

**ADVERTISEMENT  
FOR THE USE AND BENEFIT OF  
NESHOPA COUNTY, MISSISSIPPI**

The NESHOPA COUNTY BOARD OF SUPERVISORS will receive sealed bids and proposals to be submitted as provided in the Instructions to Bidders with said bids and proposals due on Monday, March 2, 2026 at 10:00 AM local time for the following equipment and services:

Complete Replacement of Cooling Tower No. 1 at the Neshoba County Courthouse

Detailed specifications for the above-described equipment and services with bid form may be obtained from the Board of Supervisor's Office at the Neshoba County Courthouse, 401 Beacon Street, Suite 201, Philadelphia, Mississippi 39350 or by calling 601-656-6281 or on our website at [www.neshobacounty.net](http://www.neshobacounty.net). Neshoba County will determine if compliance with the specifications exist before accepting any bid.

**INSTRUCTIONS TO BIDDERS**

All responses to this solicitation for said Cooling Tower Replacement for the Neshoba County Courthouse shall be returned, with detailed proposals included therewith, and with the bid form for same, in a single PDF document and submitted electronically at [www.neshobacounty.net](http://www.neshobacounty.net) under the correct bid solicitation, by 10:00 AM, local time on Monday, March 2, 2026 or alternatively the detailed proposal and bid form be placed in a sealed envelope marked "Bid for Cooling Tower Replacement", and filed with the Neshoba County Board of Supervisors, C/O Chancery Clerk Gidget Tate, 401 E Beacon Street, Suite 107, Philadelphia, Mississippi 39350. In accordance with Miss. Code Ann. § 31-3-21 the contractor's certificate of responsibility number shall be placed on the exterior envelope of a sealed bid or the first page of the single-file PDF Document if submitting electronically. Bids will not be considered that do not bear same as instructed.

It shall be incumbent upon each bidder to understand the specifications and requirements as listed herein and to obtain clarification when necessary, including visiting the Neshoba County Courthouse and staff to inspect and determine necessary information. It is not the intent of the specifications to limit the bidding to any particular brand or provider of services, but rather to select such equipment and services to fill specific needs. Any reference to name-brand materials, equipment or services is intended to establish standards only and bids submitted on materials, equipment or services thereto, at the sole determination of Neshoba County, shall be considered. Proposals and Bids Submitted may not be withdrawn for a period of 30 days upon submission.

Published by Order of the Board of Supervisors of Neshoba County, Mississippi on the 5<sup>th</sup> day of January 2026.

GIDGET TATE, CLERK  
BOARD OF SUPERVISORS  
NESHOPA COUNTY, MISSISSIPPI

## Request for Sealed Bids

Replacement of Cooling Tower

at the

Neshoba County Courthouse

Neshoba County Board of Supervisors

Neshoba County, Mississippi

January 5, 2026

Bids Due

March 2, 2026 – 10:00 AM CST

## BACKGROUND INFORMATION

The Neshoba County Board of Supervisors is soliciting bids for complete replacement of one of the two cooling towers for the Neshoba County Courthouse. The existing Evapco Model No. ICT 4-96 has reached end of life and must be replaced.

The new cooling tower will be installed as a direct replacement at the Neshoba County Courthouse, 401 E Beacon Street, Philadelphia, MS 39350.

## RFP OVERVIEW

The Neshoba County Board of Supervisors invites qualified contractors and providers to submit a complete bid in response to this solicitation, for providing all equipment, materials, labor and testing necessary to deliver a complete cooling tower replacement as herein described. The system will be installed at the previously designated facility and must be fully operational upon completion. The system must operate as interfaced to the existing Building Automation System (BAS) controls provided by Schneider Electric.

This proposal is being competitively bid and will be awarded to the contractor that, in the opinion of the Neshoba County Board of Supervisors, is best qualified to serve the needs of Neshoba County and best responds to this bid. The County will offer the award based on the following factors:

- Commitment to deliver to Neshoba County a modern, functional, and advanced cooling tower at the most efficient cost possible.
- Commitment to deliver as promised in regards to installation, equipment, services, training, and maintenance to said system.
- Experience, reputation in the industry, and references
- Feasibility, innovation, communication, specific ideas, resources and solutions identified to support the functioning of the Neshoba County Courthouse.
- Ability to deliver a complete replacement cooling tower for Neshoba County.

