

**REQUEST FOR PROPOSALS**

Building Automation System (BAS) Installations & Upgrades

**Introduction**

Lincoln Park Zoo is a historic, 49-acre zoo located in the heart of Chicago. Lincoln Park Zoo cares for more than 170 species, employs almost 300 full-time and seasonal workers, and welcomes 3.6 million visitors annually from around the world. It is committed to Chicago’s communities, offering camps, programs, and events year-round.

**Overview**

Lincoln Park Zoo is seeking proposals from qualified vendors to provide, install, and maintain new or updated Building Automation Systems (BAS) for various buildings throughout our zoo campus. The goal is to improve energy efficiency, enhance animal habitat control, and streamline facility management operations.

**Scope**

1. Installation and/or Replacement of BAS Systems:
	* Assess current BAS infrastructure in outlined buildings.
	* Design and propose a comprehensive BAS solution.
	* Install new systems or upgrade existing ones.
	* Integrate all systems into a centralized management platform.
	* This upgrade includes approximately thirteen (13) buildings including animal habitats, visitor centers, administrative offices, and food service areas. The buildings included in this scope are:
		1. Regenstein Small Mammal-Reptile House
		2. Helen Brach Primate House
		3. Park Place Café
		4. Hurvis Family Learning Center
		5. Regenstein Macaque Forest
		6. Walter Family Arctic Tundra and Robert & Mayari Pritzker Penguin Cove
		7. Searle Visitor Center
		8. Laflin Administrative Building
		9. Flamingo Dome
		10. Café Brauer
		11. Kovler Seal Pool
		12. Conservation & Science

**Logistics**

* Project Schedule
	+ RFP Released: September 4, 2024
	+ Proposals Due: September 27, 2024
	+ Decision communicated: Week of October 14, 2024
	+ Installation Goal: Fall/Winter 2024
* Submission Requirements
	+ Provide an overview of the company’s organization, resources, and support capabilities.
	+ Provide detailed specifications of equipment including brand, model, capacity, energy efficiency ratings, and warranties.
	+ Give a detailed breakdown of costs including equipment, labor, materials, and any additional expenses.
	+ Include installation plan and timeline.
	+ Provide information regarding bidder’s status in the Business Enterprise Program (BEP): Minority Business Enterprise, Women Business Enterprise, etc. Contractors certified as such are preferred.
	+ Include your company’s Diversity Statement or policy.
	+ Provide a list of current and past projects employing your company’s services that have similar requirements to those of the zoo’s proposal.
	+ Successful bidders must comply with the Illinois Prevailing Wage Act.
	+ The preferred format for submission is PDF.
* Submission Inquiries and Delivery
	+ A site walkthrough may be scheduled if prospective bidders are interested. Please reach out to Project Manager Hannah Sorich via email at hsorich@lpzoo.org for scheduling, or to ask questions.
	+ Please submit your proposals via email to Senior Accountant Emily Stroebel at estroebel@lpzoo.org and Project Manager Hannah Sorich at hsorich@lpzoo.org by September 27, 2024. Late proposals will not be accepted.

**Selection Criteria**

Selection criteria will include, but not be limited to, the following:

* Quality and suitability of the proposed equipment and installation plans
* Qualifications and experience
* Current and previous comparable projects
* Timeline and budget