP and Bidder's Proposal

This RFP and the Bidder's proposal thereto shall become part of any contract that may be entered into as a result of this RFP.

5.6 Warranty

The Bidder shall warrant in the contract that the components of this RFP to be purchased for the Facilities shall be new and of good and workmanlike quality and fit for the use intended. The Bidder shall further warrant that during the manufacturer's warranty period that the components will operate in accordance with the manufacturer's specifications. The manufacturer's warranty period shall be specified on the Bidder's proposal and shall begin on the date of MECA's acceptance of the installation. All other specific promises and warranties made by Bidder in the RFP Response or bid process generally shall also be included in the final contract.

5.7 Scope, Quality of Work Guarantee

The successful Bidder shall furnish all equipment, labor, personnel, and facilities necessary to perform and complete the work.

5.8 Conduct of Personnel

No business, other than that specifically outlined in the RFP, may be conducted by personnel of the Bidder while on the premises of the Facilities.

The Bidder shall be responsible for all actions of its employees, while they are assigned to the Facilities. The employees shall at all times comply with applicable laws, ordinances, and regulations of local, state, and federal agencies, along with all regulations, policies, and procedures of MECA.

Bidder certifies and agrees that, with respect to its staff and employees who will participate in the performance of this Agreement, the Bidder shall maintain a workplace free of drugs and alcohol during the term of this contract.

If, for whatever reason, MECA determines that personnel assigned to the Facilities are unsatisfactory, the Bidder shall replace the individual immediately or as mutually agreed upon.

5.9 Sales Tax

All federal, state and local taxes, including without limitation sales, use, excise, privilege, transactional, gross receipts, ad valorem or any other transactional tax or customs and duties ("Tax" or "Taxes") paid or payable by Bidder, however designated, levied or based on amounts payable to Bidder under or in connection with the RFP have been included in the pricing set forth on Attachment A – Proposal Form as required by the relative taxing authorities.

MECA is a sales taxable entity and as such, Bidder warrants that sales tax is included in the price provided on Attachment A – Proposal Form. Notwithstanding anything in the Agreement to the contrary, the successful Bidder shall indemnify and defend MECA for any sales tax audit assessment against MECA relating to the amount of Nebraska sales tax charged under this Agreement.

As a Vendor of CLCO, any sales tax collected must be reported to the State of Nebraska on a monthly basis. A Convention Center Facility Financing Assistance Act Sales and Use Tax Information Form must be completed and filed on or before the 20th day of the month following the month of sale. Forms are available by contacting MECA's Finance Department. Vendor must also supply MECA with the Vendor's Nebraska Sales Tax Permit number on Attachment A – Proposal Form upon execution of the Agreement.

PART II - SCOPE OF PROJECT

Bidders are to submit prices to provide, install, test, and train on the Food Service Equipment ("Equipment") as specified below. Alternate manufacturers/models will not

be considered. Spaces will be prepared to accept the equipment specified unless otherwise noted below.

It is MECA's intention to award all Equipment to one Bidder. However, MECA reserves the option to award the bid to two or more Bidders.

The items listed below are the types and a quantity of Equipment MECA anticipates purchasing. MECA is under no obligation to purchase all items or all quantities listed.

Installation Instructions:

The successful Bidder must install in accordance with manufacturer specifications and in compliance with all applicable city, state and federal codes. All equipment is to be cleaned and ready for use by the foodservice staff.

The successful Bidder must provide all kits, connections, or other parts, if any, required for a complete turn-key installation. Bidders must include pricing for kits, connections or their parts in their bids.

The successful Bidder is to provide two (2) owners/users manuals for each item purchased, to MECA.

The successful Bidder is to set all Equipment in place, test the equipment and train staff on use of equipment. Training will need to be set up between MECA and the successful Bidder to accommodate the event and food preparation schedules.

The installation may need to be completed in phases. This will be discussed further during the pre-bid meeting. This project may require that the work be completed during a timeframe that spans over several days or weeks. Although this is not desirable, it is possible that the event schedule will require it. This project may require installation during evenings and weekends.

The work area must be cleaned of all packaging, tools and other materials upon completion of installation. MECA dumpsters are not available for disposal of materials.

Timeline:

It is anticipated that a fully executed agreement will be in place no later than October 10, 2017. The goal is to have all Equipment on site, and installed as necessary, no later than November 30, 2017

Equipment Specifications:

ITEM 1: CHARBROILER

Quantity: 1

Vulcan Model VCCB60 Dimensions: 14.75"(h) x 60"(w) x 27.25"(d)

Charbroiler, gas, countertop, 60", (11) 14,500 BTU cast iron burners, infinite heat controls, reversible grates, stainless steel front, sides, top trim, backsplash & grease trough, 4" adjustable legs, 159,500 BTU, CSA, NSF.

