



**M E M O R A N D U M**  
**PROC #23-17**

**NOTICE TO BIDDERS**

**CLARIFICATION NO. 1**

**SENT VIA E-MAIL**

**DATE:** July 28, 2023  
**TO:** POTENTIAL BIDDERS  
**FROM:** Margaret M. Maddalena, Contract Administrator  
**RE:** CONTRACT #2112 WSPS HVAC REPLACEMENT PROJECT

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Question #1      Drawing M202 – HVAC schedule – exhaust fan schedule, the model number call out for the exhaust fans are incorrect. Model numbers listed are for in-line fans, not roof top fans. Please have engineer provide correct model number.

**Response:**      ***Drawing M203 – SCHEDULES was revised on 7-13-23 to reflect corrected fan model numbers. This revised drawing was issued in Addendum #2 on Friday, July 14, 2023 and also included in the full set of drawings including all revisions to date, in Addendum #4.***

Question #2      A full revised set is needed in order for Estimating to prepare a formal proposal. Please send so we can process this revision.

**Response:**      ***In Addendum #2, the only drawing that was revised was M203 – SCHEDULES. There were no changes at that time to the other drawings in Exhibit “B” of the Bid Request documents. However, a full set of drawings, including all revisions to date, are in Addendum #4.***

Question #3      Drawing M203 hot water heater schedule. According to the manufacturer some of the model numbers for the unit heaters are incorrect. UH-4 & 6 have exact same operating characteristics but different model numbers. UH-5 should be # HS118S.  
Note 3 - Sterling does not offer color options.  
Note 4 - Split capacitors are not available on ½ HP or greater motors.

Note 5 - UH-1 & 3, Thermal overloads are not available on ½ or greater 480V motors and will require an external motor starter.

**Response:** *The Hot Water Unit Heater Schedule on Drawing M203 has been updated. The full set of drawings, including updated Drawing M203 is re-issued under Addendum #4.*

Question #4 Existing roof top fans – do the existing roof top fans have independent motor operated dampers?

**Response:** *The existing roof top fans do not have motor operated dampers. The new roof top fans shall have barometric dampers, not motorized dampers. Revisions have been made to Drawings M202 and M203 to reflect this change and are included in Addendum #4.*

Question #5 Roofing – To maintain warrantee of roof (per spec) after AHU and exhaust fan curbs are installed we require manufacturer name of roof material / contractor who installed roofing.

**Response:** *Manufacturer is Carlisle Roofing. A Carlisle certified installer must be used for the roof work.*

Question #6 In the Information for bidders section Under Corporate acknowledge of single individual (this does not apply to us, but) It states that the Notary Public must be licensed in New Jersey. I do not believe that is correct. The Notary Public is typically in the jurisdiction where the corporation is domiciled, or their business is conducted.

**Response:** *This has been addressed in revised Bid Specifications under Addendum #3.*

Question #7 If you award in September, with Purchase Orders, shop drawings and fabrications it will most likely be Spring before you see enough equipment to perform the work on this project. TRANE RTU and accessories for a similar project in Bridgewater NJ – 2 Weeks for submittals – 50 weeks delivery; Boilers 3 Weeks for Submittals and 12 weeks for delivery. Fans are currently running about 20 weeks after approval and that is with nothing odd about them.

**Response:** *Comment noted, see Addendum #4 for change to Time for Completing Work.*

Question #8                      Boiler Schedule calls for Patterson-Kelly Boilers, but the spec calls for Bryan as basis of Design and then lists Cleaver Brooks and Lochinvar – Which is correct?

**Response:**                      ***Patterson-Kelly is the Basis-of-Design. Specification Section 235216.2.2.A. Basis-of-Design refers to information on Hot Water Boiler Schedule (Drawing M203) as Basis-of-Design with the three listed manufacturers as comparable products.***

Question #9                      Per the Contract on C-13 the Contractor is to supply a Maintenance bond for 100% of the contract amount for a period of one (1) year, plus NJDWSC is going to hold 5% retainage for a period of six (6) months – That means you are holding more than the contract amount – It doesn't typically work that way. It is one or the other.

**Response:**                      ***Bid specifications have been revised in Addendum #3 to require a Maintenance Bond in the amount of 95% of the Contract price.***

Question #10                      I have found not requirement for Builder's Risk, so does that mean when WSPS floods that NJDWSC or its insurance company is covering the HVAC equipment stored on site?

