



Henderson County Capital Projects
100 North King Street, Suite 206
Hendersonville, North Carolina 28792

Memorandum To: Interested Qualified Bidders

From: Bryan Rhodes

Capital Projects Project Manager

Marshall Morris

Blue Ridge Community College Project Coordinator

Subject: Request for Proposals:

Blue Ridge Community College TEDC Building Replace Chiller #2

Date: October 19th, 2022

Mandatory Attendance

Meeting w/Owner:

November 2nd, 2022 @ 1:00 pm

TEDC Building Drop-Off Entrance
49 East Campus Dr.
Blue Ridge Community College
Flat Rock, NC 28731

Proposals are due:

November 23rd, 2022 by 3:00 pm

Henderson County Government Offices
Attention: Bryan Rhodes
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work:

TEDC Building
49 East Campus Dr.
Blue Ridge Community College
Flat Rock, NC 28731

**Owner Intended Letter
of Contract Award Date:**

It is proposed the contract will be awarded by Henderson County and "Letter of Intent to Award Contract" issued by December 9th, 2022 at 5:00pm.

Engineer:

Sims Group: Derek Stewart
P.O. Box 5534
Asheville. NC 28813



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Carrier Engineer: Mark Varadi
(336) 709-0089
Mark.b.varadi@carrier.com

Last Day for Questions: November 9th, 2022 at 5:00pm. Questions must be received in written form by email or USPS letter on or before, but NLT date indicated. Submit all questions to the BRCC Project Coordinator: (Marshallm@blueridge.edu)

Sealed hard copy bids will be received from bidders by Henderson County at the Henderson County Government Offices, 100 North King Street, Suite 206, Hendersonville, North Carolina 28792 until November 23rd, 2022 @ 3:00 pm.

It is the sole responsibility of the vendor that its bid reaches Henderson County by the designated date and time indicated above.

Detailed Scope of Work:

The project scope is inclusive of, but not limited to: Provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections, etc. to the work outlined in the engineered drawing, specifications, bid documents and instructions from the mandatory Pre-bid meeting. Work areas and delivery routes to be left in a clean and good condition.

Alternate #1: Provide turnkey pricing to provide, install, and uninstall (including freight and transportation) temporary chiller to provide equivalent cooling that chiller #2 provided to the entire building for the entire time the existing chiller is offline or disabled.

Alternate #2: Install Emergency Taps Only. This is to install new Tees and Valves in the Inlet and Outlet Piping for Emergency Taps for quick connection of a temporary chiller if it is ever needed in the future. Please note that providing these taps, tees and valves are part of Alternate #1 Provide turnkey pricing to provide, install, and uninstall (including freight and transportation) temporary chiller.

GENERAL:



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Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, concrete pads, traffic control, supervision, disposal fees, permits, inspections to remove and replace existing chiller system located at the TEDC building on the campus of Blue Ridge Community College. Contractor is to meet or exceed all requirements and specifications outlined in the engineered drawings. Work area and equipment room to be left in a clean and good condition

- BRCC is requesting the Carrier replacement model specified in the engineered drawings. Substitutions are not permitted.
- Time of Completion: The intent is to issue NTP by December 9th, 2022. The awarded Contractor must commence work within 7 days of NTP. It is preferred that the Contractor be complete by June 30th, 2023. The Contractor will be responsible for all fees to expedite material delivery to meet the June 30th, 2023 preferred completion date.
- Work completion includes receiving and passing all inspections.
- Install all materials and equipment in accordance with manufacturer's instructions and warranty requirements.
- Contractor must submit a timeline for beginning and completion of the project.
- Any streetlight or ground lights which need to be temporarily removed for crane or lift access will be the contractor's responsibility. Lighting must be reinstalled and made operational upon completion.
- This chiller is one of two chillers responsible for cooling the TEDC building. Any downtime must be scheduled in advance with BRCC's Project Coordinator. Work should be coordinated to keep downtime to an absolute minimum.
- Existing chiller #2 will not be disabled or disconnected until the new chiller and its components have been received.
- At all times, chiller #1 is to remain operational & running. The Contractor will be responsible for making sure chiller #1 is the Master chiller and if it isn't then switching chiller #1 from Slave to Master.
- Contractor is to obtain and pay for any and all required permits and inspections. Any deficiencies found in the installation or materials used in the installation which prevents receiving a green tag from inspectors will be the Contractor's responsibility and expense to correct.
- Contractor is to remove the existing unit, remove the unit from the premises, and disconnect piping and electrical in a way that it can be reconnected.
- There are several parts off the chiller which is being replaced that Blue Ridge Community College wants to keep. These parts are the menu pad, compressors, fan motors, fan motor VFDs. The Contractor will be responsible for properly removing the compressors with sufficient piping and wiring to allow for reconnection and to reuse. Once the Contractor has terminated electric, BRCC will remove the fan motors, fan motor VFDs and menu pad in a timely manner.



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- If additional isolation valves are necessary, this will be at the Contractors expense. Any such valves will be “butterfly”.
- Design intent is to match the existing installation. Heat Trace is currently installed.
- Any modifications to fencing, gates, doors or door frames for the removal of equipment or delivery of equipment will be at the Contractor’s expense. If modifications are needed, the Contractor is to restore gates, doors & and door frames to existing conditions.
- Contractor is to reconnect to existing piping and/or replace piping in the vicinity of the unit to make the systems fully functional. Any piping or electrical which must be rerouted or replaced is the responsibility of the Contractor.
- Contractor will be responsible for all utility disconnections, reconnections including gas, electrical, plumbing, flue, fire alarm systems and WebCTRL.
- Contractor is to reintegrate the existing WebCTRL building automated system controls to the new chiller with existing functionality.
- WebCTRL Contact:
 - Harris Integrated Controls
 - Jason Karol (828) 226-7751
 - Kevin Kimberly, email: kevinkimberly@harrisisi.com, Cell: 864-770-5408
- Furnish the necessary supervision, labor, tools, equipment and materials to complete the work outlined in the engineered drawings and pre-bid meeting.
- There is no glycol in the cooling loop.
- All piping between chiller and building is to be neatly wrapped with insulation and aluminum jacketing.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator.
- Project includes disposal of the chiller being replaced and associated debris offsite at the Contractor’s expense. The Contractor will not be allowed to use College dumpsters. Construction dumpsters will be the responsibility of the Contractor and at the Contractor’s expense.
- Contractor will provide traffic flaggers for any road or lane closures needed for delivery of equipment or work to be done.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal.
- Any damage to buildings, walk ways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense. This includes work associated with the crane.
- Owner is to receive training on all major equipment and controls for Facilities



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maintenance. Training will include a scheduled walk-through seminar for the owner's personnel. Explain the identification system, operation diagrams, emergency and alarm provisions, and sequencing requirements. Also explain requirements related to: seasonal provisions, security, safety and efficiency.

- Chemical Treatment will be provided by BRCC once chiller is operational. All other flushes or treatment are the responsibility of the Contractor.

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
2. General Work Day Schedule for "all anticipated work day start and completions" or stoppage.
3. Warranty on all above work
4. Proposals to be in the form of a proposed contract signed by the bidder and ready for the County's approval, Blue Ridge Community College's approval and having signature lines for signatures by both agencies.
5. Include a copy of COI and W-9 form
6. Proposals should include a lump sum price for the base bid work (which includes the Performance and Payment Bond) with separate pricing for each alternate listed.

SITE CONDITIONS:

1. The building will be occupied. Contractors and sub-contractors are limited to the work area of the chiller and associated equipment rooms. Under no conditions is the Contractor or his subs allowed to enter the TEDC building or other buildings on campus.
2. This chiller is one of two chillers cooling the building. Any downtime must be scheduled in advance with BRCC's Project Coordinator. All downtime must be kept to a minimum. Work should be coordinated to keep downtime to an absolute minimum.
3. The College has testing which is required by the State and there may be times that noise from machines, power drills and saws and welders may not be allowed. Coordination of these times will be discussed during construction meetings. A schedule of classes and activities for the TEDC building will be provided to the Contractor before the start of the job.
4. Contractor will not be allowed to work on Graduation day. The date of Graduation will be provided to the Contractor well in advance for scheduling.



