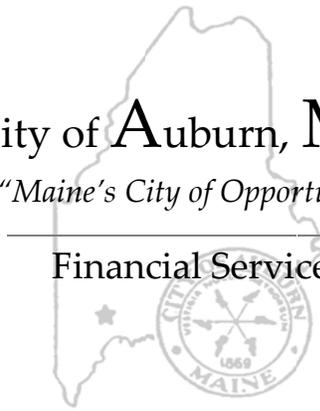


City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



October 2, 2013

Dear Bidder:

The City of Auburn is accepting written proposals for the Auburn Fire Department, Central Station for a **Natural Gas Conversion Project**, located at 550 Minot Ave, Auburn, ME. The City reserves the right to accept or reject any or all proposals in whole or in part and to waive any informality the City may determine necessary. The City also reserves to itself the exclusive right to accept any proposals when it is deemed by the City to be in its best interest. The City of Auburn is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents. In awarding any proposal, the City may consider, but not be limited to, any of the following factors: Bidder qualifications, price, experience, financial standing with the City, warranties, references, bonding, delivery date, and service of Bidder. Vendors/Contractors shall be current on all amounts due to the City of Auburn prior to the City entering into any contract agreement. All proposals must include FOB to Auburn, Maine unless otherwise specified.

A **mandatory** pre-bid meeting to review the work site is scheduled for Tuesday, October 8, 2013 at 10:00 a.m. at Central Station, 550 Minot Ave, Auburn, ME. Please contact Derek Boulanger at dboulanger@auburnmaine.gov to confirm participation. Proposals will not receive consideration unless submitted in accordance with the following instructions bidders. Please mark sealed envelopes plainly: **"Central Station Natural Gas Conversion Project – Bid #2014-016."**

Questions regarding this Request for Proposal should be directed to Derek Boulanger, Facilities Manager/Purchasing Agent, at (207) 333-6601, ext. 1135.

Please submit your proposal to the City of Auburn by **2:00 p.m. Thursday, October 17, 2013.** Proposals will be opened at 2:30 p.m. Proposals must be delivered to **Derek Boulanger, Facilities Manager/Purchasing Agent, 60 Court Street, Auburn, ME 04210** on or before the date and time appointed. No proposals will be accepted after the time and date listed above.

Sincerely,

Derek Boulanger
Facilities Manager/
Purchasing Agent

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CONDITIONS AND INSTRUCTIONS TO BIDDERS

1. Bidders shall use the enclosed bid form for quotations. Whenever, in bid forms, an article is defined by using a trade name or catalog number, the term "or approved equal", if not inserted, shall be implied.
2. Submit a separate unit price for each item unless otherwise specified in the bid request. Award will be made on a basis of each item, or as a group, whichever is in the best interest of the City. Prices stated are to be "delivered to destination".
3. Bid proposals must be completed in full, in ink and must be signed by firm official. Bid proposal **must be notarized** prior to bid being sealed and will be disqualified if not notarized. Bids may be withdrawn prior to the time set for the official opening.
4. Bids will be opened publicly. Bidders or representatives may be present at bid opening.
5. Awards will be made to the lowest responsible bidder, considering the quality of the materials, date of delivery, cost which meets specification and is in the best interest to the City of Auburn.
6. All transportation charges, including expense for freight, transfer express, mail, etc. shall be prepaid and be at the expense of the vendor unless otherwise specified in the bid.
7. The terms and cash discounts shall be specified. Time, in connection with discount offered, will be computed from date of delivery at destination after final inspection and acceptance or from date of correct invoice, whichever is later.
8. The City is exempt from payment of Federal Excise Taxes on the articles not for resale, Federal Transportation Tax on all shipments and Maine Sales Tax and Use Taxes. Please quote less these taxes. Upon application, exemption certificate will be furnished with the Purchase Order when required.
9. Time of delivery shall be stated. If time is of the essence, the earliest date may be a factor in the bid award.
10. No contract may be assigned without the written consent of the Finance Director or her designate. The contract shall not be considered valid until a purchase order has been issued to the successful bidder.
11. Please state **"Central Station Natural Gas Conversion Project– Bid # 2014-016"**, on submitted sealed envelope.
12. The City of Auburn reserves the right to waive any formality and technicality in bids whichever is deemed best for the interest of the City of Auburn.

GENERAL CONDITIONS

1. Equal Employment Opportunity

The City of Auburn is an Equal Opportunity Employer and shall not discriminate against an applicant for employment, and employee or a citizen because of race, color, sex, marital status, physical and/or mental handicap, religion, age, ancestry or natural origin, unless based upon a bona-fide occupation qualification. Vendors and contractor or their agents doing business with the City shall not violate the above clause or the Civil Rights Acts of 1964. Violations by vendors shall be reviewed on a case-by-case basis and may mean an automatic breach of contract or service to the City of Auburn.

2. Save Harmless

The Bidder agrees to protect and save harmless the owner from all costs, expenses or damages that may arise out of alleged infringement of patents of materials used.

3. Subcontracting

The Bidder shall not subcontract any part of the work or materials or assign any monies due it without first obtaining the written consent of the municipality. Neither party shall assign or transfer its interest in the contract without the written consent of the other party.

4. Warranty

The Bidder warrants that all work will be of good quality and free from faults and defects, and in conformance with the specifications. All work not so conforming to these standards may be considered defective. The Bidder agrees to be responsible for the acts and omissions of all of its employees and all subcontractors, their agents and employees, and all other persons performing any of the work under a contract with the Bidder.

PERFORMANCE SPECIFICATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Conditions and Instructions to Bidders
- B. General Conditions of Contract

1.2 SITE INSPECTION AND TEMPORARY HEAT

- A. The Mechanical Contractor is required to make a pre-bid site visit in order to submit a bid on this project. During the site visit, the bidders will need to take measurements of the existing chimney and horizontal distances to the boilers to accurately bid this project.
- B. The Mechanical Contractor is responsible to provide, install and test a temporary hot water boiler to heat the building during construction. The boiler shall be a minimum heating input of 2,000,000 BTUH and may be connected temporarily to the new 2 psig gas meter. During the switchover from oil to the temporary boiler and then back to the new gas boilers, the heat can only be down for a maximum of two (2) hours.

1.3 SUMMARY

- A. This is a design-build mechanical project. The information provided in this specification is intended to communicate the preferences of the owner. It is the Mechanical Contractor's responsibility to properly design, install, start/test, and warranty their work.
- B. The information provided in this section is intended to provide the minimum size, quantities and quality of material – it is the Mechanical Contractor's responsibility to provide and install what the Mechanical Contractor believes to be the correct sizes and quantities.
- C. It is the Mechanical Contractor's responsibility to design and install the systems per the following Codes and Standards:
 - 1. NFPA (National Fire Protection Association) Standards
 - 2. IECC 2009 (International Energy Conservation Code)
 - 3. American Gas Association (AGA)
 - 4. Applicable Town of Auburn Ordinances.
 - 5. Requirements of the State of Maine Gas Board Rules.
- D. The Mechanical Contractor is responsible for all permit and application fees.

- E. The Mechanical Contractor is responsible to design and install a complete and operating heating system including, but not limited to:
 - 1. Removal and proper disposal of the existing oil burners, breechings and smoke pipe.
 - 2. Removal of the oil piping in the mechanical room that connects to the three boilers.
 - 3. Removal and proper disposal of all electrical power and control wiring that is not being reused.
 - 4. Installation of three new gas burners.
 - 5. Installation of chimney lining and boiler breeching.
 - 6. Installation of one power venter.
 - 7. Installation of chimney condensate piping and neutralizer.
 - 8. New natural gas piping from existing gas meter to three boilers – 2 psig.
 - 9. Replacement of one existing in-line pump.
 - 10. All required electrical and power wiring to pumps and burners.
 - 11. All required controls and control wiring to pumps, power venter, spill switches and burners.

- F. Submit with your bid, a summary of your design including equipment manufacturers and existing equipment and material that you intend to reuse.

NOTE – OWNER HAS THE OPTION TO KEEP ANY OF THE REMOVED MATERIAL AND EQUIPMENT.

1.4 SUBMITTALS (if awarded contract)

- A. Submit shop drawings, manufacturers' data and certificates for equipment, materials and finish, and pertinent details for each system where specified.

- B. Review will be for type and quality. Quantities and the ability to perform the function intended shall be the responsibility of the Contractor.

PART 2 - PRODUCTS AND SYSTEMS

2.1 REMOVAL OF EXISTING SYSTEMS.

- A. Remove from job-site and properly dispose of all material in the mechanical room that is not being reused.

- B. The following is a list of the expected material that will be removed:
 - 1. Three oil burners.
 - 2. One pump.
 - 3. Boiler breeching in mechanical room.
 - 4. Boiler smoke pipe.
 - 5. Oil piping connected to the three existing oil burners. Note – generator oil piping is to remain in use.
 - 6. Electrical power and control wiring.

2.2 GAS-FIRED BURNERS

- A. Replace the existing oil burners in the two HB Smith 28A-7 Section boilers with PowerFlame Type C natural gas burners. PowerFlame Model Number C2-G-15. 2 psig natural gas.
 - 1. Alpha system LED (power demand, main fuel, PSG alarm selectable) and control switch).
 - 2. Flame safeguard with UV and intermittent pilot.
 - 3. On-Off diaphragm gas valve with fixed air control manual adjustment.
 - 4. Low-High-off motorized gas valve.
 - 5. Dual gas safety valves.
 - 6. High and low gas pressure switch.
 - 7. Manual/Auto switch.
- B. Replace the existing oil burner in the Burham LE2-TBI boiler with a Carlin EZ-Gas Power Burner. 7" w.c. (supply with regulator that includes a vent limiter).
 - 1. Carlin Model 41800 Solid State Electronic Ignition.
 - 2. Orifice drill size N for 175,000 BTUH input.
- C. All burner manufacturers must certify that the burners meet UL listing including UL and AGA listings for the specific boiler manufacturer and boiler model number.

2.3 PUMP

- A. Replace existing in-line Pump P-3 that serves the basement unit heaters.
- B. Replace with Bell & Gossett. Match existing pump nameplate information. Information to date indicates that the pump is $\frac{3}{4}$ hp and 115v. Contractor to verify size.

2.4 CHIMNEY LINING AND BREECHINGS

- A. Provide chimney linings and connections to the three boilers. Linings to extend up through the existing masonry chimney. Height from boiler room floor to top of existing masonry chimney is approximately 75 feet (must be verified by Contractor).
- B. Chimney lining and breeching material to be manufactured by Metal-Fab or Van Packer.
- C. The two HB Smith boilers can be combined into one chimney – most probable size 16" ID.
- D. The Burham boiler must have a separate chimney lining – most probable size 6"ID.
- E. All lining, connections, fittings and breeching to meet the following material specification. Metal Fab IPIC or Van Packer equivalent.
 - 1. 304 stainless steel inner lining.
 - 2. Aluminized steel outer lining.
 - 3. 1" ceramic insulation.
 - 4. Temperature rating 1,000 degrees continuous.

- F. Linings, Connections, Fittings and Breeching to include:
 - 1. Chimney lining.
 - 2. Termination at roof.
 - 3. Tee at base of chimney with condensate connection.
 - 4. Horizontal breeching to boilers with condensate connection at low point.
 - 5. Barometric dampers.
 - 6. Transition to boiler flue outlets.
- G. The Contractor will need to fabricate and install a cap for the existing chimney including flashings for the two chimney liners.
- H. The breeching for the Burham boiler can be done in single-wall smoke pipe. Add to the breeching a Tjerlund HS1 Power Venter after the barometric damper.

2.5 CONDENSATE PIPING

- A. Install condensate piping for the chimney at the base of chimney, and any low points in the breeching as recommended by the chimney manufacturer. Pipe condensate to nearest floor drain.
- B. Install a condensate neutralizer in condensate line before the drain.

2.6 GAS PIPING

- A. The existing gas meter is a 2 PSIG natural gas.
- B. Run schedule 40 black iron from the existing meter to the three gas burners.
- C. Provide drip leg and shutoff at all three boilers.
- D. Paint all the gas piping yellow. Clean, prime and final coat of Rustoleum Yellow. Mark piping every 20' with "2 psig Natural Gas" – Seton Manufacturing Company labels or equal.
- E. The Burham boiler will require a 2 psig to 7" w.c. regulator at the burner. A vent limiting regulator is acceptable.
- F. The owner has requested that the Contractor attempt to have the gas piping enter the building through an existing opening near the gas meter. The Contractor will need to core drill a new opening if using the existing opening is not practical. Caulk opening watertight.
- G. The Contractor is to verify gas piping sizing. Assuming 2 psig natural gas, the total of all three burners would need a 2" pipe size, one large burner and one small burner combined would be 1¼" and the small burner would need a ¾" pipe.
- H. Installation to meet NFPA 54 Gas Piping Standards.

2.7 POWER ELECTRICAL WIRING

- A. It is the Mechanical Contractor's responsibility to provide all power wiring to the replacement pump P-3, power venter on the Burham boiler and the three new gas burners. This work must be done by a licensed electrician.
- B. The thermal control limit sensors above each boiler need to be moved to the highest part of the room over the boilers. Run new wiring in EMT conduit.
- C. Installation to meet NFPA 70 National Electrical Code Standards.

2.8 CONTROL AND CONTROL WIRING

- A. Provide control for the boilers and pumps.
- B. All exposed control wiring in the boiler room to be run in EMT conduit.
- C. Use the existing Tekmar 264 boiler control to control the two HB Smith boilers:
 - 1. Move existing outside air temperature sensor to a north-facing exterior wall.
 - 2. Test and confirm the following:
 - a. Stage the burner firing rates (high, low, off).
 - b. Confirm burner staging (primary, secondary and equal running time).
 - c. Confirm burner warm weather shutdown (60°F adjustable).
 - d. Confirm circulating pump operation (60°F adjustable).
 - e. Set boiler reset schedule (180°F at 20°F – 120°F at 60°F).
- D. Add to all barometric dampers a spill switch to stop burner operation if a down draft is detected. Tjerlund Products Safety interlock system or equal.
- E. For the replacement pump P-3, confirm controls function after replacement.
- F. For the Burham boiler, confirm operation on call from domestic indirect hot water heater.

PART 3 - EXECUTION**3.1 INSTALLATION**

- A. Perform work by qualified journeymen of their respective trades who are employed by a firm that can demonstrate successful experience with work similar in type, quality and extent to the work required by this project.
- B. Install mechanical equipment to facilitate maintenance and repair or replacement of equipment components. As much as practical, connect equipment for ease of disconnecting, with minimum of interference with other installations.
- C. Cutting and Patching: Protect the structure, furnishings, finishes, and adjacent materials not indicated or scheduled to be removed.

- D. Operation and Maintenance Data: Provide manufacturer's printed operating procedures to include start-up, break-in, routine and normal operation instruction; regulation control, stopping, shut-down, and emergency instructions; and summer and winter operation instructions. Provide copies of warranties.
- E. Provide owner with one year warranty on all parts and labor. Provide the owner with the standard warranties from the boiler manufacturer.

BID PROPOSAL FORM
Due Thursday, October 17, 2013

To: City of Auburn
Derek Boulanger,
Facilities Manager/Purchasing Agent
60 Court Street
Auburn, ME 04210

The undersigned individual/firm/business guarantees this price for Thirty days (30) from the bid due date. The undersigned submits this proposal without collusion with any other person, individual, firm, or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership, or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the City of Auburn. By signing this bid form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Signature _____ Name (print)_____

Title _____ Company _____

Address _____

Telephone No. _____ Fax No. _____

Email Address: _____

STATE OF MAINE
_____, SS.

Date: _____

Personally appeared _____ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Print Name

Commission Expires _____

SCHEDULE OF VALUES

PROJECT NAME: **Central Station Natural Gas Conversion Project – Bid #2014-016**

CONTRACTOR SCHEDULE OF VALUES

<u>Item</u>	<u>Description</u>	<u>Value</u>
1.	General Conditions	\$ _____ . _____
2.	Bonds & Insurance	\$ _____ . _____
3.	Demolition	\$ _____ . _____
4.	Natural Gas Burners	\$ _____ . _____
5.	Natural Gas Piping	\$ _____ . _____
6.	Chimney Lining, Breeching & Condensate Piping	\$ _____ . _____
7.	Pump & Fan	\$ _____ . _____
8.	Electrical	\$ _____ . _____
9.	Controls	\$ _____ . _____
10.	Temporary Building Heating	\$ _____ . _____
11.	Other (specify) _____	\$ _____ . _____
12.	Other (specify) _____	\$ _____ . _____
13.	Other (specify) _____	\$ _____ . _____
14.	Other (specify) _____	\$ _____ . _____
15.	TOTAL (Sum of Items 1 thru 14)	\$ _____ . _____

**TOTAL OF ALL LINE ITEMS IN SCHEDULE OF VALUES MUST EQUAL FINAL BASE BID.
THERE MUST BE AMOUNTS IN EACH OF THE SPECIFIED ITEMS ABOVE.
FAILURE TO PROPERLY COMPLETE THIS ATTACHEMENT WILL BE CONSIDERED A
NON RESPONISVE PROPOSAL AND WILL BE REJECTED.**