

# Request For Proposal

RFP No. 2019 - 002

## Testing & Balancing for Public Safety Building



*Duluth*  
Capture the *Spirit*  
of Good Living

Nancy Harris, Mayor  
Marsha Anderson Bomar, Post 1  
Kirkland Carden, Post 2

Billy Jones, Post 3  
Kelly Kelkenberg, Post 4  
Greg Whitlock, Post 5

City of Duluth – Public Safety

3276 Buford Highway

Duluth, Ga. 30096

# Request for Proposals RFP 2019 - 002

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*FOR THE OWNER*

**City of Duluth**

*FOR THE PROJECT*

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

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END OF SECTION

SECTION 01 – PROJECT SCHEDULE

*FOR THE OWNER*

**City of Duluth**

*FOR THE PROJECT*

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

<b>Date</b>	<b>Task</b>
01/18/2019	Run Proposal Advertisement / Make Proposal Package and Contract Documents available to Proposers
02/1/2019	Run Second Proposal Advertisement
02/14/2019	Pre proposal project description meeting 2/14/2019 at 10 AM EST (3276 Buford Highway, Duluth GA)
02/28/2019	Deadline for Proposer questions submittal 2 PM EST (email RFI's to James Riker, <a href="mailto:jriker@duluthga.net">jriker@duluthga.net</a> ). Amendment will be issued for responses.
03/8/2019	Final Addendum issued (if applicable)
03/14/2019	Bid Date for Proposals (@ 2:00pm EST)
04/8/2019	Recommendation before Mayor and Council for approval (tentative)
04/9/2019	Notice to Proceed issued to Contractor (work must be complete and Contractor demobilization complete within 90 calendar days of receipt of Notice to Proceed)
04/16/2019	Contractor to Submit Required Submittals.
04/23/2019	City to Return Review comments to Contractor (City to have 5 business days for review)
07/8/2019	Contractor to be complete with all field work.

END OF SECTION

SECTION 02 – ADVERTISEMENT FOR PROPOSALS (to be placed in legal organ)

*FOR THE OWNER*

**City of Duluth**

*FOR THE PROJECT*

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

The City of Duluth will receive Proposals from proposers to provide, furnish, install and warranty/maintain all materials, labor and equipment necessary for testing and balancing mechanical systems at Public Safety Building (Duluth, GA). A complete Request for Proposal Package, including Project Documents, may be examined at the location listed below:

City of Duluth  
City Hall – City Clerk’s Office  
3167 Main Street  
Duluth, Georgia, 30096  
770-476-3434/ FAX 770-623-2780

Sealed proposals will be received until 2:00 PM EST on 3/14/2019 by the City of Duluth (Owner), at 3167 Main Street, Duluth, GA, 30096. Sealed proposals are to be submitted to the Teresa Lynn (City Clerk) and addressed as follows:

**TO: City of Duluth (OWNER)**  
**3167 Main Street**  
**Duluth, GA 30096**

**Attention: Teresa Lynn**

**RE: Testing & Balancing Public Safety Building, Duluth, GA 30096**

The City reserves the right to reject any and all proposals.

SECTION 03 – ADVERTISEMENT FOR PROPOSAL FORM

FOR THE OWNER

**City of Duluth**

FOR THE PROJECT

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

The City of Duluth will receive Proposals from proposers to provide, furnish, and warranty all materials, labor and equipment necessary for the testing and balancing the Public Safety Building for the City of Duluth.

Sealed Proposals will be received by City Clerk’s Office, City Hall, 3167 Main Street, Duluth, Georgia 30096, no later than **2:00 PM EST, March 14, 2019**. Proposals will be publicly opened and read aloud at the same location at **2:05 PM EST**. Any Proposals received after 2:00 PM EST on proposal **deadline** date **(3/14/19)** will not be considered by OWNER. Proposals will be evaluated by OWNER and the project award is anticipated upon completion of this evaluation. **All Proposals become the property of the City of Duluth. Selection of the “BEST PROPOSAL” will be determined by cost and experience in previous like projects and project approach. The weight to be placed on each element has been predetermined by the City of Duluth as follows:**

<b>Cost</b> <i>(On Proposal Form)</i>	<b>50 %</b>
<b>Experience in like projects within the last (5) years</b> <i>(3 pages maximum; provide a minimum of five (5) references for similar projects (include project budgeted cost, actual completion cost, project scope and client contact information) that have been completed within the past five (5) years.</i>	<b>25%</b>
<b>Project Approach</b> <i>(Provide a one (1) page summary of all subcontractors that will be involved in the project and equipment manufacturer’s that will be used. Include any betterments in your approach compared to the RFP specifications.)</i>	<b>25%</b>

