

	Fort Mill School District Addendum #1	Solicitation Number: #23-010
		Date Issued: January 26, 2024 Procurement Specialist: Kelly Keniston Phone: (803) 548-8202 E-Mail Address: kenistonk@fortmillschools.org

DESCRIPTION: SFMS HVAC Upgrades - Phase II

YOUR OFFER MUST BE SUBMITTED IN A SEALED PACKAGE WITH THE SOLICITATION NUMBER AND OPENING DATE CLEARLY MARKED ON THE OUTSIDE. SUBMIT YOUR SEALED OFFER TO THE FOLLOWING ADDRESS:

Mailing Address: FORT MILL SCHOOL DISTRICT 2233 DEERFIELD DR FORT MILL, SC 29715	PHYSICAL ADDRESS: FORT MILL SCHOOL DISTRICT 2233 DEERFIELD DRIVE FORT MILL, SC 29715
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SUBMIT OFFER BY: **Thursday, February 13, 2024 at 2:00 pm**

SUBMIT QUESTIONS BY: **Tuesday, February 6, 2024 at 12:00 pm**

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

CONFERENCE TYPE: Pre-Bid Meeting & Site Visit DATE & TIME: January 25, 2024 @ 3:00 pm	LOCATION: Fort Mill School District Office 2233 Deerfield Dr. Fort Mill, SC 29715
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AWARD & AMENDMENTS	Award will be posted on or around February 14, 2024 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.fortmillschools.org/departments/procurement/
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.
(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR <small>(full legal name of business submitting the offer)</small>		Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.
AUTHORIZED SIGNATURE <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small>		TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>
TITLE <small>(business title of person signing above)</small>		
PRINTED NAME <small>(printed name of person signing above)</small>	DATE SIGNED	STATE OF INCORPORATION <small>(If you are a corporation, identify the state of incorporation.)</small>

OFFEROR'S TYPE OF ENTITY: (Check one) <small>(See "Signing Your Offer" provision.)</small>		
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

Minority Participation:
 Are you a SC Certified Minority Vendor Yes No If yes, SC Certification # _____
 Are you a Non SC Certified Minority Vendor Yes No

PAGE TWO

(Return Page Two with Your Offer)

<p>HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)</p> 	<p>NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p> <p>_____</p> <p>Area Code - Number - Extension Facsimile</p> <p>_____ E-mail Address</p>
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<p>PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)</p> <p>_____ Payment Address same as Home Office Address</p> <p>_____ Payment Address same as Notice Address (check only one)</p>	<p>ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)</p> <p>_____ Order Address same as Home Office Address</p> <p>_____ Order Address same as Notice Address (check only one)</p>
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ACKNOWLEDGMENT OF AMENDMENTS
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<p>DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)</p>	<p>10 Calendar Days (%)</p>	<p>20 Calendar Days (%)</p>	<p>30 Calendar Days (%)</p>	<p>_____ Calendar Days (%)</p>
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

_____ In-State Office Address same as Home Office Address

_____ In-State Office Address same as Notice Address (check only one)

Addendum #1 is being issued to update specific bid schedule information, answer questions received from bidders, and issue minutes from the pre-bid meeting.

You must acknowledge this addendum on page #1 and the bid form.

Please note, unless otherwise stated, all stipulations from the original solicitation apply

ATTACHMENTS:

1.1 Pre-Bid Meeting Minutes

PROJECT MANUAL:

2.1 N/A

DRAWINGS:

3.1 N/A

GENERAL:

4.1 N/A

END OF ADDENDUM NO. 1



PRE-BID MEETING MINUTES
SFMS: HVAC UPGRADES – PHASE II
 January 25, 2024

ATTACHMENTS:

- | | | | |
|----|---------------|----|-----|
| A) | Sign-In Sheet | C) | N/A |
| B) | N/A | D) | N/A |

INTRODUCTIONS

RESPONSIBLE:

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| 1.01 | Jay Gaither opened the meeting, with LMG, who will be the Construction Manager for this project and shall be considered the point of contact throughout the duration of the project. | Comment |
| 1.02 | Buford Goff & Associates is the Design Team for this project. | Comment |
| 1.03 | Pre-Bid meeting attendance was not mandatory in order to bid on the project. | All Bidders |

BID DATE AND LOCATION

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| 1.04 | The deadline to receive bids is February 13, 2024 at 2:00pm. The Fort Mill School District must receive hard copies of bids, prior to the bid opening. Bids can be mailed, or hand delivered at the District Office front reception desk located at 2233 Deerfield Dr. Fort Mill, SC 29715. The formal public bid opening will be within the same building. Room is TBD. | Comment |
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BIDDING REQUIREMENTS

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| 1.05 | Potential bidders were notified the project will be awarded as a Single Prime Contract. | Comment |
| 1.06 | Bids are to be submitted in a sealed opaque envelope bearing “SEALED BID”, the solicitation number, project title, and name and address of Bidder. | All Bidders |
| 1.07 | Contractors are required to acknowledge receipt of all addenda on the Bid Form. | All Bidders |
| 1.08 | Bidders are to list all requested sub-contractors, if any, on the Bid Form and make sure any listed sub-contractor is properly licensed in South Carolina. Bid Form must be signed, and South Carolina contractor’s license number and contract amounts noted. | All Bidders |
| 1.09 | Bidders were informed of specific Cash & Unit Price Allowances including the following items. Please refer to Specification Section 012114 – Cash Allowances & 012200 – Unit Prices for additional information regarding these items. | All Bidders |

Cash Allowances:

- General Contingency Allowance of \$50,000
- Acoustical Ceiling System Replacement Allowance of \$30,000
 - o Contractors shall include necessary demo of ceilings within the Base Bid. This allowance will be utilized for the replacement of ceiling grid and tile.
 - o *Any revisions to this allowance scope of work shall be documented and distributed within future addendum.*

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| 1.10 | Submitted bid documents must include the following fully executed items to be considered responsive: <ol style="list-style-type: none"> 1. Bid Form – Pages 4-6 of Solicitation 2. Appendix A – Offeror Representations and Certification 3. Appendix B – Minority Participation 4. Appendix C – Drug Free Workplace Certification | All Bidders |
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| 1.11 | All bids must comply with the laws of South Carolina. | All Bidders |
| 1.12 | Each proposal must be accompanied by a Bid Bond made payable to the Owner in an amount not less than (5%) of the total amount of the Bid. | Comment |
| 1.13 | Payment and Performance Bonds (100%) will be required from the awarded contractor following the awarded contract. All Bidders were notified that costs associated with acquiring the bonds shall be included within the bid amount. | All Bidders |

SPECIAL CONDITIONS

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| 1.14 | The Intent to Award will be issued on February 14, 2024. | Comment |
| 1.15 | Notice to Proceed will be issued February 23, 2024 following the required protest period. | Comment |
| 1.16 | Mobilization and commencement of field activities can begin no sooner than May 31, 2024 corresponding with the last day of the school year. This date is a ½ day for students and contractors will be allowed to mobilize following student dismissal. | All Bidders |
| 1.17 | Substantial Completion for the project is July 26, 2024. The construction schedule will be 56 Calendar days following Commencement date. Contractors voiced no concerns regarding the schedule requirements during the meeting. | All Bidders |
| 1.18 | All required Special Inspections (Chapter 1 and 17) will be performed by CC&I and paid for by the Owner. However, in the event of a failed inspection, all re-inspections are the responsibility of the Contractor. Detailed records of inspections and associated costs will be provided to the contractor for reimbursement if deemed necessary. | All Bidders |

