

Morrow County Competitive Verbal Quotes & Proposals

Use this form to document requests for price quotes. Submit completed form to the Finance Department along with purchase confirmation.

PREPARED BY: _____ DATE PREPARED: _____

DEPARTMENT: _____ DATE QUOTES DUE: _____

PHONE NO: _____ TIME QUOTES DUE: _____

VENDOR 1

VENDOR 2

VENDOR 3

<i>Name</i> _____	<i>Name</i> _____	<i>Name</i> _____
<i>Address</i> _____ _____	<i>Address</i> _____ _____	<i>Address</i> _____ _____
<i>Phone</i> _____	<i>Phone</i> _____	<i>Phone</i> _____
<i>Fax</i> _____	<i>FAX</i> _____	<i>FAX</i> _____
<i>Contact</i> _____	<i>Contact</i> _____	<i>Contact</i> _____
<i>Fob</i> _____	<i>FOB</i> _____	<i>FOB</i> _____
<i>Terms</i> _____	<i>Terms</i> _____	<i>Terms</i> _____
<i>Delivery</i> _____	<i>Delivery</i> _____	<i>Delivery</i> _____

Comments/Specifications: _____

ITEM	DESCRIPTION	QUANTITY	VENDOR 1		VENDOR 2		VENDOR 3	
			UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE

High Volume Low Speed (HVLS) Fan

Morrow County Fairgrounds

Date: 12/22/2025

Bids Due – 02/02/2026 no later than 2:00 PM



SITE LOCATION

Morrow County Fairgrounds

74473 Hwy 74 Lena, P.O. Box 464

Heppner, Oregon 97836

Project Overview

Before bidding, contractors are required to schedule and complete a pre-bid site discussion with the Facilities Maintenance Supervisor to review the project site. This proposal outlines the scope of work, materials, spacing requirements.

Morrow County Facilities Maintenance Supervisor, 541-240-1791

aclement@morrowcountyor.gov.

Scope of Work

To maintain consistency with our existing infrastructure, we are seeking pricing for the **same model listed below or a very close, functionally equivalent product** with equal or better performance and specifications.

Requested Equipment Specifications

- Model: MacroAir Airvolution-D 780 (24-foot diameter), or approved equivalent
- Motor/Drive: Gearless direct drive (brushless)
- Voltage: 208–277 Volt AC
- Included Components: Safety cable, standard drop rod, and digital touchpad controller
- Mounting Hardware: Rapid Mount industrial I-beam hardware kit

Project Details

- Application: Beef barn / livestock ventilation
- Ceiling Structure: Standard I-beam
- Location: Heppner, OR 97836
- Installation: Please include all labor, equipment, and materials required for a complete installation

- Requested Lead Time: Please submit pricing and availability no later than January 9, 2026

Please include any applicable **shipping costs**, confirm current **warranty terms** for the motor and electronic components, and clearly identify any deviations if proposing an equivalent model (including specification sheets).

Our facility is served by Columbia Basin Electric Cooperative (CBEC), which utilizes Efficiency Services Group (ESG) for rebate administration.

Project Timeline

- **Estimated Duration:** 3–5 business days (pending site conditions and weather).

Compliance

All work will be performed in compliance with applicable local, state, and federal codes, including environmental and sanitation regulations.

This project is considered a public works project and must follow Oregon's prevailing wage laws. Contractors are required to pay workers the applicable prevailing wage rates for all work performed on-site. Bidders should review and follow all rules in ORS 279C.800–870 and OAR 839-025 to make sure their labor practices meet state requirements. Proof of compliance may be requested at any time during the project.

The contractor shall maintain all insurance coverage required by Morrow County, including Workers' Compensation, Commercial General Liability, and Automobile Liability, in the amounts and form specified in the County's insurance requirements. All liability policies must name Morrow County, its officers, employees, and agents as Additional Insureds, and must list Morrow County as the Certificate Holder. Proof of insurance meeting these requirements must be provided prior to the start of work. Contractors are responsible for all deductibles and must ensure that coverage is primary and non-contributory.

Cost Estimate

A detailed cost estimate can be provided upon confirmation of site conditions and project scope. Please complete Exhibit A.

Conclusion

This installation will provide a durable, code-compliant gray water disposal solution for food concession trailers, improving sanitation, safety, and operational efficiency at the site.

Please review the above proposal and advise of any modifications or additional requirements.

Submission Instructions

Contract award is subject to available funding. The County may reject all bids or cancel the solicitation if sufficient funds are not available.

Bids due– 02/02/2026 no later than 2:00 PM

Bids Submission

Sandi Pointer, Risk and Procurement Manager

215 NE Main Ave., Irrigon, OR 97844

541-989-8166

spointer@morrowcountyor.gov

EXHIBIT A – COST ESTIMATE

HVLS Fan Supply and Installation – Beef Barn

Project Location: Heppner, OR 97836

A. Equipment Costs

Line Item	Description	Quantity	Unit Cost	Extended Cost
A1	HVLS Fan – Same model or approved equivalent (24' diameter)	1	<u>\$6,200</u>	<u>\$6,200</u>
A2	Digital Touchpad Controller	1	<u>\$225</u>	<u>\$225</u>
A3	Safety Cable	1	<u>Included</u>	<u>Included</u>
A4	Standard Drop Rod	1	<u>\$99</u>	<u>\$99</u>
A5	Rapid Mount Industrial I- Beam Hardware Kit	1	<u>included</u>	<u>Included</u>
Equipment Subtotal: \$				<u>\$6,524.00</u>

B. Installation Costs

Line Item	Description	Quantity	Unit Cost	Extended Cost
B1	Labor – HVLS Fan Installation	LS	<u>\$2,750</u>	<u>\$2,750</u>
B2	Equipment / Lifts / Rigging	LS	<u>Included</u>	<u>Included</u>
B3	Electrical Coordination (if included)	LS	<u>\$4,750</u>	<u>\$4,750</u>

Installation Subtotal: \$

For Electrical and Mechanical \$7,500.00

C. Shipping & Logistics

Shipping / Freight to Heppner, OR 97836: \$

Included

D. Optional / Additional Costs (If Any)

Extended Warranty (if offered): \$

Fire Relay \$99 and Fire Wire install \$750

Additional Accessories: \$

E. Total Project Cost

TOTAL COST (Not to Exceed): \$

\$15,000.00
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F. Vendor Acknowledgements

Pricing includes all materials, labor, equipment, and installation

Warranty terms Attached

Installation is turnkey and complete Vendor Name and Address

Hunter Industrial Fan 180 Threet Industrial Dr Smyrna TN 37167 Date 1/23/26