

City of Lynchburg, Procurement Division
900 Church Street, Lynchburg, VA 24504
Telephone No: 434-455-3841
Fax No: 434-845-0711

Date: March 11, 2013

From: Deborah J. Powell, CPPB, VCO

RE: Addendum #01 – Sprinkler Services for City of Lynchburg Buildings

In reference to Bid #13-830 issued February 19, 2013, for the above referenced project please amend the proposal as follows as noted below and beginning with page 2 of this document.

- (a) Revised specifications
- (b) Revised equipment list
- (c) Bid Form

This addendum must be signed and returned with the original package.

Deborah J. Powell, CPPB, VCO
Buyer

READ TERMS AND CONDITIONS AND SIGN

In compliance with the above Invitation for Bid, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

Company Name: _____

Address: _____

Date: _____

Authorized Signature: _____

Title: _____

Print Name: _____

Telephone #: _____

Fax #: _____

SPECIFICATIONS AND ADDITIONAL INSTRUCTIONS

CONTRACTOR QUALIFICATIONS

The contractor shall have sufficient financial resources to successfully provide services described herein.

The contractor shall have a staffed office during normal business hours (M-F 8am to 5pm) with emergency service available 24 hours per day, 7 days per week via staffed answering service or other live contact.

The contractor shall have a demonstrated understanding of and experience with the current Statewide Fire Prevention Code of the Commonwealth of Virginia, the Building Officials and Code Administrators (BOCA) Fire Prevention Code, and applicable National Fire Protection Association (NFPA) codes.

The contractor shall have been in the Fire Alarm Service Business for a minimum of 5 years.

The contractor shall have demonstrated experience in performing similar services on equipment of the quantity, type, age and condition as described herein.

The contractor shall provide a list of at least 5 references for facilities currently being serviced under contract and the names and addresses of contact.

EMERGENCY SERVICE CALLS:

In order to ensure minimal downtime caused by equipment malfunction, the Contractor, when notified or requested shall respond on site within 24 hours from the time the call is received by the contractor for emergency service. The City of Lynchburg will notify the contractor when emergency service is required. Emergency service shall be available 24 hours per day, 7 days per week.

PARTS AND COMPONENTS

The contractor shall repair or replace worn parts or complete components using only U.L. listed and manufacturer's approved equipment and replacement parts or components. The contractor shall not make replacement or repairs necessitated by reason of negligence or misuse of the equipment.

The contractor shall have available locally or be able to source within 24 hours in an emergency, all equipment and components as needed to restore system to proper working order. This shall include but not be limited to CPU cards, power supplies, signal circuits, zone modules, batteries, and peripheral items.

SERVICE AND INSPECTION REPORTS

Such reports shall be completed for every regular inspection or emergency call provided by the contractor. This report will indicate the date the service was provided, location of the service, defects discovered, and an itemized listing of the devices provided (labor and material). This report shall note any repairs required on the equipment serviced and a legible report shall be signed by a City of Lynchburg representative.

The inspection report will indicate the number, location and type of device tested. The inspection report will provide all information as per current NFPA Requirements.

The contractor shall not be required to make safety tests or install new attachments or additional controls or equipment recommended or directed by any insurance company or laboratory. Any such work as directed by a representative of The City of Lynchburg shall be in addition to this contract.

MAINTENANCE AND TESTING OF SPRINKLER SYSTEMS

The intention of this contract is for the successful bidder to provide all labor, materials, supplies, and test instruments necessary to provide all inspections, test and maintenance for quarterly, annual and 5 year tests inspections and maintenance on water-based extinguishing systems. Documentation of services shall be detailed enough to indicate that the contract requirements have been met. A copy of the reports shall be provided to the City of Lynchburg's field office of the Buildings and Grounds Department at 800 Orchard Street, Lynchburg, Va. prior to any payments for services.

Inspect, test and service sprinkler systems per the attached specifications. The inspection and functional testing of the equipment shall be governed by the current Statewide Fire Prevention Codes and the National Fire Protection Association Codes.

- Including all amendments and approved changes.
- All inspections will be performed by properly trained, experienced and competent fire protection technicians.

PLEASE NOTE:

In addition to the listed itemized components, all other pertinent pieces of equipment attached to, or a part of these systems such as piping, sprinkler heads, auxiliary alarms, etc., shall be included in the inspection and functional testing of the systems.

