



REQUEST FOR QUOTATIONS (RFQ) PALO COMMUNITY CENTER HVAC CONTROLS REPLACEMENT

ISSUED: July 27, 2026

QUOTATIONS DUE: 10:00 AM, Friday, August 28, 2026

SUBMIT TO: Clark Robertson - Email: publicworks@cityofpalo.com or in person at City Hall, 2800 Hollenbeck Road, Palo, IA 52324

WHAT: The City of Palo, Iowa is soliciting quotations from qualified contractors in accordance with Iowa Code Chapter 26 for the Palo Community Center HVAC Controls Replacement Project.

PROJECT DESCRIPTION: Replacement and upgrade of HVAC control systems including controllers, sensors, programming, commissioning, and system integration.

SCOPE OF WORK:

- Remove existing controllers for 2 (two) ERVs and replace with new CGM/XPM controllers. Verify Fire Alarm Shutdown Relay. Provide Point to Point Device Verification. Program & Commission ERV sequence (Use existing sequence for reference).
- Remove existing controllers for 9 (nine) Heat Pumps and replace with new CGM/XPM controllers. Provide point to point and device verification. Replace temperature/humidity sensors. Program and Commission HP sequence (Use existing sequence for reference).
- Remove existing controller for pumps, glycol fill and generator, replace with CGM/XPM controller. Program & Commission sequence (Use existing sequence for reference), verify burglar alarm operation.
- Provide 3 (three) new temperature sensors for vestibule heater and fire pump room heater.
- Install new SNE supervisory controller (owner to provide data drop and IP address)
- Integrate existing field devices, (VAVs, UG, Hx Etc.)
- Build New Floor Plans, Basic MUI Graphics
- Verify alarm configuration and reporting.
- Verify Trending
- Reuse existing devices, actuators, and data groups.
- Includes low voltage control wiring, programming and checkout
- All work to be performed within normal business hours.

EXCLUSIONS:

- Temporary heating or cooling
- Overtime work
- Painting

QUOTATION REQUIREMENTS:

- Lump sum price
- Contractor information
- Project schedule
- Description of deviations
- The City reserves the right to reject any or all quotations.