**Response:**                      ***Per Article V of the Contract, the Contractor is responsible for damage/loss to property at the work site and for all materials, tools, and equipment stored at or near the job site.***

Question #11                      It is assumed based on C-13 that NJDWSC will withhold 5% retainage throughout the course of the project, and then only release it 6 months after completion of the work (note the documents do not say this, I am inferring it). The Statement actually states that "The Commission shall retain five percent (5%) of the total contract amount of money due for a period of six (6) months from date of acceptance of the work but Commission,..." When will this five percent be withheld? I am assuming as the work progresses, or will 5% of the total amount of the project be withheld from first pay application and then not returned until the project is completed for six months?

**Response:**                      ***The 5% retainage is withheld on each invoice and released as per the terms of the Contract, 6 months after date of final acceptance of all work under Contract.***

Question #12      Can the new roof top steel dunnage additions be hot dipped galvanized as the on grade platform steel is specified as opposed to the Carboline coating system as specified for roof top steel and just clean and recoat the existing dunnage in carboline?

**Response:**      ***Yes, the new rooftop steel dunnage additions may be hot dipped galvanized. The existing rooftop steel may be cleaned and recoated in Carboline.***

Question #13      Section 013200 calls for a cost loaded CPM Schedule. A few questions on this:

- Is a cost loaded schedule required? It will add a lot of money to a project that most of the cost is the materials being supplied.
- 2.1.H calls for the schedule to be prepared to "Use Microsoft Project or Primavera for Windows XP operating system." Windows XP has not been supported since 2014.
- Are Daily Construction reports required per 2.5?
- Section 3.1 mentions it is the owners option to require a Scheduling Consultant. This is also a large cost (about \$15K on a year long project) that doesn't seem to be worth the value.

**Response:**      ***Regarding Section 013200 - Construction Progress Documentation:***

- ***A cost loaded schedule will not be required.***
- ***Use MS Project or Primavera for Windows 10 operating system.***
- ***Weekly Construction reports in the form of an email update will be sufficient.***
- ***Due to the estimated duration of the project, the Commission waives the requirement to retain a Scheduling Consultant.***

Question #14      Section 013233.3.1 combined with 1.3 and 1.4 infers the use of a "qualified photographer" is a professional photographer to provide digital Photos of only 8 MP. Again 12 months of a digital photos will cost about another \$10K. Can the superintendent on site provided progress photos?

**Response:**      ***Yes, the superintendent on site may provide the progress photos.***

Question #15      Section 013233.3.1.H also mentions items such as photographs at fabrication locations which I highly doubt HVAC equipment suppliers will permit.

**Response:** *Comment noted.*

Question #16 Section 013300.1.5.D mentions paper submittals. Are paper submittals required with this project? Early in section “File Transfer Protocol (FTP)” and (Portable Document Format (PDF)” are called out, and then in 1.5.E Electronic Submittals are called out. Please confirm Electronic Submittals is all that is required.

**Response:** *Electronic submittals are acceptable, except when DCA requires a raised-seal PE stamp, then a paper submittal is required.*

Question #17 Section 013300.2.2 calls out for information on Delegated-Design Services. As this project is design by an Engineer, it is assumed this is not a requirement of this project, other than non standard supports that may be required.

**Response:** *Delegated-Design Services will not be required unless a non-standard item needs to be designed.*

Question #18 In order to minimize risk of freeze over winter months, and in order to eliminate the risk of the \$3500/Day fine for not getting the project completed per your schedule, should Contractor opt to install temporary heat in the building, who is responsible for the consumption of electric, fuels, etc?

**Response:** *A temporary heating system shall only be installed if the existing heating system fails. In that event, the temporary heating system will be paid for under the Contract allowance.*

*If a temporary system is required, the Commission will be responsible for the electric and fuels. The \$3,500/day is not tied to project completion, but rather maintaining heat in the building. There is a separate liquidated damages provision regarding the project schedule.*

Question #19 It is assumed that the only area requiring heat would be the process area, and that other areas could be isolated as less critical should there be a heating emergency, is this correct?

