

ADDENDUM No. 2
Request for Competitive Sealed Proposals (CSP)
21CSP054 Roofing Upgrades and HVAC Replacement at Cowan
Elementary School

December 15th, 2020

Received by bidder:

Date: _____

Name: _____

Signature: _____

Item 1: Construction Schedule Requirements

Item 2: Roof Access Requirements

Item 3: Equipment Asset Form Requirement

Item 4: Equipment Submittals Requirement

Item 5: Updated Submission and Responsiveness Checklist

Item 1: Construction Schedule Requirements

Work Schedule - While Campus is Occupied

The following work may occur during normal class days and staff development days between 6:00 AM and 6:00 PM with prior approval of AISD project manager. Any work that occurs during these times cannot disrupt climate control, power, water supply or any other facilities systems that are currently operational. Work that takes place during these times cannot create dust, smoke, or cause excessive noise and will need to be closely coordinated with AISD project manager and campus staff. Work activities while campus is occupied will need to be periodically paused to allow for normal campus activities and movement of students, staff, and parents.

1. Disconnection of power and controls from existing heat recovery units on rear (east) roof section
2. Demolition of existing boiler
3. Installation of new control system components and associated wiring
4. Work associated with existing cooling tower that does not require it to be shut down
5. Work occurring on the rear (east) east roof section that does not impact normal campus operations

6. Any other work approved in advance by AISD project manager

Work Schedule – Weekends and After Hours

With prior approval from the AISD project manager, the following work may take place after hours and on weekends prior to or after the summer break. Weekend work may start at 6:00 PM on Friday and end no later than 6:00 AM the following Monday. After hours work may take place Mondays through Thursdays between 6:00 PM and 6:00 AM the following day. Work started after hours or on a weekend must be completed within that allotted timeframe.

1. Any activity requiring access to front (west) section of roof (noise transmits easily through roof to offices and library).
2. Removal of existing heat recovery units from roof
3. Any other work utilizing cranes or lifts
4. Toilet repairs in office area and other interior plumbing work
5. Removal of screen wall from front section of roof
6. Any other work that can be completed within the allotted timeframe that has been approved in advance by the AISD project manager

Work Schedule - Summer 2021

For scheduling purposes, Summer 2021 is defined as the time period starting June 4th 2021 at 6:00 PM to August 2nd 2021 at 6:00 AM. The following work must be started and completed during summer 2021 and all equipment mentioned in items 1 through 9 below must be installed and be fully and permanently operational by August 2nd.

1. Replacement of all packaged rooftop units. All packaged rooftop units must be in place and provide cooling in a controlled manner by August 2, 2021
2. Re-installation of kitchen exhaust fan and grease exhaust system
3. Re-installation of gas supply to kitchen and water heater
4. Any other work that affects functionality of kitchen
5. Boiler replacement
6. Condenser loop pump replacement
7. Any work that affects functionality of the condenser water loop system required for classroom cooling
8. Any other work that cannot be completed after hours or on weekends before or after summer 2021 break
9. Any work that will cause disruption to normal campus activities that cannot be completed after hours or on weekends

Failure to complete the work required by August 2nd 2021 will result in immediate imposition of the contractual liquidated damage charges. Additionally, contractor shall at their own expense, immediately provide, install and operate temporary equipment as required to provide the functionality of the permanent equipment until the permanent equipment is operational.

All work associated with this project must be completed no later than Oct 31st, 2021.

Item 2: Roof Access Requirements

Access to the roof using the existing interior ladders will be allowed on a limited basis only with prior approval from the AISD project manager. Primary roof access must be from the exterior of the building using temporary ladders or scaffolding.

Item 3: Equipment Asset Form Requirement

Contractor is to provide a completed equipment asset form for all equipment provided as part of this project. Blank form will be provided by AISD. Completed form must be provided prior to project closeout.

Item 4: Equipment Submittals Requirement

Drawing sheet M101 contains a note requiring that submittals be provided with bids. Any bidder that has not provided complete submittal data within 24 hours of the bid deadline may be deemed unresponsive. Below is the list of equipment for which submittals must be provided within 24 hours of the bid deadline:

Packaged Rooftop Units

Heat Recovery Units

Pumps

Boilers

Roof Curbs

DDC Controllers

Any other equipment with delivery time in excess of 3 weeks from time of ordering

In addition to the submittal information for the aforementioned equipment, contractor is to include with their bid the vendor-committed delivery date of the equipment listed, assuming the equipment is ordered by March 18, 2021

Item 5: Updated Submission and Responsiveness Checklist

See attached for the updated Submission and Responsiveness Checklist.

SUBMISSION AND RESPONSIVENESS CHECKLIST

Completed	Order of Submission	Document
<input type="checkbox"/>	1	Cover Sheet
<input type="checkbox"/>	2	Table of Contents
<input type="checkbox"/>	3	Proposal Form
<input type="checkbox"/>	4	Table A – All Projects in Progress
<input type="checkbox"/>	5	Table B – All School (K-12 and higher education) projects completed in the past 8 years, beginning with projects for AISD
<input type="checkbox"/>	6	Table C – All Non-School projects completed in the past 8 years
<input type="checkbox"/>	7	Table D – Personnel
<input type="checkbox"/>	8	Original Sealed Proposal/Bid Bond
<input type="checkbox"/>	9	Felony Conviction Notice
<input type="checkbox"/>	10	Suspension and Debarment Certification
<input type="checkbox"/>	11	Texas Gov't Code 2270 Verification
<input type="checkbox"/>	12	Printed and signed AISD Addendum Cover Sheets
<input type="checkbox"/>	13	Required HUB Forms (May be turned in up to 24 hours after bid due date to proconteam@austinisd.org)
<input type="checkbox"/>	14	Digital Submission on Flash Drive
<input type="checkbox"/>	15	Equipment Submittals (May be turned in up to 24 hours after bid due date to proconteam@austinisd.org)