**BASE PROPOSAL:** Materials, labor, tools, equipment, one year warranty/maintenance guarantee and all other miscellaneous and/or necessary items for the Testing and Balancing Mechanical Systems at the Public Safety Building for the City of Duluth. Contractor shall provide an initial reading for all mechanical systems at the public safety building. This includes a full assessment at all grills or diffusers, a full water side test, and a full air side test for each piece of mechanical equipment. The report submitted to the Owner shall show all existing conditions and note any deficiencies discovered with a recommendation and cost to correct the deficiency. The Contractor shall have a licensed Mechanical Engineer (with a minimum of 10 years of experience) review the existing conditions with the original design documents. The mechanical engineer shall perform air and water-side load calculations for the building based on current codes. The mechanical engineer shall produce a report that states at a minimum: the existing conditions, the original design conditions, and current code load calculations. The Owner will use the new load calculations for any equipment replacement under a future project. The Contractor shall balance the system to the original design conditions. This will require installing fifteen (15) new controllers on existing VAV’s and PIU’s. Midatech, Inc. (Contact: Jim Bonner – 770-714-8488) has already replaced the other controllers on the equipment at this building. They are the current maintenance company performing the controls. The controls are Honeywell products. It is not required to use Midatech for the control portion of the project, but the controls installed shall be Honeywell products and be compatible with the existing system. The control contractor price shall be broken out in the bid summary. Chilled Water Pump (CHWP-1) in mechanical room 165 shall be replaced as part of this project. It is a 25 HP, 230/460 Volt, 60 amp inline pump (see appendix B for nameplate information and Appendix C for additional description). Pump shall be re-insulated after startup and testing. The Contractor shall utilize the control contractor, the test and balance contractor, and a mechanical

contractor as necessary to return operation and system performance to original design conditions. Any items that cannot meet the original design conditions by performing the Test and Balance and control modifications shall be identified in a report issued to the Owner. The deficiency should be noted with sufficient detail to determine what the issue is, why it will not meet the design conditions, at least two (2) recommended solutions, and costs for each with schedule impact identified.

The required time of completion for all or any phases is no later than 90 consecutive calendar days from the date of the written Notice to Proceed, unless otherwise allowed in writing by the City of Duluth

City of Duluth  
City Hall  
3167 Main Street  
Duluth, Georgia, 30096

OWNER requires PROPOSER to submit proof of general liability insurance as licensed in the State of Georgia with proposal.

PROPOSER shall provide one (1) original and two (2) copies of the Proposal. Each proposal must be submitted in a sealed envelope, addressed to City of Duluth (OWNER). Each sealed envelope containing a Proposal must be plainly marked on the outside as follows:

**TO: City of Duluth (OWNER) Attn: City Clerk  
3167 Main Street  
Duluth, GA 30096**

**Attention: Teresa Lynn**

**RE: Testing & Balancing Public Safety Building, Duluth, GA 30096**

If Proposal is forwarded by mail, the sealed envelope containing the Proposal must be enclosed in another envelope to the attention of OWNER at the address previously given.

Any and all Proposals received without the aforementioned criteria enclosed will be returned to PROPOSER.

All Proposals must be made on the PROPOSAL FORM of the type found in the proposal package, in accordance with the instructions in the INSTRUCTIONS TO PROPOSERS. No interlineations, additions, or deletions shall be made in the proposal form by PROPOSER. No conditional proposals will be acceptable.

OWNER reserves the rights to waive any informality or to reject any or all Proposals, to evaluate Proposals, and to accept any Proposal which in its opinion may be in the best interest of OWNER. No Proposal will be rejected without just cause.

No PROPOSER may withdraw his proposal within the time limit specified in the PROPOSAL FORM.

END OF SECTION  
SECTION 04 – INSTRUCTION TO PROPOSERS

*FOR THE OWNER*

**City of Duluth**

*FOR THE PROJECT*

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

1. DEFINITIONS:

A. Proposal Documents include the Project Summary Documents identified in **Exhibit A (SECTION 06)**.

B. Addenda are written or graphic documents issued prior to execution of the Contract which modify or interpret the Proposal Documents. They become part of the Contract Documents as noted in the Form of Agreement upon execution of the Contract.