ADDENDA / ALTERNATES

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| 1.19 | Addendum #1 shall include the Pre-Bid Meeting minutes and will be issued no later than tomorrow. Subsequent addenda shall include responses to received RFI's & Substitutions, and any other miscellaneous project clarifications. | All Bidders |
| 1.20 | A site visit is scheduled with all interested parties following the Pre-Bid Meeting. The site visit is not mandatory to submit a bid for the project. Should firms not attending the Pre-Bid meeting wish to attend the site visit, please contact Jay Gaither, with LMG. | All Bidders |
| 1.21 | All Bidders requested to send all requests for information (RFI) to Jay Gaither, with LMG. | All Bidders |
| 1.22 | Bidders are to include all alternates and/or unit prices as indicated on the bid form. If no alternates nor unit prices are identified, Bidders shall note as "N/A" within the adjacent fields. It was noted that there are currently (3) Alternates and (1) Unit Prices included on the Bid Form and further described below. Please refer to 012300 – Alternates spec section for detailed description of each item. | All Bidders |

Alternate #1 – Owner Preferred Equipment – Provide Trane equipment

Alternate #2 – Owner Preferred Controls – UAC preferred contractor

Alternate #3 – Refrigerant Line Replacement

Base Bid: Shall include the reuse of the existing refrigerant lines. Scope shall include the evacuation and recovery of existing refrigerant within Owner provided canisters, pressure testing of existing refrigerant lines to confirm material integrity, cleaning of existing refrigerant lines, and necessary connection to new equipment.

Alternate: Provide all necessary material and labor to evacuate / reclaim refrigerant and demo / replace existing refrigerant lines and insulation to all HVAC equipment. Existing refrigerant shall be recovered within canisters provided by the Owner and copper refrigerant line material removed and turned over to the Owner following demolition.

Unit Price #1 – Refrigerant Line Replacement (Cost per HVAC Unit)

- Unit cost shall include all necessary material and labor to evacuate / remove / replace existing refrigerant lines and insulation to HVAC equipment. Existing refrigerant shall be recovered within Owner provided canisters and removed copper refrigerant line materials turned over to the Owner following demolition.
- *Unit Price scope may be revised through addendum following discussions with Bidders during the meeting. Any revisions to this item will be documented through future addendum.*

PROJECT DESCRIPTION AND SCOPE

- 1.23 The Contractor’s scope of work shall include the demo, disposal, and replacement of the existing HVAC Systems at Springfield Middle School (1711 Springfield Pkwy, Fort Mill, SC 29715). Specifically, the replacement of the existing classroom interior / exterior split systems, demo of acoustical ceiling system, and associated electrical requirements as indicated within the contract documents. All Bidders
- 1.24 The project requires performance of Pre-Demo Test and Balance prior to starting Demo activities. It was noted the winning bidder shall plan on performing this scope of work during Spring Break while the building is unoccupied. Spring Break is scheduled for April 1st – 5th. All Bidders
- 1.25 All Bidders were notified that the project documents are currently available for download on the Fort Mill School District website via the following link. All future project information including Addenda will also be available at this location. All Bidders
<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=11355f9a-0f05-4070-812b-4788bd2db9d9>
- 1.26 It was noted that the awarded contractor will be responsible for providing temporary facilities throughout the duration of the project. This includes, but is not limited to, exterior restroom facilities. It was noted that the existing interior restrooms are not to be used by contractors. All Bidders
- 1.27 All parties were notified that a separate construction project is also scheduled to occur at SFMS this Summer. The work will be localized to the Kitchen and loading dock areas and away from the areas defined within this project scope. Laydown and Employee parking located at the back of the school will be shared between contractors if required. All Bidders

QUESTIONS

- 1.28 All RFI’s should be sent to Jay Gaither with LMG. Electronic mail is the preferred means of communication (jay@leitnergrp.com). The deadline for RFI’s must be received prior to Noon on February 6, 2024 with responses issued by Addendum no later than February 7, 2024. All questions must be submitted to LMG to ensure the items are answered and included in the Addenda. All Bidders
- 1.29 All responses and associated contract information will be distributed through addendum. Comment All Bidders

CONTRACTOR OPEN SESSION QUESTIONS

- Q:** What is the required Permitting for this project?
- A:** It was noted that this project is governed by OSF, and the building permit has been received. No additional permitting will be required. Contractors will only be responsible for obtaining necessary business licenses through the Town of Fort Mill.

