

**CITY OF PORTLAND, MAINE  
Fleet Services Facility at 250 Canco Road  
Bid #18079**

**Current Date: June 8, 2018**

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The attention of firms submitting proposals for the work named in the above Invitation is called to the following modifications to the documents as were issued.

The items set forth herein, whether of clarification, omission, addition and/or substitution, shall be included and form a part of the Contractor's submitted material and the corresponding Contract when executed. No claim for additional compensation, due to lack of knowledge of the contents of this Addendum will be considered.

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**ALL BIDDERS ARE ADVISED THAT RECEIPT OF THIS NOTICE MUST BE DULY ACKNOWLEDGED ON THE BID PROPOSAL FORM OR BY THE INSERTION OF THIS SHEET, SIGNED, AND SUBMITTED WITH YOUR PROPOSAL.**

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**KAREN MARSTON  
ASSISTANT PURCHASING MANAGER**

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**Please see attached.**

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Receipt of **Addendum No. 2** to the City of Portland's **Bid #18079, Fleet Services Facility at 250 Canco Road** is hereby acknowledged.

COMPANY NAME: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME & TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
ZIP CODE

## City of Portland

### Meeting Minutes

#### Mandatory Pre-Bid Meeting

#### Fleet Services Expansion Project- 250 Canco Road

Tuesday, June 5 2018 at 10:00

Attendees:

Matt Fitzgerald, Purchasing Manager – City of Portland  
 David Onos, Director of Project Management - City of Portland  
 Marc Spiller, City of Portland Dept. of Public Works  
 Kevin Austin, Fleet Services Director, City of Portland  
 Steve Weatherhead, Project Architect – Winton Scott Architects

Attendee	Company Name	Phone	EEmail
Kris Rickett	Abatement Professionals	(207) 773-1276	<a href="mailto:kris@abatementprofessionals.com">kris@abatementprofessionals.com</a>
Don Hurt	Benchmark	(207) 591-7600	<a href="mailto:dhurd@benchmarkconstruction.org">dhurd@benchmarkconstruction.org</a>
Jon Sirois	Jewett Construction	(207) 265-6928	<a href="mailto:jsirois@jewettmaine.com">jsirois@jewettmaine.com</a>
Chip Downey	Maintenance Tec	(207) 252-2567	<a href="mailto:sales@carwashtec.com">sales@carwashtec.com</a>
Brian Shaw	Shaw Earthworks Inc.	(207) 615-6896	<a href="mailto:shaw@shawarearthworks.com">shaw@shawarearthworks.com</a>
Todd Smith	ABM Mechanical	(207) 200-2381	<a href="mailto:toddsmith@abcmechanical.com">toddsmith@abcmechanical.com</a>
Dean Campbell	Advanced Fire Protection	(207) 513-6460	<a href="mailto:dean@afpsme.com">dean@afpsme.com</a>
Timothy Dumont	TPD Construction Co.	(207) 490-5900	<a href="mailto:tim@tpdconstruction.com">tim@tpdconstruction.com</a>
James Perz	Hahnel Bros Co	(207) 440-2843	<a href="mailto:jperz@hahnelbroscos.com">jperz@hahnelbroscos.com</a>
Jeff Becker	Blane Casey Building Contractor Inc.	(207) 622-5600	<a href="mailto:jbecker@blanecasey.com">jbecker@blanecasey.com</a>
Aaron Cianchette	PC Construction	(207) 272-2792	<a href="mailto:acianchette@pcconstruction.com">acianchette@pcconstruction.com</a>
Jim Roy	Great Falls Construction	(207) 839-2744	<a href="mailto:jroy@greatfallsinc.com">jroy@greatfallsinc.com</a>
Chuck Greenlaw	Port City Mechanical	(207) 272-4864	<a href="mailto:chuck@portcitymechanical.com">chuck@portcitymechanical.com</a>
Roger Parks	Maine Controls	(207) 232-5143	<a href="mailto:rparks@mainecontrols.com">rparks@mainecontrols.com</a>
Trevor Fenwick	Mechanical Services	(207) 210-3386	<a href="mailto:tfenwick@mechanicalservices.com">tfenwick@mechanicalservices.com</a>
Andrea Hamarin	RJ Grondin and Sons	(207) 854-1147	<a href="mailto:estimators@grondinconstruction.com">estimators@grondinconstruction.com</a>
Matt Callahan	Glidden Excavating & Paving	(207) 856-9990	<a href="mailto:matt@gliddenpaving.com">matt@gliddenpaving.com</a>
Tyler Coffin	Doten's Construction	(207) 865-4412	<a href="mailto:tyler@dotens.com">tyler@dotens.com</a>
Erik Cohenour	Wright-Ryan	(207) 773-3625	<a href="mailto:ecohenour@wright-ryan.com">ecohenour@wright-ryan.com</a>

1. Matt F. asked all contractors to sign the attendees' sheet so the names of all present will be documented.
2. Matt F. provided a run down of the bidding schedule indicating that bids will be due at 3:00 PM on Tuesday, June 19<sup>th</sup> at the Purchasing office of City Hall (Rm. 103). Note that the City is very strict about not accepting bids after the time indicated by the atomic clock located at the purchasing office. Questions may be submitted in writing to the Purchasing office up to 5 days prior to the bid opening (12:00 noon, April 12). Addenda will be issued as required to address submitted questions.
3. Matt advised those present to review the proposed contract format, insurance requirements and other contract requirements included in the project manual.

4. Dave O. reminded bidders that the project documents call for the GC to provide a dedicated full time field superintendent for the project. He also indicated that the building permit application had already been submitted and is currently under review. Permits for electrical, mechanical and fire suppression will have to be taken care of by the sub-contractors. However, the fees will be waived.
5. Steve W. provided a brief overview of the project followed by a question & answer period. It was pointed out that any questions after this meeting should be submitted in writing to the purchasing department. All questions from this meeting and those submitted in writing so far are included at the end of these meeting minutes.
6. If additional visits to the site are needed, the site is generally accessible. Please check in with Marc Spiller at the front office upon arrival.
7. A tour of the space was conducted to allow bidders to inspect the existing space including electrical room.

**The following questions were asked during the Pre-bid meeting:**

1. When is the construction completion date?

Answer: Substantial Completion will be July 15, 2019. The truck wash bay must be installed and operational by December 3, 2018. Installation of new overhead doors scheduled at the north and south elevations of the existing building must be in place and operational prior to taking the existing overhead doors at the west elevation out of service so that access to the existing building is maintained. Also note that the portion of the existing building scheduled to be renovated is partially occupied by the Fleet Dept. Work in this area will need to be coordinated with the City to facilitate construction activities in a way that minimizes impact on current operations.

2. How is the job awarded?

Answer: The lowest base bid proposal that conforms to the proposal requirements and is submitted by a qualified bidder will be awarded the job.

2. Are there published wage rates required for this project?

Answer: No.

3. Please explain the note on the example contract indicating that contract provisions may be omitted, added or adjusted.

Answer: The intent is to show the general construction contract format. Bidders should expect the contract to adhere pretty closely to the example provided, but there remains the possibility of minor adjustments as necessary to reflect the parameters of this specific project.

4. Are there any restrictions on working hours?

Answer: The working hours are listed in the general conditions section of the written specifications as 7:00 AM to 7:00 PM, 7 days a week except holidays.

5. Is the wash bay equipment to be provided and installed by the owner?

Answer: No. There is a specification section describing the equipment and system functionality requirements to be provided under this contract.

6. The new section of curbing shown on sheet 4 of 8 of the Civil Drawings indicates that the curb should be slipform concrete but the adjacent existing curbing is granite. Should this new curb be granite instead?

Answer: Yes. In lieu of slipform concrete curb for the sidewalk extension depicted on Sheet 4 of 8, the contractor shall install vertical granite curb in general conformance with the City's standard details.

**The following additional questions have been received in writing as of this date:**

1. Can you please confirm that TPD Construction Co. is registered with the City of Portland to bid this project?

Answer: Yes. TPD Construction is a registered plan holder for this project.

2. Will a Bid Bond be required for this project?

Answer: No. A Bid Bond is not required. Payment and Performance Bonds are required.

3. Is Varco Pruden the only allowable metal building manufacturer for this project?

Answer: No. in spec section 13 30 00, paragraph 2.1- Manufacturers, Item B describes the process for submitting a request for substitution that must be submitted to the architect for review a minimum of 10 days prior to bid opening.

4. Plans show overhead doors with two rows of windows. Spec calls for full vision. Which applies?

Answer: The specification is incorrect. The intent is to provide the window pattern as shown on the door type details on sheet A7.1.

5. What is the available power in the building?

Answer: The building has both 480/3 Phase/4 wire power and 208/3phase/4 wire power.

6. Shall the Automatic Temperature Controls be provided with a web enabled network controller and should the system provide a user interface integrated with the City's Niagara 4 supervisor?

Answer: Yes. See attached specification describing changes to controls system.

7. Would the city consider Rohnor as an or equal for the paint booth?

Answer: As indicated on sheet M4, the contractor can submit an alternate supplier for the paint booth for pre-bid review. For proper pre-bid review the contractor should include all pertinent data (submittals or equivalent). Any such submittal must be submitted no later than 10 days prior to bid opening.

8. Has it been confirmed that the specified paint booth will fit in the space it is to be installed in?

Answer: The paint booth installation is going to be very tight but field measurements seem to indicate that it is feasible. To facilitate installation, the contractor should consider the following:

- a) The contractor can locate the exhaust fan anywhere along the exhaust plenum to allow fan and/or duct to fit into the joist spaces.
- b) The contractor can offset the exhaust duct and/or locate fan in stack above roof.
- c) The contractor can remove any of the existing abandoned-in-place steam piping and unit heaters.
- d) Steel bridging between joists can be modified with pre-installation review/approval of structural engineer if necessary.

**The following are revisions/clarifications to the bid documents:**

1. The design intent of the overhead doors located in the new addition is to use a "high lift" break away type track system to allow the door to rise up over the rail crane. There is sufficient clearance between the crane rail and the exterior wall girts to receive the track. System to use jack shaft operators with chain manual hoist back up.
2. Spec Section 08 34 00 – High Speed Doors – door 119.2 should be changed to Rytec "Predadoor". Also, provide Magnetic loops for both doors listed in this section. Controllers for doors shall be connected to, and integrated with, the wash cycle controller located in the wash bay mechanical room.

3. Detail 8 on sheet S2.2 indicates width of pipe trench to be coordinated with architect. Width of trench shall be 18". Note on same detail that steel plate cover called out as 1 ½" thick steel plate shall be revised to be 1" thick steel plate.

END OF MEETING MINUTES

## **DIRECT DIGITAL CONTROLS**

### 2.22 AUTOMATIC TEMPERATURE CONTROL (ATC)

#### A. General

1. **Furnish and install a complete system of Direct Digital Controls (DDC). System to integrate with existing City of Portland Niagara 4 Server.**

**NOTE – Variable Flow Refrigerant System Manufacturer to provide BACnet Communication Card. ATC Contractor to supply SCR controller for EDH-1,2.**

**All other requirements of 2.22 AUTOMATIC TEMPERATURE CONTROL (ATC) not changed.**

#### M. Description of Operation

1. Unit Heaters UH-1.2.3.4.5

On a call for heat – energize the associated unit heater.

**Control, Monitor and Alarm  
Occupied/unoccupied cycles**

2. Blower Unit Heater BUH-1

During the occupied cycle energize indoor fan and outdoor air damper to be set at 10% of flow. During the unoccupied cycle outside air damper to be closed.

On a call for heat energize gas valve. On a call for cooling adjust outside air and return air damper to provide up to 100% outside air with a minimum supply air temperature of 55 deg. (adjustable).

**Control, Monitor and Alarm  
Occupied/unoccupied cycles**

3. Exhaust Fans 1 &2

Supply and Install two (2) CO/NO2 Control Systems as shown on Mechanical Drawings including Central Control Panels and Room Sensors. Systems to Macurco or Kele. Central control panel to be lockable NEMA 1 enclosure with LCD Display. Mount sensors 5'-0" AFF.

If CO exceeds 25 ppm and/or NO2 exceeds 1 ppm activate Alarm, Associated Exhaust Fan and Associated damper(s).

**Monitor**

4. Exhaust Fan EF-3

To run continuously (no control)

**Monitor and Alarm**

5. Exhaust Fan EF-4

Supply ~~(for installation) by electrical contractor a cooling line voltage~~ thermostat.

On a call for cooling energize fan.

**Monitor and Alarm**

6. Exhaust Fan EF-5

Exhaust fan shall be controlled by a wall mounted humidistat (with manual override). On a rise in space humidity the fan shall start and the motor operated damper in the makeup air duct shall open. When the fan is inactive the damper shall be closed.

**Control, Monitor and Alarm**

7. Supply Fan SF-1

Supply fan shall be controlled by a wall mounted, ~~line voltage, reverse acting~~ thermostat. On a rise in space temperature the fan shall start and the motor operated dampers shown on the plans shall open. When the fan is inactive the dampers shall be closed.

**Monitor and Alarm**

8. Gas Radiant Heater FT-1

Unit shall come from the factory with a low voltage transformer and internal controls. Provide and install the thermostat and wire to the unit.

**Control, Monitor and Alarm**

9. Energy Recovery Ventilators ERV-1,2 and EDH-1,2

During the unoccupied cycle ventilators to be off.

During the occupied cycle ventilators to be on. Discharge temperature to be controlled by supply duct sensor and SRC proportional electric duct heaters. Supply air temperature to be 60 deg (adjustable).

**Control, Monitor and Alarm**  
**Occupied/unoccupied cycles**



10. Cabinet Unit Heater CUH-1
- On a call for heat energize CUH-1
- Control, Monitor and Alarm  
Occupied/unoccupied cycles**
11. Make up air unit MUA-1
- Anytime any Vehicle Exhaust Fan VE-1,2,3,4, or WE-1,2 is on energize MUA-1.  
Modulate air volume to maintain a positive pressure in the Space.  
Modulate supply air temperature to maintain 60 Deg. (adjustable).  
See Mechanical Specifications for manufacture supplied controls.
- Control, Monitor and Alarm**
12. Make up air unit MUA-2
- Anytime the paint spray booth exhaust fan SBE-1 is on energize MUA-2  
Modulate supply air temperature to maintain 60 deg. (adjustable).  
See Mechanical Specifications for manufacture supplied controls.
- Control, Monitor and Alarm**
13. Destratification Fans DF-1,2,3,4,5,6,7
- Provide and install control wiring as shown on plans.  
See Mechanical Specifications for manufacture supplied controls.
- Control using fan manufacturers controls**
14. VRF System – OU-1, IU-1,2,3,4,5,6,7
- Provide and install control wiring.  
See Mechanical Specifications for manufacture supplied controls
- Control using fan manufacturers controls, monitor and alarm  
Occupied/unoccupied cycles**
12. Exhaust fan being relocated in Vehicle Wash Area
- Disconnect and reconnect to existing CO/NO2 Panel.  
Test for proper operation.
13. Existing Unit Heaters being relocated
- Disconnect and relocate existing thermostats and control wiring.
- Control, Monitor and Alarm  
Occupied/unoccupied cycles**

**14 Existing Unit heaters that are remaining in-place**

**Control, Monitor and Alarm  
Occupied/unoccupied cycles**