



***HARRIS COUNTY
APPRAISAL DISTRICT
Harris County
Houston, Texas***

***BID DOCUMENTS
BID NUMBER 2018-01
Issued: January 17, 2018***

Remove and Replace 1- 340 Ton Water Cooled
Centrifugal Chiller

***FOR THE
HARRIS COUNTY APPRAISAL DISTRICT
HEADQUARTERS BUILDING
13013 NORTHWEST FREEWAY
HOUSTON, TEXAS 77040***

Bid Number 2018-01
INSTALL NEW CARRIER CHILLER
INVITATION TO BID
Issued: January 17, 2018

Bid Opening:

Sealed bids, will be received by the Purchasing Manager for the Harris County Appraisal District, Second Floor, 13013 Northwest Freeway, Houston, Texas until 10:00 A.M., Thursday, February 15, 2018, and all bids will be opened and publicly read in the Board Room, 7th Floor, 13013 Northwest Freeway at 10:30 A.M. on that date for the purchase of all equipment, material, labor, and performing all work required as specified in this invitation.

Buyer: If you have any questions or comments regarding this bid package, contact Tammy Argento, Purchasing Manager, at (713) 957-7401.

Bidders' Conference and Site Visit: A voluntary bidders' conference and site visit is scheduled at 9:30 a.m., Wednesday, January 24, 2018. Bidders are urged to attend. The assembly area will be in the 7th floor boardroom.

INSTRUCTIONS TO BIDDERS

1. All bids must be on forms provided in this invitation and must be written in ink, by typewriter, or printer. Pencil quotations will not be considered. Bids must be manually signed in ink by an authorized officer of the company and acknowledged by a Notary Public. Submit an original only, no copies are required. The statement "**BID #2018-01 ENCLOSED**" must be indicated on all bid packages. If a bid is not adequately identified, it will be opened to establish identification and will be processed as any other bid. However, this results in an unsealed bid and violates the integrity of purpose for the sealed bid procedure. Consequently, bidders are urged to make certain the envelope is adequately identified.
2. **TIME AND DATE:** Bids **MUST** physically be in the Purchasing Manager's office, 13013 Northwest Freeway, Second Floor, by 10:00 A.M. on the date bids are due; an early postmark will not suffice. Be sure you have allowed ample time for postal delivery.
3. **WITHDRAWAL OF BID:** A bidder may withdraw his proposal before the expiration of the time during which a proposal may be submitted by submitting a written request for its withdrawal to the officer who holds it.
4. No change in price will be considered after bids have been opened.
5. This proposal must not be altered. Any erasure or alteration of figures may invalidate the bid on the item on which the erasure or alteration is made.
6. All bids are for delivery not later than the time stated in the specifications, F.O.B., Destination, and Full Freight Allowed to the point of delivery stated in the Specifications and/or Bid Form.
7. Bidders are invited to be present at the opening of bids. After opening, bids may be inspected in the Purchasing Office, Second Floor, 13013 Northwest Freeway, Houston, Texas.
8. All bids must show the full name of firm bidding, with the name typewritten or in ink.
9. All bids must be signed, in ink, by a responsible officer or employee of the firm and title of the officer or employee must be shown. Obligations assumed by the signature must be fulfilled.
10. Bidders having delinquent property taxes will not be considered for award.

PRICING

1. No change in price will be considered in the award of the bids.

TAXES

1. The Harris County Appraisal District is exempt from the Federal Excise and Transportation Tax, and the limited Sales and Use Tax.

AWARD

1. The District will evaluate proposals and award the contract based on the lowest, most responsible, best value, and most advantageous to the District. The purchasing manager will make the recommendation, on March 21, 2018 at 9:30 am, at the scheduled board of directors' meeting held on the 7th floor of the HCAD building. The District reserves the right to reject any or all qualifications and to waive informalities and minor irregularities in proposals received, and to accept any portion of or all items proposed if deemed in the best interest of the District to do so.

PATENTS

1. The contractor agrees to indemnify and save harmless the District, the purchasing agent, and his assistants from all suits and actions of every nature and description brought against them of any of them, for on account of the use of patented appliances, products or processes and he shall pay royalties and charges which are legal and equitable.

