

CITY OF CHARLOTTESVILLE
Procurement and Risk Management Services



DATE: June 30, 2020
ADDENDUM NO. 1
NUMBER OF PAGES: 10
SOLICITATION REFERENCE: IFB# HVAC SERVICES/21-01
TITLE HVAC PREVENTIVE MAINTENANCE (PM) SERVICES
BIDS/PROPOSALS DUE: ~~July 06, 2020~~ **AUGUST 6, 2020**

This addendum has been issued to address the following:

I. BID DUE DATE:

The Bid due date has changed.

Sealed Bids Will Be Received Until 2:00 p.m. local prevailing time on AUGUST 6, 2020 For Furnishing The Goods/Services Described Herein And Then Opened In Public. No telephoned, faxed, or emailed bids will be considered.

II. BIDDER QUESTIONS:

1. The Fine Arts Building noted on the price page, it isn't on the site location list? Also, the Facilities Maintenance noted on the price page, it isn't on the site location list?

Answer: See the revised "PRICING SCHEDULE- Revised" attached to this addendum; the "Fine Arts Building" and "Facilities Maintenance" locations have been removed from the Pricing Schedule, no services are being requested at the locations.

2. There are several schools/bldgs. not listed with backflows. Is the document accurate with the current count for backflow totals?

Answer: See the revised "SERVICE LOCATIONS - Revised" table attached to this addendum; updates are highlighted in yellow. Model and serial numbers have been added for all backflows. If any additional backflows are identified in the future, the contract will be amended as required.

3. Do you have a comprehensive list of the backflow model numbers and styles? This information needs to be submitted when the tests are passed so there should be record for each location. Can you please publish those as we cannot possibly visit each location and we need to know if these are all on the chilled water and hot water loops, or if you want us to test the main back flows."

Answer: See #2 above. Additionally some are CW/HW, and some are domestic water mains.

4. If you want us to test the mains – can you confirm that at each location where you want that we will be able to shut down that water flow for testing during normal business hours?

Answer: If backflows are located at mains, they will need to be tested. The contractor shall coordinate with the City regarding any testing of mains to ensure building operations are not affected.

5. Scope Item #10 states 'The city shall be responsible for furnishing and installing any automatic chemical dispensation equipment required to maintain proper water chemistry' – can you confirm when that will be done and where?

Answer: The City currently has sufficient means to maintain proper water chemistry. If the current equipment is not functioning properly or if any additional equipment is required to maintain proper water chemistry in the future, the City will replace and/or repair the equipment as needed. The Contractor will be notified of any changes to the equipment.

6. The Key's Recreation center does not have any chemical dispensation equipment and we were not able to see a number of the locations that are requiring water treatment only. Can we get a verification on pot feeders at all sites where water treatment is required, and if those are not available can we get a commitment on when they will be?"

Answer: Correct, Key Recreation Center is the only City location that does not have a pot feeder where water treatment is required. At this location a hand pump is used to maintain proper water chemistry.

7. We can maintain the Dolphin systems that are currently in place but we cannot take responsibility for the water quality in those systems. Is that ok?

Answer: Currently, the Dolphin systems regulate water treatment. However, it is requested that the Contractor observe the water quality in those systems and submit to the City a report on the water quality. The Contractor may be required to assist in making any necessary improvements to the system.

8. At the locations where have written 'closed loop and pumps' – what is your expectation for the pumps? Do you want us to provide water treatment or are we also expected to grease and maintain the pumps?

Answer: Please see the revised "SERVICE LOCATIONS - Revised" table attached to this addendum; updates are highlighted in yellow. Originally there were two (2) locations that listed "pumps" – the Downtown Transit Station and the Police Station. These pumps have been removed from the table. City technicians will service these pumps. Additionally, please note that the City Hall and Police Station loops are shared.

9. Do you have a specific month when you would like the chillers to be logged and maintained? We will coordinate tube cleaning to be done at the same time as the towers are being cleaned, but we should also be logging these machines when they are loaded up and running during cooling season. Is that a common expectation or is that open for interpretation?

