



YORK COUNTY GOVERNMENT

PURCHASING DEPARTMENT

*PO Box 180, 6 South Congress Street
York, South Carolina 29745-0180*

(803) 684-8520

www.yorkcountygov.com

**MANDATORY PRE-BID
INVITATION FOR BIDS**

Date: November 17, 2009

Bid ID # 1922

Sealed bids will be accepted in the near future for the removal and installation of forty HVAC units for various York County buildings are subject to all the conditions, and provisions, etc., set forth herein and attached. A Mandatory Pre-Bid Meeting will be held on Wednesday, December 2, 2009, at the York County Agricultural Building, 6 South Congress St, Conference Room B, York, SC at 10:00 am to critique this project, discuss the general requirements, review the scope of work, ask questions, and set a bid opening date.

COUNTY OF YORK

By

A handwritten signature in black ink, appearing to read "W. F. White", written over a horizontal line.

W. F. White

Director of Purchasing

Bid ID # 1922

SPECIAL CONDITIONS

MANDATORY PRE-BID MEETING WILL BE HELD ON WEDNESDAY, DECEMBER 2, 2009 AT THE YORK COUNTY AGRICULTURAL BUILDING, 6 SOUTH CONGRESS ST, CONFERENCE ROOM B, YORK, SC AT 10:00 AM. NO PRICING DUE AT THIS TIME. A BID OPENING DATE WILL BE SET AT THE PRE-BID MEETING.

INSTRUCTIONS TO BIDDERS

- a. **Submit one (1) signed original and one (1) signed copy of your bid.**
- b. Bids, amendments thereto or withdrawal requests received after the time advertised for bid opening will be void regardless of when they were mailed.
- c. Quote prices on units specified with packing included.
- d. Attach complete specifications for any permitted substitutions offered or when amplification is desirable or necessary.
- e. If specifications or description papers are submitted with bids, enter bidder's name thereon.
- f. If the article bid upon has a trade name or brand, show same in the bid.
- g. When required, furnish samples, free of expense, prior to the opening of bids.
- h. Show delivery time required after order is received (see BID below).
- i. Address and mark bids as indicated in the notice.

CONDITIONS

- a. The County reserves the right to reject any and all bids, and to waive all technicalities.
- b. Unit prices will govern over extended prices, unless otherwise stated in notice.
- c. Time in connection with discount offered, will be computed from date of delivery of commodities to carrier, when inspection and acceptance is at point of origin; or date of delivery at destination; or if laboratory inspection is made part of the bid, from date of laboratory report.
- d. In case of default of contractor, the County reserves the right to purchase any or all items in default in open market, charging contractor with any excessive costs. Should such change be assessed, no subsequent bids nor the defaulting contractor will be considered until the assessed charge has been satisfied.
- e. All materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
- f. Prices bid must be based upon payment in thirty days. Discounts for payment in less than thirty days will not be considered in making award.
- g. The right is reserved in case tie bids are received to make award as considered to be most advantageous to the County.
- h. The right is reserved to reject any bid in which the delivery time indicated is considered sufficient to delay the operation for which the commodity is intended.
- i. Unless otherwise indicated by the Procurement Director, prices must be firm.
- j. The successful bidder shall indemnify and save harmless the County of York and all County officials, agents and employees, from all suits or claims of any character brought by reason of infringing on any patent trade mark or copyright.
- k. Bidders must guarantee price for a period of not less than 45 days.

DATE

AUTHORIZED SIGNATURE

COMPANY NAME

PRINT OR TYPE NAME ABOVE

COMPANY ADDRESS

Definitions of categories as related to your firm
Please check one

CITY, STATE, ZIP+4

- ____ Not Minority Owned
- ____ African American
- ____ Caucasian Female
- ____ African American Female
- ____ Alute
- ____ Eskimo
- ____ East Indian
- ____ Hispanic American
- ____ Native American
- ____ Oriental

COMPANY TELEPHONE NUMBER

COMPANY FAX # (IF APPLICABLE)

S. C. SALES TAX # (IF OUT OF STATE)

FEDERAL ID #

EMAIL ADDRESS

NOTICE OF PRE-BID MEETING REMOVAL AND INSTALLATION OF FORTY HVAC UNITS

INFORMATION

A. In September of this year the Department of Energy made funds available to York County through an Energy Efficiency and Conservation Block Grant. The intent of these funds is to help reduce energy usage and greenhouse gas emissions at county facilities.

