

City of Lynchburg
Procurement Division
900 Church Street
Lynchburg, Virginia 24504
Telephone No.: (434) 455-3970
Fax No.: (434) 845-0711

**Addendum for Invitation for Bids
Monument Terrace Building Chiller Replacement**

13-831

Date: 2/28/2013
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. Attached are the Meeting minutes and questions from the Pre Bid Meeting as supplied by 2rw Consultants, Inc.**

Company Name: _____ *Address:* _____ *Date:* _____

Authorized Signature: _____ *Title:* _____

Print Name: _____ *Telephone No.:* _____

Fax No.: _____

MEETING MINUTES

PLEASE REVIEW & NOTIFY PREPARER IN WRITING WITHIN 3 DAYS IF ANY DISCREPANCIES OR OMISSIONS ARE NOTED.

project: 12221 – Monument Terrace Chiller Replacement date: 21 February 2013
prepared by: Daniel Cardwell time: 1:00 PM
location: City Hall, Bidders' Room
attendees: Randy Dalton, City of Lynchburg randy.dalton@lynchburgva.gov
Lisa Moss, City of Lynchburg lisa.moss@lynchburgva.gov
Jay Nash, Waco Inc. jnash@wacoinc.net
Andrew Williams, Centech Service Corp. dwilliams@centechservicecorp.com
Leamon Cain, Comfort Systems USA ticain@yahoo.com
William Jefferson, Comfort Systems USA william.jefferson@comfortsystesusa.com
Steve Tyree, Southern Air steve.tyree@southern-air.com
Fred Burton, Southern Air frederick.burton@southern-air.com
Mike Wyatt, Moore's Electrical & Mechanical mwyatt@mooreselectric.com
Jerry Gordon, CCI jgordon@ccisys.com
John Maddox, Maddox Air & Electrical john@maddoxairandelectrical.com
Andy Maddox, Maddox Air & Electrical andy@maddoxairandelectrical.com
Mike Wetherington, Comfort Systems USA mwetherington@ccisys.com
Stuart Johnson, CSE Inc. salesmanager@cseonline.net
Al Taylor, Atlantic Constructors mike.bowling@atlanticconstructors.com
Daniel Cardwell, 2rw Consultants Inc. danielc@2rw.com

distribute to: Randy Dalton, Lisa Moss

NEW BUSINESS

<u>Action by:</u>	<u>Item No.</u>	<u>Description</u>
	01-01	Introductions were made by all attendees and all parties signed in via the record of attendance sheet.
	01-02	Reviewed instructions and requirements for Invitation for Bids. <ul style="list-style-type: none">• Deadline for Questions: February 27, 2013 at 2:00 PM. All questions must be submitted in writing to Lisa Moss, lisa.moss@lynchburgva.gov; FAX: 434-845-0711.• Bid Deadline: March 6, 2013 at 2:00 PM. Bids will be received in the Procurement Division, Third Floor City Hall, 900 Church Street, Lynchburg.•
	01-03	Completion Date/Liquidated damages <ul style="list-style-type: none">• Contractor shall commence work within 10 days after Notice to Contractor to proceed.• Substantial completion of project within 90 calendar days of notice to proceed.• Liquidated damages in the amount of \$250.00 per day.
	01-04	Contract/BID Documents <ul style="list-style-type: none">• Begin on PM3 through PM21.• Certified check or bid bond for 5% of the base bid.• Contract award to the lowest responsive, responsible base bid.• Questions about the bid documents

<u>Action by:</u>	<u>Item No.</u>	<u>Description</u>
	01-05	<p>An overview of the scope of work was provided by Randy Dalton and Keith Poeppel.</p> <p>General</p> <ul style="list-style-type: none">• Area of work: Human services building boiler room, roof.• This is a basic description of the general scope. Refer to drawings and specifications for further detail. <p>Demolition</p> <ul style="list-style-type: none">• Remove (2) existing chillers , circulator pumps, and appurtenances associated with the chillers.• Remove building chilled water pump, expansion tank, air separator, and chemical pot feeder.• Remove condensing units and associated appurtenances.• Building hot water distribution pumps and piping mains are existing to remain. <p>New Work</p> <ul style="list-style-type: none">• Install tees with valves and caps in existing building chilled water loop to facilitate the use of a temporary chiller.• Provide modular air-cooled chiller with remote condensers. Penetration of exterior wall in mechanical room required to run new refrigerant lines is below grade. Hand excavation will be required.• Provide integrated chiller controller by chiller manufacturer and provide required connections and modifications to existing BAS to provide a fully functional system.• Provide (2) base-mounted chilled water pumps with VFDs.• Provide piping within mechanical room as indicated on the plans.• Provide expansion tank, air-separator, chemical pot feeder and associated appurtenances.• TAB• Provide conductors, conduit, disconnects, and circuit breakers to power new equipment.
	01-06	<p>Attendees walked through the Mechanical Room. Contractors asked questions and answers were provided where appropriate. See below.</p>

Action by: Item No. Description

01-07 QUESTIONS/RESPONSES:

1. Will the City provide the temporary chiller? Who will be responsible for coordination and hookups?

The City will provide the temporary Chiller and will be responsible for coordination and hookups.

2. Liquid and Hot gas lines listed as being in CPVC. How is this to be arranged (ex. 2 lines in each CPVC pipe)?

The installation of the Liquid and Hot Gas lines in the CPVC sleeve is indicated on Detail 7 on Sheet M0.2 as being a discharge (insulated) and liquid line set.

3. Will there be a requirement for a ventilation system?

Due to the quantity of refrigerant in the individual refrigeration circuits in the chillers which constitute the basis of design, a ventilation system is not required as designed. There is, however, a requirement for a refrigerant monitoring system with hard-wire interlocks with the chiller and boiler as indicated in the construction documents.

4. The City has asked for First Right of Refusal on Salvage. Please clarify this.

The City does not want to save any demolished equipment.

5. Will there be restrooms provided during project or will the contractor be responsible for providing their own?

No, the contractor will be responsible for providing their own.

6. Is there asphalt to be cut where the lines run underground?

There is no known asphalt that will be required to be cut where the lines run underground.

END OF MEETING MINUTES

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