



Procurement Office

August 7, 2018

ADDENDUM NO. 1

GCSC RFP NUMBER: #1-2018/2019

GCSC RFP TITLE: Campus-Wide HVAC Replacement Project

A Mandatory Pre-Proposal meeting was held on August 3, 2018 @ 9:00 AM in the Administrative Conference Room 238 in the Administrative Building on the Panama City campus. Introductions were made and the following individuals were in attendance:

Justin Stone	Comfort Systems USA Southeast
Charles Weathersby	Comfort Systems USA Southeast
Thomas Pagels	Air Mechanical & Service Corporation
Jason Benson	Engineering Cooling Services
Ray Rodriguez	Engineering Cooling Services
Jeremy Russell	Siemens
Jackie Weis	Trane
Scott Nunn	Trane
Arnold Varner	GCSC
Keith Adams	GCSC
Tonia Lawson	GCSC

Mrs. Lawson reviewed the RFP document and touched on the following:

- Proposal due time & date: 2:00 PM CT, August 28, 2018 in the Procurement Office, Administration Bldg., Room 126
- Your proposal packages shall include one (1) original (marked original), three (3) copies and one (1) electronic thumb drive.
- Electronic version of the RFP Documents and any addendums are available via internet at <http://www.gulfcoast.edu/administration-departmns/index.html>.
- All questions shall be submitted in writing via email to Tonia Lawson, tlawson@gulfcoast.edu. Last day for written questions is August 14, 2018 by 4:00 PM.
- GCSC will respond in writing to all questions no later than August 16, 2018 by 4:00 PM via addendum.



- No telephone, verbal or oral questions will be accepted and no oral statement made by any officers, employee or agent of GCSC shall be binding.
- Proposal Submittal Requirements – reference pages 4- 6.
- Point of Contact: The Executive Director of Procurement & Auxiliary Services is the only point of contact for the RFP.
- Cone of Silence: Contractors/Vendors are prohibited from having any communications concerning this solicitation with any College Employee, District Board of Trustees Member or the College President.
- Firms will be evaluated based on the following criteria and scoring method:

Criteria for Evaluation	Point Range	Maximum Points
Firm's Qualifications / Approach & Understanding	0 – 40	40
Experience – Past performance of firm on similar projects	0 – 15	15
History of Proposer	0 – 10	10
Schedule	0 – 5	5
Pricing	0 – 30	30
Total:	0 – 100	100

- Project Scope & Goals, reference pages 11-15. RFP is to remove and properly dispose of existing HVAC units. To provide ALL labor and materials for new HVAC units for the following six (6) buildings:
 - Human Resources
 - North Bay Campus
 - Physical Plant
 - Student Union West, Room 119
 - Wellness Center
 - Workforce
- Risk Management & Insurance Requirements – reference pages 17-20.
- Required documents that must be included in your proposal – reference pages 21-31.
- Schedule of RFP Events – reference page 32.



Correction to Project Scope and Goals for page 14:

6. Workforce

HVAC Installation of:

- One (1) 7.5-Ton American Standard Heat Pump Split Systems
- One (1) 3-Ton American Standard Heat Pump Split System
- One (1) AAON Outside Air Split System

Scope of Work -

- Provide all labor and materials to:
 - Isolate, secure, disconnect electric to existing #1 through ~~#4~~ #3 HVAC split systems.
 - Evacuate the existing refrigerant from each system.
 - Remove existing ~~four (4)~~ three (3) split systems and dispose of off-site in compliance with ASHREA standards.
 - Flush all ~~four (4)~~ three (3) line-sets with R11 Flush to remove any oils, acids or contaminants.
 - Install three (3) new American Standard heat pump split systems as follows:
 - one (1) 7.5-Ton, 15KW electric heat
 - one (1) 3-Ton, 8KW electric heat in the same place as old system
 - Install one (1) new 5-Ton AAON outside air split system with 7KW electric heat in same place as old system. New AAON system to be equipment with WattMaster controls with BACnet MS/TP.
 - NOTE: New systems to be labeled #1 through ~~#4~~ #3.
 - Reconnect existing control wire to all ~~four (4)~~ three (3) systems.
 - Install ~~four (4)~~ three (3) new electrical disconnects and run new electric to all ~~four (4)~~ three (3) new systems. Existing metal conduit is to be re-utilized. New disconnects are to be labeled #1 through ~~#4~~ #3.
 - Pull a deep vacuum on each system and charge each system with the



proper amount of R410a refrigerant.

NOTE: ALL HVAC condensers shall come with factory coated coils.

The above numbered solicitation is amended as follows to address proposer's questions.