ADDITIONAL REQUIREMENTS

- A. Inspections shall be scheduled quarterly during the months of March, June, September, and December.
- B. Annual maintenance shall be conducted during the September inspection.
- C. Copies of approved inspection reports shall be filled out and shall indicate the condition of the system at the time of the Inspection. They shall include all pertinent test data.
- D. Sprinkler systems shall be functionally tested and inspected in accordance with applicable State Codes as well as applicable National Fire Protection Association Codes, manufacturer's recommendations and local requirements.
- E. At the first scheduled inspection at all listed sprinkler locations **perform the required five year inspection including**
 1. Inspection of the interior of all check valves, alarm valves, and preaction valves including strainers, filters, and orifices.
 2. All gages replaced or calibrated.
- F. **Annual testing of the Backflow Prevention Assembly** shall be performed by a certified tester. The certified test results shall be furnished to Buildings and Grounds. All backflow testers must be State certified. Each tester must furnish proof of certification.

TESTING PROCEDURES:

A. Wet Pipe Sprinkler Systems

Quarterly

Make a thorough visual inspection of all system components, where possible, to include checking distribution piping for mechanical damage, loose hangers, leaks, etc.

Check sprinkler heads for loading, corrosion, mechanical damage, leaks, obstructions, proper heat range for area being protected and all other factors affecting the proper operation of the sprinkler heads, Conduct a full flow test through the system main drain connection, with the static and residual flow pressure being properly recorded on the inspection report and system tag, All local and supervisory alarms shall be functionally tested for proper operation. The position and condition of all control valves shall be checked. The condition of Siamese connections shall be checked including caps, gaskets, clappers and ball drips. Threads shall be checked for proper type and condition. Test for proper operation system components including valve clapper, pilot valve, retarding chamber.

Annually - During Fall Inspection

All system control valves shall be cleaned, lubricated and fully operated. Siamese Connection ball drip shall be disassembled, cleaned, checked for proper condition, and reinstalled. Backflow Preventers will be inspected and tested and a Backflow Prevention Assembly Test Report (available on the City of Lynchburg web-site) will be completed and included in the Sprinkler test report submitted to Buildings & Grounds.

B. Dry Pipe Sprinkler System

Quarterly

Make a thorough visual inspection of all system components, where possible, to include checking distribution piping for mechanical damage, loose hangers, leaks, etc. Check sprinkler heads for loading, corrosion, mechanical damage, leaks, obstructions, proper heat range for area being protected and all other factors affecting the proper operation of the sprinkler heads. All local and supervisory alarms shall be functionally tested for proper operation. The position and condition of all control valves shall be checked. Check Siamese connections including caps, gaskets, clappers,

thread type and condition and ball drips. Check air compressor for proper oil level, belts, mounting and functionally test for proper sequencing. The prime water level in the dry valve shall be checked and adjusted as needed.

Annually- During Spring Inspection

Perform a standard trip test of the dry valve. Check interior condition of the valve, clapper, latching devices, velocity check and facings for proper condition. Upon proper operation and condition, restore valve to normal service. All control valves shall be cleaned, lubricated and fully operated. Siamese Connection ball drip shall be disassembled, cleaned, checked for proper operation, and reinstalled.

Triennial Testing - Each third year and whenever the system is altered, the dry pipe valve is to be trip-tested with the control valve fully open. Any quick-opening device, if provided, is to be in service.

An air leakage test should also be conducted every 3 years. Two methods are permitted: 1) A pressure test at 40 psi for 2 hours. The system is pressurized, and the air supply is shut off. The system may lose up to 3 psi during the duration of the test. If the system loses more than 3 psi during the test, the air leaks must be addressed. 2) A pressure test at normal system pressure for 4 hours. The air source is shut off for 4 hours and if the low air pressure supervisory alarm activates within this period, the air leaks must be addressed.

C. Centrifugal Fire Pumps

Quarterly

Test operation of fire and jockey pumps for automatic and manual operation, timing and shutdown. Check all control valves for proper position and condition. Check relief valves, packing, bearings, and shaft rotation during operational testing and sequencing of pumps. Test emergency manual over-ride.

Annually - During Fall Inspection

Flow test fire pump to determine its ability to attain satisfactory performance at peak loads. All pump control valves shall be cleaned, lubricated, and fully operated. Test header ball drip shall be disassembled, cleaned, and checked for proper operation and reinstalled. The test header shall be checked for water accumulation and drained as required.

This can be done during normal business hours (M-F 8am to 5pm) after first having been scheduled with the appropriate city contact

D. Standpipe and Hand Hose

Quarterly

A systematic inspection of all portions of standpipe shall be made. A visual examination shall be made to see that hose has not been vandalized, nozzles and couplings are attached, and that there is no evidence of mildew, rot, damage by chemicals, vermin, or abrasion. Check hose and nozzles to ensure that they are free of debris. Check hose to see that it is properly racked. Check all control valves for proper condition and position. Check Siamese connections for proper condition, including couplings, caps, gaskets, clappers, ball drips.

