Department of Procurement Services

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QUESTIONS AND ANSWERS

RFP 110226JKG HVAC Replacements (5 Locations)

1. **In the New Design / Planning Principles and Construction Guidelines, there are not any specific specifications for centrifugal pumps.**
   This project is a design/build project. Please follow MSCS design guidelines.

2. **The scope of work / services for American Way Middle School says to provide new chiller pumps, condenser pumps and new system pumps. The Scope of work does NOT mention new hydronic specialties such as air separator / solids remover, expansion tank or filter feeder. Please confirm if we are to re-use existing equipment or replace with new.**
   All new equipment installed and associated appurtenances for a complete and new functioning system.

3. **The scope of work / services for American Way Middle School says to provide for a new "changeover" valve. However, the existing system is a 4-pipe system and there is not a changeover valve. Please confirm.**
   This project is a design/build, please field verify. All new equipment installed and associated appurtenances for a complete and new functioning system.

4. **In the New Design / Planning Principles and Construction Guidelines, under Div 01 10 0 codes and standards, it states that, "All water coils shall have Stainless Steel casings and drain pan." Please confirm if this includes VAV hot water coils, fan coil unit coils, …etc. (IE – do ALL coil casings require SS material or is this mainly in reference to CHILLED water coils?) Please confirm if the drain pan is to be a galvanized drain pan or stainless-steel drain pan?**
   MSCS desires stainless steel drain pans, but will be left to the discretion of the design-build team to field verify all equipment and all its appurtenances.

5. **In the New Design / Planning Principles and Construction Guidelines, there are not any specific specifications for centrifugal pumps. Please provide specifications for pumps to assist with pump selection, general construction, motor efficiency and spare parts request?**
   Please refer to page 581 of the Design Guidelines. Design-build team to field verify all equipment and all its appurtenances.

6. **The scope of work / services for Fairly HS says to provide new "pumps." It could be assumed that "pumps" means all HOT WATER pumps since the scope references boilers and hot water coils or it could be assumed that "pumps" means ALL pumps including hot water pumps, chilled water pumps, condenser water pumps, domestic hot water recirc pumps…etc. Please confirm specifically which pumps you would like replaced for both locations – Main building and Annex building?**
   Please replace all pumps and its appurtenances for a complete and functioning system.

7. **The scope of work / services for Fairly HS says to provide new "Hydronic Specialties" etc. Please confirm what all "hydronic specialties" includes for both buildings. Does this include any of the following?**

   - **New HW air / dirt separator**
   - **New CW air / dirt separator**
   - **New HW expansion tank**
   - **Hew CW expansion tank**
   - **New Filter Feeders**
   - **New makeup water assemblies**

   Please replace all components and its appurtenances for a complete and functioning system.

8. **Division 01 78 says HVAC contractor will provide a complete one-year maintenance agreement as part of the proposal. Is this maintenance agreement for the equipment replaced in this RFP only or for all the equipment in the whole school?**
   All new equipment installed and associated appurtenances.

EXHAUST FANS AND BUILDING AUTOMATION CONTROLS

9. **During the pre-bid meeting at Douglass High School, there was discussion regarding the control of existing exhaust fans. Please clarify the District's expectations for exhaust fan controls, including required operating sequences, scheduling, and integration with the Building Automation System (BAS).**

   Additionally, previous MSCS HVAC replacement projects have required replacement of existing exhaust fans. Does the District expect existing exhaust fans to be replaced as part of this RFP?
   Yes

   If so, please identify which schools and which exhaust fans are to be included.
   This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

10. **For exhaust fans that are to remain in service but are not currently connected to the BAS, does the District expect these fans to be integrated into the new or upgraded BAS? If so, please identify the required level of control and monitoring.**
Yes, we expect the fans to be new and be connected to BAS.

11. **Please identify the controls contractors or manufacturers approved to perform BAS work for Memphis-Shelby County Schools. Also, please clarify any specific requirements for controls contractors, including qualifications, system compatibility, software access, programming, licensing, and integration with existing District systems.**
Please follow the Design Guidelines.