B. Given this intent, county administration has decided to use a portion of these funds to purchase forty new, unused, energy efficient HVAC units for various county office buildings.

C. The purchase of these units shall include the sell, installation of the units, any and all associated demolition, pad construction, ductwork installation, rigging, demolition, removal, and disposal of the replaced units.

D. York County administration anticipates project approval by the York County Council at their next regularly scheduled meeting on December 7, 2009. County staff also anticipates issuing a Purchase Order to the successful vendor approximately 6-weeks after Council's approval pending receiving funds from the Department of Energy.

SCOPE

A. Project sites are as follows: (See attachments pages 9-13)

York County Complex
1070 Heckle Blvd.
Rock Hill, SC

York County DSS Building
18 West Liberty Street
York, SC

York County Public Works Building
220 Public Works Road
York, SC

York County Scale House
289 Public Works Road
York, SC

York County Transfer Station
289 Public Works Road
York, SC

York County Health Department
116 North Congress Street
York, SC

York County EC Black Building
13 South Congress Street
York, SC

A. This will be a turn-key project awarded to one vendor. All bidders will be asked to submit a total lump sum price in their bid response for new and unused, energy efficient, HVAC units that are comparable and/or equal to the units listed in this request (See pages 9-13). Acceptable models are Trane, Carrier, York, and Bryant.

B. It is essential that the successful vendor install the units at a time that is suitable to the county maintenance staff; therefore; a firm installation schedule will be established at a later date with the successful bidder.

C. Complete removal and disposal of the old HVAC units is a requirement of this Request. Scheduling for the removal also will be established at a later date with the successful bidder.

D. There have been no financial penalties considered by the County for this project. However, after a start work date is set by county officials and the vendor/contractor, a lack of performance or excessive lapses in work will delay payment.

E. The successful bidder will be required to obtain suitable permits from the Cities of Rock Hill and York prior to installation.

F. Conclusion of the Scope:

1. The successful bidder will be expected to completely disconnect, remove, and haul the old HVAC units off of county grounds, and within a reasonable time install, connect, test, and make fully operational all forty units. The successful bidder will be responsible for storing any construction or demolition tools and equipment while performing this process at days end. The successful bidder also shall maintain a safe and hazard free environment at all times, with special caution directed toward pedestrians and county employees. The successful bidder shall be responsible for discussing in advance with county officials work schedules, time frames, and the overall project prior to beginning work.
2. All electrical wiring running from the disconnects to the HVAC units shall be new and installed by a qualified/certified electrician. Any unforeseen electrical or associated plumbing problems not covered in this Request will be the responsibility of the County, or approved in a change order. I.E. Repairs to water lines or panel boxes.

PRE-BID MEETING

A. In an effort to provide an equal opportunity for all qualified vendors, a mandatory pre-bid meeting has been scheduled to critique this project, discuss the general requirements, review the scope of work, ask questions, and set a bid opening date.

- Agricultural Building
- #6 South Congress Street
- Conference Room B
- York, SC 29745
- Wednesday, December 2, 2009
- 10:00 a.m.

B. Conference room B is located on the Engineering Department side of the Agricultural Building. Parking is available in the parking lot beside the Agricultural Building. If necessary, additional directions can be obtained by contacting the York County Purchasing Department at 803-684-8520.

C. No pricing is required at this time. Relevant and/or additional specifications, pertinent information related to this bid, and a price sheet, will be mailed to all vendors who participated in the pre-bid meeting, to include the bid opening date, time and place.

D. The desired installation dates will be discussed during the pre-bid meeting.

INSTALLATION

A. The county is not interested in paying for overtime services; therefore, the successful bidder will be authorized to perform all services during and after normal business hours, 8:00 a.m. – 5:00 p.m., Monday – Friday, including Saturdays and, Sundays; and if applicable, on a previously announced holiday. Any site preparations, such as barrier installation, or traffic control, would require a one (1) day notice by the installer prior to the proposed day of installation.

SUBCONTRACTORS

A. All subcontractors shall be the responsibility of the mechanical contractor who was awarded the bid, and they should be properly licensed to do either, or all, construction, mechanical and electrical work in the City of Rock Hill, City of York, and the state of South Carolina.

LICENSE NUMBER

A. All bidders shall be fully licensed to provide HVAC work. The Contractors License Number shall be attached to the bid form when submitting a price.

CERTIFICATE OF INSURANCE

A. All bidders shall attach a copy of their certificate of insurance to include workers compensation, to their bid response. No contractor, or subcontractor, will be allowed to commence work without proof of insurance. Failure to attach the certificate to this bid may cause rejection.

WARRANTY

A. All bidders shall attach a copy of their warranty statement to the bid form when submitting a price.

REQUIREMENTS

1. DOCUMENTS: All pricing, terms and conditions, and an authorized company signature shall be included in the bid response.

2. EXAMINATION: Bidders are required to attend the pre-bid meeting to gather information in order to submit a bid price.

3. BID SECURITY: Is not required at this time, but may be discussed at the pre-bid meeting.

4. PERFORMANCE AND PAYMENT BOND: Is not required.

5. SUBCONTRACTORS: Names of any subcontractors, if applicable, and their license numbers shall be provided to county officials prior to starting work.

6. LICENSE NUMBER: Each bidder is responsible for providing a registered and current business license number in their bid response.

7. NOTIFICATION AND WITHDRAWAL: Bids may not be modified after submittal. No bid shall be withdrawn or modified after the bid opening except where the award of contract and/or purchase order has been delayed for more than 90-days.

8. DISQUALIFICATION: The County reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practice upon the part of the bidder. All bidders shall warrant that his/her bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid; bidder has not solicited or induced any person, firm or corporation to collusion to obtain for himself any advantage over other bidder or over York County.

9. OPENING: All bids will be publicly opened precisely at the designated time agreed at the pre-bid meeting and then read aloud. Bidders are not required to attend the bid opening.

10. AWARD: York County reserves the right to reject any and all bids, to waive any and all informalities not involving price, time or changes in the work and to negotiate contract terms with the successful bidder, and the right to disregard all nonconforming, un-responsive, unbalanced or conditional proposals. Also, the County and building maintenance officials reserve the right to reject the bid of any bidder if we believe that it would not be in the best interest of the project to make an award to a bidder because the bid is not responsive, the bidder is unqualified, is of doubtful financial ability, or fails to meet any other pertinent standard criteria that has been established by York County. Discrepancies in the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

- **In evaluating bids, the county will consider the qualifications of the bidder, whether or not the bids comply with the prescribed requirements, and such alternates, unit prices and other data, as may be requested in the bid form or prior to the notice of award.**

11. EXECUTION OF CONTRACT: York County reserves the right to accept any bid, and to waive irregularities and reject any and all bids, or to negotiate contract terms with the various bidders, when such is deemed by county officials to be in our best interest.

- Each bidder shall be prepared, if so requested by York County, to present evidence of his experience, qualifications, and financial ability.
- The successful bidder shall agree, if this bid is accepted, to enter into an agreement with York County in the form specified or indicated for the contract price and within the contract time indicated in this bid and in accordance with the bid documents.
- The successful bidder shall be prepared to commence work on the pre-agreed start date.

12. COMPLETION OF WORK: Time period for completion of work has not been set and will be discussed at the pre-bid meeting and further discussed with the successful bidder prior to the start of work.

GENERAL

A. It is the intent and purpose of the County that this Request permits competition. It shall be the bidder's responsibility to advise York County if any language, requirements, etc., or any combinations thereof, inadvertently limit the requirements stated in this request to a single source.

B. Each bidder will be offered ample time and opportunity to ask technical questions and gather pertinent information for proper equipment bidding. All such

questions/information should be made during normal business hours (8:00 a.m. – 5:00p.m.) Monday-Friday, to:

- David McCoy
- (803) 242-4589 Cell
- E-mail: david.mccoy@yorkcountygov.com

- Tim Blake
- (803) 242-4595 Cell
- E-mail: tim.blake@yorkcountygov.com

C. Any clarifications regarding the bid documents, or bidding process, should also be made during normal business hours, Monday-Friday, to:

- W.F. White, Purchasing Director
- Purchasing Department
- 803-684-8520 Phone
- E-mail: bill.white@yorkcountygov.com