Answer: Please refer to note 21 on page 11 and notes 30 and 31 on page 12 of the IFB:

Page 11: "21) Towers are to be serviced in December, with the exception of the City Hall and Police Department towers, which will be serviced in May."

Page 12: "30) Chiller condenser barrels are to be cleaned every other year; the first cleaning is to take place during the same year as the contract start date."

Page 12: "31) Charlottesville High School and Jackson-Via Elementary School Daikin condensers are to be cleaned and tested and flow sensors are to be cleaned every two (2) years. City Hall and Police Department Trane multi-stack condensers are to be cleaned and tested and flow sensors are to be cleaned every two (2) years."

The chillers can be serviced (tube & barrel cleaning) at the same time as the towers, in December (with the exception of City Hall and the Police Department, which will be serviced in May). Logging of the chillers shall take place in July.

10. The circuit court address seems to be incorrect and we were not able to visit this facility due to construction. Can we get a full model number and serial number provided with the correct address?

Answer: Please see the updated "SERVICE LOCATIONS - Revised" table attached to this addendum; updates are highlighted in yellow. The address for Circuit Court has been corrected. Additionally, the new Trane chiller serial number has been added to the table.

11. Can we get this amended to a pass through on parts pricing? The administrative labor that goes into procuring list pricing for each quoted part and or repair is unquantifiable. Can we agree to pass the parts through at cost? I assure you that each contractor bidding this is purchasing at least 10% below list price as is.

Answer: See Section III. Parts Pricing

12. Please identify all the PK boilers w/aluminum HX.

Answer: The following locations contain boilers with aluminum heat exchangers: Burnley Moran Elementary School, Circuit Court, City Hall Annex, Greenbrier Elementary School, Johnson Elementary School, and Smith Aquatic Center.

13. As for Closed Circuit Coolers – 'If there is a tower and no water treatment package, we'll have to install a treatment package [consisting of bleed controller/bleed valve/3 Chemical pumps]. Mechanically it is not hard to do – logistically it could be a major undertaking.

Need information on Jackson-Via ES (CCC and a chiller?) How is this currently being treated?

Need information on Venable ES (CCC and a chiller) How is this currently being treated?

Need information on Walker Upper ES (Tower/no chiller) How is this currently being treated?

Need to identify possibility of chemical feed for all closed circuit coolers

- Burnley-Moran ES
- Juve-Domestic – Dolphin – no way to treat
- Buford MS
- Charlottesville HS (this one shouldn't be a problem)
- Clark ES
- Greenbrier ES
- Johnson ES"

Answer: All locations listed above currently have sufficient controls, pumps, and pot feeders (the only City location with no pot feeder is Key Recreation Center, as addressed in #6) for water treatment. Additionally, all tower sumps are to be tested and chemically treated.

III. PARTS PRICING:

Replace the Parts Pricing section in the solicitation with the following shown below:

PARTS PRICING:

§ 2.2-4331. *Contract pricing arrangements.*

A. Except as prohibited in this section, public contracts may be awarded on a fixed price or cost reimbursement basis, or on any other basis that is not prohibited.

B. Except in case of emergency affecting the public health, safety, or welfare, **no public contract shall be awarded on the basis of cost plus a percentage of cost.**

CODE OF VIRGINIA Section 2.2-4331 cited below does not allow the City to award a contract based on cost plus percentage of cost therefore parts are to be priced as follows:

All materials and parts utilized by the Contractor will be expensed to the City at cost without a markup. No exceptions, see § 2.2-4331 of the *Code of Virginia*. The Contractor shall make every attempt to obtain the lowest price for the parts/materials. Contractor shall submit copies of their invoices attached to the appropriate City invoice to verify parts/materials pricing is at cost without a markup. City may withhold payment until this documentation is provided.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the solicitation either prior to the solicitation due date and hour or attached to your bid/proposal. Signature on this addendum does not substitute for your signature on the original bid/proposal document. The original bid/proposal document must be signed.

Respectfully,

Procurement Supervisor

Name of Bidder/Offeror

Signature & Title

Date

ATTACHMENT B

PRICING SCHEDULE - Revised

IFB#: HVAC SERVICES/21-01

Title: HVAC PREVENTIVE MAINTENANCE (PM) SERVICES

BASE BID

Service Location Facility	Fixed Annual Cost
Burnley-Moran Elementary School	\$
Buford Middle School	\$
Charlottesville High School	\$
Martin Luther King Performing Arts Center	\$
Clark Elementary School	\$
Greenbrier Elementary School	\$
Jackson-Via Elementary School	\$
Johnson Elementary School	\$
Lugo-McGinness Academy	\$
Venable Elementary School	\$
Walker Upper Elementary School	\$
TOTAL FIXED ANNUAL COST FOR ALL SCHOOL LOCATIONS	\$

Service Location Facility	Fixed Annual Cost
Avon Salt Brine Building	\$
Bypass Fire Station	\$
City Hall	\$
City Yard Wash Facility	\$
City Hall Annex	\$
Central Library	\$
Central Fire Station	\$
Charlottesville Area Transit (CAT) [FTA CLAUSES APPLY TO THIS LOCATION]	\$
Circuit Court	\$
Crow Recreation Center	\$
Downtown Transit Station [FTA CLAUSES APPLY TO THIS LOCATION]	\$
Fontaine Fire Station 10	\$
Gordon Avenue Library	\$
Health Department	\$
Historical Center	\$
Juvenile & Domestic Court (Dolphin Water Treatment)	\$
Key Recreation Center	\$
Market Street Parking Garage	\$
Onesty Pool	\$
Public Works Administration	\$
Police Station	\$
Pupil Transition	\$

Smith Aquatics	\$
Tonsler Park	\$
Washington Park	\$
TOTAL FIXED ANNUAL COST FOR ALL CITY LOCATIONS	\$
GRAND TOTAL FOR BOTH SCHOOL AND CITY LOCATIONS (Basis of Award)	\$

ADDITIONAL SERVICES/REPAIRS: These rates are to apply to all HVAC and Electrical requested services by the City of Charlottesville.

Labor Rates:	
Regular Time:	\$ _____ per hour
Overtime:	\$ _____ per hour

Contractor's Representative: (point of contact for this service contract)	Emergency Contact:
Name: _____	Name: _____
Title: _____	Title: _____
Telephone: (_____) _____	Telephone: (_____) _____
Email: _____	Email: _____

In Compliance With This Invitation For Bids And To All The Conditions Imposed Therein, The Undersigned Offers And Agrees To Furnish The Goods/Services At The Price(s) Indicated above. By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Name And Address Of Firm:

 DBA _____

 Zip Code: _____
 Telephone Number: (____) _____
 E-mail Address: _____
 Virginia Contractor License No. _____
 Class: _____ Specialty Codes: _____

Date: _____
 By: _____
 (Signature In Ink)
 Name: _____
 (Please Print)
 Title: _____

I have the authority to bind the corporation.

SERVICE LOCATIONS – Revised

SCHOOL LOCATIONS:

Facility:	Burnley-Moran Elementary School
Address:	1300 Long Street Charlottesville, VA 22901
Equipment:	Marley Closed Circuit Cooling Tower (Model Number: MHF703E081G-1GSB; Serial Number: HF-089371-A1)
	Combo Heat Pump Loop
	(3) Backflow Preventers (Model Number: LF009M2QT; Serial Number 024426) (Model Number: 009M1QT; Serial Number 69874) (Model Number: 009M1QT; Serial Number: 64869)
Facility:	Buford Middle School
Address:	1000 Cherry Avenue Charlottesville, VA 22903
Equipment:	Evapco Cooling Tower. Stainless Steel Sump (Model Number: AT112-312L; Serial Number: 11-449612)
	Hot Loop & Chill Loop
	(2) Backflow Preventers (Model Number: 007M3QT; Serial Number: 012059) (Model Number: 950XL2; Serial Number: 3890046)
Facility:	Charlottesville High School
Address:	1400 Melbourne Road Charlottesville, VA 22901
Equipment:	Evapco Cooling Tower (Dolphin Water Treatment) (Model Number: AT112-418; Serial Number: 4-112109)
	(2) Daikin WMC Chillers (297 Tons Ea) (Model Number: WMC290DC; Serial Number: STNU161200124) (Model Number: WMC290DC; Serial Number: STNU161200125)
	Hot Loop, Chill Loop
	(5) Backflow Preventers (Model Number: 975XL; Serial Number: 3908532) (Model Number: LF009M2QT; Serial Number: 100068) (Model Number: 909; Serial Number: 87344) (Model Number: 975XL; Serial Number: 3494782) (Model Number: 909; Serial Number: 87337)
Facility:	Martin Luther King Performing Arts Center
Address:	1400 Melbourne Road Charlottesville, VA 22901
Equipment:	Trane Air Cooled Package Chiller (150 Ton)
	Hot Loop, Chill Loop
Facility:	Clark Elementary School
Address:	1000 Belmont Avenue Charlottesville, VA 22902
Equipment:	Evapco Closed Circuit Cooling Tower (Model Number: ESW-102-23H; Serial Number: 4-108762)
	Hot Loop, Chill Loop
	(1) Backflow Preventer (Model Number: 375XL; Serial Number: A286245)
Facility:	Greenbrier Elementary School
Address:	2228 Greenbrier Drive Charlottesville, VA 22901
Equipment:	Evapco Closed Circuit Cooling Tower (Model Number: ATW-64-3H-2; Serial Number: 6-296221)
	Hot Loop, Chill Loop

	(1) Back flow Preventer (Model Number: 975XL2; Serial Number: 3639110)
Facility:	Jackson-Via Elementary School
Address:	508 Harris Street Charlottesville, VA 22903
Equipment:	BAC Closed Circuit Cooling Tower (Model Number: 15177; Serial Number: U000392601)
	Daikin WMC Chiller (175 Tons) (Model Number: WMC048DD; Serial Number: STNU171200016)
	Hot Loop, Chill Loop
	(2) Backflow Preventers (Model Number: LF009M2QT; Serial Number: 132753) (Model Number: LF009M2QT; Serial Number: 132743)
Facility:	Johnson Elementary School
Address:	1645 Cherry Avenue Charlottesville, VA 22903
Equipment:	Evapco Closed Circuit Cooling Tower (Model Number: ATW-77-31-2; Serial Number: 6-296220)
	Combo Loop
	(4) Backflow Preventers (Model Number: 975RP; Serial Number: 0753853) (Model Number: 975XL2; Serial Number: 3896123) (Model Number: 975RP; Serial Number: 092091) (Model Number: 975XL; Serial Number: 3124601)
Facility:	Lugo McGinness Academy
Address:	341 11 th Street, SW Charlottesville, VA 22903
Equipment:	(2) Backflow Preventers (Model Number: LF909; Serial Number: 007309) (Model Number: LF909; Serial Number 00747)
Facility:	Venable Elementary School
Address:	406 14 th Street NW Charlottesville, VA 22903
Equipment:	Evapco Closed Circuit Cooling Tower (Model Number: LRW-91-1; Serial Number: T0002573)
	Trane Chiller (Model Number: RWUB-C40R; Serial Number: K89A02789)
	Hot Loop, Chill Loop
	(1) Backflow Preventer (Model Number: 975XL2; Serial Number: 3810769)
Facility:	Walker Upper Elementary School
Address:	1564 Dairy Road Charlottesville, VA 22903
Equipment:	Evapco Cooling Tower, Stainless Steel Sump (Model Number: AT112-512L; Serial Number: 11-449616)
	Hot Loop, Chill Loop
	(1) Backflow Preventer (Model Number: LF009M2QT; Serial Number: 094202)