BIDDER QUALIFICATIONS & EVALUATION

1. Bidders are required to submit a properly completed Bidder Application Form to the District's Purchasing Office. It is the responsibility of the bidder to inform the District's Purchasing Office of any changes/deletions to this form as is deemed appropriate. This application is used to establish a bidder's database which is maintained for the purpose of a bid mailing list, and other references as required. Bidders are only required to submit this form one time. Please contact the District's Purchasing Office at (713) 957-5214 if you are unsure as to whether this form has been previously submitted.
2. Each Bidder must furnish a list of three similar projects the Bidder has performed in the past five years with the contact name and phone number of the project owner for each project. Each Bidder must also furnish a list of the Bidder's current on-going projects, the anticipated dates of completion for each, and a contact name and phone number of the project owner for each project.

LABOR CLASSIFICATION & MINIMUM WAGE SCALE

1. Chapter 2258 of the Government Code provides that any government subdivision shall ascertain the general prevailing rate of per diem wages in the locality in which the work is to be performed for each craft or type of workman or mechanic and rate of per diem wages which shall be paid for each craft type of workman. The law further provides that the Contractor shall forfeit, as a penalty, to the City, County, State, or

other political subdivision, \$60.00 per day for each laborer, or workman, or mechanic who is not paid the stipulated wage for the type of work performed by him as set up in the wage scale. HCAD is authorized to withhold from the Contractor the amount of this penalty in any payment that might be claimed by the Contractor or subcontractor. The Act makes the Contractor responsible for the acts of the subcontractor in this respect.

2. The law likewise requires that the Contractor and subcontractor keep an accurate record of the names and occupations of all persons employed by him and show the actual per diem wages paid to each work, and these records are open to the inspection of HCAD.
3. See Section B for Labor Classification and Minimum Wage Scale for this project.

SECTION A OFFICIAL BID FORM



Bid Number 2018-01 MECHANICAL & ELECTRICAL MODIFICATIONS HARRIS COUNTY APPRAISAL DISTRICT HEADQUARTERS BUILDING

The undersigned Bidder hereby offers to contract with the Harris County Appraisal District (HCAD) upon the terms and conditions stated in the document entitled "Invitation to Bid" for the items and services specified, along with all schedules and exhibits incorporated herein by reference. This offer is made at the following prices. When issued, Letters of Clarification shall automatically become part of this bid document and shall supersede any previous specifications or provisions in conflict with the Letters of Clarification. It is the responsibility of the bidder to ensure that the bidder has obtained all such letters. By submitting a bid on this project, bidder shall be deemed to have received all Letters of Clarification and to have incorporated them into its bid.

HCAD may accept this bid offer by issuance of a purchase order or execution of a contract covering award of said bid to this Bidder at any time on or before the 60th day following the day this Official Bid Form is opened by HCAD. This offer shall be irrevocable for 60 days, but shall expire on the 61st day unless the parties mutually agree to an extension of time in writing. This contract is not subject to annual appropriation by the Board of Directors of the Harris County Appraisal District.

If HCAD accepts the foregoing offer, this Bidder promises to deliver to the Purchasing Manager of HCAD, proof of insurance (certificate of coverage) for the duration of the project as outlined below on or before the 10th day after notification of award of the Contract. The Harris County Appraisal District shall be named as an additional insured on all coverages except Workers' Compensation and Employers' Liability.

1. Workers' Compensation Coverage required by Section 406.096, Texas Labor Code for the Contractor and Subcontractors;
2. General liability with limits of not less than \$1,000,000 for each occurrence, with an aggregate limit of \$2,000,000 for bodily injury, personal injury, property damage, and products/completed operations;
3. Automobile liability with a limit of not less than \$1,000,000 for any auto, hired autos, and non-owned autos;
4. Excess/Umbrella liability with a limit of not less than \$1,000,000.

The successful Bidder shall furnish a Payment Bond and Performance Bond in the amount of 100% of the Contract Price executed by a Surety authorized to do business in the State of Texas and meeting the other requirements of Chapter 3503, Texas Insurance Code. The successful Bidder must furnish the Payment Bond and Performance Bond within ten days of the District's Board of Directors' award of the Contract. The cost of the Payment Bond and Performance Bond must be included in the bid price.

SECTION A – OFFICIAL BID FORM – PAGE 2

Bid will be awarded based upon the best value to HCAD. The right is reserved to accept or reject, in whole or in part, any or all bids received as it is deemed in the best interest of HCAD.