EQUIPMENT MANUFACTURERS AND REPLACEMENT REQUIREMENTS

12. **Does MSCS maintain a list of approved or acceptable HVAC equipment manufacturers for these projects? If so, please provide the current list and clarify whether manufacturers not listed may be submitted for consideration.**
Please follow the Design Guidelines.

13. **For purposes of preparing our proposal, we are assuming the existing fire alarm systems are operational and in acceptable condition. Please clarify the District's expectations regarding fire alarm modifications associated with the HVAC replacements. Is the intended scope limited to disconnecting and reconnecting existing fire alarm interfaces to the new equipment, including required testing, or should bidders include additional fire alarm upgrades, modifications or replacement components?**
Yes; This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

14. **The MSCS Design/Planning Principles & Construction Guidelines indicate that chemical water treatment is to be provided by the District's current vendor. Please identify the current MSCS chemical water treatment vendor and clarify whether the Design/Build contractor is required to subcontract directly with this vendor.**
MSCS does not currently have a chemical contractor. Selected contractor to provide.

15. **Are the existing roof-mounted makeup air units at Douglass High School and Manassas High School included in the equipment replacement scope for this Design/Build RFP? If so, please confirm whether complete replacement, including associated controls and infrastructure, is required.**
This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

16. **On previous MSCS HVAC replacement projects, equipment five years old or newer has generally been excluded from replacement. Does this same criterion apply to all five locations included in this RFP?**
No

17. **During our review of the existing facilities, we observed that certain hydronic pumps appear to have been replaced relatively recently. Please clarify the criteria for determining which existing pumps are acceptable to remain and which must be replaced. Will MSCS provide a list identifying pumps to be replaced versus pumps to remain, or should bidders assume that all pumps associated with the systems being renovated must be replaced regardless of age or condition?**
This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

18. **To establish a consistent scope of work among all bidders, will MSCS provide a comprehensive equipment schedule for each of the five schools identifying the existing equipment that is required to be replaced and the equipment that is to remain?**
This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

HYDRONIC SYSTEMS AND PIPING

19. **The MSCS Design/Planning Principles & Construction Guidelines include requirements for replacement of existing shutoff valves on hydronic systems. Please confirm whether the District expects all existing hydronic isolation and shutoff valves to be replaced at each applicable school, including valves serving equipment or piping that is otherwise intended to remain.**
Yes, new cut off valve(s).

20. **Fairley High School and Winchester Elementary: Has MSCS made a final determination regarding the extent of existing hydronic piping replacement required at Fairley High School?**
Yes; Existing piping to remain in place, except for pipes associated with the new equipment change out.

Additionally, please clarify the District's expectations regarding existing hydronic piping at Winchester Elementary School, including whether the piping is to be completely removed and replaced, partially modified, or abandoned in place where no longer required. For both schools, please identify the intended limits of demolition and replacement so that all bidders can include a consistent scope
Yes; Existing piping to remain in place, except for pipes associated with the new equipment change out.

EXISTING HAZARDOUS MATERIALS AND OWNER RESPONSIBILITIES

21. **On previous Memphis-Shelby County Schools HVAC replacement projects, the District has taken responsibility for identifying and abating asbestos-containing materials prior to the commencement of affected mechanical construction activities.**

Please confirm that MSCS will continue this practice for all five locations included in this RFP and that asbestos surveys, testing, abatement, associated costs, and regulatory compliance will be handled directly by the District under separate contracts rather than being included in the Design/Build contractor's scope of work.
Contractor is responsible for all hazardous testing, permitting, and abatement in all cases.

Please also clarify whether existing asbestos surveys have been completed for these facilities and, if so, whether the reports can be provided to prospective bidders. If asbestos-containing materials are identified, will MSCS commit to completing the necessary abatement and providing the Design/Build contractor with written clearance before the affected work is scheduled to begin?
Contractor can begin when notice to proceed is issued. Please be sure to follow your schedule.

