



Alabama State Port Authority
Requisition and Proposal

Project Name HVAC Upgrades for Building 50 and the Administration Building

AFE # 9414 & TBD CN # 2060

To: **Prospective Bidders**

Date: 1/4/2011

Please procure the following and deliver to the address below:

<p>Delivery of Proposal: Alabama State Port Authority 1400 Alabama State Docks Blvd, Suite 216, Administration Building, Mobile, AL 36602</p>	<p>Delivery of Purchase or Performance of Work: Alabama State Port Authority Building 50 and Administration Building Mobile, AL</p>
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Description of Work
<p>This Requisition solicits proposals to perform HVAC Upgrades at Building 50 and the Administration Building at the Alabama State Port Authority’s Main Docks facility. The project includes, but is not limited to HVAC Upgrades per attachments. Work will be in accordance with the requirements stated herein; attached Scope of Work Specifications, reference documents and drawings, Insurance Requirements; and applicable State of Alabama Laws).</p> <p>The work consists principally of providing bonds, labor, materials, equipment, insurance, and supervision necessary for HVAC Upgrades as indicated in these contract documents. The project site(s) are located at the Alabama State Port Authority Main Docks Area Complex in Mobile, Alabama.</p> <p>A <u>Pre-Bid Meeting</u> is Scheduled for <u>Wednesday January 11, 2012 at 9:00 AM at Building 50</u> at the ASPA Main Docks on 13th Street. Bidder attendance is MANDATORY.</p> <p>All Contractors submitting bids are to carefully examine the site of the proposed work by appointment only and thoroughly review the contract requirements prior to submission of a bid proposal. Each Bidder shall satisfy oneself as to the character, quality, and quantities of work to be performed, and as to the requirements of the proposed contract. The submission of a proposal shall be proof that the bidding Contractor has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements of the proposed Contract. On bids of \$50,000 or more, bidding Contractor must hold a current license from the State Licensing Board for General Contractors, Montgomery, AL, with the classification being General Contractor.</p> <p>The work performed under this contract shall not commence until the Contractor has submitted a Performance Bond, Labor & Material Bond, and acceptable Certificate of Insurance. Performance Bond shall be in an amount equal to 100% of the contract price; Labor & Material Bond equal to 100% of the contract price; and Certificate of Insurance shall be as per the attached requirements and countersigned by a licensed resident agent in the State of Alabama. Provide documentation with Bid.</p> <p>The Contractor will be required to complete the work under the Contract within 90 calendar days after receipt of a “Notice to Proceed”. The work will have to be scheduled and performed in a manner that will not interfere with operations of the facility or ongoing construction activities operating in the immediate and adjacent areas. Work will start not later than 10 calendar days after receipt of notice to proceed. ASPA intent is that work hours will be during normal day light hours unless approved otherwise.</p>



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Description of Work continued

The Contractor shall comply with all Federal and State laws, local ordinances and regulations, and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any manner affect those engaged or employed on the work, or which in any way affect the conduct of the work.

The Contractor shall place a competent superintendent on the Project who shall have experience in the work being performed under the Contract. The assigned superintendent shall have the responsibility for the day-to-day operations of the work and shall remain on the Project site while the work under the Contract is being performed.

Time is an essential element in the contract. As the prosecution of the work will inconvenience the tenant and interfere with business, it is important that the work be pressed vigorously to completion. Also, the cost to the Alabama State Port Authority of the administration of the contract, supervision, inspection and engineering will be increased as the time occupied in the work is lengthened. For each day that the work remains incomplete after the time specified, an amount specified shall be paid by the contractor to the Alabama State Port Authority as liquidated damages for the loss sustained by the State because of failure of the contractor to complete the work within the specified time.