Annually

Re-rack all hand hose ensuring folds do not occur in the same places. All control valves shall be cleaned, lubricated and fully operated. All hose line connection valves shall be flushed and checked for proper operating condition. Siamese Connection ball drip shall be disassembled, cleaned, checked for proper operation, and reinstalled

Sprinkler Systems Equipment Inventory

Carter Glass Building

863 Church Street

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

(1) 2 1/2" Gate Valve

(1) 2" Gate Valve

(1) Stand Pipes

(1) 2" Swing Check Valve

(1) 2" Pressure Reducing Valve

(25) Sprinkler Heads

Circuit Court Building

900 Court Street

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Type: Wet Tree

(1) 4" Globe Fire Sprinkler Corp. Model H-3 Alarm Check Valve

(1) 4" Main Control Valve, Central Butterfly Valve, Model A Water type

(1) 2" Nibco Model T-301 Drain Valve

(1) Wall mounted Siamese Fire Dept. Connection

(2) 6" OS&Y Valve

(1) 6" Backflow Preventer

City Hall

900 Church Street

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

(1) 1,000 GPM Electric Fire Pump

(4) Main Control Valves

(1) Flow Switch

(1) Fire Department Siamese Connection

(1) Jockey Pump

(12) 2 1/2" Hose Line Valve Connectors

(12) 1 1/2" Hose Line Valve Connectors

(2) Stand Pipes

Courthouse Museum

901 Court Street

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

Type: Pre-action Dry System

(2) 4" Main Control Valves

(2) 2" Butterfly Valve

(2) 4" Butterfly Valve

(1) 4" Check Valve

(2) Stand Pipes

(1) Free Standing Fire Dept. Connection

Fleet Services

1700 Memorial Ave.

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) 4" Main Control Valves
- (1) 2" Main Drain Globe Valve
- (1) 4" Check Valve
- (1) Water Motor Gong
- (1) 1 ¼" Test and Drain Ball Valve
- (1) Flow Switch
- (1) Stand Pipe

Public Health Center

1900 Thompson Drive

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) 3" OS+Y Main Control Valve
- (1) Flow Switch
- (1) 2" Main Drain Valve
- (1) 3" Check Valve

Human Services Building

99 9th St

Lynchburg, VA. 24504

Sprinkler System (Test and Inspect)

Quantity/Description

- (6) 3" Main Control Valve
- (1) 4" Backflow Preventor
- (1) 2" Main Drain Globe Valve
- (2) 4" Butterfly Control Valves
- (6) Fire Dept. Connection Valves
- (7) Flow Switches
- (6) 1 ¼" Test Valves
- (1) Wall Mounted Siamese Fire Dept. Connection
- (2) Stand Pipe

Kemper Street Train Station

825 Kemper Street

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

- (4) 4" Main Control Valve
- (1) 4" Check Valve
- (1) 4" Febco backflow Preventor W/ (2) OS&Y Valves
- (2) 2" Valves
- (2) 1-1/2" ButterflyValves
- (1) 2' Solenoid Valves
- (1) 1 ½" Manual Emergency Ball Valves (Foe Elevator)
- (1) Flow Switch
- (1) 4" Globe Dry Pipe Valve
- (1) Emglo Air Compressor
- (1) 4" Globe Fire Sprinkler Corp. Model H-3 Alarm Valve
- (1) Stand Pipes

**Lynchburg City Stadium
City Stadium**

Lynchburg, Va. 24505

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) 500 GPM Electric Fire Pump
- (1) 6" Main Control Valves
- (1) Flow Switch
- (1) Siamese Connection
- (1) Jockey Pump
- (2) 2 1/2" Hose Line Valve Connectors
- (5) 4' Butterfly Valves
- (3) 4" Check Valves
- (1) 4' Victaulic Dry Valve
- (2) 2" Main Drain Valves
- (2) 1 1/4" OS&Y Valves
- (1) General Air Compressor
- (2) Stand Pipes

**Lynchburg Community Market
1219 Main Street**

Lynchburg, Va. 24505

Sprinkler System/Market Area (Test and Inspect)

Quantity/Description

- (1) 4" OS&Y Valve
- (1) Viking 2-1/2" dry pipe valve
- (1) Air Compressor
- (1) Water Motor Gong
- (1) Siamese Connection
- (60) Sprinkler heads

Criminal Justice Academy Second Floor of Community Market

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) Wet Sprinkler system
- (1) Butterfly control valve
- (1) Tamper switch
- (1) Inspector Valve
- (40) Sprinkler heads

B&G Maintenance Building

800 Orchard Street

Lynchburg, Va. 24501

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) Hodgeman 6 Inch Model B Alarm Valve
- (1) Wall Indicator valve
- (1) Water Motor Gong
- (1) Flow Switch
- (1) Inspectors Test Valve
- (2) Antifreeze Loop
- (2) 2" Backflow Preventor

Monument Terrace Building

901 Church Street

Lynchburg, Va.

