

PROCUREMENT DEPARTMENT
Rm 120 Municipal Services Building
Philadelphia, PA 19102-1685
FAX: (215) 686-4716

CITY OF PHILADELPHIA

Trevor Day
Procurement Commissioner

June 27, 2016

BID NUMBER: S7IT0090
TITLE: Air Conditioning Maintenance and Repair
DEPARTMENT: Office of Innovation and Technology
DATE TO OPEN: July 11, 2016 at 10:30 AM

ADDENDUM # 1

TO ALL BIDDERS:

You are hereby notified of the following changes to the above mentioned bid:

1. Revised page 24 is attached with this Addendum.
2. Procurement Department Specification No. 26-A-2d:16 is attached with this addendum.

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.

Kemi Owens
F. Johnson, Buyer

For
Freshman Johnson

AUTHORIZED SIGNATURE

FIRM NAME (PRINT)

DATE

FJ/bb

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S7IT0090	PAGE OF 24 27
		FIRM NAME (Must be filled in)	

No increases above the amounts specified in the applicable attached schedule will be required by any contract during the term thereof except in the case of an error or omission in such schedule. Such an error or omission shall be called to the attention of the Labor Standards Unit of the MDO, as promptly as possible; but the remedying thereof by the Department shall not constitute grounds for withdrawal of a bid or cancellation of a contract, nor for an increase in the contract price or other claim or recovery against the City nor a ground for failure or refusal to pay the applicable proper prevailing wage to all employees.

- g. The prevailing wages required hereby shall be paid unconditionally without any subsequent deduction or rebate of any kind except in accordance with prevailing payroll deduction practices. Any assignment of wages by an employee for the direct or indirect benefit of the contractor shall constitute a violation of this section; and any purported release of rights hereunder by an employee shall be void and of no effect.
- h. It is the responsibility of all bidders and contractors to inform themselves of all prevailing working conditions, including, without limitation, proper classifications, length of workday and work week, overtime compensation, and holiday and vacation rights. All questions shall be referred to the Procurement Department 215-686-4720/21.

SEE ATTACHED APPLICABLE WAGE SCHEDULE

CITY OF PHILADELPHIA

Hourly Prevailing Wage Rate Schedule

<u>CLASSIFICATION</u>	<u>Base Hourly Rate</u>	<u>Fringe Benefits</u>
Steamfitter: (service only)		
(a) Over 1,000,000 BTU's	\$52.93	\$31.49
(b) Less than 1,000,000 BTU's	\$40.78	\$27.33

Notes of Interest:

- (1) ***On all overtime hours, fringe benefits will be paid at the Straight (base) rate only.***



**AIR CONDITIONER SYSTEMS SERVICE
(EXCEPT WATER TREATMENT)**

1. **CLASSIFICATION:**

This specification covers the minimum requirements for services to be performed for the safe and efficient operation of the Air Conditioning Equipment (described in the Invitation and Bid) in all respects by qualified repair persons with the exception of the chemical treatment of the cooling water. Services with respect to water treatment are covered by Procurement Department Specification 26A-1, or latest revision.

2. **SCOPE:**

2.1 The service shall consist of all labor, parts, tools and equipment necessary to provide inspection, repairs and/or replacement of parts, components and complete preventive maintenance.

2.2 The services shall apply to the following:

2.2.1 Electro-Mechanical, including, but not limited to: Compressors, Absorption Units, Evaporators, Circulators, Towers, Fans, Pumps, Motors, Filters, Refrigerant, Valves, Controls, Switches, Relays, wiring up to the main disconnect switch.

2.2.2 Remote Control System, including Room Thermostats, Duct Controls, Wiring (Electrical) or Tubing (Pneumatic) from remote points to control.

2.3 **Technical Requirements:**

2.3.1 General Service Contract - (See Paragraph 2.2.1 above) - This shall include the following basic requirements and functions which are applicable to all systems. ADDITIONAL requirements such as those for "Summer-Winter" systems, absorption type systems, etc., and requirements for heated air conditioning will be specified in the Invitation to Bid.

The basic requirements shall be the performance on a monthly basis during the contract period of the following services:

- 2.3.1.1 Inspect equipment for refrigerant leaks.
- 2.3.1.2 Repair all leaks in refrigerant mains.
- 2.3.1.3 Clean commutators on motors.
- 2.3.1.4 Clean all motor housings.
- 2.3.1.5 Clean water-cooled condensers, as needed.
- 2.3.1.6 Clean lint and dirt from air-cooled condenser.
- 2.3.1.7 Clean condensing units.
- 2.3.1.8 Clean all strainers, when necessary.
- 2.3.1.9 Change fan belts once per year.
- 2.3.1.10 Lubricate all moving parts.
- 2.3.1.11 Check operating pressure of condensing units.
- 2.3.1.12 Purge air from systems.
- 2.3.1.13 Check refrigerant in systems.
- 2.3.1.14 Charge refrigerant into systems as necessary.