PREVENTATIVE MAINTENANCE REQUIREMENTS

22. **Please clarify the District's expectations regarding the preventative maintenance responsibilities of the Design/Build contractor for these five projects.**

Specifically:

a. Is the one-year preventative maintenance requirement applicable only to newly installed HVAC equipment, or does the District expect the contractor to maintain existing equipment that remains in service and is connected to the renovated HVAC systems?
No, only newly installed HVAC equipment.

b. Are the maintenance requirements outlined in the applicable equipment specification sections, including service frequency, filter replacements, belt replacements, controls adjustments, and emergency service, to be included in the contractor's base proposal for all applicable new equipment?
Yes

c. For equipment types where the Design Guidelines do not specifically establish a preventative maintenance schedule, should bidders include manufacturer-recommended maintenance for one year following substantial completion?
Yes

d. Since these projects involve five separate school locations that may achieve substantial completion on different dates, will the one-year maintenance period commence separately for each school upon its respective date of substantial completion?
Yes

e. Does MSCS expect the Design/Build contractor to provide preventative maintenance for existing equipment or systems that are not included in the replacement scope but remain operational at these facilities?
No

23. **For Manassas & Douglass HS, the scope sheets say to replace all HVAC equipment. Does that include all exhaust fans, condensing units, ducted air humidifiers, makeup air units, kitchen exhaust hoods, gas unit heaters, and electric wall heaters, and boilers? If not, please advise what equipment is to be left alone.**
Yes, to all except kitchen exhaust hoods and boilers. This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

24. **For Winchester ES, scope sheet #8 says provide new A/C at the kitchen, are we to replace the units for the cafeteria and makeup air units or are we adding new units for the kitchen?**
Kitchen

25. **For Winchester ES, scope sheet #16 says to replace floor mount WSHPs with wall mounted mini splits. Are these floor mount WSHPs only the three (3) in the principal, vice principal, and bldg. engineer's office or are there more WSHPs in the building to replace? Are there any other locations where mini splits need to be added or to replace existing mini splits?**
This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

Fairley HS

26. **In the scope of work, it references HVAC work in the Main Building & Annex Building. The Main building has an original structure and there were two additions, one to the east & one to the west. Then there is a newer addition to the south that has a sign stating The Performing Arts Center. Please clarify which buildings are in the scope of work. Is the Performing Arts Center the Annex.**
This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

27. **The scope of work states complete replacement and commissioning of the HVAC system with a list of equipment, but it does not list the following items, chillers, cooling towers, DX split systems, exhaust fans, kitchen make up air unit or kitchen hood are any of these items to be replaced?**
Please follow scope of work as listed in the RFP.

28. **It was stated in the pre-bid meeting that this school is not completely occupied with students. Will it be possible to move classrooms and students around so that some of the HVAC equipment replacement can occur while school is in session?**
Please follow the schedule provided in addendum.

29. **The scope of work references replacement of all piping, but it was stated in the pre-bid meeting that this scope of work may be reduced to only piping that is required for equipment replacement. Has the piping replacement scope of work been revised to only what will be required to replace the existing equipment.**
    Yes

30. **The scope of work references cleaning of air distribution components. Does this include the cleaning of existing duct work?**
    This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.

31. **Is the cleaning of air distribution components only required for the Main & Annex Building, and is the gymnasium excluded from this requirement?**
    Yes, cleaning of air distribution components only required for the Main & Annex Building; The gymnasium is excluded.

32. **In Division 23 50 00 Cooling towers a list of required accessories is listed the last item reads: "Direct drive fan motor or gear driven belt is not acceptable." We are reading it as, "Direct drive fan motors or gear driven. Belt is not acceptable." But the other way we read it is that none of the three are acceptable, which is the correct reading?**
    Belts are not acceptable. This project is design build. Please field verify. All new components and associated appurtenances for a complete and functioning system.