**Response:** *No, see Item 4. of Addendum #3. “The Contractor shall also be responsible to ensure that there is an operational HVAC*

***system which shall provide heat to maintain a minimum of 45 degrees Fahrenheit in all spaces of the entire WSPS...”***

Question #20      What items are a part of Owner-Installed Products in 017300.3.6?

***Response:***      ***There are none.***

Question #21      It is assumed that equipment installed under this contract will be turned over to owner on a system basis, and once beneficial use is attained will be the responsibility of the Owner, if this is the case what is section 017300.3.7.H referring to?

***Response:***      ***Once beneficial use is attained, the Commission will accept the responsibility described in Section 017300.3.7.H.***

Question #22      017823.1.4.B.2 Requires three (3) Paper copies of O&M Manuals is this a true requirement?

***Response:***      ***Yes, it is a true requirement.***

Question #23      Section 017900.1.5.B required a professional Videographer for training sessions. Can the Superintendent or other employee be use in lieu of a Professional?

***Response:***      ***The on-site project superintendent may be used in lieu of a professional videographer.***

Question #24      Section 220001.1.06.C. requires six (6) copies submittals. Please advise if this is correct, as it will add significant cost to the project.

***Response:***      ***A single electronic submission is acceptable.***

Question #25      Section 220001.1.08.A as well as 230001.1.7.A require a schedule of shutdowns to be provided with ten (10 business days of contract award. This will be impossible, as the manufacturers are not providing firm lead times on equipment until approval of submittals, which per the documents take 15 days after received (and that doesn't include prep time for the submittals).

***Response:***      ***This requirement is deleted.***

Question #26                      Sections 220719 & 221119 reference Eatontown Board of Education Interior alternations at Meadowbrook Elementary School – Do these specification apply to this project.?

**Response:**                      ***Thank you for pointing out the typo in the header of these two sections. They should read the same WSPS HVAC REPLACEMENT header as the other sections.***

Question #27                      Sections 230001.1.3 & Section 26001.1.3 Reference section: 012900 which doesn't seem to be included in specifications

**Response:**                      ***There is no Section 012900 included in the Technical Specifications. The Commission's standard payment policies shall be adhered to.***

Question #28                      Per 230001.1.8.B.2 says Engineer will turn around shop drawings in 10 days, but Section 013300.1.5.C says 15 Days, please confirm.

**Response:**                      ***Section 230001.1.8.B.2 shall be revised to fifteen (15) business days.***

Question #29                      Is a paint spec going to be supplied that covers the project, or is it hit or missed based on which sections mention it?

**Response:**                      ***A separate paint specification section will not be provided.***

Question #30                      Is all new ductwork required to be leak tested?

**Response:**                      ***Yes.***

Question #31                      Is the new supply duct to be acoustically lined?

**Response:**                      ***No, it is not.***

Question #32                      Is duct to be antimicrobial coated (sprayed) on the inside if not Lined? This is odd.

**Response:**                      ***This is included in the specifications for cases where there is active or suspected fungal growth. The Commission is not aware of any active or suspected fungal growth at this time. However, if the Contractor finds evidence of it during the***

***rehabilitation work, then the Contractor shall advise the Commission and the Commission will determine whether or not to coat the duct. The coating of the duct shall not be included in the base bid.***

Question #33      Permits- The contractor has no way of knowing what the local/state authorities will charge for various building permits. Suggest contract read the awarded contractor is responsible for obtaining all permits, cost of permits to be paid by authority.  
This is the way the majority of municipal authority construction contracts are written nowadays.

***Response:      Please refer to Addendum #3, Item 5.***

Question #34      Are the new lights in the pump room electric or manual hoist?

***Response:      The lowering mechanism is electric.***

Question #35      On the notice to bidder form page N-1 #7 AND 8, states new steel, but there are no structural drawings in the bid set.

***Response:      There are structural drawings in the bid set located in Exhibit "B": S-001, S-101, and S-102. Refer to Drawing G101 for the complete drawing list.***

Question #36      Also for controls, are all units stand alone thermostats?

***Response:      Yes, all units are stand alone thermostats.***

cc:      Tim Eustace, Executive Director  
Maria Alliegro, P.E., LEED AP, Director of Engineering  
Paul Serillo, Director of Facilities  
Chris Clamser, Engineering Project Manager