- Q:** Are the detailed refrigerant pipe enclosures to be included within the Base Bid?
- A:** No, these items shall be included within Alternate #3 and the Unit Cost for the replacement of the existing refrigerant lines.
- Q:** Is the project Tax exempt or shall Taxes be included in the Base Bid?
- A:** Bidders are to include all Taxes within the bid amount.
- Q:** Is the Contractor responsible for reinstallation of existing Lights / Devices / etc. within the ceiling grid and tile?
- A:** Yes, the contractor will be responsible for the reinstallation of any devices that are required to be removed from the existing ceilings.
- Q:** Are the current units R-22 or R-410A?
- A:** The Owner confirmed most of the existing units are R-22. However, there are a few units that utilize R-410.
- Q:** The specifications indicate Trane / Carrier / JCI as acceptable manufacturers for equipment. Can alternate manufacturers be submitted?
- A:** All alternate manufacturers of equipment not listed within the project documents must be submitted for design team review and approval through a Substitution Request. Deadline for all substitution requests is noon on February 6, 2024.
- Q:** Are the existing copper condensate lines to be reconnected and reused?
- A:** Yes, the contractor is responsible for disconnection from equipment and temporary capping of the line until new unit is installed and ready for reconnection.
- Q:** Was the pre-bid meeting mandatory to submit a bid for the project?
- A:** No, meeting attendance was not mandatory, and the project was advertised on SCBO and through the Owner's Vendor Registry.
- Q:** Keynote #1 on the electrical plans indicates the reuse of existing 480V 3/4" C for a new 208V circuit. Will the existing 3/4" C be large enough for the new 208V feeder wiring?
- A:** BGA has confirmed the existing 3/4" C is suitable for the new 208V circuits (20A w/#12 wire).
- Q:** Do you know the estimated lead time for the specific units for the project?
- A:** Last confirmed, it was 2-3mos for the classroom split systems. Contractors are required to verify the lead times with their respective manufacturers and inform LMG if the estimated lead times will be an issue.
- Q:** Spec Section 230900 – Item 2.3.A requires all controls wiring to be installed within conduit. Is this required?
- A:** Elimination of the additional conduit and installation of plenum rated wiring for the controls is acceptable. Contractor will be responsible for meeting all support and labeling requirements for the wire if not installed within conduit.

- Q:** Will the Owner be responsible for the removal and protection of all personal items and furniture within rooms at be accessed.
- A:** The Owner will be responsible for the relocation of personal items and necessary furniture within spaces that require access to perform the detailed scope of work.

The content of these meeting minutes are the writer's interpretation of the primary discussions held during the meeting. Should the information contained herein be misleading or inaccurate, please notify the writer within seven (7) days of receipt. It is requested that the Prime Contractor(s) forward a copy of these minutes to all appropriate subcontractors for review.



SFMS: HVAC UPGRADES – PHASE II
PRE-BID CONFERENCE MEETING



Fort Mill School District
January 25, 2024

Sign – In Sheet

Name:	Company:	Email Address:	Phone Number:
Joe Romenick	Fort Mill School District	romenickj@fortmillschools.org	(803) 984-8980
Jay Gaither	LMG	jay@leitnergrp.com	(803) 230-1650
Jonny Elkin	Digitrol	jonny.elkin@digitrolinc.com	704-214-4360
Jacob Unell	United Automation	junell@uaccontrols.com	704-301-5931
Randy Minnich	Action Mechanical	randy@actionmechanical.biz	704-587-4458
MARK HENDERSON	Hostetter & Son Const.	FRANK@HOSTETTERANDSON.COM	704-363-0641
Will Jameson	Salem Builders	jamesonwill44@gmail.com	803-3782947
Kelly Keniston	FMSD	Kenistonk@fortmillschools.org	803-548-8202