2. PROPOSER'S REPRESENTATIONS:

A. By submitting a Proposal, the Proposer represents that

1. Proposer has carefully studied and compared the Proposal Documents with each other. Proposer understands the Proposal Documents and the Proposal is fully in accordance with the requirements of those documents,
2. Proposer has thoroughly examined the site and any existing equipment, has become familiar with local conditions which might directly or indirectly affect the contract work, and has correlated its personal observations with the requirements of the proposed Contract Documents.

B. Cooperation Between Contractors

1. When separate Contracts are let within the limits of any one Project, each Contractor shall conduct his work so as not to interfere with or hinder the progress or completion of The Work being performed by other Contractors. Contractors working on the same Project shall cooperate with each other.
2. Each Contractor involved shall assume all liability, financial or otherwise, in connection with his Contract and shall protect and save harmless the Department from any and all damages or claims that may arise because of inconvenience, delay or loss experienced by him because of the presence and operations of other Contractors working within the limits of the same Project.
3. The Contractor shall arrange his work and shall place and dispose of the materials being used so as not to interfere with the operations of the other contractors within the limits of the same Project. He shall join his work with that of the others in an acceptable manner and shall perform it in proper sequence to that of the others.

3. PROPOSAL DOCUMENTS:

A. Copies

1. Proposal Documents may be obtained as set forth in the Advertisement for Proposal.

2. Partial sets of Proposal Documents will not be issued.
3. Proposers will use complete sets of Proposal Documents in preparing Proposals and make certain that those submitting sub-Proposals to them have access to all portions of the documents that pertain to the work covered by sub-Proposal. Proposer assumes full responsibility for errors or misinterpretations resulting from use of partial sets of Proposal Documents by itself or any sub-proposer.

B. Interpretation or Correction of Proposal Documents

1. Proposers will request interpretation or correction of any apparent errors, discrepancies and omissions in the Proposal Documents.
2. All questions must be submitted in writing to: James Riker, City of Duluth at [jriker@duluthga.net](mailto:jriker@duluthga.net). All sub-contractor questions should be directed through the primary contractor. Corrections or changes to Proposal Documents will be made by written addenda (if necessary) and posted to the City of Duluth's website.
3. Deadline for Proposer question submittal is 2 pm EST on 2/28/19. A final addendum will be issued on 3/8/19 (if necessary).

C. Substitutions and Equal Products

1. Generally speaking, substitutions for specified products and systems, as defined in the Uniform Commercial Code, are acceptable. However, equal products may only be approved upon compliance with Contract Document requirements. Products or equipment not listed as approved in the RFP specifications must be submitted in writing to the OWNER by the Proposer question deadline (2 pm EST 2/28/19) and will be addressed in the final addendum.
2. Base Proposal only on materials, equipment, systems, suppliers or performance qualities specified in the Proposal Documents.

D. Addenda - Addenda will be available to Proposers and to locations where Proposal Documents are on file or by electronic mail. Addenda will be posted to the City's RFP webpage.

4. PROPOSAL PROCEDURES:

A. Form and Style of Proposals

1. Use Owner's Proposal Form.
2. Fill in all blanks on Proposal Form by typewriter or by printing manually in ink. Signatures will be in longhand and executed by representative of Proposer duly authorized to make contracts.
3. Proposals will bear no information other than that requested on Proposal form. Do not delete from or add to the information requested on the Proposal form.

B. Insurance and Liens

1. Successful proposer shall provide insurance as follows from the issuance of Notice to Proceed / commencement of work through final payment:
  - a. Workers Compensation Insurance
  - b. Employers Liability Insurance with minimum limits of the greater of \$500,000 per accident/disease or as required by the law of the state of Georgia.
  - c. Commercial General Liability Insurance - ISO Form CG 00 01 (10/93) or equivalent Occurrence Policy which will provide primary coverage in the event of any Occurrence Claim, or Suit, with:
    - aa. Limits of not less than:

- 1) \$2,000, 000 General Aggregate;
- 2) \$2,000, 000 Products - Comp/OPS Aggregate;
- 3) \$1,000, 000 Personal and Advertising Injury;
- 4) \$1,000, 000 Each Occurrence;
- 5) \$50,000 Fire Damage (any one fire); and
- 6) \$5,000 Medical Expense (any one person).