Except as provided herein, all terms and conditions of the solicitation, including changes made by all prior addenda (if any), remain unchanged and in full force and effect.

Question 1 Page 31 Proposal Form, request lump sum pricing. Can this form be modified to provide pricing per building with lump sum total?

Answer Yes. See revised proposal form.

Question 2 Page 15, Close out Documents required test and balance reports. Are you expecting the Contractor to be responsible for these reports or will the College take care of these?

Answer The College will be responsible for these reports. We will hire a 3rd party to conduct ALL test and balance reports for ALL buildings.

Question 3 Page 14, 6. Workforce Building, a 7.5-ton American Standard Heat Pump Split System has been replaced. Your documentation reads four (4). Should this read three (3)?

Answer This should read three (3). See correction above on page 2.

Question 4 Siemens controls are used throughout the College. How are we to handle these?

Answer The College will purchase all the controls through Siemens. Awarded Contractor shall work/communicate with Siemens throughout the entire process.

Question 5 Are you looking for manufacturer brand specific?



Answer **Yes**

Question 6 What about DPO's (direct purchase orders)?

Answer **You are requested to include sales tax with your proposals. The College reserves the right to purchase directly various constructions building materials, supplies, and equipment. The awarded Contractor will assist in the coordination of direct purchase orders. The College will work with the awarded Contractor.**

Firms must acknowledge receipt of this addendum by signing and returning this addendum with your sealed document.

FAILURE TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.

Tonia E. Lawson, CPPB, CPP, CPPM, CGPP, CPDW
Executive Director of Procurement & Auxiliary Services

Complete this portion and include in your proposal submittal.

RECEIPT ACKNOWLEDGED:

COMPANY: _____ SIGNATURE: _____

TITLE: _____ DATE: _____

PROPOSAL FORM

This proposal of _____, hereinafter called "Proposer," organized and existing under the laws of the State of Florida doing business as _____ (Insert a corporation", "a partnership" or "an individual" as applicable), is hereby submitted to the District Board of Trustees of Gulf Coast State College, hereinafter called "OWNER."

In compliance with the Advertisement for Proposals, Proposer hereby proposes to perform all work for **Campus-Wide HVAC Replacement Project** as detailed in this solicitation.

By submission of this Proposal, each Proposer certifies, and in the case of a joint Proposal each party thereto certifies as to its own organization, that this Proposal has been arrived at independently, without consultation, communication or agreement as to any matter relating to this solicitation with any other competitor.

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- | | |
|---------------------------------|----------|
| 1. Human Resource | \$ _____ |
| 2. North Bay Campus | \$ _____ |
| 3. Physical Plant | |
| 3.1 Cooling Tower | \$ _____ |
| 3.2 Stainless Steel Boiler | \$ _____ |
| 4. Student Union West, Room 119 | \$ _____ |
| 5. Wellness Center | \$ _____ |
| 6. Workforce | \$ _____ |
| TOTAL AMOUNT: \$ _____ | |

Pricing includes material cost, equipment cost, and labor, permit cost professional engineering cost and design.

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____



Mandatory Pre-Proposal Meeting

TITLE: Campus-Wide HVAC Replacement Project (6 Bldgs.)

NUMBER: RFP #1-2018/2019

DATE/TIME: August 3, 2018, 9:00 AM CT – Administration Conference Room 238, Administration Building

Name of Representative (PRINT)	Signature	Name of Firm	Email	Phone #
Tonia Lawson		GCSC	tlawson@gulfcoast.edu	850.872.3843
Justin Stone		Comfort Systems USA	Justin.Stone@ComfordsystemsUSA.COM	706-325-4253
CHARLES WEATHERS		COMFORT SYSTEMS	CHARLES.WEATHERS@COMFORTSYSTEMSUSA.COM	850-867-3779
Thomas Pagels		Air Mechanical Service Corp.	tpagels@amsc-co.com	850-329-7344
JASON BENSON		ENGINEERED COOLING	JBENSON@ENGINEEREDCOOLING.COM	850-572-5561
Ray Rodriguez		ENVIRONMENTAL Cooling Service	RAY@ENVIRONMENTALCOOLING.COM	850-570-1173
Jeremy Russell		Siemens	jeremy.russell@siemens.com	850-528-9262
Arnold Varner		Gulf Coast State College	Avarner@gulfcoast.edu	850-866-1519
Jackie Weis		Trane	jacklyn.weis@trane.com	(850) 324-4480
SCOTT NUNN		TRANE	Scott.nunn@trane.com	(850) 266-4324
Keith Adams		GCSC		