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5. Work will be permitted Monday – Friday from 7:00am – 8:00pm (with exceptions of the before mentioned College’s testing times and Graduation). Work outside of these hours (including weekends) may be permitted with prior approval of the College’s Project Coordinator
6. Contractor must provide proper ventilation when welding inside the equipment room. Appropriate measures must be taken to prevent welding fumes from entering the building.
7. A 120 volt/ 20 amp/ single phase circuit will be provided by the owner for power tools. Any electrical needs beyond this are the responsibility of the Contractor.
8. Cranes, lifts, hoists and temporary storage pods for supplies may be parked at a designated area of the Henderson building parking lot. BRCC will not be responsible for the security of this equipment or stored items.
9. If the Contractor requires a dumpster, this will be the responsibility of the Contractor. The Contractor will not be allowed to use College dumpsters. Space for a contractor provided dumpster will be provided at a designated area of the TEDC Drop-Off parking lot.
10. Sanitary facilities will not be available at the job site. The contractor will not be allowed to use restrooms inside the buildings. The Contractor shall be responsible for the provision and maintenance of portable toilets. A convenient location will be provided at a designated area at the TEDC building chiller work area.
11. Space for (3) Contractor Vehicles will be discussed/provided at a designated area of the TEDC building chiller work area. No Contractors will be allowed to park on the side of the access road.
12. Smoking is not permitted on the job site or the college campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
13. There will be pedestrian traffic outside of building. Contractor will need to barricade the work area with safety cones, caution tape and construction signage to prevent pedestrians from entering the work area.
14. No vehicles, cranes, equipment will be allowed to cross or drive over grass areas, planter bed or mulch areas, sidewalks or concrete pads and patios without specific approval by the College (this will be discussed further at the pre-bid). Contractor will be responsible to repair any damage.
15. Damage to foliage will be the responsibility of the Contractor to repair or replace at his expense.
16. All road closures for material delivery, removal of chiller, cranes, etc. must be scheduled with the BRCC Project Coordinator in advance. The Contractor must provide flaggers at any time roads or lanes are closed.
17. All utility interruptions are to be scheduled with the owner. This includes times which the fire notification may need to be taken offline for welding.



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18. Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.
19. Communication with students is not permitted. Shirts are required at all times.
20. Weapons are prohibited on school property. It is the policy of Blue Ridge community College that the campus shall be free of unauthorized weapons. No Contractor, subcontractor or employee, while on campus, shall carry or encourage another person to carry, whether openly or concealed an unauthorized weapon as defined by G.S 14-284.1.

ACCEPTANCE OF WORK

1. New chiller system is to be fully functional and operating as intended when the Contractor has completed the project. Contractor shall demonstrate sustained, satisfactory performance of all equipment and systems in a test run of appropriate duration. Owner's personnel will be notified in advance so that they can be present during test run.
2. Chiller system should receive all inspections, certifications and permits required by local and State agencies. Owner is to receive written copies of all.
3. Owner is to receive all test reports, warranties, maintenance manuals, product data, closeout documents and as-built drawings. This training will include written preventative maintenance schedules and how to adjust or correct equipment as required for proper performance.

Project will be awarded based on base bid.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements along with Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>

Terms & Conditions:

Any proposal submitted to Henderson County shall be deemed to include all the Terms and Conditions shown in the document found online at

https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson_county/page/42611/terms_and_conditions_02.23.2022.pdf



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These Terms and Conditions, which refer to a “purchase order”, shall be deemed to be included in any contract entered into as a result of this Request for Proposals (“RFP”).

Any attempt by a proposed contracting party (the “Bidder”) under the RFP to exclude any of these Terms and Conditions shall cause any Proposal made in response to this RFP to be deemed to be non-responsive (unless Henderson County has notified the Bidder that the funding source for the goods or work sought under this RFP is not federal funds, in which case those provisions under number 15 of the Terms and Conditions (and all subparts thereunder) may be excluded from a Proposal.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on this project may contact **Mr. Marshall Morris** @ marshallm@blueridge.edu .