IMPORTANT NOTICE TO BIDDERS REGARDING ACCESS TO ASPA RESTRICTED FACILITIES:

Successful bidders requiring access to the Alabama State Port Authority’s Restricted Facilities to fulfill any obligations set forth in this bid must comply fully with the Authority’s Access Policy found in its entirety at http://www.asdd.com/portaccess_policy.html. The Port Authority’s Access Policy requires all persons permanently employed at the port, including ASPA staff, tenants, and their employees, surveyors, agents, stevedores, longshoremen, chaplains, contract labor and persons requesting temporary access to the port, including delivery persons, vendors, contractors, and temporary workers to obtain and display an ASPA issued photo ID badge or visitor badge at all times when accessing or working on port property. In order to obtain an ASPA credential, applicants must also obtain a Transportation Worker Identification Credential (TWIC) and undergo mandatory Security Awareness Training. Information on the TWIC can be found at http://www.asdd.com/portaccess_twicregs.html. Information on Security Awareness Training classes and scheduling can be found at http://www.asdd.com/portaccess_securitytraining.html. ALL PROSPECTIVE BIDDERS ARE ENCOURAGED TO REVIEW THESE POLICIES AND CONSIDER THESE REQUIREMENTS IN PREPARING BID SUBMISSIONS.

Contractor shall coordinate at least 1 Day Before the Mandatory Pre-Bid Meeting to allow access to the Main Docks to be able to be on time for the meeting before 8:30 AM if Escort is required. No exceptions as precoordination is required due to Access Limitations and tome constraints.

IMPORTANT NOTICE TO BIDDERS REGARDING EMPLOYMENT PRACTICES:

Effective October 1, 2011, the Beason-Hammon Alabama Taxpayer and Citizen Protection Act (“the Act”) requires that any business entity contracting with or providing any grant or incentives to the state, including the Alabama State Port Authority, certify compliance with the Act. All Bidders must certify such compliance by executing the enclosed Affidavit and returning it to the Alabama State Port Authority with your bid package. The Affidavit must be notarized. The following E-Verify website link is provided for convenience: http://www.dhs.gov/files/programs/gc_1185221678150.shtm.



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Contractor's Proposal Bid Table				
The Contractor hereby agrees to provide specified materials and perform previously specified work for the prices outlined in the following schedule. The quantities listed may be increased or decreased during project execution. In the event the quantities do change, the unit price shall apply according to scope of work.				
Description	Est Qty	UOM	Unit Price	Value
1. Project Bonds and Insurance	Lump Sum	All	LS	\$
2. Mob/Demob including Port Access Credentials	Lump Sum	All	LS	\$
3. Building 50 – 40 Ton Condensing Unit	4	Each	\$	\$
4. Building 50 - 40 Ton Air Handler	2	Each	\$	\$
5. Admin Building 10 Ton Heat Pump - Engineering Services Office	1	Each	\$	\$
6. Admin Building 10 Ton Air Handler - Engineering Services Office	1	Each	\$	\$
7. Admin Building 4 Ton Heat Pump – 1 st Floor Offices	1	Each	\$	\$
8. Admin Building 5 Ton Air Handler – 1 st Floor Offices	1	Each	\$	\$
9. Admin Building Air Handler – Fresh Air Duct - Engineering Services Office	1	Each	\$	\$
TOTAL BID				\$
10. Add/Deduct Alternate – Equivalent 10 Ton Heat Pump with Dual Compressors & 2 Circuit Air Handler	1	Each	\$	\$
11. Add/Deduct Alternate – Equivalent 10 Ton Heat Pump with Dual Compressors, 2 Circuit Air Handler and Variable-speed ECM-based blower motor.	1	Each	\$	\$
12. Add/Deduct Alternate – Equivalent 40 Ton Air Handler with Variable-speed ECM-based blower motor.	2	Each	\$	\$
13. Deductive Alternate – Salvage Building 50 Cooling Tower without adjacent pump.	1	Each	\$	\$
14. Additive Alternate – Install all New Circuits from MCC for Building 50.	1	Each	\$	\$



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15. Additive Alternate – Install all New Circuits from 1 st Floor existing Power Panel for Admin Building.	1	Each	\$	\$
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NOTES:

- Sealed bid proposals will be received** via courier to the Alabama State Port Authority, 1400 Alabama State Docks Blvd, Suite 216, Administration Building, Mobile, AL 36602 by **10:00 AM on Thursday January 19, 2012.**

NOTES Continued:

- Sealed bid proposals will be publicly opened on **Thursday January 19, 2012 2:00 PM** at the Alabama State Port Authority in the International Trade Center building, 250 North Water Street, 1st floor— Killian Room, Mobile, AL.
- Faxed or electronic bids will Not be accepted.
- See Scope of Work for Additional Requirements and Information.
- Bid proposals must be submitted in sealed envelopes with the words **“Bid Document Enclosed”** clearly marked on the outside of the envelope. The sealed enveloped shall also have **the bidder’s name, contractor’s license number, project name, and time and date of bid opening shown on the outside.**
- A Bid Bond or Certified Check made payable to the Alabama State Port Authority and equal to five percent (5%) of the amount bid, not to exceed \$10,000, must accompany the Bid Proposal.
- Authority reserves the right to refuse to issue a proposal form or a contract to a prospective bidder for any of the following reasons:
 - Failure to pay, or satisfactorily settle, all bills due for labor and materials on former contract in force with the Authority.
 - Contractor default under previous Contract with the Authority.
 - Proposal withdrawal or Bid Bond forfeiture on previous project with the Authority.
 - Unsatisfactory work on previous contract with the Authority.
 - Lack of competency and adequate machinery, personnel, plant and other equipment for performing the project.
- Authority may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish all such information and data for this purpose as the Authority may request. The Authority reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Authority that such bidder is properly qualified to carry out the obligations of the Contract.
- Any questions regarding the procurement shall be directed to Rick Smith, P.E., ASPA Project Manager, at rasmith@asdd.com . Cell phone number (251) 599-0572.
- The right is reserved, as the interest of the Alabama State Port Authority may require, to reject any and all bids and to waive informalities in bids received.



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SIGNATURES

Receipt of following addendums is acknowledged:

Addendum No. _____ Addendum No. _____

Contractor's Signature:		
Contractor Company : _____		
_____	_____	_____
Name	Title	Date

Signature of Party Originating Requisition:

Project Manager Date

STATE OF ALABAMA :

COUNTY OF MOBILE :

AFFIDAVIT AND CERTIFICATE OF COMPLIANCE

Before me, the undersigned authority, a Notary Public in and for said State and County, personally appeared _____, who is known to me and who, being by me first duly sworn, deposes and says as follows:

1. My name is _____. I am the _____ of _____ (“Company”), a company that contracts with and/or provides goods or services to the Alabama State Port Authority (ASPA) in Mobile, Alabama.

2. Company certifies that it does not knowingly employ, hire for employment or retain the services of any person who is not authorized to work in the United States as defined in 8 U.S.C. § 1324a(h)(3). Company further certifies that it is in full compliance with all Federal and State of Alabama laws and regulations concerning the employment of non-citizens of the United States of America and will continue to remain in full compliance throughout the period Company contracts with or provides its goods or services to the Alabama State Port Authority.

3. Company further certifies that it is currently enrolled or will be enrolled in the E-Verify program administered by the United States Citizen and Immigration Services, the Department of Homeland Security, and the Social Security Administration, or that it participates in the program through the Alabama Department of Homeland Security on or before January 1, 2012.

STATE OF _____ :

COUNTY OF _____ :

The foregoing instrument was acknowledged before me this _____ day of _____, 2011.

NOTARY PUBLIC

State of _____

HVAC UPGRADES PROJECT SCOPE OF WORK

BUILDING 50 HVAC

BID ITEM DISCRPTION

The Alabama State Port Authority will accept bids for the following Purchases and Turn Key Installation for Building 50 which is located at north end of ASD Blvd at the Main Docks' 13th Street :

