



Oconee County Board of Commissioners

Addendum 1

DATE: December 19, 2018

TO: All Prospective Bidders/Offerors

FROM: Purchasing Officer

RE: Addendum 1, RFP#1911-10 Oconee County HVAC Replacement Project

The following items shall take precedence over the specifications for the above named project and shall become a part of the contract documents.

Where any item called for in the specifications is supplemented hereby, the original requirements shall remain in effect.

Where any original item is amended, voided, or superseded hereby the provisions of such item not specifically amended, voided, or superseded shall remain in effect.

The following changes are to be incorporated into the solicitation documents dated **November 30, 2018**. All those receiving this addendum should modify their documents to show the below described changes. Below you will find changes to various areas of this solicitation included in this amendment.

RFP submittal date is January 2, 2018. Proposals will be received at the Oconee County Finance Department, 23 N. Main St. Suite 203, Watkinsville, GA 30677 prior to 2:00 p.m. local time. At precisely 2:00 p.m., in Suite 205, the proposals will be opened and only the names of the Respondents will be announced / recorded.

The following questions were submitted to Oconee County in reference to RFP#1911-10 Oconee County HVAC Replacement Project at a pre-submittal meeting held on December 11, 2018 at 10:00 a.m. Attached is the sign in roster from the meeting.

Karen Barnett opened the meeting by going over procurement procedure.

1. RFP opening is January 2, 2018 at 2:00 p.m. local time. Questions deadline is December 18, 2018 at 10:00 a.m. local time. Acceptance place is at the Oconee County Finance Department, 23 N. Main St. Suite 203, Watkinsville, GA 30677.

2. Any changes and/or amendments shall be posted on the County's website at least 72 hours prior to the opening of the proposals.
3. All interested Respondents are encouraged to check the Oconee County Website before the opening to make sure they have all the updates.
4. Nothing discussed that materially affects the RFP documents can be relied upon unless contained in an addendum.
5. Requesting one (1) unbound original, three (3) copies, and (1) electronic format submittal of the proposal. Please put your proposal documents in a sealed envelope prior to the RFP opening if you plan to attend.
6. All questions shall be directed to Procurement and will be answered via Email to all participants of the pre-submittal meeting in the form of an addendum to the website. Karen Barnett will be your contact throughout the solicitation process. Her email is kbarnett@oconee.ga.us.
7. No Bonds are required for this project.
8. This is and Request for Proposal and only the names of the Respondents will be announced at the opening. No Costs will be revealed until after award.
9. Notification of award could be anywhere from 30-60 days from the date of opening. Proposals with a cost of over \$100,000 must go before the BOC for award approval.
10. Standard Required Information: Please be sure to include all required forms with your proposal. Having a complete submittal is important to the review committee. The E-Verify form (Contractor's Affidavit) must be complete, notarized and submitted with your proposal or it will be deemed non-responsive.
11. The scoring matrix located in the RFP documents should be a consideration in preparing your proposal.

Meeting opened to Questions/Answers: Annex Questions

1. If anyone needs to get into the buildings to take measurements or to look over at either facility – Can they contact Operations and Facilities to schedule a time?
 - o Yes, but questions need to go through Karen Barnett.
2. Can alternate proposals be submitted?
 - o Yes
3. How did we split/pick the zones in the Annex building?
 - o We had someone come out and give quotes.
4. Did they do a load calculation?
 - o Yes
5. Are the bathroom areas to be based on standard CFM's?
 - o Yes
6. In the attic space of the Annex – Is there fresh air access?
 - o It's completely open and plenty of combustible air.
7. What is the efficiency requirement at the Annex?
 - o 80%

8. Is the Annex 3 phase?
 - The building is a 3 phase and the existing panel is a 208/230 panel. The new panel should be 120/230 3 phase with a 200 amp main breaker and have 40 breaker spaces.
9. Will the power panel need a transformer?
 - No
10. Are smoke walls or fire dampers required?
 - No
11. Is there a flex gas line?
 - It passes down through the attic that would be the tie in point for the two furnaces.
12. Do we want sheet metal trunk lines with flex drops?
 - Yes
13. What type of thermostat control for the two 5 ton units?
 - Single thermostat – location in the hallway (central location).
14. Are new supply grills required?
 - Use the current grills. No need for new ones.
15. What type of ceiling is in the back file room?
 - It is a double ceiling – it has plywood above the drop ceiling.
16. Can the load calculations be obtained?
 - We will see if we can get them, if so it will be attached.
17. What type of thermostat is in Environmental Health?
 - The mini split is a wired thermostat, use the same for the new mini split unit to be installed.

Library Questions

18. The units at the library – Do they need new line sets?
 - No, need to be tested and assure they are good.
19. Regarding the 1987 unit at the library – Do we want to put in a 5 ton air handler or a 10 ton air handler and condenser?
 - Need to get an answer. It was stated that replacement of this unit is on the quote. Further investigation revealed that this coil was a 1987 installation. At that time the physical size of a coil was larger than the modern coils. The existing coil is in fact a 5.25 ton. The existing twin furnaces are 80,000 BTU each. This is the expectation for replacement. A new 5 ton outdoor unit with corresponding 5 ton indoor unit and twin 80,000 BTU furnaces.
20. What is the efficiency requirement at the library?