Contractor must state that, if selected, contractor will furnish and install all equipment, hardware and materials in compliance with all applicable codes, whether local, state or federal, and that all permits or licenses required for installation will be obtained without additional cost to the County.

This bid solicitation does not commit the County to award a contract, to pay costs incurred in the preparation of a proposal in response to this request, or to procure or contract for services or supplies.

The Neshoba County Board of Supervisors reserves the right to reject any and all bids, to waive formalities, informalities, or irregularities contained in a said bid and to award a contract for the project specified herein if it is deemed to be in the best interest of the County to do so.

Offers by vendors shall be firm for a minimum of thirty (30) days following the bid opening.

#### Prime Contractor Responsibility

The selected Contractor awarded this contract will be required to assume prime contractor responsibility for the contract and will be the sole point of contact with regard to the systems, installation, maintenance and training. The selected vendor will be required to assume responsibility for all services obtained under contracts resulting from this bid. The County will only contact the selected contractor awarded this contract for all matters involving providing the services solicited hereunder.

#### Minimum Specifications

The specifications described herein are the minimum specifications for this complete cooling tower replacement project. It is not the intent of the specifications to limit the bidding to any particular brand or provider of services, but rather to select such equipment and services to fill specific service needs. Any reference to name-brand materials, equipment or services is intended to establish standards only and bids submitted on materials, equipment or services thereto, at the sole determination of Neshoba County, shall be considered.

It is also not the intent of the specifications to describe every detail that is involved with the replacement of the existing cooling tower at the Neshoba County Courthouse. A contractor interested in bidding this project should thoroughly evaluate the site conditions, existing controls, existing piping, physical location, etc., to ensure they are able to provide a complete and accurate bid in response to this solicitation.

#### *REQUEST FOR BIDS – Neshoba County Courthouse Cooling Tower Replacement*

#### SECTION 1 – DEFINITION OF TERMS

Neshoba County has made every effort to use industry-accepted terminology in this solicitation and it will attempt to further clarify any point or item in question.

- The words “facility” or “facilities” shall mean the Neshoba County facility being solicited for installation of the replacement cooling tower which is the Neshoba County Courthouse.
- The words "bidder", "vendor", and “contractor” may be used synonymously in this document.
- The word “system” or “systems”, unless otherwise qualified, means the specified cooling tower replacement as outlined in this document with demobilization of the existing cooling tower and complete installation of the new cooling tower included.
- The words "must", "shall" or "will" mean that compliance with the intent of the statement is mandatory and failure by the vendor to satisfy that intent may cause the bid to be rejected.

#### SECTION 2 - TERM

- A. Upon acceptance of the bid by the Neshoba County Board of Supervisors, the contractor shall immediately order the replacement cooling tower and associated equipment and thereafter install the complete project as described in the calendar days specified on the official bid form.
- B. The County may terminate the agreement for cause by providing a show cause letter to the contractor citing instances of non-compliance.
- C. The contractor shall have thirty (30) days to cure non-compliance to the satisfaction of the facility.
- D. Payment will be made upon acceptance and functioning of the complete replacement cooling tower system. Payment will not be made if there are non-compliance issues (i.e. freeze protection not installed, BAS interface not functional, poor workmanship, etc.).

#### SECTION 3 - MODIFICATION

- A. Modifications to the terms of the agreement may be made by mutual agreement in writing between the parties.

#### SECTION 4 – TAXES, PERMITS, LICENSES AND FEE

- A. Vendor agrees to assume complete liability for all taxes, permits, licenses and fees applicable to its property, income and business arising out of or in connection with the performance of this agreement.
- B. Vendor shall obtain all necessary permits and licenses for the installation and operation of all equipment in its name and at its expense.
- C. Vendor will not be reimbursed by the County for any direct or indirect tax imposed on it by reason of this agreement.

#### SECTION 5 – TECHNICAL SPECIFICATIONS FOR REPLACEMENT COOLING TOWER

The technical specifications described herein primarily describe a complete replacement of an existing Evapco Model No. ICT 4-96 cooling tower at the Neshoba County Courthouse. This section covers the removal and replacement of Cooling Tower No. 1 located on the west-side rooftop of the Neshoba County Courthouse. The project includes all associated piping, electrical, controls and freeze protection systems as herein described and as necessary to provide for a functional cooling tower system. The replacement cooling tower shall match or exceed the performance and operational characteristics of the existing Evapco Model No. ICT 4-96 unit.