Representations. The undersigned bidder:

1. Has examined the Invitation to Bid and the proposed Contract, plans and specifications, and all other documents for the Project;
2. Fully understands all factors and conditions affecting or that may affect the work, including the:
 - a. Extent, scope, and character of the work to be performed;
 - b. Location, arrangement, and requirements for the proposed work;
 - c. Roadway and other approaches to the project site;
 - d. Space available for storage;
 - e. Availability and accessibility of utilities;
 - f. Location, condition and nature of the project site, surrounding areas, and existing improvements;
 - g. Anticipated labor supply and costs;
 - h. Availability and cost of equipment, materials, and tools; and
 - i. Issues similar to the above factors and conditions.
3. Has visited the project site and correlated its personal observations with the requirements of the contract documents;
4. Will submit its project schedule to HCAD at the scheduled preconstruction meeting;
5. Forfeits its Bid Security to HCAD, as liquidated damages, if the undersigned bidder is selected as the successful bidder and fails to execute the Contract and provide the Performance Bond and Payment Bond as required by this Invitation to Bid; and,
6. Understands that HCAD may reject any or all Bids.

Similar Projects. Within the past five years, the undersigned Bidder has performed the following three projects that are similar to this project:

1. Project No. 1

Name of project: _____

Location of project: _____

Project cost: _____

Name of owner: _____

Telephone number of owner: _____

SECTION A – OFFICIAL BID FORM – PAGE 3

2. Project No. 2

Name of project: _____

Location of project: _____

Project cost: _____

Name of owner: _____

Telephone number of owner: _____

3. Project No. 3

Name of project: _____

Location of project: _____

Project cost: _____

Name of owner: _____

Telephone number of owner: _____

Current On-Going Projects. The undersigned bidder has attached a list of each project that it is performing at the time of the Bid using the format below:

Name of project: _____

Location of project: _____

Type of project: _____

Anticipated completion date: _____

Name of owner: _____

Telephone number of owner: _____

SECTION A – OFFICIAL BID FORM – PAGE 4

Bid Prices. Furnish all equipment, material, labor, and performing all work as required in accordance with the attached specifications. Project descriptions below are general and not fully inclusive.

Remove and Replace 1- 340 Ton Water Cooled Centrifugal Chiller

- Include all cost for permits, bond cost, rigging and hoisting of the new and old equipment
- Remove current chiller# 2 which is a 340-ton Carrier centrifugal AquaEdge water cooled chiller with line reactor
- Disconnect and reconnect existing electrical
- Replace pipes for chilled water and condenser from nearest valves to water barrel on new chiller
- Insulate all newly installed chilled water pipes with 1 ½" fiberglass insulation
- Use copper for all electrical wiring and connectors
- Provide power and control wiring where needed to hookup to existing electrical
- Provide rubber in shear isolators rated for loads
- Remove all air from chilled water piping system
- Provide automatic air vents at high point(s) of pip as required
- Provide flow sensor to deactivate chiller under no flow condition
- Install (2) new thermometers and (2) new pressure gages on chilled water lines
- Include Bacnet Open UPC communication card to tie into existing controls system
- Include controls programming and commissioning
- Perform a factory start-up and view system to verify proper operation
- Include 1 year parts & labor extended warranty
- Dispose of old chiller per EPA guidelines
- Work to be performed during non-business hours
- Any cost associated with getting the chiller in/out of the central plant (i.e. louvers covering area) will be inclusive of this proposal
- Estimate date to be completed by May 31, 2018

Cost For The Above \$_____

Option 1 \$_____

Mount & Install Carrier Variable Frequency Drives on Chillers

Option 2 \$_____

Year 2 – 5 Compressor Warranty on Chiller

Estimated downtime _____

SECTION A – OFFICIAL BID FORM – PAGE 5

BIDDER’S ATTACHMENTS: Detail below all attachments, which are submitted with your Bid Form. This list will be used by the Purchasing Manager to verify contents of your sealed bid submission. Labeling your bid attachments with the same titles as shown below will facilitate this process. (NOTE: This listing should also include separate attachments, which are too large, or for some other reason cannot be placed into your sealed envelope containing the bid documents. These separate attachments should be placed in an envelope or wrapped, and should include a label clearly identifying the bidder’s name and the HCAD bid number and title, as well as the bid-opening date.)

(If additional space is needed, please attach a separate space to continue the list.)

SECTION A – OFFICIAL BID FORM – PAGE 6

BIDDER’S QUALIFICATIONS

This list is submitted in connection with the attached proposal, submission or bid of _____ (“the firm”), whose business mailing address is _____.

The firm is organized as a (check one as applicable):

Sole proprietorship whose proprietor is _____

_____(include the business mailing address of the proprietor or note “same” if it is the same as above).

A partnership, each of whose partners having an equity interest of ten percent or more are _____
_____.include the business mailing address of each person or note “same” if it is the same as above).