- 80%

Emailed Questions/Answers:

Annex

- 21.** Can we get a copy of the load calculation that the equipment was sized on?
 - Not available
- 22.** If the new systems can be installed without the need to demo existing duct work can the existing duct work be abandoned in place provided it is capped off going to the package unit?
 - No, we want it gone.
- 23.** Code is min 14 SEER equipment; Does the county want 14 SEER, or will they want more efficiency?
 - 14 SEER
- 24.** The 4-ton mini split with 2 head cassettes. Will this unit need to have simultaneously heat and cool? Or cool only and heat only? There is a large cost difference between types of equipment while both are "mini's"?
 - Cool only and heat only
- 25.** Does the county want to have Wi-Fi capable stats or standard programmable stats?
 - Standard thermostats
- 26.** The RFP calls for new duct work for the new units to be installed. Will the air distribution need to be replaced or reused for this project?
 - Reuse the existing grilles and registers. They can be repositioned as needed.
- 27.** Will the work times be limited to nights/weekends or will standard hours be allowed? M-F 7 to 5?
 - This is an operating Government office building that can't be shut down for long periods. County workers can move for short periods. A feasible solution can be worked out using both regular and after business hours to accomplish.

Procurement

- 28.** The 'Execution of Proposal' page is numbered 1911-09 for the sports complex instead of 1911-10...will there be an addendum for the correctly labeled page?
 - A corrected form will be sent with Addendum 1.

Attachments:

1. Sign-in Roster from Pre-Submittal Meeting
2. Execution of Proposal Form (revised)
3. Drawings of Government Annex (CAD and PDF)

End of Addendum 1

Please note addendum 1 on the addenda acknowledgement form located in the RFP package.

PRE-SUBMITTAL MEETING

Requesting Department: Operations & Facilities

Solicitation No.: RFP# 1911-10

Meeting Date/Time: December 11, 2018; 10:00 AM

Description: Oconee County HVAC Replacement Project

*LOCAL VENDOR

COMPANY REPRESENTATIVE	COMPANY NAME & ADDRESS	PHONE/EMAIL
Karen Barnett	Oconee County Finance Department	706-769-2944; kbarnett@oconee.ga.us
Anthony Jones	Jones HVAC LLC Danielsville	706-768-7741 Joneshvacinc@gmail.com
Stefan Szabo	Stefan Mech Services Inc 5054 Old Orr Road Flowery Branch, GA 30542	678-794-1476; szabist23@hotmail.com
Nicole Brooks, Marvin Poe, Artie Kerns, Casey Smith	OCBOC Operations	nbrooks@oconee.ga.us, 706-769-5905; Mpoe@oconee.ga.us, 706-207-9574; akerns@oconee.ga.us; csmith@oconee.g a.us, 706-410-4855
Alex Newell	OCBOC Admin	anewell@oconee.ga.us; 706-769-5120
Hunter Stiles	Stiles Heating & Cooling Athens, GA	706-548-1328 Hunter@stilesair.com
Joseph Gee	Gee Hvac Gainesville, GA	770-287-9110 joseph.gee@geehvac.com
Thomas Greenlee	Greenlee Much Systems, Inc McDonough, GA	440-234-3417 Thomasgreenlee@msn.com
Stuart Waag	Conditioned Air Systems 2410 Hilton Way SW, Gainesville, GA 30501	678-928-1370 swaag@conditionedairsystems.com
John Freeland	Smith & Co Inc Monroe, GA	john.freeland@smithandco.net; 770-480-8637
Jeff Dillard; Juan M. Morato	*Jordan Air Inc 122 Courthouse Square, Watkinsville, GA 30677	Jeff@jordanairinc.com; 706-206-5724; juan@jordanairinc.com; 706-614-3287
Kim Arnold	Joma Commercial Athens	Kim@jomaconstruction.com kevin@jomaconstruction.com
Michael Powers	Q.T. Contracting, DBA: Powers Heating & Air 200 Tiger Way, Peachtree City, GA 30269	770-487-4208; 404-358-0706 Bids@callpowers.com



RFP #1911-10
Oconee County HVAC Replacement Project
Execution of Proposal

DATE: _____

The potential Contractor certifies the following by placing an "X" in all blank spaces:

___ That this proposal was signed by an authorized representative of the firm.

___ That the potential Contractor has determined the cost and availability of all materials and supplies associated with performing the services outlined herein.

___ That all labor costs associated with this project have been determined, including all direct and indirect costs.

___ That the potential Contractor agrees to the conditions as set forth in this Request for Proposal with no exceptions.

Therefore, in compliance with the foregoing **Request for Proposal**, and subject to all terms and conditions thereof, the undersigned offers and agrees, if this proposal is accepted within ninety (90) days from the date of the opening, to furnish the services for the prices quoted within the time frame required.

(Typed or Printed) **Business Name**

Authorized Signature

Date

(Typed or Printed) **Name & Title**

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL