

Town of Falmouth, Maine



Addendum Number 1

Bid: Controls System Replacement – Town Hall
Date: April 1, 2019
From: Amy Lamontagne, Assistant Town Manager

Questions, Clarifications, and Additional Information:

1. How many VAV boxes do you have? **20 (see attached construction docs and field verify).**
2. How many valves do you have? **28 (see attached construction docs and field verify).**
3. Do you have floor plans for Town Hall? Fire escape plans? **All pre-bid meeting attendees will receive electronic plans from our 2014 construction and mechanical system upgrade. The plans are accurate, except for the first floor which shows separate Finance offices that were never constructed. The first floor opposite the customer service counter is open (except for existing offices and the vault which already appear on the plans).**
4. After removing old controls, do we have to return the wall to original condition? **Typically, the old control unit will be removed and replaced with a new unit. There are three rooms that have multiple units on the wall. Those areas should be plated. There is no expectation for the contractor to sheetrock and paint the wall.**
5. Can we get an extension on the bid deadline of April 16? **To provide more time for bidders to perform field verification, the deadline will be moved one week. Bids are due by Noon on Tuesday, April 23.**
6. Rebalancing of the system when completed? **Yes – According to contract details and specifications #1, "... System must operate upon final acceptance."**
7. If rooms are split up now with new walls are they going to have individual control of those rooms? **The bid is based on existing conditions.**
8. Adding Valves to the project to separate rooms would take on mechanical work. Does that extend the project time? **If mechanical deficiencies are found during installation, that will be addressed with an additional add-on.**

9. Should we have another meeting to look at the final scope, so all vendors are on the same page? **Another meeting is not necessary. All pre-bid meeting attendees are receiving the same information. It is the bidder's responsibility to field survey the work. In addition to the building walk through on March 28, additional building visits can be scheduled by contacting Rick at rmackie@falmouthme.org.**
10. Are stamped drawings required at the end of the project? **No**
11. Asbestos or Hazardous materials that might be found who is responsible for them? **There are no hazardous materials inside the building but if something is found, the Town is responsible for it.**
12. Is all work to be done during normal business hours? **Flexible. Town Hall is closed to the public on Friday and we would expect work to occur that day and throughout the week. There could also be an opportunity for weekend work if needed.**
13. We should have conversations with the IT department to make sure they are comfortable with what may be going on their network. **The IT Department is informed and supports this project.**
14. Will IT be providing a server, or computer to run the front end or is this Web based? **The Town is not providing a server. Bidder must provide the system to run the controls.**

Please acknowledge receipt of this addendum by e-mailing alamontagne@falmouthme.org.