- bb. Endorsements attached thereto including the following or their equivalent:
- 1) ISO Form CG 25 03 (10/93), Amendment of Limits of Insurance (Designated Project or Premises), describing the Agreement and specifying limits as shown above.
  - 2) ISO Form CG 20 10 (10/93), Additional Insured-- Owners, Lessees, Or Contractors (Form B), naming Owner and Architect as additional insureds.

d. Automobile Liability Insurance, with:

1. A minimum limit of \$1,000,000 Combined Single Limit per accident; and
  2. Coverage applying to "Any Auto."
2. If any subcontractors are to be used, successful proposer will be required to submit a lien waiver prior to final payment.

C. Submission of Proposals

1. Submit proposal per the requirements in the Advertisement for Proposal Form.
2. No oral, facsimile transmitted, telegraphic, or telephonic proposals, modifications, or cancellations will be considered.

D. Modification or Withdrawal of Proposal

1. Prior to Proposal opening, Proposers may withdraw Proposal by written request or by reclaiming Proposal envelope.

5. CONSIDERATION OF PROPOSALS:

A. Opening of Proposals - See Advertisement for Proposals Form.

B. Rejection of Proposals - Owner reserves right to reject any or all proposals and to waive any irregularity therein.

C. Acceptance of Proposal

1. No Proposer will consider itself under contract after opening and reading of proposals until Agreement between Owner and Contractor is fully executed.
2. Selection of the "BEST PROPOSAL" will be determined by cost, experience in previous like projects and project approach.

6. POST-PROPOSAL INFORMATION:

A. The conditionally accepted Proposer submitting a proposal involving subcontractors will submit its list of proposed subcontractors prior to final acceptance of a proposal.

7. PERFORMANCE REQUIREMENTS (Liquidated Damages):

A. Contractor understands that time is of the essence for completion of the project and, because damages will be difficult to ascertain, the parties shall include a provision in the Contract agreeing that liquidated damages in the amount of five hundred (\$500.00) per day shall be paid by Contractor for each day that Contractor is in default of completing the work within the agreed-upon time frame.

8. FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR:

A. Agreement form will be provided by Owner after notice of the apparent winning proposal is given.

9. SITE VISIT

A. Pre-Proposal Project Meeting: To be held at Public Safety Building (address: 3276 Buford Highway, Duluth, GA,) on 2/14/19 at 10:00 AM.

10. PHASING AND PAYMENT SCHEDULE

**A. The City will evaluate all proposals and reserves the right to refuse all proposals.**

**B. Payment requests shall only be made a maximum of every 30 days. Requests shall only be for work installed and accepted by the OWNER or OWNER's representative. A 10% retainage shall be withheld on all invoices that is released after final completion notice has been given to the Contractor by the OWNER.**

**C. Payment applications shall be on AIA G702 form and have line item breakdowns for construction milestones.**

SECTION 05 – PROPOSAL FORM

FOR THE OWNER

**City of Duluth**

FOR THE PROJECT

**Testing & Balancing Public Safety Building, Duluth, GA 30096**

PROPOSAL CLOSING DATE: 3/14/19  
PROPOSAL CLOSING TIME: 2:00 PM EST

TO: City Hall  
3167 Main Street  
Duluth, GA 30096  
Attention: City Clerk

Owner:

A. Having carefully examined the Proposal Package and Project Documents entitled: Testing & Balancing Public Safety Building for the City of Duluth, GA as listed in Exhibit A and associated Addendum(a) No.(s)\_\_\_[the City reserves the right to disqualify any Proposal submitted which fails to acknowledge receipt of all issued addendum(a)], as well as the premises and conditions affecting the Work, the undersigned proposes to furnish all services, labor, maintenance and materials called for by them for the entire Work, in accordance with said documents, for the phases and total as follows:

Total for Base Proposal \_\_\_\_\_ DOLLARS(\$ \_\_\_\_\_),  
Base Bid (All work to complete Scope of Work except for replacing fifteen controllers for existing VAV and PIUs)

Total for Option 1 \_\_\_\_\_ DOLLARS(\$ \_\_\_\_\_),  
Controls (Replacing the fifteen (15) controllers on VAV and PIU boxes

A. Breakdown of the BASE PROPOSAL and Option 01 shall be provided on the form provided and the Proposal shall be considered disqualified if not complete.

B. The undersigned hereby agrees that this proposal may not be revoked or withdrawn after the time set for the opening of Proposals, but shall remain open for acceptance for a period of 90 days following such time.

