



**County of Sussex
20135 Princeton Road
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(434) 246-1000 phone
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Invitation for Bids – IFB #2015-03

HVAC MECHANICAL MAINTENANCE & REPAIR SERVICES

ADDENDUM NO. 1

December 12, 2014

This procurement is governed by the Virginia Public Procurement Act and the Sussex County Purchasing Policy and Procedures. All terms and conditions of the Act and the Policies and Procedures are hereby adopted and incorporated by references as a part of this notice.

Contact Information:

Questions concerning sealed bids should be in writing addressed to:

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20135 Princeton Road
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ADDENDUM NO. 1

**Invitation for Bids No. 2015-03
HVAC Mechanical Maintenance & Repair Services**

Subject: Additions & Deletions

Please make the following corrections, deletions and/or additions to the above referenced bid request.

Page 33: Attachment A, Preventative Maintenance List. Replace with attached Revised Preventative Maintenance List pages 32-33.

Page 33: Attachment A, Preventative Maintenance List. Revised notification of inspections and emergency repair work.

Page 36: Attachment B, Equipment List and Locations. Replace with attached Revised Equipment List and Locations, pages 34-36

REVISED- ATTACHMENT A

REVISED PREVENTATIVE MAINTENANCE LIST

THE QUARTLERY PREVENTATIVE MAINTENANCE INSPECTIONS SHALL INCLUDE BUT NOT LIMITED TO THE FOLLOWING:

1. Lubricated all motors and bearings.
2. Check oil level in compressor and add as needed.
3. Check oil pressure in compressor and adjust as needed.
4. Check head and suction pressures and adjust as needed.
5. Check control settings and operation and adjust as needed.
6. Check pneumatic control compressor, drain water and adjust as needed.
7. Check oil in air compressor and add as needed.
8. Align and adjust air unit belts if necessary. Replacement of belts shall be performed only after approval from the Buildings and Grounds Department. Labor shall be included in base bid price. County and/or School Board will pay additional cost of the belt(s).
9. Clean air compressor intake filters and properly clean the reusable ones.
10. Change all disposable filters and properly clean the reusable ones.
11. Clean fans and coils (inside units and outside units) as necessary.
12. Clean outside air intake screen.
13. Check for refrigerant leaks and advise if in need of repair.
14. Check for water leaks and advise if in need of repair.
15. Check burner for proper operation adjust/repair/clean as necessary for proper burn.
16. Make smoke tests.
17. Check draft and make necessary adjustments.
18. Check Carbon Dioxide (CO₂) and make necessary adjustments.
19. Check electrodes and adjust for proper ignition.
20. Check fuel strainer, both line and pump and replace or clean when necessary.
21. Check oil pressure and adjust for proper combustion.
22. Check combustion and adjust for best efficiency.
23. Check for fuel leaks and advise if in need of repair.
24. Check and lubricated drive motor bearings and replace as necessary. Replacement of bearings at additional costs to the County and/or School Board.
25. Check safety switch for proper operation and adjust as necessary.
26. Clean nozzle and electrodes and adjust as necessary.
27. Check flame detector, both photo-electric and conventional and adjust if necessary.
28. Check relief valves for proper operation and adjust if necessary.
29. Check water valves for proper operation and adjust if necessary.
30. Check thermostats and calibrate if necessary.
31. Check and adjust water level as necessary.

32. Check stack and breeching and notify the County and/or School Board personnel of any abnormal conditions.
33. Check condition of fire box and advise if in need of repair.
34. Start Air Conditioning – After March 15 and before May 15.

Note: Successful bidder shall supply necessary compressor oil at no extra expense to the County or School Board.

The Building and Grounds Department of the County and/or School Board shall be notified twenty four (24) hours prior to each inspection. The inspections will be performed the first **five business days week** of the month in which they are scheduled. In addition to regular inspections and services as indicated, it will be necessary for the successful bidder to perform such emergency repairs and services as may be required and authorized by the County and/or School Board and to supply necessary replacement parts, materials, and labor.

Emergency repair and service work done on an “ON CALL” basis shall **be provided when a heating or air conditioning system is not functioning. Such emergency repair and service work must** follow this schedule:

1. If called before noon, men will be available on the same day.
2. If called after noon, men will be available before noon on the following day.

FAILURE TO COMPLY WITH THIS SCHEDULE MAY BE CAUSED FOR CANCELLATION OF CONTRACT.