STAND/C-VCCB60 Equipment Stand, 61"(w) x 20"(h), smooth edge, undershelf, stainless steel, welded and smooth blended edges, .5" wide marine edges, 5" casters with 2 or 3 locking brakes.

1 year limited parts & labor warranty, standard on Charbroilers and stand.

ITEM 2: TILTING SKILLET, GAS

Quantity: 1

Groen Model BPP 40g Dimensions: 48"(w) x 39.76"(d) x 43.50"(h).

Stainless steel gas heated thermostatically-controlled on a rounded tubular leg stand. Heavy 5/8" thick stainless steel clad pan bottom with specially-designed gas burner/combustion chamber and specially-designed welded heat transfer fins. Electronic ignition, 48" wide with a 10" deep pan. Heavy-duty fully adjustable counterbalanced cover with condensate drip shield and cover vent. NSF-listed and CSA design-certified. 0.5" NPT gas connection and standard electric spark ignition requires 115 Volt, single-phase, 60 Hertz, 5 AMP supply. 144,000 BTU/hr.

1 year parts & labor, 10-year pan & body warranty, standard.

ITEM 3: DISHWASHER

Quantity: 1

Insinger Commander 18-6 Dimensions: 70" (h) x 30.125" (w) x 30.75" (d)

Automatic door type, single tank dishwasher with timed wash and rinse cycle 0.72 gallon/rack. Capacity is 65- 20" x 20" racks per hour or 1625 dishes per hour. Fully automatic operation. RackAware Automatic Rack Sensing System only runs a cycle when a rack is present. Selectable 2 minute extended wash cycle. Field convertible straight through to corner. Digital temperature indicators for wash and rinse temperature.

- Capacity Per Hour 65 racks, 1625 dishes, 80-160 meals
- Tank Capacity 6.4 gallons
- Motor Size 1 hp (wash)
- Steam Consumption at 20 psi min. 11 lbs/hour tank
- Final Rinse Peak flow at 20 psi min. 4.36 gallons/minute
- Final Rinse Consumption at 20 psi min. 47 gallons/hour -.72 gallons/rack
- Peak Rate Drain Flow 9 gallons/minute

1 year limited parts and labor standard.

ITEM 4: COMPACT BOOSTER WATER HEATER

Quantity: 1

Hatco C-12 Compact Booster Water Heater Dimensions: 13" (w) x 20.75" (d) x 19 3/4" (h). Factory pre-plumbed and pre-wired with a calibrated immersion thermostat and high-temperature limit switch with 6 gallon tank capacity.

1 year limited parts and labor standard.

ITEM 5: SPLASH

Quantity: 1

Pitco Frialator Model No. A5062504 Splash Guard, 12”

The current timeframe for work to be completed is: November 30, 2017.

The successful Bidder must provide MECA a detailed schedule for completion of the Work.

The successful Bidder must provide MECA weekly status reports with an updated schedule.

The successful Bidder must provide MECA the name and cell phone number of the lead installer that will be on site every day.

Delivery:

The delivery date must be scheduled and approved by MECA. Due to the event schedule, there are days in which our loading docks are not accessible. MECA is not responsible for any additional shipping charges for refused deliveries.

PART III - Information to be Supplied by Bidder

For ease of evaluation and given the fast-track that MECA desires to pursue to reach final agreement, MECA requests that each proposal submitted incorporate the same general structure. Proposals must include the following sections:

1. Attachment A - Proposal Form

Attachment A – Proposal Form, must be completed, signed and submitted as the first page of the Proposal. Proposal must include all costs associated with a complete, turn-key installation.

2. Company Profile

The Bidder should provide information about the company, including the following information:

1. Company name, address, telephone number and contact person.
2. Brief company history, which can be in the form of a company brochure.

3. Subcontractors

In order that MECA may be assured that only qualified and competent subcontractors will be retained for the service, each Bidder shall submit with his/her name a list of all subcontractors that the Bidder intends to use. No change shall be made in the list of subcontractors after the receipt of proposals, unless agreed to in writing by MECA.

4. References

Bidders shall supply a list of three references that you have provided similar product/service for, including names and telephone numbers of the customer's contact person. Provide a brief description of product/service for each reference listed.

5. Project Narrative

For Scope of Project listed in Part II, Bidder shall provide detailed information including timelines for installation plan, detailed warranty information, and training

program. (insert information if asking Bidder for anything other than pricing, such as timelines, processes, installation plan, detailed warranty, training program, or whatever else is appropriate).

6. Warranty and Support Information

Bidders must provide warranty information for equipment and services.

7. Deviations from Scope of Project

Bidders must document any and all deviations from the specifications outlined in the Scope of Project in Part II.