



---

**Colby Community College (CCC) – Datacenter In-Row Rack Cooling (HVAC)  
RFP (Submission deadline is noon on 8 May 2024)**

**Overview and Background:**

Colby Community College is located in the northwest corner of Kansas, approximately 50 miles from the Colorado and Nebraska borders. The college was established in 1964; it is a dynamic institution of more than 2,400 students. In addition to a main campus of approximately 60 acres, CCC operates a 60-acre farm for students to use as a hands-on laboratory and training facility.

**Project Goals:**

CCC is seeking bids for our Datacenter In-Row Rack Cooling (HVAC) for our IT Datacenter.

**General Information:**

CCC is requesting equipment to replace our existing Datacenter In-Row Rack Cooling (HVAC). This HVAC unit will be used to cool server computers and network switches 24/7/365 located in the Library basement. The existing space is 522 square feet in volume. We have an additional challenge worth mentioning related to our facilities HVAC: Our intake air temperature averages 79F most of the year. Summer temperatures have been as high as 91F in our building. We currently have a 52726.43 BTU/h equipment load.

The quotes must be able to meet the following specifications:

- 208V AC input voltage
- 88,000 BTU Air Conditioner (Split Unit Preferred)
- Include Ethernet web monitoring card
- On site installation
- Unit will need to operate at below -4F
- Be in a new factory condition with full warranty
- Include a three (3) year parts and labor warranty
- Include replacement of broken and worn out parts under the parts warranty
- Vendor must supply projected EoL and EoS dates in the proposal

- All hardware devices must include a three-year term support and warranty. Any questions can be directed to Douglass Mc Dowall, Information Technology, at (785) 460-5484 or [douglass.mcdowall@colbycc.edu](mailto:douglass.mcdowall@colbycc.edu).
- The RFP will be posted on CCC's website, <https://www.colbycc.edu/vendors>, and can be downloaded from there directly as of 5:00 p.m. on 17 April 2024.

### **Project Timeline:**

The bids proposed **MUST** include an ETA for delivery to CCC before June 30, 2024. If you are not able to meet or exceed this deadline, please provide a timeline that you are able to accommodate.

### **Submission of Proposals:**

Respondents to this RFP must submit their sealed proposal by hand or email no later than 12:00 p.m. (CST) on 8 May 2024 to Sheri Knight, located in the Thomas Hall Administration Office (CCC's Main Campus), or via email at [sheri.knight@colbycc.edu](mailto:sheri.knight@colbycc.edu).

The Vice President of Business Affairs and the Accounting Administrative Assistant will open the proposals.

### **Anticipated Selection Schedule:**

All submitted proposals will be reviewed and evaluated, and then CCC will recommend to the Board of Trustees (BOT) for a decision; the BOT meeting will be held on 20 May 2024. The selected vendor will be notified within 24 hours after the BOT has approved a recommendation.

### **Elements of Proposal:**

A submission should, at a minimum, include the following elements:

1. Manufacturer and model of units being proposed.
2. All additional options.
3. Please disclose the Manufacturer's Suggested Retail Price (MSRP).
4. Specific warranty details for each unit proposed.
5. Document any related fees or processing fees.
6. Document any delivery fees to have the items delivered to CCC.

7. Timeframe to secure and deliver items.

### **Mandatory Disclosures**

#### **Tax Exempt:**

Colby Community College (CCC) is a tax-exempt entity. All bids should reflect no sales tax in the final submission.

#### **Exclusions:**

If any exclusions exist as a part of this proposal, vendors must clearly define them in a section labeled *exclusions*.

#### **Sub-Contracted Work (if applicable):**

If any of the scope of the project will be outsourced to a third party, the vendor name and work to be completed must be included in the proposal. CCC reserves the right to request a different subcontracted company.

#### **RFP Questions (if applicable):**

Vendors should only direct inquiries and questions to the following individual(s) at CCC. Any communication received by anyone else at CCC should not be included in the proposal.

#### **Point(s) of Contact:**

Sheri Knight, sheri.knight@colbycc.edu or (785-460-5407)

#### **Statement of Disclosure:**

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn prior to the scheduled time for the opening of bids. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).