REVISED - ATTACHMENT B

REVISED EQUIPMENT LIST AND LOCATION

SUSSEX COUNTY PUBLIC SCHOOLS

Qty.	Location	Equipment	Manufacturer	Model Number
1	High School	VAVRTU1	Trane	TCD360A40G2BEC400000F0H00000
1	High School	VAVRTU2	Trane	SLHFC70CW56C8AD60D100D00000L00RTO18050
1	High School	VAVRTU6	Trane	TCD36A40G2B6EC4100000FOX00000
1	High School	VAVRTEW2	Trane	SXHFc#040W5ACDCD400100D00000L00RTO18050
1	High School	VAVRTU4	Trane	TCD480A40G287NCA00000FCH00000
1	High School	RTU-EW-1	Trane	SCHFC3040WSAC50400100D00000LDORT016000000
1	High School	VAV-RTU-3	Trane	SLHGC904DR78CE90600100D00G0L00RTO05
1	High School	VAV-RTU-5	Trane	SLHFC754CW67C9BD60000D00G00L00RTO78050

Qty.	Location	Equipment	Manufacturer	Model Number
1	Transportation	Split System	York	E2RA048S25G
		REZNOR MAKE UP		
2	Transportation	AIR UNITS		DFC827AL01772CAMV7
		REZNOR PROPANE		
3	Transportation	HEATERS		
		REZNOR PROPANE		
4	Transportation	HEATERS		

Qty.	Location	Equipment	Manufacturer	Model Number
		AC-2 SPLIT		
1	Middle School	SYSTEM	York	H4DB0800000508A
1	Middle School	RTU-3	York	NO PLATE
1	Middle School	OAU-2	Aaon	55122RM01530AB0212A
1	Middle School	RTU-4	York	8Q240E548484AAA1B
1	Middle School	RTU-5	York	BP090C0084AAA3C
1	Middle School	VAV-RTU-1	Aaon	RN06030AB04EJH
1	Middle School	VAV-RTU-2	Aaon	RH06030AB04EJN
1	Middle School	OAU-1	Aaon	RM02030AB02-12A
1	Middle School	RTU-1	York	DM240C00B4AAA1B
		H&V HOT WATER		
1	Middle School	HEAT	JACKSON&CHURCH	
1	Middle School	AC-1SPLIT SYSTEM	York	H5DB048508A
1	Middle School	RTUEW-1	Aaon	RM02530AA02000
1	Middle School	RTU-2	York	DM090C00B4AAA3C
		47 NON-FAN		
		POWERED VAV		
47	Middle School	BOX	Trane	INDUCTION BOXES

Qty.	Location	Equipment	Manufacturer	Model Number
2	School Board	YORK 4 TON ROOF TOP UNITS		
2	School Board	YORK 2 TON ROOF TOP UNITS		
2	School Board	YORK 3 TON ROOF TOP UNITS		
5	School Board	YORK 2.5 TON ROOF TOP UNITS		
1	School Board	YORK 5 TON ROOF TOP UNIT		

Qty.	Location	Equipment	Manufacturer	Model Number
1	Elementary School	RTU-1	Trane	SFHFL25
1	Elementary School	RTU-2	Trane	SFHFL30
1	Elementary School	RTU-3	Trane	SFHFL50
1	Elementary School	RTU-4	Trane	SFHFL50
1	Elementary School	RTU-5	Trane	SFHFL30
1	Elementary School	RTU-6	Trane	YSC036
1	Elementary School	RTU-7	Trane	YCD480
1	Elementary School	RTU-8	Trane	YHC092
1	Elementary School	RTU-9	Trane	YCH360

SUSSEX COUNTY

Qty.	Location	Equipment	Manufacturer	Model Number
1	Housing Department		Carrier	38TKB036310
1	Housing Department		Carrier	38TKB042300
1	Housing Department		Carrier	38TKB036310
1	Housing Department		Carrier	38TKB042300
1	Animal Shelter	Heat Pump	Good	GSH130361CD
1	Animal Shelter	Heat Pump		
1	Jarratt Senior Cit. Bldg	Heat Pump	Trane	TWR042C100B2
1	Jarratt Senior Cit. Bldg	A/C	Trane	TTR042C100A3
1	Registrar	A/C	Trane	TTB727A100A0
1	Old Courthouse Bldg		Carrier	38YCC060320
1	Old Courthouse Bldg		Trane	4TWR3060A10000AA
1	Circuit Court Clerk Office		Carrier	38YCB024310
1	Treasurer/Commissioner Bldg		York	YTHJR60S41S4A
1	Treasurer/Commissioner Bldg		York	YTHJR60S41S4A
1	Commonwealth Attorney		York	YHJR60S4156A
1	Commonwealth Attorney		York	YHJR18S4153A
1	Commonwealth Attorney		York	YHJR18S4153A
1	Newsome Bldg	Heat Pump	Trane	TWA180E30RAA
1	Newsome Bldg	Heat Pump	Trane	TWA180E30RAA
5	Administration Bldg		Bard Manufacturing Co.	A10XX4XXXX
1	Housing Department		Liebert Computer Support Systems	
1	Courthouse Bldg.		Trane	RACC504BJ03BD
2	Old Administration Bldg.		Trane	TTR042C00A1