- 2.3.1.15 Inspect and adjust temperature controls.
- 2.3.1.16 Inspect and adjust safety controls.
- 2.3.1.17 Inspect and adjust all valves.
- 2.3.1.18 Adjust water regulating valves.
- 2.3.1.19 Check operation of refrigerant controls.
- 2.3.1.20 Change air filters Four (4) times per year.
- 2.3.1.21 Check and adjust dampers and air distribution.
- 2.3.1.22 Check air-cooling coils and/or dehumidifiers.
- 2.3.1.23 Inspect temperature controls and adjust same for proper room temperature.
- 2.3.1.24 Clean steam traps, if necessary.
- 2.3.1.25 Clean drip pans.
- 2.3.1.26 Clean cylinder heads, if necessary, and check valve seating, grind valves, if required.
- 2.3.1.27 Inspect oil in compressor and replenish with oil of the quality and viscosity specified by the manufacturer of the equipment, if necessary.
- 2.3.1.28 Place system in operation for summer air conditioning.
- 2.3.1.29 Pump down and store refrigerant charge at end of cooling season.
- 2.3.1.30 Drain water from all parts of plant that are likely to freeze during the winter season, towers included.
- 2.3.1.31 Paint equipment when necessary.
- 2.3.1.32 Supply emergency service between regular inspection, if required.
- 2.3.1.33 Clean and maintain towers.

- 2.3.2 Also included in the above monthly service are the electrical supply system between the equipment disconnect switch and the air conditioning equipment (disconnect switch excluded), all starters for compressor motors, all motors, starters and drives for pumps and fans, all pressure and temperature controls and thermometers (recording types excluded), and all gauges adjacent to the equipment; dampers and damper motors, plenum chambers, supply and return air grilles (duct work excluded) and air compressors for controls when such equipment is part of the air conditioning system.
- 2.3.3 Remote Control System Components Details, as applicable, will be furnished in the Invitation and Bid.
- 2.3.4 Computer Room Air Conditioning (CRAC) units; clean humidifier tray twice per year and replace tubes as required.
- 2.3.5 Glycol Coolers (Drycooler); check glycol concentration and replace glycol filters 2 times per year.

3. **REQUIREMENTS:**

3.1 **Bidder Qualifications:**

- 3.1.1 Bidder shall provide documentation which demonstrates that he/she has demonstrated experience in servicing and maintaining Data Center cooling equipment including CRAC units, dry coolers, variable frequency drives, Data Center Infrastructure Management (DCIM) and Building Automation Systems (BAS). Remote site monitoring will include 24/7 alert monitoring and response via DCIM and BAS. Bidder shall submit with this bid a list of at least five equivalent or large installations to which he has provided such service under contract for a minimum of Five years.

The bidder shall have in his/her direct employment the necessary organization and proper facilities located within a twenty-five (25) mile radius of the City to properly fulfill all the services required.

He/she must employ on the job skilled, competent and trained personnel, as referenced in Paragraph 3.1.2, and must submit with their bid submittal, documentation which demonstrates that he/she has a thorough working knowledge of the engineering data, layouts and materials of the specific equipment covered by the Subject Bid to properly fulfill the requirements of this specification.

3.1.2 PERSONNEL REQUIREMENTS:

All personnel providing service on the contract must have the necessary training and experience to be able to meet Steam Fitters Local 420 requirements for the following classifications:

Bidder must have a minimum of Two (2) Steamfitter (A) employees, directly employed by the bidder, to be used for the life of this contract. These employees must be capable of performing repair services on Data Center Computer Room Air Conditioner (CRAC) Units.

Bidder must have a minimum of Two (2) Steamfitter (B) employees, directly employed by the bidder, to be used for the life of this contract. These employees must be capable of performing repair services on Data Center Computer Room Air Conditioner (CRAC) Units.

Bidder shall furnish, on a separate attachment, the names of all directly employed personnel they intend to utilize during the life of the contract with the training and experience levels that the listed personnel have achieved.

Any changes in the directly employed personnel used to qualify for this bid, or changes in their qualifications that would render them not qualified, will be reported to the using agency immediately. Vendor shall maintain the minimum number of directly employed, qualified personnel, as described above during the life of this contract, including any renewal terms.

3.2 Service Requirements:

3.2.1 WORKING HOURS

Work is to be done during regular working hours. If overtime repairs or examinations are later requested by the City, the successful bidder will absorb the hours worked (single time rates) and the City will be charged only for the differential between regular and overtime billing rates.

3.2.2 CALL BACK SERVICE - REGULAR TIME

3.2.2.1 In the event of a shut down due to failure of equipment or controls, the successful bidder shall have a mechanic(s) on the premises within one (1) hour; and said mechanic shall proceed at once and continue without stopping to make necessary minor repairs or adjustments to place equipment in safe and first-class operating condition without additional charge.

3.2.2.2 If major repairs are required after normal working hours, the successful bidder may be required at the option of the superintendent to perform the work. Such major repairs are subject to additional costs as provided for under Paragraph 3.2.1 "Working Hours."

3.2.2.3 The successful bidder shall provide emergency minor adjustment call back service on any day of the week, at any hour - day or night, holidays included as part of the contract without additional charge.

4. **INSPECTION AND TEST:**

4.1 The City reserves the right to make inspections and tests at any time to ascertain whether the requirements of these specifications are being fulfilled. Should it be found that the standards herein specified are not being satisfactorily maintained, the City immediately requests that the successful bidder place the equipment in condition to meet with these requirements.

4.2 If the successful bidder fails to comply with these requests within a reasonable time, the City may by written notice terminate his/her right to proceed further with the work. In such event, the City may take over the work and prosecute it to completion by contract or otherwise; and the successful bidder and his/her sureties (if any) shall be liable to the City for any excess cost occasioned the City thereby.