A corporation, each of whose officers, each of whose directors and each of whose holders of ten percent or more of the outstanding shares of stock are _____

_____.include the business mailing address of each person or note “same” if it is the same as above).

I certify that I am duly authorized to submit this list on behalf of the firm, that I am associated with the firm in the capacity noted below and that I have personal knowledge of the accuracy of the information provided herein.

Preparer _____

Printed Name _____

Title _____

NOTE: This list constitutes a government record, as defined by Section 37.01 of the Texas Penal Code. Submission of a false government record is punishable as provided in Section 37.10 of the Texas Penal Code. Attach additional pages if needed to supply the required names and addresses.

SECTION A – OFFICIAL BID FORM – PAGE 7

The undersigned hereby offers to furnish and deliver the goods and/or services as specified at the prices and terms herein stated and in accordance with the Invitation to Bid, Clarification Letters, and General Conditions of Bidding, all of which are made a part of this offer. All pages of the HCAD form, including but not limited to the conditions of bidding and page one of this bid invitation are incorporated into this bid for all purposes.

SUBMIT ORIGINAL BID ONLY, NO COPIES NECESSARY. BID MUST BE MANUALLY SIGNED IN INK (BLUE INK PREFERRED) BEFORE A NOTARY PUBLIC.

Respectfully submitted,

Bidder: _____
(Print or type name of Bidder-Company Name)

Federal ID Number: _____

By: _____
(Signature of Authorized Officer or Agent)

Name: _____

Title: _____

Date: _____

Address (Street or P. O. Box)

City-State-Zip Code

Telephone Number: (____) _____

FAX Number: (____) _____

SUBSCRIBED AND SWORN to before me this the _____ day of _____ 2018.

Notary Public, State of _____

SECTION B
LABOR CLASSIFICATION & PREVAILING WAGE SCALE
February 01, 2017 edition

<u>Worker Classifications</u>	<u>Rates</u>	<u>Fringes</u>
ASBESTOS WORKER/INSULATOR	\$ 22.75	9.85
BOILERMAKER	\$ 23.14	21.55
CARPENTER (Including Acoustical Ceiling Work)	\$ 22.50	8.33
ELECTRICIAN	\$ 31.25	9.11
ELEVATOR MECHANIC	\$ 39.24	29.85
PLASTERER	\$ 19.92	1.00
PLUMBERS (Excluding HVAC Pipe)	\$ 34.35	9.79
PIPEFITTERS (HVAC Pipe Only)	\$ 33.13	10.31
SPRINKLER FITTER, Fire	\$ 28.15	17.52
SHEET METAL WORKER (Including HVAC Duct and System Installation)	\$ 20.05	2.24
ASBESTOS ABATEMENT WORKER (Ceilings, Floors, & Walls only)	\$ 14.00	0.00
BRICKLAYER	\$ 18.87	0.00
CEMENT MASON/CONCRETE FINISHER	\$ 13.93	0.00
DRYWALL FINISHER/TAPER	\$ 16.27	3.66
DRYWALL HANGER (Includes installing metal studs)	\$ 17.44	3.93
FORMBUILDER/FORMSETTER	\$ 12.77	0.00
GLAZIER	\$ 23.02	6.35
INSULATOR (Batt and Foam)	\$ 22.02	6.35
IRONWORKERS (Reinforcing)	\$ 12.14	0.00
IRONWORKERS (Structural)	\$ 22.02	0.00
COMMON LABORER	\$ 11.76	0.00
MASON TENDER BRICK LABORER (Bricklayer's Helper)	\$ 13.47	0.00

<u>Worker Classifications</u>	<u>Rates</u>	<u>Fringes</u>
MASON TENDER CEMENT LABORER (Concrete Mason's/ Concrete Finisher's Helper)	\$ 10.48	0.00
PIPELAYER LABORER	\$ 12.94	0.00
PLASTER TENDER LABORER (Plaster's Helper)	\$ 12.90	2.51
LATHER	\$ 19.73	0.00
PAINTER (Brush, Roller, and Spray)	\$ 17.24	4.41
PIPEFITTERS (Excluding HVAC Pipe)	\$ 33.13	9.79
POWER EQUIPMENT OPERATOR:		
Asphalt Paver	\$ 16.03	0.00
Backhoe	\$ 13.94	0.00
Crane	\$ 34.85	9.85
Forklift	\$ 16.00	0.00
Slab & Wall Saw	\$ 11.54	3.83
ROOFER	\$ 15.40	0.00
TILE FINISHER	\$ 12.00	0.00
TILE SETTER	\$ 16.17	0.00
TRUCK DRIVER	\$ 14.18	0.00
WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.		

Source: City of Houston Wage Scale for Building construction 02.01.2017