



HOWARD COUNTY, MARYLAND

OFFICE OF PURCHASING

6751 Columbia Gateway Drive, Suite 501, Columbia, MD 21046

**ADDENDUM NO. 2
ISSUED OCTOBER 31, 2016
INVITATION FOR BID**

**IFB NO. 2017-10
BUILDING SERVICES-PLANNED, UNPLANNED, CRITICAL, EMERGENCY MAINTENANCE/REPAIR AND
HANDYMAN SERVICES**

REVISED OPENING: NOVEMBER 09, 2016 AT 11:00 A.M.

<https://www.howardcountymd.gov/Departments/County-Administration/Purchasing>

This addendum is hereby made a part of this IFB No. 2017-10. Note the following information and submit the bid accordingly.

Information

- 1.) Exhibit III has been reformatted to allow for filtering, the previous spreadsheet was password protected and this function could not be executed.
- 2.) Exhibit V has been added to show the locations of the County Facilities in the Western District.

Questions

- 1.) Price Page No. 3 – Should bid Item A price include both labor and materials?
Yes, Bid Item A - Planned Maintenance is a fixed-price portion of the contract and shall include both labor and materials needed.
- 2.) Price Page No. 3 - Is the Planned Maintenance portion of the contract to be performed during normal business hours only?
Yes, Planned Maintenance will be conducted during normal business hours with the exception of when a utility outage is required that affects building occupancy or other systems then planned maintenance will be conducted during non-normal business hours.
- 3.) Will the County provide shop facilities for use of contract handyman or other technicians?
Yes, the County will provide a small office space for administrative duties such as work order paperwork.

- 4.) Does the County provide a computer?
Yes, the County will provide a desktop computer and Ipad with mobile capabilities to allow the technician to move from building to building.
- 5.) How many buildings are to be serviced initially?
Twenty (20) facilities of varying sizes will require service, please see Asset List worksheet on Exhibit III or Exhibit V HCG Western Facilities.
- 6.) What are the work hours in the buildings?
The Howard County Operations & Maintenance staff is usually available from 07:00 A.M. through 4:30 P.M. Work hours for occupants will depend on the use of the building.
- 7.) What language does the building automation system (BAS) use?
JCI Metasys and Tridium Niagara.
- 8.) Can there be cross utilization of planned and unplanned contract personnel?
Yes, the County will work with the awarded Contractor to coordinate an encouragement structure in order to optimize personnel hours.
- 9.) Can a walkthrough of buildings be scheduled?
Yes, contact Office of Purchasing to schedule a walkthrough/site visits.
- 10.) Can building equipment be inspected prior to bidding?
No, but the County has conducted facility condition assessments of all the locations which will be provided to the awarded Contractor.
- 11.) Does the handyman need to help with snow removal operations?
No, the County has a separate snow removal contracts with other contractors.
- 12.) Can a bidder provide additional information with their bid such as past performance testimonials?
Yes, this can be submitted in your experience package.
- 13.) What hours are subject to premium payment?
Weekdays after 4:30 pm or before 07:00 am and all Saturday, Sunday, and Holidays.
- 14.) Two (2) BAS systems are listed as an annual PM (Johnson Control). At the pre-bid meeting, there was mention of a Siemens system and Tridium system. Those BAS are not listed. Is there a Johnson Control contract separately held by the County? If so, wouldn't Johnson Controls be responsible for PM?
The Western Region only has JCI Metasys and Tridium Niagara. The current contract only handles programming and service calls. Preventive maintenance will be priced and handled by the current controls contractors.
- 15.) What is the CMMS system that the County uses?
Asset-Works (AiMs).

- 16.) What are the sizes of the Cooling Towers (tonnage and how many cells)?
There are (2) cooling towers in the Western Region of county at Tubman Center – Grassroots (70-Ton) and Florence Bain 50+ Center (50-Ton).
- 17.) Cooling Towers and ATS's are PM'd after hours. Will there be evenings and/or weekends available where this work can be done, without causing major disruption to the buildings?
Yes, there will be weekends and/or evenings. Outages should be planned in advance before PM is performed.
- 18.) Which pieces of equipment are the 24 evaporators associated with?
These are condensing units. Lines 269 through 292 of asset list Exhibit IV.
- 19.) Fan coil units, how many are actual package units and how many are terminal? Of the terminal units how many are 2 pipe vs 4 pipe?
Please check asset list already provided in Exhibit IV.
- 20.) How many of the VAVs listed have heating capability?
Please check asset list already provided in Exhibit IV.
- 21.) It states that the generators PMs are annual. That would be for a load test. However, we usually test run the generator, at least monthly, to be sure it is functioning. Would the County want this service provided?
No, the county will conduct the monthly test runs in-house.
- 22.) Are we responsible for keeping generator fuel tanks full?
No but in emergency situations, the County may request fuel.
- 23.) For generator annual PM purposes, are we required to use a load bank or can we use the building load?
Load banks, to be completed by your subcontractor.
- 24.) Does the County have water treatment contracts in place? If so, with who? If not, are we responsible for this as well?
No the County does not have a contract in place. Currently, the Bureau of Facilities is sending samples to an outside Contractor who is handling the water treatment for cooling systems and heating system closed and open loop. The County will continue this practice.
- 25.) We noticed that only a couple of the chillers/RTUs have the tonnage listed. Does the County have this information available or do we need to look it up ourselves?
If the tonnage is not listed on the asset list, you might need to look up that information.
- 26.) Is all of the equipment easily accessible? (we have run into situations where we had difficulty accessing equipment because of the way it was originally installed).
Yes, equipment is easily accessible.

