

ADDENDUM NUMBER 2:
Portsmouth City Hall Boiler Replacement 2013
Bid Proposal #36-13

Issued: May 17, 2013

This Addendum forms part of the original document marked: **Portsmouth City Hall Boiler Replacement 2013 Bid Proposal #36-13**

A. Bidding Requirements:

1. **The mandatory pre-bid meeting date is May 21, 2013 at 10:00a.m.**
2. The City has received approval for the proposed building modifications by the Historic District Committee (HDC), at the April 3, 2013 meeting.
3. Contractors are responsible for all necessary barricades, signage, or pedestrian & vehicular traffic control around building. Must be reviewed and approved by City representative.
4. All work will be done between 7:00a.m.and 5:00 p.m., Monday to Friday. Work outside of those hours must be requested in writing, and approved by the City, prior to start of after hours work.

B. Bid Documents - The following Sections are now included as part of the Bid Documents:

1. See Attached SECTIONS:
 - a. Section 011000 - SUMMARY document
 - b. Section 013000 - ADMINISTRATIVE REQUIREMENTS document
 - c. Section 016000 - PRODUCT REQUIREMENTS document
 - d. Section 017000 - EXECUTION AND CLOSEOUT REQUIREMENTS document

All else remains unchanged from original bid document.

Please acknowledge receipt of this addendum within your proposal, failure to do so may subject a bidder to disqualification.

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY OF WORK

- A. Project: Portsmouth City Hall Boiler Replacement
1 Junkins Avenue
Portsmouth, NH 03801

- B. Owner: City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

- C. Building Mechanical Systems Engineer: Petersen Engineers, Inc
PO Box 4774
Portsmouth, NH 03802

- 1. Furnish and install new condensing boilers, controls, necessary piping and fittings, electric and fire systems at the City Hall Boiler Plant per specifications, drawings, and manufacturers installation instructions.

1.2 WORK RESTRICTIONS

- A. During construction, Contractor will have limited use of area indicated as follows:
 - 1. All work will be done between 7:00a.m.and 5:00 p.m., Monday to Friday.
 - 2. Work area will be cleaned at the end of each work day.

- B. The Work consists of the installation of four (4) new condensing boilers, controls, necessary piping and fittings, electric and fire systems at the City Hall Boiler Plant facility. Mechanical, Electrical, and fire systems work will be required as depicted on the contract drawings, specifications, and technical specifications.

- C. Contractor to remove and dispose of all parts, materials, equipment as a result of the project, and dispose of them in a legal, regulated manner.

- D. Contractor is responsible for obtaining all permits required for project.

- A. Work performed must meet all local & state building codes and requirements.

1.3 WORK RESTRICTIONS

- A. Contractor's Use of Premises: During construction, Contractor will have limited use of building and construction area indicated.
 - 1. Owner will occupy premises during construction. Perform construction only during normal working hours (7 AM to 5 PM Monday thru Friday, other than holidays), unless otherwise agreed to in advance by Owner. Clean up work areas and return to a useable condition at the end of each work period.

2. The stairway adjacent to the Boiler Plant building must be kept fully accessible, and uninhibited for City employees and visitors. The Contractor is responsible for any necessary signage and barricades, with the approval of the Owner, to facilitate access.
 3. Provide temporary barricades, signs, and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 4. All work shall create minimal disruptions, if any, to city employees working or visitors in the surrounding buildings during time of construction.
 5. Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain or construction being demolished.
 6. Provide temporary weather protection to prevent water leakage and damage to structure and interior areas.
 7. Protect glass, walls, ceilings, floors, and other existing finish work that are to remain. Erect and maintain dustproof partitions where necessary.
- B. Contractor to maintain operation and integrity of the newly installed overhead door on the lower level, and not remove said door during removal of existing boilers.

1.4 WORK IN OTHER DIVISIONS AND BY OTHER CONTRACTORS

- A. Contractor to coordinate and contract the installation of Nana Wall System with the Certified Nana Wall Installer, Peter O'Brien.
- B. If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Owner apparent discrepancies or defects in such construction that would render it unsuitable for such proper execution and results. Failure of the Contractor to so report shall constitute an acknowledgment that the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discovered.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 011000

SECTION 013000 - ADMINISTRATIVE REQUIREMENTS

PART 1- GENERAL

1.1 PROJECT MANAGEMENT AND COORDINATION

- A. Conduct preconstruction meeting onsite, prior to commencement of Project.
- B. Schedule and conduct progress meetings with Owner at Project site as needed, or as requested by Owner or Engineer.

1.2 SUBMITTAL PROCEDURES

- A. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 - 1. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing.
 - 2. Identify deviations from the Contract Documents.
 - 3. Submit four (4) copies of each submittal.
- B. Include the following information on each submittal:
 - 1. Project name.
 - 2. Date.
 - 3. Name and address of Contractor.
 - 4. Name and address of subcontractor or supplier.
- C. Owner and/or Engineer will review each action submittal, mark as appropriate to indicate action taken, and return copies less those retained. Compliance with specified requirements remains Contractor's responsibility.
- D. Construction Schedule Submittal Procedure:
 - 1. Submit schedule within 10 days after date established for Commencement of the Work. Distribute copies to Owner and parties required to comply with dates.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- A. Product Data: Mark each copy to show applicable choices and options. Include the following:
 - 1. Manufacturer's written recommendations, product specifications, & installation instructions, indicating compliance with specified standards and requirements.
 - 2. Notation of coordination requirements.
 - 3. For equipment data, include rated capacities, dimensions, weights, required clearances, and furnished specialties and accessories.
- B. Samples: Submit Samples for review of kind, color, pattern, and texture and for a comparison of these characteristics between submittal and actual component as delivered and installed. Include name of manufacturer and product name on label.