CITY LOCATIONS:

Facility:	Bypass Fire Station
Address:	1701 250 Bypass Charlottesville, VA 22901
Equipment:	Hot Loop
Facility:	Avon Salt Brine Building

Address:	1505 Avon Street Extended Charlottesville, VA 22903
Equipment:	(1) Backflow Preventer (Model Number: 975XL; Serial Number: 3271563)
Facility:	City Hall
Address:	605 East Main Street, Charlottesville, VA 22902
Equipment:	Evapco Cooling Tower (Stainless Steel Sump) (Model Number: LPT-569; Serial Number: 8-354305)
	Multi-stack Chiller (150 Tons) (Model Number: MS50X6A2W; Serial Number: JI-02-47) (Model Number: MS50X6A2W; Serial Number: JI-02-48) (Model Number: MS50X6A2W; Serial Number: JI-02-49)
	Hot loop, Chill Loop
	(1) Backflow Preventer (Model Number: 909M; Serial Number: 255083)
Facility:	City Yard Wash Facility
Address:	309 4 th Street NW Charlottesville, VA 22903
Equipment:	(1) Backflow Preventer (Model Number: 975XL2; Serial Number: 3838429)
Facility:	City Hall Annex
Address:	120 7 th Street NE Charlottesville, VA 22902
Equipment:	Hot loop
	York Roof Top DX Package Unit (100 Ton) Clean Coils Only
	(2) Liebert Condensing Units Clean Coils Only
	(1) Backflow Preventer (Model Number: 975XL2; Serial Number: 41136630)
Facility:	Central Library
Address:	201 East Market Street Charlottesville, VA 22902
Equipment:	Trane Chiller (80 Tons)
	Trane Air Cooled Condenser
	Hot Loop Chill Loop
	(3) Backflow Preventers (Model Number: 909; Serial Number: 296170) (Model Number: 575A; Serial Number: W48535) (Model Number: 975XL2; Serial Number: 3896381)
Facility:	Central Fire Station
Address:	203 Ridge Street Charlottesville, VA 22902
Equipment:	Hot Loop
Facility:	Charlottesville Area Transit (CAT) [FTA CLAUSES APPLY TO THIS LOCATION]
Address:	1545 Avon Street Extended Charlottesville, VA 22902
Equipment:	Closed WSHP Loop
	(7) Backflow Preventers (Model Number: 975XL; Serial Number: 3137205) (Model Number: 975XL; Serial Number: 3009887) (Model Number: 975XL; Serial Number: 3152507) (Model Number: 975XL; Serial Number: 3191371) (Model Number: 975XL; Serial Number: 3110663) (Model Number: 975XL; Serial Number: 3151474) (Model Number: 975XL; Serial Number: 3242071)
Facility:	Circuit Court
Address:	315 E High Street Charlottesville, VA 22902

Equipment:	Trane Package Chiller (Model Number: CGAM052A2; Serial Number: U19H75005)
	Hot Loop, Chill Loop
	(1) Backflow Preventer (Model Number: 975XL; Serial Number: W319713)
Facility:	Crow Recreation Center
Address:	Rose Hill Drive Charlottesville, VA 22903
Equipment:	Hot Loop
Facility:	Health Department
Address:	Rose Hill Drive Charlottesville, VA 22903
Equipment:	Hot Loop
	(1) Backflow Preventer (Model Number: 375; Serial Number: L80502)
Facility:	Downtown Transit Station [FTA CLAUSES APPLY TO THIS LOCATION]
Address:	615 East Water Street Charlottesville, VA 22902
Equipment:	Hot Loop
	Geothermal Closed Loop
	(1) Backflow Preventer (Model Number: 909; Serial Number: 213002)
Facility:	Fontaine Fire Station 10
Address:	2420 Fontaine Avenue Charlottesville, VA 22903
Equipment:	Closed WSHP Loop
	Hot Loop
	Geothermal Closed Loop & Pumps
	(5) Backflow Preventers (Model Number: 909; Serial Number: 121290) (Model Number: RP4A; Serial Number: 487659) (Model Number: 009M1; Serial Number: 205043) (Model Number: 009M1; Serial Number: 464527) (Model Number: 007M2; Serial Number: 121469)
Facility:	Gordon Avenue Library
Address:	1500 Gordon Avenue Charlottesville, VA 22901
Equipment:	Hot Loop
Facility:	Historical Center
Address:	200 2 nd Street NW Charlottesville, VA 22902
Equipment:	Hot Loop
	Chill Water Loop
	(1) Backflow Preventer (Model Number: 975XL; Serial Number: 4158607)
Facility:	Juvenile & Domestic Court (Dolphin Water Treatment)
Address:	411 East High Street Charlottesville, VA 22902
Equipment:	(2) Backflow Preventers (Model Number: 375; Serial Number: L38528) (Model Number: 975XL; Serial Number: 2974770)
	BAC Cooling Tower (Model Number: VFL04841M; Serial Number: U072186101)
Facility:	Key Recreation Center
Address:	8 th & Market Street NE Charlottesville, VA 22902
Equipment:	Hot Loop

Facility:	Market Street Parking Garage
Address:	108 5 th St. NE Charlottesville, VA 22902
Equipment:	Hot Loop, Chill Loop
	Trane Package Air Cooled Chiller (125 Ton) (Model Number: RTAA125; Serial Number: U05G03380)
	(1) Backflow Preventer (Model Number: 995QT; Serial Number: 02903)
Facility:	Onesty Pool
Address:	300 Meade Avenue Charlottesville, VA 22902
Equipment:	(1) Backflow Preventer (Model Number: 375; Serial Number: L51923)
Facility:	Public Works Administration
Address:	305 4 th Street NW, Charlottesville, VA 22903
Equipment:	Trane Air Cooled Chiller (Model Number: CGAM040F2L02AXD2A1A1A1AXXA101A4; Serial Number: U15H47984)
	Hot Loop, Chill Loop
	(2) Backflow Preventers (Model Number: 700; Serial Number: 800591) (Model Number: 009-M3; Serial Number: 235000)
Facility:	Police Station
Address:	606 East Market Street Charlottesville, VA 22902
Equipment:	Multi-stack Chiller (75 Ton) (Model Number: MS50Z6A2W; Serial Number: JH-05-51) (Model Number: MS50Z6A2W; Serial Number: JH-05-52)
	Evapco Cooling Tower (Stainless Steel Sump) (Model Number: LPT-556; Serial Number: 8-354304)
	Hot Loop, Chill Loop
	(1) Backflow Preventer (Model Number: 975XL2; Serial Number: 3898137)
Facility:	Pupil Transit
Address:	1525 Avon Street Extended Charlottesville, VA 22902
Equipment:	(1) Backflow Preventer (Model Number: LF909M1; Serial Number: 02388)
Facility:	Smith Aquatics
Address:	1000-A Cherry Ave, Charlottesville, VA 22903
Equipment:	Hot Water Loop For PK
	(3) Backflow Preventers (Model Number: RP2; Serial Number: 58421) (Model Number: 975XL2; Serial Number: 4293892) (Model Number: 950XL; Serial Number: 3631785)
Facility:	Tonsler Park
Address:	500 Cherry Avenue Charlottesville, VA 22903
Equipment:	(1) Backflow Preventer (Model Number: 10207A2; Serial Number: 71769)
Facility:	Washington Park
Address:	10 th Street & Preston Avenue Charlottesville, VA 22903
Equipment:	(2) Backflow Preventers (Model Number: 975XL; Serial Number: 8668326) (Model Number: 975XL; Serial Number: 2693212)