

# NEWPORT NEWS PUBLIC SCHOOLS

## OPTIONAL PREBID CONFERENCE

DATE : March 13, 2024

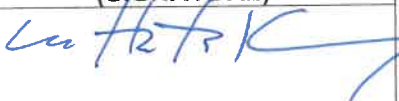

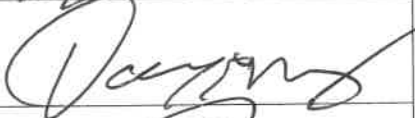




TIME: 10:00 A.M. (EST)

LOCATION: Mary Passage Middle School  
400 Atkinson Blvd. Newport News, VA 23605

IFB: #014-0-2024/SNB

TITLE: Mary Passage Middle School HVAC Replacement

NUMBER OF ATTENDEES: 13

COMPANY NAME	REPRESENTATIVE'S NAME AND TITLE (PRINTED)	REPRESENTATIVE'S NAME (SIGNATURE)
Chesapeake Controls	HEATH KEARNEY Estimator	
MJT	Mike Powers construction Admin	
NVPS	Darren Munch Plant Services	
NVPS	Tony LASLEY	
NVPS	Jeff Gill	
Carrier	Marco Poccia	
N.N.P.S	ROB OUDIT	





### Optional Pre-Bid Conference Agenda

March 13, 2024 at 10:00 AM EST

**IFB #014-0-2024/SNB - HVAC Replacement – Mary Passage Middle School**

**Location: 400 Atkinson Blvd. Newport News, VA 23605**

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Introductions:

**Shannon Bailey, Director of Procurement**

**Darren Muncy, Program Administrator – Energy Climate Controls**

**Jeff Gill, Mechanical Systems Engineer**

**Mike Powers - Thompson Consulting Engineers**

**Sign in, please print legibly**

- 1. Optional Prebid Conference:** This conference is held to answer any questions regarding the IFB. Any changes determined necessary as a result of this conference will be formally addressed by the issuance of an addendum on eVA and the NNPS Purchasing webpage. Attendance is optional. The purpose of the site visit is to acquaint the firms with any and all conditions at the site. One conducted tour of the premises will be held. Firms are not allowed to tour the sites unescorted or at any time other than on a scheduled tour. The tour should take no longer than one hour.
  
- 2. Purpose:** The purpose of this contract is to obtain the services of a responsive, responsible contractor remove and replace the existing HVAC system in accordance with plans and specs to include:
  - Replace internal components of Air Handling Units.
  - Replace Kitchen combined supply and exhaust fan.
  - Replace chiller and chilled water pumps.
  - Replace condenser water pumps.
  - Remove plate and frame heat exchanger.
  - Replace existing boilers with condensing boilers and convert the hot water system from temperatures of 180°F/160°F to 140°F/110°F.
  - Replace variable air volume boxes with series fan powered variable air volume boxes with hot water coils sized for new lower temperatures.
  - Replace all units with hot water coils, including but not limited to cabinet unit heaters and duct heating coils.
  - Replace exhaust fans and roof intake hoods.
  - The installation of Bipolar ionization units in all air handling units.
  - Install controllers for all new and existing units for new building automation system.
  - Provide Commissioning for all new mechanical units and controls.
  - All required electrical work to support the mechanical scope.
  - Removal and reinstallation of ceiling grid as required to support the mechanical and electrical scope.
  - Professional cleaning of existing ductwork to remain.
  - Replace the building automation system with HONEYWELL controls to be provided by a Honeywell Authorized Controls Integrator. This includes the NIAGRA/JACE web server platform.



- 3. Contact with NNPS Staff:** Direct contact with NNPS staff, representatives, and/or agents other than Purchasing Department staff on the subject of this IFB or any subject related to this IFB is expressly prohibited except with the prior knowledge and permission of the Purchasing Agent.

All questions and communication shall only be made with the Procurement Officer facilitating the IFB.

- 4. IFB Deadline:** Bidder shall ensure its Bid is time stamped by the Issuing Office (12465 Warwick Blvd) no later than the Closing Date and Time shown on the cover page of the IFB.

Bids received after the specified date and time (time stamped 2:01 P.M. or later) will not be considered and will be retained in the Purchasing Office and marked "Late". **Bids are due March 29, 2024 at 2:00 PM EST, unless otherwise changed in a subsequent addendum.**

**Bids shall be submitted in accordance with IFB Section J. Bid Submittal Requirements. Bids submitted electronically will not be considered.**

- 5. Deadline for Questions:** Bidders must submit questions regarding the IFB in writing to the Issuing Office at [shannon.bailey1@nn.k12.va.us](mailto:shannon.bailey1@nn.k12.va.us) **no later than 3:00 PM EST, Friday, March 15, 2024.** Necessary replies will be issued to all bidders of record as addenda that shall become part of the contract documents. Bidder is responsible for checking the [www.eva.virginia.gov](http://www.eva.virginia.gov), NNPS Purchasing webpage, or contacting the Issuing Office prior to Bid closing to secure any addenda issued for this IFB.

- 6. Period of Performance:** Substantial and Final completion for the work under this Contract will be updated in an upcoming addendum to take into consideration the lead time for the chiller equipment.

- 7. Bonds/Liquidated Damages:**

**Bid Bond** - Each Bidder shall submit with its bid that is \$100,000.00 or more, an original bid bond with original seal from a surety company selected by the Bidder that is authorized to do business in Virginia, or cashier's check, payable to Newport News Public Schools equal to five percent (5%) of the total bid price. The Bid Bond is a guarantee that if the contract is awarded to the Bidder, he will enter into the contract for the work mentioned in the bid.

**Performance and Payment Bonds** - Successful Bidder shall furnish to Owner a payment bond and a performance bond each equal to one hundred percent (100%) of the Contract price and each payable to Newport News Public Schools before any agreement is approved and issued if the Project assigned to the Successful Bidder is \$100,000.00 or more. The performance bond shall be conditioned upon the faithful performance of the Contract in strict conformity with the terms and conditions of the Contract, and the payment bond shall be conditioned upon the



prompt payment for all such material furnished or labor supplied or performed in the prosecution of the work.

**Liquidated Damages:** If the Contractor fails to obtain and submit to Owner both a Certificate of Occupancy from the City of Newport News and a Certificate of Substantial Completion from the Architect within the time specified in the contract, the Contractor shall pay liquidated damages to Owner in the amount of \$1,000.00 for each calendar day of delay until the work is completed and accepted

8. **Terms and Conditions:** Please review the General and Special Terms and Conditions of the IFB.
9. **Turn over to the A/E Team/NNPS Project Manager, take questions from Prospective Bidders and begin site tour**