
Tower Project Name: WVNCC HVAC Controls and Repairs
Tower Project Number: 2020103
Client: WV Community & Technical College System
Prepared By: Tom Valerio
Date: 08/31/2021

Addendum Number: 4

SPECIFICATIONS

Item No. 4.01

00100 - Invitation to Bid

CHANGE the Bid Date identified in the Invitation to Bid under article **SUBMITTING BIDS** to September 9, 2021 at 3:00 PM LPT.

Item No. 4.02

Section 00300 - Form of Proposal

DELETE the Form of Proposal in its entirety and replace with the Form of Proposal attached herein, to reflect the following changes:

CHANGE Alternate 1.3 to Add.
CHANGE Alternate 1.5 to Add.
CHANGE Alternate 2.2 to Add.
CHANGE Alternate 2.4 to Add.
CHANGE Alternate 3.2 to Add.
CHANGE Alternate 6.1 to Add.
CHANGE Alternate 6.2 to Add.
CHANGE Alternate 7.2 to Add.
CHANGE the number of addendums received to 5.

END OF ADDENDUM

SECTION 00300 - FORM OF PROPOSAL

BID TO THE OWNER: Chief Procurement Officer
RFB 22032
WV Community and Technical College System
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301

PROJECT: RFB 22032
WV Northern Community College - HVAC Controls and Repairs

Bidder's Name: _____

The undersigned, hereinafter called "Bidder," being familiar with and understanding the Bidding Documents, and also having examined the site and being familiar with all local conditions affecting the Project, hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding and Contract Documents within the time set forth below for the sum of:

BASE BID: \$ _____

(Amount to be shown in both words and numbers for Base Bid, Alternates and Unit Prices. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

Substantial Completion: The Bidder, if successful and awarded a Contract, agrees that all Work is to be Substantially Complete on or before July 1, 2022, (includes Base Bid Work, plus Alternates accepted) following receipt of Owner's written Notice to Proceed and agrees to achieve Final Completion within 30 consecutive calendar days thereafter. Notice to Proceed Date is expected to be on or before October 1, 2021.

ALTERNATES:

The following Alternates may be added to the Base Proposal if selected by Owner. All work shown on drawings and/or specified is in Base Bid, except for such work specifically called to be an Alternate. Refer to Section 012300 - Alternates. (NOTE: In event of a discrepancy, amount in words shall govern.)

Alternate No. 1.1: Replace B&O Building AHU-11 and CU-11

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 1.2: Professionally clean B&O Building AHU-21 interior and coil surfaces.

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 1.3: *Replace B&O Building CU-21*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 1.4: *Replace B&O Building VAV Terminal Unit Controllers and HW Control Valves*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 1.5: *Professionally Clean B&O Building VAV Terminal Unit HW Coils*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 2.1: *Correct Education Center Kitchen Area Airflow Imbalance.*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 2.2: *Replace Education Center VAV Terminal Unit Controllers and HW Control Valves*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 2.3: *Professionally Clean Education Center VAV Terminal Unit HW Coils*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 2.4: *Repair Education Center Chiller*

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 3.1: Professionally Clean Applied Technology Center VAV Terminal Unit HW Coils

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 3.2: Professionally clean existing Applied Technology Center RTU

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 4.1: Not Used: No alternates apply to work in the Student Union building.

Alternate No. 5.1: Not Used: No alternates apply to work in the Industrial Technology Center.

Alternate No. 6.1: Replace RTU-2 and RTU-5 serving the New Martinsville Campus.

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 6.2: Repair New Martinsville Campus RTU-4 and RTU-6 Refrigeration Leaks and Recharge

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 7.1: Replace Weirton Campus, South Wing VAV Terminal Units

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 7.2: Field investigate issue and repair RTU-9 serving the Weirton Campus.

Add: \$ _____

(Amount to be shown in both words and numbers)

Alternate No. 7.3: Field investigate issue and repair RTU-11 serving the Weirton Campus

Add: \$ _____

(Amount to be shown in both words and numbers)

UNIT PRICES:

The following Unit Prices are applicable to various sections of the specifications. Unit Prices will be used if accepted by the Owner in the event of changes to the scope of work involving increases or decreases in the required work and is specified in Section 01240 - Unit Prices.

Unit Price No. 1: VAV Terminal Unit Controller / Actuator (any size)

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

Unit Price No. 2: VAV Terminal Unit 3/4" HW reheat control valve and piping hook-up assembly.

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

Unit Price No. 3: VAV Terminal Unit 1" HW reheat control valve and piping hook-up assembly.

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

Unit Price No. 4: Furnish and install BAS thermostat

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

Unit Price No. 5: Furnish and install BAS thermostat w/ CO₂ sensor

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

Unit Price No. 6: Furnish and install RTU BACnet Communication Card

Add / Deduct: \$ _____ (per SF)

(Amount to be shown in both words and numbers)

RESPECTFULLY SUBMITTED:

SIGNATURE: _____ DATE: _____
Signature in Ink

NAME: _____ *Corporate Seal if Applicable*
Please Type or Print

TITLE: _____

BIDDERS NAME: _____

BIDDERS _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

CONTRACTOR'S _____

LICENSE NO.: _____

CONTRACTOR'S LICENSE

West Virginia Code §21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East, Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code §21-11 requires any prospective Bidder to include the contractor's license number on their Bid. Successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract.

**AFFIDAVITS (on the following pages) – TO BE SUBMITTED WITH BID OR AS OTHERWISE
PERSCRIBED BY LAW**

- PURCHASING AFFIDAVIT: West Virginia code §5A-3-10A states that no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than \$1,000 in the aggregate. The Bidder (vendor) shall execute and submit with its bid, or as otherwise prescribed by West Virginia Code, the Purchasing Affidavit provided in the Bidding Documents.

- **DRUG-FREE WORKPLACE CONFORMANCE AFFIDAVIT:** West Virginia Code §21-1D-5 requires each contractor that submits a bid for the work to submit an affidavit that the contractor has a written plan for a drug-free workplace policy prior to being awarded a contract. The contractor (bidder/vendor) shall execute and submit with its bid, or as otherwise prescribed by West Virginia Code, the Drug-Free Workplace Conformance Affidavit provided in the Bidding Documents.

CERTIFIED DRUG-FREE WORKPLACE REPORT

In accordance with West Virginia Code §21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified in the Required Report Content section of the Certified Drug-Free Workplace Report Coversheet.

DISCLOSURE OF INTERESTED PARTIES TO CONTRACTS

Pursuant to West Virginia Code §6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

The Disclosure Form is available at the following URL: <http://www.ethics.wv.gov/Pages/forms.aspx>

VENDOR REGISTRATION AND DISCLOSURE STATEMENT

The successful Bidder must be a registered vendor with the West Virginia Department of Administration, Purchasing Division, prior to receiving a contract/purchase order. Vendor registration information is available at the following URL: <http://www.state.wv.us/admin/purchase/vrc/wv1.pdf>

LIQUIDATED DAMAGES

The Owner will suffer financial loss if the Work is not Substantially Complete within the Contract Time following the date established for commencement of the Work in the notice to proceed and/or purchase order. As liquidated damages, and not as a penalty, the Contractor and the Contractor's surety shall be liable for and shall pay the Owner the sum of \$500 per day until Substantial Completion is achieved.

Allowances may be made for delays due to shortages of materials and/or energy resources, subject to proof by documentation, and for delays due to strikes or other delays beyond the control of the Contractor. All delays and any claim for extension of Contract Time must be properly documented in accordance with the General Conditions of the Contract for Construction, AIA Document A201-2017, and the State of West Virginia Supplementary Conditions to AIA Document A201-2017.

ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda:

No. 1 _____

No. 4 _____

No. 2 _____

No. 5 _____

No. 3 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE: _____ DATE: _____
Signature in Ink

**LIST OF PROPOSED SUBCONTRACTORS
(To Be Completed and Submitted with Bid)**

List as designated below the proposed subcontractor for each major branch of work for this bid. Also, provide the subcontractor's license number as required by the West Virginia Contractors Licensing Act. If the branch of work is to be completed solely by the Bidder/Contractor, so indicate. If the acceptance of an alternate bid changes a subcontractor, indicate by notation below. The Bidder/Contractor may be requested to change an unsatisfactory subcontractor. The Bidder/Contractor is responsible for selecting or changing subcontractors. The Owner and Architect/Engineer may indicate their concerns about any entity listed which they have reason to believe past experience indicates that poor performance may be expected. The Bidder/Contractor has full responsibility for satisfactory execution of all work in accordance with the Contract Documents. Any change of proposed subcontractors shall be at no additional cost to the Owner, as the Bidder/Contractor has full responsibility for execution of the work. Bidder/Contractor shall have up to two hours after the bid opening to make adjustments if necessary. Owner will suffer loss should Contractor change from those listed beyond the two-hour time stipulated. Please email adjustments/modifications to Chief Procurement Officer at rich.donovan@wvhepc.edu.

Branch of Work/Material Category	Subcontractor/Supplier	Contractor License No.
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____

END OF FORM OF PROPOSAL

END OF SECTION 00300