



**NOTICE INVITING REQUEST FOR PROPOSALS (RFP) FOR
HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) MAINTENANCE SERVICES**

PUBLIC NOTICE IS HEREBY GIVEN that the CITY OF RANCHO MIRAGE, hereinafter referred to as CITY, invites sealed proposals for City Heating, Ventilation, and Air Conditioning (HVAC) Maintenance Services and will receive such proposals in the offices of the Director of Public Works up to the hour of **2:00 P.M.** on **Wednesday**, the **10th** day of **September, 2014**.

The work to be accomplished includes, in general terms, all aspects of custodial services.

To receive specifications you must complete the on-line registration form. You will need to visit the City's website at: www.RanchoMirageCA.gov and sign up. Scroll to Quick Links, Select Requests For Proposals. Select Heating, Ventilation, And Air Conditioning (HVAC) Maintenance Services. After signing up you will receive an e-mail with the requested documents for download and printing.

A Pre-Proposal Conference will be held at 9:00 A.M. on Wednesday, August 27, 2014 at the City of Rancho Mirage City Hall Conference Room No. 3, located at 69825 Highway 111, Rancho Mirage, CA 92270.

Funding for the work is with all local funds and, as provided under City Charter, this contract will not require compliance with prevailing wage requirements of the State of California.

Proposals must be prepared on the approved proposal forms in conformance with the Instructions to Bidders and submitted in a sealed envelope plainly marked on the outside "**SEALED PROPOSAL FOR CUSTODIAL SERVICES - DO NOT OPEN WITH REGULAR MAIL**" CITY staff will not be available to respond to questions on the day of bid opening.

The CITY reserves the right to reject any or all proposals, to waive any irregularity, to accept any proposal or portion thereof, and to take all proposals under advisement for a period of sixty (60) days.

BY ORDER OF the Director of Public Works.

Dated this **11th** day of **August, 2014**

By Vallerie Walthour
Vallerie Walthour, Public Works Department Secretary
City of Rancho Mirage
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