2.2 INFORMATION SUBMITTALS

- A. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements.

END OF SECTION 013000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
- B. Comparable Product Requests:
 - 1. Submit 3 copies of each request for comparable product. Do not submit unapproved products on Shop Drawings or other submittals.
 - 2. Identify product to be replaced and show compliance with requirements for comparable product requests.
 - 3. Engineer will review the proposed product and notify Contractor of its acceptance or rejection.
 - 4. The use of comparable products may not extend, nor allow for extension, of Contract Time.
- C. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.
 - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 - 2. Deliver products to Project site in manufacturer's original sealed container or packaging, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
 - 3. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
 - 4. Store materials in a manner that will not endanger Project structure.
 - 5. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
- D. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

PART 2 - PRODUCTS

2.1 PRODUCT OPTIONS

- A. Provide products that comply with the Contract Documents, are undamaged, and are new at the time of installation.
 - 1. Provide products complete with accessories, controls, finish, and other devices and components needed for a complete installation and the intended use and effect.

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 016000

SECTION 017000 - EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 - GENERAL

1.1 CLOSEOUT SUBMITTALS

- A. Record Drawings: Maintain a set of prints of the Contract Drawings as Record Drawings. Mark to show actual installation where installation varies from that shown originally.
 - 1. Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
- B. Operation and Maintenance Data: Submit 3 copies of manual. Organize data into three-ring binders with identification on front and spine of each binder, and envelopes for folded drawings. Include the following:
 - 1. Manufacturer's operation and maintenance documentation.
 - 2. Maintenance and service schedules.
 - 3. Maintenance service contracts.
 - 4. Copies of warranties.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Examine substrates and conditions for compliance with manufacturer's written requirements including, but not limited to, surfaces that are sound, level, plumb, smooth, clean, and free of deleterious substances; substrates within installation tolerances; and application conditions within environmental limits. Proceed with installation only after unsatisfactory conditions have been corrected.
- B. Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to building dimensions and floor area.
- C. Take field measurements as required to fit the Work properly. Where fabricated products are to be fitted to other construction, verify dimensions by field measurement before fabrication and, when possible, allow for fitting and trimming during installation.

3.2 CUTTING AND PATCHING

- A. Do not cut structural members or operational elements without prior written approval of the Owner and Engineer.

3.3 INSTALLATION

- A. Comply with manufacturer's written instructions for installation. Anchor each product securely in place, accurately located and aligned with other portions of the Work.
- B. Perform all system checks, and confirm all controls, components, etc are operating as indicated by manufacturer and Engineer. Engineer is to check system for compliance and efficiency at completion of project.
- C. Clean exposed surfaces and protect from damage. Clean Project site and work areas daily, including common areas.

3.4 FINAL CLEANING

- A. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion:
 - 1. Remove labels that are not permanent.
 - 2. Clean transparent materials. Replace chipped or broken glass.
 - 3. Clean exposed finishes to a dust-free condition, free of stains, films, and foreign substances. Sweep floors broom clean.
 - 4. Clean light fixtures, lamps, globes, and reflectors.
 - 6. Clean Project site, yard, and grounds, in areas disturbed by construction activities. Sweep paved areas; remove stains, spills, and foreign deposits.

3.5 CLOSEOUT PROCEDURES

- A. Substantial Completion: Before requesting Substantial Completion inspection, complete the following:
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Advise Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, maintenance service agreements, and similar documents.
 - 4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services. Include occupancy permits, operating certificates, and similar releases.
 - 5. Submit Record Drawings, operation and maintenance manuals, and similar final record information.
 - 6. Deliver tools, spare parts, extra materials, and similar items.
 - 7. Deliver any tools, hardware, keys, etc to Owner.
 - 8. Complete testing of systems per Manufacturer's recommendation and Contract Documents.
 - 9. Remove temporary facilities and controls.
 - 10. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
 - 11. Complete final cleaning requirements, including painting and touchup painting.
 - 12. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

- B. Submit a written request for inspection for Substantial Completion. On receipt of request, Owner and Engineer will proceed with inspection or advise Contractor of unfulfilled requirements. Owner and/or Engineer will prepare the Certificate of Substantial Completion after inspection or will advise Contractor of items that must be completed or corrected before certificate will be issued.
- C. Request inspection for Final Completion, once the following are complete:
 - 1. Submit a copy of Substantial Completion inspection list stating that each item has been completed or otherwise resolved for acceptance.
 - 2. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
- D. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
- E. Submit a written request for final inspection for acceptance. On receipt of request, Owner and Engineer will proceed with inspection or advise Contractor of unfulfilled requirements. Owner and/or Engineer will prepare final Certificate for Payment after inspection or will advise Contractor of items that must be completed or corrected before certificate will be issued.

3.6 DEMONSTRATION AND TRAINING

- A. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system. Include a detailed review of the following:
 - 1. Include instruction for basis of system design and operational requirements, review of documentation, emergency procedures, operations, adjustments, troubleshooting, maintenance, and repairs.

END OF SECTION 017000

End of Addendum #2