C. In the event that the undersigned is notified in writing by mail, telegraph, or delivery of the acceptance of this proposal within 90 days after the time set for the opening of Proposals, the undersigned agrees to execute, within ten (10) days, a contract (on a form supplied by the City of Duluth, when a stipulated sum forms the basis of payment) for the Work for the above stated compensation.

D. Prior to the Proposal opening date and hour, errors may be stricken or revisions may be made and corrections entered on this proposal form, provided that any such strike-over or revision is signed in ink by the person signing the Proposal or his agent. Any revisions made on the outside of the envelope will not be accepted.

E. The undersigned agrees to commence actual physical work with an adequate work force and equipment within ten days of the date of the Notice to Proceed and to complete fully all work by not later than **90 (ninety)** consecutive calendar days from and including date of the Notice to Proceed. Failure to complete work in 90 days will result in the City seeking liquidated damages as stated in Section 4-7a above.

F. The proposer submits the following statement of proposer's qualifications for consideration by the Owner.

**STATEMENT OF PROPOSER'S QUALIFICATIONS**  
(To be subscribed and sworn to before a notary public)

Firm Name: \_\_\_\_\_  
LEGAL NAME OF BUSINESS (As registered with Secretary of State)

Address: \_\_\_\_\_  
LEGAL BUSINESS ADDRESS (P.O. BOX IS INSUFFICIENT)

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
MAILING ADDRESS IF DIFFERENT FROM ABOVE

Telephone Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_

Contact Person Name and Email Address: \_\_\_\_\_

Georgia Resident: YES \_\_\_\_\_ NO \_\_\_\_\_

When Organized: \_\_\_\_\_ Where Incorporated: \_\_\_\_\_

Federal I.D. No.: \_\_\_\_\_ or Social Security No.: \_\_\_\_\_

Number of years engaged in the contracting business under the present firm name: \_\_\_\_\_

Credit Available for This Contract: \_\_\_\_\_

Contracts Now in Hand, Gross Amount: \_\_\_\_\_

*(STATEMENT OF PROPOSER'S QUALIFICATIONS - CONTINUED)*

Plan of Organization:  Proprietorship       Corporation     Partnership     LLC

The proposer has refused to sign a contract at the original Proposal. YES or NO (Please circle one) The proposer has been declared in default on a contract. YES or NO (Please circle one)

If answer is Yes to either statement above, please explain:

The foregoing statement of qualifications is submitted under oath.

G. Under oath I certify that I am a principal or other representative of the firm of:

\_\_\_\_\_,  
and that I am authorized by it to execute the foregoing offer on its behalf. I am a principal person of the foregoing with management responsibility for the foregoing subject matter and as such I am personally knowledgeable of all its pertinent matters. The foregoing statement of facts in the foregoing proposal is true.

H. I certify that this Proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a Proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences and civil damage awards. I agree to abide by all conditions of this Proposal and certify that provisions of Georgia O.C.G.A. Section 45-10-20, et. sec., have not and shall not be violated in any respect.

The full names of persons and firms interested in the foregoing Proposals as principals are as follows:

(1) \_\_\_\_\_  
Check One:  President  Partner  Owner

(2) \_\_\_\_\_  
Check One:  Vice President  Secretary  Partner

If incorporated, the names of both the President and Corporate Secretary must be indicated. If a partnership, all partners must be indicated.

The legal name of the proposer as registered with the Secretary of State is:

\_\_\_\_\_

The General Contractor's License (if applicable) of the proposer as registered with the Secretary of State is:

\_\_\_\_\_

DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
Authorized Signature (BLUE INK PLEASE)

\_\_\_\_\_  
Typed/Printed Name Title

Sworn to and subscribed before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 2018.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**NOTICE TO PROPOSERS**

- 1) MAKE SURE YOU HAVE SIGNED THIS PROPOSAL FORM IN THE SPACE PROVIDED ABOVE.
- 2) SUBMIT ONE (1) ORIGINAL AND THREE (3) COPIES OF THE PROPOSAL FORM.
- 3) PROOF OF VALID INSURANCE

**BASE PROPOSAL BREAKDOWN**

The Proposer will complete the Work in accordance with the Contract Documents for the following price(s):

- 1. \$ \_\_\_\_\_ Base Bid (All work to complete Scope of Work except for replacing fifteen controllers for existing VAV and PIUs)
  
- 2. \$ \_\_\_\_\_ Controls (Replacing the fifteen (15) controllers on VAV and PIU boxes)

TOTAL ALL BID ITEMS

Proposer acknowledges that the project scope is identified by the Project Description and Specifications. Since it is not possible to have a line item for every element of the Work Scope, the Proposer has allocated all project costs across the above line items.

