



# Grand Rapids Public Library - Main Branch Steam Boiler Replacement 2526 Request for Proposal

## A. Introduction

The Grand Rapids Public Library (GRPL) seeks an experienced vendor to replace the steam boiler at the Main Library ( the Main Library (111 Library St NE, Grand Rapids, MI 49504)

## B. Background

[The Grand Rapids Public Library \(GRPL\)](#) is a department of the City of Grand Rapids and serves an urban population of almost 200,000 through eight locations and a mobile library. Established in 1871, the Grand Rapids Public Library is known for excellent customer service, depth and breadth of collections, responsiveness to community needs, and focus on equity and inclusion. In 2023 GRPL completed a rebrand that resulted in a new visual brand identity as well as a shared purpose of “reflecting and connecting our community to trusted resources and each other.”

## C. Project Scope

The Grand Rapids Public Library seeks an experienced vendor to remove and replace the steam boiler that serves the ice melt and humidification systems for the facility.

**This includes:**

### Permitting and Compliance

1. Acquire all necessary permits from local authorities.
2. Ensure the project complies with local zoning and regulatory requirements.
3. Coordinate inspections as required.

### Consultation and Design Verification

4. Conduct an initial consultation to confirm design specifications provided by GRPL.
5. Recommend any necessary adjustments to materials, dimensions, or designs for operation, controls synchronization and operation.
6. Provide mock-ups or digital renderings for final approval by GRPL.

### Modification

7. Replacement of equipment should not require system modifications.

## Installation

8. Coordinate site visits to prepare for installation, accessibility and delivery.
9. Remove and responsibly dispose of existing equipment and discarded materials..
10. Install new equipment, piping and power as required.
11. Coordinate with GRPL for demolition, delivery and startup.

## Project Management and Communication

12. Assign a project manager to act as the primary contact for GRPL.
13. Provide regular progress updates and maintain open communication throughout the project.
14. Ensure minimal disruption to library operations during installation.

## Post-Installation Services

15. Conduct a final walkthrough with GRPL representatives to ensure satisfaction with the completed work.
16. Provide a warranty for materials and installation.
17. Deliver maintenance recommendations for long-term signage upkeep.

## D: Anticipated Budget

\$80,000

## E: Proposed Timeline *\*Subject to change*

September - October 2025	Permitting, Electrical Acquisitions, Managing Materials & Suppliers
October / November 2025	Removal, Disposal, Installation & Startup
December 2025	Inspections, Project Closeout and Final Billing

## F: Proposal Content Requirements

- Work plan that contains a description of the stages, tasks, timeline, and an estimate of the amount of time that would be spent on each stage of the project
- Project budget that includes installation, disposal, and permitting costs.
- References, including contact information for at least 2 organizations.

## G: Submission Information

The deadline for submission is September 15, 2025 at 1:00 pm EST. An electronic copy should be sent to David Sturgeon, Facilities Manager ([dsturgeon@grpl.org](mailto:dsturgeon@grpl.org)).