Sprinkler System (Test and Inspect)

Quantity/Description

- (2) 4" OS&Y Main Control Valve
- (1) 4" Check Valve
- (2) 2" Valves
- (1) 2 1/2" Fire Dept. Connection (in Basement)
- (1) Wall Mounted Siamese Fire Dept. Connection
- (1) Stand Pipes

Public Library/Jones Memorial Library

2325 Memorial Avenue

Lynchburg, Va.

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) 750 GPM Electric Fire Pump
- (2) 6 " Alarm Valves
- (7) OS+Y Control Valves
- (1) Water Motor Gong
- (1) Siamese Connection
- (1) Antifreeze Loop
- (1) Excess Pressure Pump

J&D Court

909 Court Street

Lynchburg, Va.

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) 1,000 GPM Electric Fire Pump
- (1) 10 GPM Electric Fire Pump
- (1) 6" Main Control Valves
- (1) 6" Double Check Backflow Preventor
- (5) Tamper & Flow Switch
- (1) Free Standing Fire Department Connection
- (1) 8" Fire Pump Test Manifold
- (6) 2 1/2" Hose Line Valve Connectors
- (3) Stand Pipes

I.T. Building

3550 Young Place

Lynchburg, Va. 24501

Sprinkler System Only (Test and Inspect)

Quantity/Description

- (1) 4" Main Control Valve w/ Tamper Switch
- (1) 6" Double Check Backflow Preventor
- (1) Flow Switch
- (1) Free Standing Fire Department Connection
- (1) Test and Drain Valve
- (1) Stand Pipes

Lynchburg Regional Airport - ARFF Station
306 Terminal Drive
Lynchburg, Va. 24502

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) Main Control Valve
- (1) Test Valve
- (1) Drain Valve
- (2) Risers
- (2) Tamper Switch
- (57) Sprinkler Heads

Lynchburg Regional Airport - Main Terminal
350 Terminal Drive
Lynchburg, Va. 24502

Sprinkler System (Test and Inspect)

Quantity/Description

- (1) Main Control Valve
- (1) Test Drain
- (2) Antifreeze Drain
- (1) Sprinkler Alarm
- (1) Main Drain
- (2) Tamper Switch
- (363) Sprinkler Heads

Sprinkler Services Bid Form

	Type of Service	Billing Intervals	Unit Cost per quarter	Annual Cost
Carter Glass Building	Test and Inspect	Quarterly (x4)	\$	\$
Circuit Court Building	Test and Inspect	Quarterly (x4)	\$	\$
City Hall	Test and Inspect	Quarterly (x4)	\$	\$
Courthouse Museum	Test and Inspect	Quarterly (x4)	\$	\$
Fleet Services	Test and Inspect	Quarterly (x4)	\$	\$
Public Health Center	Test and Inspect	Quarterly (x4)	\$	\$
Human Services Building	Test and Inspect	Quarterly (x4)	\$	\$
Kemper Street Train Station	Test and Inspect	Quarterly (x4)	\$	\$
Lynchburg City Stadium	Test and Inspect	Quarterly (x4)	\$	\$
Lynchburg Community Market	Test and Inspect	Quarterly (x4)	\$	\$
Criminal Justice Academy, 2nd Flr of Community Market	Test and Inspect	Quarterly (x4)	\$	\$
B&G Maintenance Building	Test and Inspect	Quarterly (x4)	\$	\$
Monument Terrace Building	Test and Inspect	Quarterly (x4)	\$	\$
Public Library/Jones Memorial Library	Test and Inspect	Quarterly (x4)	\$	\$
J&D Court	Test and Inspect	Quarterly (x4)	\$	\$
I.T. Building	Test and Inspect	Quarterly (x4)	\$	\$
Lynchburg Regional Airport - ARFF Station	Test and Inspect	Quarterly (x4)	\$	\$
Lynchburg Regional Airport - Main Terminal	Test and Inspect	Quarterly (x4)	\$	\$
			Total	\$