##### 5.0 Scope of Work

5.01 Remove and dispose of existing cooling tower CT-1. At the option of Neshoba County, the existing decommissioned cooling tower shall be loaded onto a Neshoba County vehicle/trailer for disposal.

5.02 Furnish and install new cooling tower matching original performance:

E.A.T. D.B / W.B.	GPM	E.W.T.	L.W.T.	TONS	FAN AND MOTOR		
					H.P.	VOLTS	PHASE
98° F / 80° F	180	95° F	85° F	65	5	208	3

Accessories include: Stainless Steel Water Touch Basin, Basin Heater, Contactor with Disconnect for Heater Package and Vibration Switch

5.03 Reconnect new cooling tower to existing piping and electrical systems.

5.04 Integrate new cooling tower to existing Schneider Electric BAS.

5.05 Provide new standalone freeze protection for reconnected piping systems.

## 5.1 Basis of Design

5.11 New Evapco Cooling Tower

5.12 Equivalent models from other manufacturers may be submitted for approval if they meet or exceed all performance, dimensional and control requirements.

## 5.2 Submittals with Bid

5.21 Product data for proposed cooling tower, including motor, assembly and basin heater(s).

5.22 Shop drawings showing dimensions, connection locations and mounting details.

5.23 Electrical schematics and control wiring diagrams.

5.24 Startup and commissioning procedures.

## 5.3 Cooling Tower Specifications

5.31 Type: Factory-assembled and tested, induced-draft counterflow cooling tower complete with fan, fill, louvers, accessories and rigging supports.

5.32 Capacity: As previously specified in section 5.02. For thermal performance the cooling tower shall be capable to cool 180 GPM of water entering at 95° F, leaving at 85° F at a design entering wet bulb of 80° F.

5.33 Fan Motor: As previously specified in section 5.02. The fan motor shall be totally enclosed, ball bearing type electric motor(s) suitable for moist air service. Motor(s) are premium efficient, Class F insulated, 1.15 service factor design. Inverter rated per NEMA MG1 Part 31.4.4.2 and suitable for variable torque applications and constant torque speed range with properly sized and adjusted VFDs.

5.34 Construction: The structure shall be designed, analyzed and constructed in accordance with the wind and seismic load requirements of at minimum:

2009 IBC, 2012 IBC, 2015 IBC, 2018 IBC, ASCE/SEI 7-05, ASCE/SEI 7-10, ASCE/SEI 7-16, and NFPA 5000.

- 5.35 Fan(s): The fan(s) shall be high efficiency axial propeller type with aluminum wide chord blade construction. Each fan shall be dynamically balanced and installed in a closely fitted cowl with venturi air inlet for maximum air efficiency.
- 5.36 Access: A ladder or platform access shall be provided for maintenance access.
- 5.37 Basin: The basin as previously described shall be an integral cold water basin with drain, overflow and make-up water. The basin shall include a heater package as previously described.
- 5.38 Detail: Every detail of the cooling tower construction and components have not been detailed herein and the proposing vendor is hereby informed to provide a complete and functional cooling tower system based on engineering excellence to provide for an efficient cooling tower system including those items not enumerated herein which includes but is not limited to: fan drive, fan shaft, fan shaft bearings, drift eliminators, water distribution system, heat transfer media, air inlet louvers, make up float valve assembly, pan strainer and pipe connections. Poor materials or workmanship will not be accepted.

#### 5.4 Maintenance Access

- 5.41 Fan Section – Access door shall be hinged and located in the fan section for fan drive and water distribution system access.
- 5.42 Basin Section – Framed removable louver panels shall be on all four (4) sides of the unit for pan and sump access.
- 5.43 Internal Working Platform – An internal working platform shall provide easy access to the fans, belts, motors, sheaves, bearings, all mechanical equipment and complete water distribution system.

#### 5.5 Warranty



- 5.51 The warranty documentation executed by the manufacturer shall be submitted with the bid, agreeing to repair or replace components of the unit that fail in materials and workmanship within the specified warranty period.
- 5.52 Fan Motor / Drive System: Warranty period shall be five (5) years from the date of unit shipment from Factory (fan motor(s), fan(s), fan shaft(s), bearings, mechanical support, sheaves, bushings and belt(s).
- 5.53 The entire cooling tower shall have a comprehensive one (1) year warranty against defects in materials and workmanship from startup, not to exceed eighteen months (18) months from shipment of the unit.

## 5.6 Installation

- 5.61 Coordinate installation with County Administrator and City of Philadelphia concerning parking / street concerns for crane placement.
- 5.62 Removal of existing cooling tower
  - 5.621 Disconnect and remove existing cooling tower (coordinate with county for placement of trailer/vehicle to receive same)
  - 5.622 Cap or protect piping and electrical during demolition.
- 5.63 Installation of new cooling tower
  - 5.631 Ensure all supports or modifications to same to accept new cooling tower are made and install new cooling tower with required anchoring
  - 5.632 Connect water supply, return and drain piping
  - 5.633 Connect electrical power and controls.
  - 5.634 Install freeze protection systems per manufacturer instructions. In addition to the basin heater the contractor shall wrap all exposed domestic make-up water, condenser supply and return and drain lines with heater cable and sealed pipe insulation as specified herein to provide freeze protection down to a minimum of 0° F or lower. The heater cable shall be installed in contact with piping and beneath sealed pipe insulation. EasyHeat Freeze Free Cable in combination

with the Easy Heat 10802 Connection Kit shall be utilized to provide for the pipe freeze protection and appropriately installed.

## 5.7 Commissioning

5.71 Start-up new cooling tower.

5.72 Verify flow and distribution, temperatures and fan operation.

5.73 Confirm BAS integration matches existing control logic and function.

***System will not be accepted if BAS control is not functional.***

## SECTION 6 – IMPLEMENTATION

### 6.0 Implementation

The awarded contractor shall provide and be responsible for the installation of all equipment as specified herein.

#### 6.1 Risk of Loss

The risk of loss and/or damage of vendor's equipment will be fully assumed by the vendor during shipment, unloading, and installation.

#### 6.2 Delivery and Unloading

The vendor must provide transportation to and unloading of equipment at the facility's designated location. The County will not be liable for any charges related to packaging, delivery, or storage of equipment or materials required for proper implementation of the required services. All packing crates, boxes, paper, packing materials, and all other such extraneous material shall be removed from the premises by the vendor after installation.

#### 6.3 Training

At no additional cost to the County, hands-on familiarization training is to be provided on-site for the maintenance and upkeep of the cooling tower as well as with all components of the system and their function.

## SECTION 7 - INSTRUCTIONS FOR SUBMISSION OF BIDS

### *Proposal:*

Bidder proposes and agrees to provide the equipment, materials, services and related documentation required for the proposal described as “Complete Replacement Cooling Tower No. 1 at the Neshoba County Courthouse” in the amounts listed on the bid submitted. The Bidder confirms that they have checked all of the figures and understands that neither the County nor any of its employees or representatives shall be responsible for any errors or omissions on the part of the undersigned Bidder in preparing and submitting this Proposal.

### *Bid Submittal:*

All responses to this solicitation for said Cooling Tower Replacement for the Neshoba County Courthouse shall be returned, with detailed proposals included therewith, and with the bid form for same, in a single PDF document and submitted electronically at [www.neshobacounty.net](http://www.neshobacounty.net) under the correct bid solicitation, by 10:00 AM, local time on Monday, March 2, 2026 or alternatively the detailed proposal and bid form be placed in a sealed envelope marked “Bid for Cooling Tower Replacement”, and filed with the Neshoba County Board of Supervisors, C/O Chancery Clerk Gidget Tate, 401 E Beacon Street, Suite 107, Philadelphia, Mississippi 39350. ***In accordance with Miss. Code Ann. § 31-3-21 the contractor’s certificate of responsibility number shall be placed on the exterior envelope of a sealed bid or the first page of the single-file PDF Document if submitting electronically. Bids will not be considered that do not bear same as instructed.***

The County, nor any of its employees will be responsible for bids improperly or not marked, which are opened in error, and which will nullify the bid. Further, the County will not be responsible for any delivery errors or issues.

### *Presentation of Proposal:*

All information requested should be submitted. Failure to submit all information requested may result in a lowered evaluation of the proposal. Proposals, which are substantially incomplete or lack key information, may be rejected. Failure to follow the instructions herein will be considered a reflection of the respondent’s ability to perform the requirements of the contract. Any supplemental information the respondent wishes to include to enhance its response may be attached to the submission.