1. (Two) 40 ton Air Handlers, 480 volt, 3 phase with 40 KW Strip Heat in each.
Carrier Aero Model # 39MN30 or preapproved equal.
2. (Four) 20 ton, 480 volt, 3 phase Air Conditioning Condensing Units.
Carrier Model # 38AUDA25 or preapproved equal.
3. Building 50 is an office building which will be occupied during installation and the work must be performed in a very timely manner to avoid inconveniencing the occupants due to lack of HVAC. Demolition and Installation shall be completed in 7 Calendar Days. Liquidated Damages will be \$500 per day which will be imposed if the HVAC work is not completed as scheduled. Include detailed Schedule in Bid package. Schedule start date to be adjusted to allow work to be done during days with mild temperatures (50-65 degrees F) due to lack of HVAC to serve the building.
3. Remove and dispose of existing Air Handlers off site.
4. Remove all existing Water Cooled and Steam equipment, including associated Boiler Electrical connection framework, Piping and Electrical equipment that is to not to be reused in Mech Equip Room . Cap piping to avoid leakage. Deliver Compressors to ASPA Maintenance Department Building 62 located 3 blocks from Building 50. Other equipment shall be disposed of offsite by Contractor.
5. Existing Cooling Tower shall be left in place if Contractor does not wish to salvage it and allow credit in Bid package. See Bid Table.
6. Modification and mounting of new Air Handlers to connect to existing duct system(s) which includes exterior Insulated Metal Ductwork Transitions and all appurtenances.
7. The 4 new Condensing Units shall be installed at 14 ft. elevation by use of new reinforced concrete pad(s) or galvanized or painted steel structure. Include proposed details in Bid Package. Units shall be located at north side of building exterior adjacent to Mechanical Equipment Room located in Basement. Approximate elevation of existing sidewalk is 10.5 feet. Field verify and provide as required. See attached picture.
8. Contractor may remove part of wall at northwest corner of Mechanical Equipment Room to allow clearance for ductwork provided edges are cut.
9. Install 2 New Programmable Digital Thermostats with Lockable Tamperproof Clear Covers with 3 sets of keys. One Thermostat to be located on 1st floor on east wall of Lobby and the other to be located on 2nd floor at north end of Hallway. Route control wiring to each Air Handler concealed in conduit. Wiring may be run in duct if UL plenum rated or in EMT otherwise. Exposed wiring shall be in EMT within Mechanical Room. Coordinate with ASPA prior to start of construction.
10. Condensate Piping shall be reconnected to existing at west end of Mechanical Room.
11. Provide 48" minimum clear working space width in front of Service Meter and Power Feeder.

ADMINISTRATION BUILDING HVAC

BID ITEM DESCRIPTION

The Alabama State Port Authority will accept bids for the following purchase and Installation located at the Administration Building located at 1400 ASD Blvd on the Main Docks :

1. One 10 Ton Heat Pump 208 volt, 3 phase mounted on roof to serve Engineering Services Department on 2nd floor. Carrier Model # 38AUVQA12AOA5-0A0A0 or preapproved equal.
2. One 10 Ton Air Handler Unit, 208 volt, 3 phase with 15 KW Electric Strip Heat to serve Engineering Services Department on 2nd floor. Single Point Connection required. Carrier Model # 40RUQA12A2A6-0A0A0 or preapproved equal.
3. One 4 Ton Heat Pump, 208 volt, 3 phase mounted on roof to serve Offices on 1st floor. Carrier Model # 25HBC348A006 or preapproved equal.
4. One 5 Ton Air Handler Unit, 208 volt, 3 phase with 9 KW Electric Strip Heat to serve Offices on 1st floor. Single Point Connection required. Carrier Model # FB4CNF060T00 or preapproved equal.
5. Remove and dispose of existing 2 existing Air Handlers, Cooling Tower, associated Piping, and Electrical wiring and equipment that is not to be reused. Cap Piping at walls to avoid leakage.
6. Cap Hot Water Supply and Return Piping serving Engineering Services and 1st Floor Offices only at Boiler located in Basement Boiler Room as directed by ASPA.
7. Installation of new Heat Pumps, Air Handlers, Refrigerant Piping, Condensate Lines, Electrical Equipment, Wiring, Controls, and Appurtenances.
8. Modification and mounting of new Air Handlers to connect to existing duct system(s) which includes Insulated Metal Ductwork Transitions and all appurtenances.
9. All new Electrical and Control Equipment and Wiring shall be provided, installed, and conform to applicable codes and regulations to place the units in complete functional operation. Some existing Wiring can be reused as indicated on attached Drawings if applicable. Field Verify and provide as required at no additional cost.
10. The Administration Building is an office building which will be occupied during installation and the work must be performed in a very timely manner to avoid inconveniencing the occupants due to lack of HVAC. Demolition and Installation for this building shall be completed in 7 Calendar Days. Liquidated Damages will be \$500 per day which will be imposed if the HVAC work is not completed as scheduled. Include detailed Schedule in Bid package. Schedule start date to be adjusted to allow work to be done during days with mild temperatures (50-65 degrees F) due to lack of HVAC to serve the building.
11. Provide/Install new insulated Fresh Air intake duct with weatherproof painted aluminum Louver to serve Engineering Services Office Air Handler. Route concealed duct from west side of building above ceiling to AHU and install damper. Size as required.
12. Refrigerant Piping shall be routed to roof same as chilled water piping that is to be removed to provide a clear pathway. Permanently seal penetration(s).
13. Install 2 New Digital Programmable Heating/Cooling Thermostats with large alpha/numeric display.

