



SMACNA National
4201 Lafayette Center Dr
Chantilly, VA 20151-1219

SMACNA Request for Proposals (RFP)

Project Title: Updating the SMACNA Reference Manual for Labor Units (RMLU)

RFP Number: RFP-2025-RMLU

Date Issued: 1/10/2025.

Proposal Due Date: 3/1/2025.

Contact Information:

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Introduction

SMACNA is seeking proposals from qualified consultants and software providers/vendors for a comprehensive project aimed at enhancing our members' estimating capabilities and supporting the process of properly pricing change orders by updated, expanding, and enhancing its Reference Manual for Labor Units.

Background on SMACNA (Sheet Metal and Air Conditioning Contractors' National Association):

SMACNA is a prominent and respected national trade association representing the interests of the sheet metal and air conditioning industry in the United States. Founded in 1943, SMACNA is dedicated to advancing the sheet metal and HVAC (Heating, Ventilation, and Air Conditioning) industry through advocacy, education, research, and standards development.

Key points about SMACNA:

Advocacy: SMACNA actively engages in legislative and regulatory advocacy at the federal and state levels, working to promote the interests of its members and the construction industry as a whole.

Education: SMACNA offers a wide range of educational resources, including technical manuals, industry publications, and training programs, to ensure that members have access to the latest industry knowledge and best practices.

Standards Development: SMACNA plays a vital role in developing industry standards and guidelines related to sheet metal and HVAC construction, ensuring quality and safety in the field.



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Research: SMACNA is committed to advancing research in the sheet metal and HVAC industry, fostering innovation, and promoting the adoption of modern technologies and practices.

Membership: The association represents a diverse membership base of contractors, manufacturers, and suppliers involved in the sheet metal and HVAC industry.

We invite qualified consultants to submit their proposals to contribute their expertise and insights to this vital research project.

Scopes of Work

There are two scopes of work being undertaken. Respondents are welcome to submit to either scope or both.

1. **Data Collection via Member Survey:** Engage with SMACNA membership to collect data on the estimated time required to perform specific tasks and work as defined by our committee's manual. This initiative is part of updating our existing reference manual for labor units. The selected vendor will provide input on the format and tool used to most effectively gather the data.
2. **Development of Data Delivery Method:** Utilize the collected and tabulated data to develop an effective method of delivering this information to SMACNA members. We are open to innovative solutions, including expanding our current spreadsheet and webform offerings or providing data formats compatible with members' estimating software.

Project Overview

As part of our commitment to providing valuable resources, SMACNA intends to update and expand our reference manual for labor units. Accurate labor time estimates are crucial for our members to generate precise estimates and effectively manage change orders. This project seeks to enhance the quality and accessibility of this data through a collaborative survey process and improved delivery methods.

Objectives

Collect Accurate Data: Gather up-to-date labor time estimates from members for specific tasks outlined in the manual.

Enhance Data Quality: Update and expand the reference manual to better serve our members' needs.

Improve Data Accessibility: Develop user-friendly methods for data delivery, potentially integrating with existing estimating tools used by members.

Support Members: Provide reliable data to assist members in their estimating processes and in accurately costing change orders.



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Timeline

The project is estimated to span approximately one year, with the possibility of ongoing components. We encourage respondents to provide detailed time estimates and outline their intended processes for accomplishing the project goals.

Submission Guidelines

We invite interested consultants and software providers/vendors to submit proposals that detail their approach to one or both scopes of work. Proposals should include:

- A comprehensive plan for engaging with SMACNA membership to collect the required data.
- Proposed methods for data tabulation and delivery, including any innovative solutions or technologies.
- Estimated timelines and milestones for project completion.
- Details of relevant experience and qualifications.
- Any additional value-added services or insights that would benefit the project.

Thank you for Your Proposals

We would like to extend our sincere appreciation to all prospective consultants who take the time to submit proposals in response to this Request for Proposals (RFP). Your interest in contributing to our Reference Units for Labor Units project is invaluable to us. We recognize the effort and expertise that goes into preparing a proposal and are grateful for your participation in this endeavor.

Submission Instructions

To present your proposal, please submit it via the following form: [SMACNA RFPs](#). The deadline for proposal submissions is 3/1/2025 at 5PM Central. We kindly request that you adhere to this deadline. Late submissions may not be considered. If you have any questions or require clarifications regarding the RFP or the submission process, please do not hesitate to reach out to Travis Voss at tvoss@smacna.org for assistance. We look forward to receiving your proposals and embarking on this important research journey together.