

City of Lynchburg
Procurement Division
900 Church Street
Lynchburg, Virginia 24504
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**Addendum for Invitation for Bids
IT BUILDING HVAC
2016-058**

Date: 04/13/2016
From: Lisa Moss, Buyer VCA
RE: Addendum No. 1

This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Bid Form.

1. How would the city like to go about removing line sets that are behind drywall?

Line sets behind finished drywall that cannot be accessed otherwise can be removed by cutting and removing drywall and/or abandoning in place. New line sets can then be installed at the same location or rerouted to an alternate approved location.

Any damaged or demolished areas will be patched and painted to match adjacent surfaces.

2. Can the current line sets be flushed out with an approved solvent and reused?

No. Existing line sets are to be removed and replaced with new.

3. Does the city want to retain any old equipment?

No. The contractor is to remove from the premises and dispose of any demolished material and equipment in an appropriate manner.

4. Is there a schedule where we need to start or follow as not to disrupt the office workers?

Normal working hours are 7:30 a.m. to 6:00 p.m. Monday through Friday. After hours and weekend work has to be scheduled with I.T. staff 48 hours in advance. Field supervisor must be on-site at all times outside of normal working hours.

5. What coordination needs to be made with IT for install?

Schedule unit shut-downs with I.T. staff 48 in advance.

6. Clarify the work hours/schedule

See question #4

7. Will there be a need for temporary cooling?

For the Base Bid the intent is to replace the units one at a time keeping the unit down time to a single shift, taking the units off service at the beginning of the shift and having it back in service by the end of the shift.

This should be possible by installing the new line sets, replacing and starting the condensers and air handlers/furnaces (one shift) and then the demolition of the existing line sets, connections of gas and flue piping after cooling is enabled.

If there are certain units where it is not possible to put back into service in a single shift, after hour or weekend work will have to be scheduled to complete that unit before the next normal shift.

For the Add Alternate #2 the contractor is to provide enough temporary cooling capacity to maintain 70 degrees continuously until the new unit is in service.

8. Whose or what controls are there in the building?

The existing energy management system that is in place will remain. Contractor will only be responsible for reconnecting low voltage wiring at the equipment.

Company Name: _____ Address: _____ Date: _____

Authorized Signature: _____ Title: _____

Print Name: _____ Telephone No.: _____ Fax No.: _____