Proposals should be presented in a neat, business-like manner. Disorderly submittals, or those that are illegible or otherwise unreadable, will receive a lower evaluation or be

subject to rejection. Disorganized or unreadable submissions will be considered a reflection of the respondent's ability to perform the requirements of the contract.

Any and all costs incurred by the respondent in the preparation and delivery of the proposal or subsequent requests for information are those of the respondent and will not be reimbursed by Neshoba County.

*Request for Information:*

All questions and inquiries should be made in writing and e-mailed no later than 10:00 AM, February 25, 2026 to: County Administrator Jeff Mayo at [jmayo@neshobacounty.net](mailto:jmayo@neshobacounty.net). Any resultant changes will be issued in the form of an addendum to the RFP. No changes will be made or issued within 48 working hours of the submission date. Vendors considering bidding are again encouraged to make a site visit to determine all necessary information necessary to prepare and provide a bid in response to this solicitation.

*Changes to the Proposal:*

Vendors should verify their proposals prior to submission. No proposal can be corrected, altered, or signed after opening. An unsigned proposal will be grounds for automatic rejection. The County will not be responsible for errors or omissions on the part of the vendor in making up its proposal. Once a proposal has been opened, it is subject to acceptance by the County as submitted. No verbal changes to a proposal will be accepted.

If the proposer must take exception to any portion of this proposal or has suggestions on how to better serve the facility herein, please provide your suggestions and exceptions to an Addendum to the bid.

*Proposal Validity:*

No bidder may withdraw any proposal for a period of thirty (30) calendar days after the date set for the opening of proposals. All withdrawals must be in writing.

*Public Information:*

All materials received in response to this Bid shall be made available to the public and become part-of the public record upon submission. If any part of a Bidder's materials is proprietary or confidential, it should not be included. Any Bidder information used to aid in proposal selection will not be restricted from the public.

*Proposal Response Format:*

The vendor's proposal shall include at a minimum the following:

- **Letter and Executive Summary:** (OPTIONAL) A letter of transmittal signed by an official authorized to bind the vendor to a resultant contract must be included in the original proposal. The letter must be limited to two pages. The letter shall be followed by an executive summary that briefly summarizes the vendor's proposed solution for the required services and the vendor's ability to provide such services. Executive summary must be limited to three pages.
- **Official Bid Form: (REQUIRED)**
- **Submittals: (REQUIRED)** Submittals as described in the specifications shall be submitted with the bid.
- **Specifications: (REQUIRED)** Vendor shall acknowledge and indicate compliance (e.g. Understands and Complies) with each **Technical Specification**, followed by any information specifically required. The bidder is encouraged to provide concise responses that respond to the specific requirement. Bidders are cautioned not to provide additional information beyond what is requested. Some specification paragraphs simply introduce the requirements that follow or provide information for the bidder. For such non-technical paragraphs, a simple acknowledgement of the vendor's understanding and compliance is sufficient.
- **(only if applicable) RFP Addenda:** Should it become necessary for the County to issue one or more addenda to the RFP, the vendor is required to acknowledge receipt of each addendum issued. **RFP changes per addenda should be noted within the responses as well.**

\* \* \* The Official Bid Form (next page) should be submitted with your bid. \* \* \*

**NESHOBA COUNTY BOARD OF SUPERVISORS**  
**COMPLETE REPLACEMENT OF COOLING TOWER NO. 1 AT THE**  
**NESHOBA COUNTY COURTHOUSE**  
**OFFICIAL BID FORM**

For: Neshoba County Board of Supervisors  
401 Beacon Street, Suite 201  
Philadelphia, Mississippi 39350

We are pleased to submit the following bid for:

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with all items and equipment to provide for complete replacement of Cooling Tower No. 1 at the Neshoba County Courthouse as described in the bid specifications for same.

For the Complete Price of \$\_\_\_\_\_

BID IS: \_\_\_\_\_ as per specifications, taking no exceptions.

\_\_\_\_\_ taking only those specifications exceptions listed by letter attached and referenced to page numbers specified (no alternate bids accepted).

The following questionnaire shall be completed by the bidder with the understanding that false or misleading information shall be grounds for rejection of your bid:

Delivery, Installation and Functional Operation of said system shall be made in \_\_\_\_\_ calendar days, upon acceptance of the bid and receipt of Purchase Order.

Selling Company Name: \_\_\_\_\_

Manufacturer of Solution: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_