



**Clarification, Questions and Answers from Mandatory Pre-Bid Meeting for the  
City of Prescott Antelope Hills Clubhouse HVAC Installation**

**Meeting date of November 6, 2013 at 8:00am**

Note: The meeting started in the Manzanita Grill and the ability to go into the roof was offered and accepted by several of the attendees. Cheri Ditto, the purchasing agent reviewed pages one through 17 of the Specification and Contract Document dated October 24, 2013 (total of 24 pages). Many of the attendees had not received this document, the Structural Engineering report, and the drawings at the time of the meeting. These have since been emailed to all those in attendance requesting them by Cheri Ditto by the end of the same day.

Question (Q) 1. What units are to be saved?

Answer (A) 1. Refer to Sheet A2.0 Floor Plan. At the exterior of the building along the north elevation where two (2) condensing units are located add Demolition Keynote No. 2 to second unit. The City of Prescott wishes to salvage both of these units. The City of Prescott will haul salvaged units away. This detail is covered in Addendum Number One with this minor modification to Sheet A2.0 Floor Plan. A revised Sheet will not be issued.

**Please include the acknowledgement and receipt of Addendum Number One in your bid submittal.**

Q2. Is a General Contractor's license acceptable to perform the work providing all subcontractors are licensed and insured?

A2. The HVAC Contractor or General Contractor who is the lowest responsible bidder will be responsible to ensure that all subcontractors are properly licensed.

Q3. Where can existing mechanical units be removed and where should first new mechanical units be placed?

A3. At the discretion of the Contractor the mechanical units may be removed at the north, east and/or south side of roof. Minimize opening size to limit disruption of existing roofing. Contractor shall field Verify location of first opening to meet installation requirement. These details are covered in Addendum Number One with minor

modifications to Sheet A3.0, Mechanical Demo Plan and Roof Plan. A revised Sheet will not be issued.

Q4. What is the number of mechanical units to be removed?

A4. Refer to Sheet A3.0, Mechanical Demo Plan and Roof Plane Plan – Demolition Keynote 1 and Sheet MP1, Mechanical Floor Plan – Mechanical Keynote 1. Both sheets indicate a total of six (6) mechanical units to be removed. This is the correct number.

Q5. Who will paint the return grills?

A5. The City will paint the return grills.

Q6. The structural report refers to the possibility of abandoning the units?

A6. The City requires the units to be removed and abandoned wiring removed.

Q7. How long is the job?

A7. As the restaurant will be without heat and cooling the job must be completed within 6 weeks (a total of 42 days). A shorter time frame would be preferred.

Q8. Can we demolish all units at the same time or do we have to maintain certain number of units operational during project? This is important to the installation of the electrical labor and total projected labor, time, and estimate. It will be more economical to do them all at once if we may provide space heaters during project.

A8. Yes, all units may be demolished at the same time as long as there is no damage done to the water pipes in the building from lack of heat. In trying to accommodate the golf and restaurant's ability to continue their operations, the City would like to work with the awarded successful bidder to ensure this happens.

Q9. Can we also schedule a time with your facilities technician to have access to the attic for a closer scope of project obstacles?

A9. Yes, Ted Hanneman will coordinate additional site visits; he can be reached at 928-460-2806.

Q10. Is a bid bond required?

A10. No; however a performance bond is required.

Q11. Is this a Davis-Bacon job; are prevailing wages to be used?

A11. No

Q12. Do we have to abide by any employment regulations for hiring local labor; i.e. TERO?

A12. No.

Q13. Are there any As-Built drawings available?

A.13. Yes, these can be made available upon request.

Q14. What should be done with the existing equipment and material that is removed from the site?

A14. The Contractor is responsible for the proper removal and disposal of existing material and equipment from the site in accordance with applicable regulations and codes.

Q15. Can Ruud equipment be substituted for the Day and Night equipment?

A15. Yes, Ruud may be used as an alternative, as long as all specifications meet or exceed original specified product. Exception shall be SEER value which may be -0.5, or 14.0 SEER or greater. Part of Addendum Number One.

Q16. The specifications show installing filter racks in the units as well as in the return grills. Is this what is desired?

A16. No, Filter racks are needed only in the unit. The inside filter racks are being removed per the drawings.

Q17. Will the Contractor be required to pull and pay for the permits on this project, or is the City going to handle that?

A17. The City will pay the plan review permit costs. All other necessary permits (Demo, construction, etc.,) will be paid by the Contractor.

Q18. As discussed at the pre-bid meeting, the City will paint the grills. If any sheet rock repair is required, will the Contractor or the City repair?

A18. City shall be responsible for painting grills only. Other damage as may occur either through demolition, retro-fit, or accidentally, shall be the responsibility of the Contractor. All repair work shall match adjacent surfaces.

Q19. Can the gas repipe be completed with stainless track pipe from the existing furnace location?

A19. It is acceptable to use stainless steel track pipe, but sizes would need to be submitted and reviewed for code through the City's permitting process, as the plans have already been permitted. This would be at the Contractor's expense.

Q20. Are the RTUs to be installed in down flow configuration with no roof top exposed duct work?

A20. Yes, it is to be a down flow installation.

Q21. Details show maximum flexible ductwork length is 4 feet. Is it the intent to re-duct the entire club house?

A21.No. Existing ductwork is acceptable as is. All new ductwork will meet the specification in the plans.