END OF SECTION

## SECTION 06 – EXHIBIT A – PROJECT DOCUMENTS

*FOR THE OWNER*

### **City of Duluth**

#### **Testing & Balancing Public Safety Building, Duluth, GA 30096**

##### **General Overview/Project Expectations**

The City of Duluth is seeking Proposals for Testing & Balancing the Public Safety Building. The existing building mechanical systems has current issues that require the systems to be tested and rebalanced to its existing conditions. This will require replacing fifteen control modules on VAV and PIU boxes, and then in conjunction with the Test and Balance process modify the control system as needed to have the system perform in accordance with the original design documents shown in Appendix A and C.

The project timeline is to accomplish all work within the base bid is 90 days from Notice to Proceed (NTP). A schedule for construction shall be provided to the OWNER before starting any construction services so downtime in the facility can be coordinated. Intent is to keep access to the building open to the public during normal business hours (Monday-Friday, 8:00am to 5:00pm).

There are some drawings provided that show the original design of the mechanical system of the existing building (Appendix A). These are to give an understanding of the existing building mechanical systems. Additionally, it is encouraged for the Contractor to visit the site before bid. Equipment or materials needed to reach all areas of the building will have limitations due to ceiling heights. Furniture or equipment that needs to be moved to access areas are to be made by the Contractor at no cost to the Owner. Contractor is responsible for providing access to perform all of their work at no additional cost the City.

##### **Test and Balance requirements**

Specification Section 23 05 93 is provided with this Scope of Work. The Contractor shall perform an initial Test of the existing system. The Contractor shall then balance the existing system to match the original design conditions listed in Appendix A and C. Any discrepancies between original design conditions and what can be achieved by the existing system shall be detailed by the Contractor and presented to the Owner. At minimum, this list shall provide a detailed description of the issue, two (2) recommendations on correcting, costs associated with each recommendation, and a schedule impact of each recommendation. The Contractor shall provide a completed report that documents the initial test results, the design conditions, and the final test results. Contractor is required to repair any items damaged during the process to the existing conditions.

##### **Mechanical Control Requirements**

The Contractor shall provide control services required to complete this Scope of Work by using a licensed Honeywell control contractor. The Control contractor shall install the fifteen (15) controllers on the existing VAV and PIU boxes that have the original controllers (NOTE: the remaining VAV and PIUs already have the new controller installed. Only fifteen remain to be installed.). The control contractor under the overall Contractors contract shall be onsite during all final testing and balancing and provide any modifications needed to get the system in compliance with the original design documents. Any deficiencies that cannot

be corrected or require replacement shall be noted by the control contractor and should be included in the report the Contractor shall submit to Owner with recommendations. As an example, this may include thermostat replacement being required. This would be an item to be identified in the report that is given the OWNER for review.

### **General Maintenance Warranty Requirements**

Maintenance warranty will be required for one year beginning from the time the OWNER gives substantial completion notice. This warranty does not cover routine maintenance. The warranty covers repairs to any materials, equipment, or graphics due to Contractor error. Contractor shall, at no cost to the City, have the manufacturer representative visit the site to determine if a product used by the Contractor contributed or caused any item the City identifies as needing repaired due to Contractor error. Specifications identify the warranty periods. As part of the closeout documents, the PROPOSER shall provide a list of all materials, and processes used to the OWNER. The list shall provide warranty start and end dates, contact information for warranty items, and any submittal information given with the chemicals.

### **General Contractor Requirements**

Contractor is responsible for re-installing any lighting, piping, conduit, duct, insulation, or furniture that is needed to perform work. If any items are damaged, the Contractor is responsible for replacing with similar item. The replacement item must be approved by the OWNER before installing. All associated work that is required for turn-key performance on this project is sole responsibility of the Contractor. This includes, but is not limited to, lifts, ladders, scaffolding, general clean up and conditions, scheduling, associated materials, and any other associated work required to complete the Scope of Work.

### **Other Required Items**

Replacement of CHWP-1. The pump is shown in Appendix B. The design criteria for the pump is listed in Appendix C. The pump shall be replaced and then re-insulated to match the existing conditions. Any associated electrical work, control work, piping modifications, and startup shall be covered under this scope of work. Any glycol needed to be added to system due to the replacement shall be provided by the Contractor during startup of the pump.