GENERAL NOTES

1. All new refrigerant piping and condensate piping as required for proper operation shall be installed, insulated, and permanently secured in place.
2. All new Electrical and Control Equipment and Wiring shall provided, installed, and conform to applicable codes and regulations to place the units in complete functional proper operation. Some existing wiring and equipment can be reused if applicable as indicated on attached Drawings. Field Verify Prior to Bid and provide as required at no additional cost.
3. Bidder may visit job site by prearranged Appointment only between 8:00 AM and 3:00 PM by contacting Mr. Jack Huff at 251-441-7330.
4. Any changes to the requirements of this project as stated in this Request for Proposal shall be submitted in writing and approved by ASPA Project Manager Rick Smith, P.E. prior to the submittal of the Bid Package and this documentation included package. Verbal changes will Not be accepted.
5. Alabama State Port Authority reserves the right to reject any and all bids and to waive informalities.
6. Insurance requirements indicated in attachment and cost shall be included in Bid price.
7. Bidder shall include total pricing of the project. It is the responsibility of the Bidder to include All costs as Change Orders will Not be accepted.
8. Equipment Substitutions shall be Preapproved and Manufacturers' documentation included in Bid package. Equipment Performance Criteria shall be clearly indicated along with a Written Summary by Contractor for comparison and evaluation by ASPA. Components such as premium efficiency motors, scroll compressors, coil construction, controls, etc. shall match or exceed specified. Equipment shall be manufactured in US. Space and clearance requirements are Contractor's responsibility. Bid package will not be considered without this information.
9. All unused exposed Equipment, Piping, Controls, Wiring, etc. shall be removed. Coordinate with ASPA prior to start of demolition and provide as required.
10. Provide/Install WP GFI 20 Amp, 120V Convenience Receptacle(s) with associated circuit mounted adjacent to exterior Condensing Units within NEC required distance(s). Quantity as required. Factory installed integral receptacles are acceptable.
11. Provide/Install fused Disconnect Switches within NEC required distance(s) at all equipment locations unless there is an integral disconnect.
12. Contractor shall install all equipment, accessories, and ductwork such that Manufacturer's recommended clearances are met for access to motors, fans, heaters, controls, etc.
13. Replace existing Simplex Duct Smoke Detectors in Return Air Ducts at both Building 50 Air Handler Units and provide shut down for both AHUs if activated by either detector. Each Detector shall have auxiliary contacts for connection to the existing Fire Alarm System and access for maintenance of detector shall be provided.

GENERAL NOTES (Continued)

14. All unused Piping shall be demolished in exposed areas. Cap piping at wall and ceiling penetrations to avoid leakage. Permanently seal wall penetrations. Silicone is Not acceptable.
15. Provide Vibration Isolation Devices and Flexible Connections to all moving machinery.
16. Contractor shall Warranty all Equipment and Work for a minimum of 2 Years from date of Final Acceptance. Original Manufacturer Warranties to remain in effect afterward.
17. Contractor shall be responsible for administering all Warranties on equipment installed, including but not limited to Air Handlers, Condensers, Refrigerant Lines, and Electrical Equipment.
18. Permanently seal all penetrations and paint to match surroundings. Silicone is Not acceptable.
19. Any circuit extensions that require splicing shall be done in an enclosure that is accessible per NEC.
20. Install new Micarta Tags on Building 50 MCC and provide Typed Panel Directory at Admin Bldg.
21. Any damage to New Administration Building Roof shall be the responsibility of Contractor to repair at no additional cost. This is a new roof with a 20 year warranty. Any penetrations, modifications, and/or damage repair must be coordinated with roof installation contractor, Shawn Littles of Kiker Corporation.
22. Acceptable HVAC Manufacturers : Carrier, Trane, and Goodman.
23. Contractor shall contact ASPA Project Manager concerning any Request for Information (RFI) by email at rasmith@asdd.com. These clarifications will be issued to all that provide email contact information.
24. ASPA reserves the right to award the Contract based upon a combination of the Base Bid and Additive/Deductive Alternate(s) provided Total Amount is within the amount of available funds and is the best value.
25. See all Attachments for additional information and requirements.