New Equipment

Project #1			
York County Office Complex			
1070 Heckle Blvd, Bldg 1			
Rock Hill, SC 29732			
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
2	4 ton	13	R-410a
1	5 ton	13	R-410a
2	7.5 ton	13	R-410a
1	10 ton	13	R-410a
1	15 ton	13	R-410a

Existing Equipment

<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
Trane	1	BWAO48A400A1	8	R-22
Trane	1	WCHO48A400BA		R-22
Trane	1	BWAO60A400A1	8	R-22
Trane	2	BWA090C400MC	8	R-22
Trane	1	BWA120C400MC	8	R-22
Trane	1	BWA180C400MC	8	R-22

NEW EQUIPMENT

Project #1			
York County Office Complex			
1070 Heckle Blvd, Bldg 2			
Rock Hill, SC 29732			
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
2	5 ton	13	R-410a
1	7.5 ton	13	R-410a
2	10 ton	13	R-410a
1	15 ton	13	R-410a

EXISTING EQUIPMENT

<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
Trane	2	BWAO60A400A1	8	R-22
Trane	1	BWA090C400MC	8	R-22
Trane	2	BWA120C400MC	8	R-22
Trane	1	BWA180C400MC	8	R-22

NEW EQUIPMENT

Project #1			
York County Office Complex			
1070 Heckle Blvd, Bldg 3			
Rock Hill, SC 29732			
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	4 ton	13	R-410a
1	5 ton	13	R-410a
3	7.5 ton	13	R-410a
3	10 ton	13	R-410a

EXISTING EQUIPMENT

<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
Trane	1	BWAO48A400A1	8	R-22
Trane	2	BWAO60A400A1	8	R-22
Trane	3	BWA090C400MC	8	R-22
Trane	3	BWA120C400MC	8	R-22

NEW EQUIPMENT

Project #2			
York County DSS Bldg			
18 W. Liberty St.			
York, SC 29745			
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	4 ton	13	R-410a
1	5 ton	13	R-410a
4	7.5 ton	13	R-410a

EXISTING EQUIPMENT

<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
Trane	1	661BPX048000ADAA		R-22
Trane	1	661BPX060000AAAA		R-22
Trane	4	575APX090000AAAA		R-22

NEW EQUIPMENT**EXISTING EQUIPMENT**

Project #3
York County Public Works Bldg
220 Public Works Rd
York, SC 29745

<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	7.5 ton	13	R-410a	Carrier	1	38ARQ008-501		R-22
1	5 ton	13	R-410a	Carrier	1	388008580	8	R-22
1	3.5 ton	13	R-410a	Carrier	1	38YCC042		R-22
1	2.5 ton	13	R-410a	Bryant	1	661CJ030-A	7	R-22
1	3 ton	13	R-410a	Bryant	1	38YC030310	7	R-22

NEW EQUIPMENT

Project #4
York County Health Dept - York
116 N Congress St
York, SC 29745

EXISTING EQUIPMENT

<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	2 ton	13	R-410a	Carrier/Bryant	1	561AJ024	8	R-22
1	10 ton	13	R-410a	Goodman	1	CE120-3	8	R-22
1	3 ton	13	R-410a	Goodman	1	CK36-3B	8	R-22

NEW EQUIPMENT

Project #5
York County EC Black Bldg
13 S Congress St
York, SC 29745

EXISTING EQUIPMENT

<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	20 ton	13	R-410a	GE	1	BGWA240C4D		R-22
1	20 ton	13	R-410a	GE - AHU	1	BWV240A300A		R-22

NEW EQUIPMENT**EXISTING EQUIPMENT**

Project #7								
York County Transfer Station 289 Public Works Rd York, SC 29745								
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	2.5 ton	13	R-410a	Trane	1	38YCC030300	10	R-22

NEW EQUIPMENT**EXISTING EQUIPMENT**

Project #6								
York County Scale House 289 Public Works Rd York, SC 29745								
<u>Quantity</u>	<u>Size</u>	<u>SEER/EER</u>	<u>Refrigerant</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Model #</u>	<u>SEER/EER</u>	<u>Refrigerant</u>
1	4 ton	13	R-410a	Trane	1	TWB048400A1		R-22