Attachments

1. Revised Exhibit IV – Planned Maintenance Worksheet. (password protection has been removed)
2. Pre-bid Sign-in Sheet
3. Exhibit V – County Facilities – Western District

All other specifications, terms and conditions remain the same.

Please acknowledge addenda by signing below and returning with the bid. Failure to acknowledge this addendum may be cause for rejection of the bid.

ADDENDUM RECEIVED BY:

Signature

Company Name

Title

RAB

Pre-bid Conference

IT IS IMPORTANT TO COMPLETE THE GRAY AREAS OF THIS FORM AS IT WILL ASSIST HOWARD COUNTY'S ONGOING EFFORTS TO OBTAIN MBE/DBE/WBE PARTICIPATION.

IFB-2017-10 Building Services-Planned, Unplanned, Critical, Emergency Maintenance/Repair and Handyman Services

October 26, 2016

PRINTED NAME OF REPRESENTATIVE	COMPANY NAME	IS YOUR COMPANY EBO/MBE CERTIFIED?	TELEPHONE & FAX NUMBER	E-MAIL ADDRESS	INTERESTED IN BEING A SUB-CONTRACTOR? CHECK HERE
Devon Williams	CBW Services	No	202 768 3842	devon.williams@cbwservices.com	
Rob Boyer	EMCOR Services Combustionair	NO	301-674-6739	RBoyer@Combustionair.com	
JEFF MCKEE	JMK Solutions	NO	240-876-7014	jmklee@jmk-solutions.com	
Sam Uhley	Truk Solutions	NO	240 466 2535	Sam.Uhley@truksolutions.com	
John Barry	CBS		(202) 333-4977	Johnbarry@clonhoe.com	
Don Vander Hoof	Compiete Building Services	No	202 302-1053	DonV@clonhoe.com	
Terry Dabbs	SSS	No	202 302 1041	terryd@clonhoe.com	
Elizabeth Britt	BRITTS INC	YES	410-244-8100	contact@brittsprinting.com	
Greg Keseling	CHS	No	443 886-3499	greg@classichvacservices.com	
Jim Keseling	Calwest Mechanical Solutns	No	410-812-7332	Jim@calwestinc.com	
Bridget Boyle	CEPPO Contracting	Yes	301-931-1600 301-931-1601	lboyle@cepco.com	
Rick Adams	RES	Yes	410-379-1918	RickAdamsRES@gmail.com	

No.	Bldg. ID	Building Name	Street Address	City/State	Zip	Managed SQ. FT.	Building Use
1	249	Glenwood Library	2350 Route 97 (Roxbury Mills)	Cooksville, MD	21723	28,080	Library
2	325	Alpha Ridge Administration Building	2200 Scott Wheeler Drive	Marriottsville, MD	21044	34,667	Office/Training
3	250	Glenwood Community Center	2400 Route 97 (Roxbury Mills)	Cooksville, MD	21723	55,735	Community Center
4	354	Glenwood Fire Station No.13	14620 Carrs Mill Road	Glenwood, MD	21738	45,000	Fire Station
5	033	Old West Friendship Firehouse Building	12460 Frederick Road	West Friendship, MD	20794	8,650	Fire Station/Unoccupied
6	065	Alpha Ridge Landfill Outbuildings	2350 Marriottsville Road	Marriottsville, MD	21104	12,824	Shop & Transfer Station
7	295	Western Regional Park-Concession	14800 Carrs Mill Road	Woodbine, MD	21797	2,400	Comfort & Concession Stations
8	297	Western Regional Park Maintenance Building	15040 Carrs Mill Road	Woodbine, MD	21797	5,625	Maintenance Building
9	227	Alpha Ridge Park	11501 Old Frederick Road	Marriottsville, MD	21104	5,500	Comfort Station & Planetarium
10	335	Alpha Ridge Simulation Training Building	2230 Scott Wheeler Drive	Marriottsville, MD	21104	7,250	Fire Training Facility
11	331	Alpha Ridge Fire Grounds Building	2260 Scott Wheeler Drive	Marriottsville, MD	21104	7,200	Fire Training Facility
12	242	Alpha Ridge Police Pistol Range	2264 Scott Wheeler Drive	Marriottsville, MD	21104	900	Pistol Range
13	271	Alpha Ridge Training Radio Facility	2180 Scott Wheeler Drive	Marriottsville, MD	21104	400	Radio Facility
14	309	Alpha Ridge Apparatus Storage Building	2280 Scott Wheeler Drive	Marriottsville, MD	21044	12,800	Storage Building
15	333	Alpha Ridge Burn Building	2268 Scott Wheeler Drive	Marriottsville, MD	21104	4,600	Fire Training Facility
16	334	Alpha Ridge Kennel	2204 Scott Wheeler Drive	Marriottsville, MD	21104	1,175	Dog Room
17	336	Alpha Ridge Chemical Exposure Building	2222 Scott Wheeler Drive	Marriottsville, MD	21104	1,442	Fire Training Facility
18	068	Scaggsville Public Safety Complex	11226 Scaggsville Road	Laurel, MD	20723	43,273	Fire/Police Station
19	045	Florence Bain Senior Center	5470 Ruffin Keeton Way	Columbia, MD	21044	24,391	Senior Center
20	124	Tubman Center-Grassroots	6700 FreeTown Road	Columbia, MD	21044	25,150	Shelter 24/7

