



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 08/29/2006	Collective Number: CN00022394 SHOW THIS NUMBER ON BID ENVELOPE
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Issuing Office: Gera Karen Attention: Bid Room Department of General Services 6th Floor 555 Walnut Street Harrisburg PA 17101-1921	Bidder/Contractor's Name, Address and Phone #: Your vendor number with us (if available): _____
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Please Return Quotation To: Attention: Bid Room Department of General Services 6th Floor 555 Walnut Street Harrisburg PA 17101-1921	Type of Security furnished if required: <input type="checkbox"/> Certified or bank cashier's check <input type="checkbox"/> Irrevocable letter of credit <input type="checkbox"/> Certificate of deposit <input type="checkbox"/> Other as specified by bid <input type="checkbox"/> Bond - If annual bond: What is the name of the principal on the bond?	RETURN BID BY: BID OPENING DATE 09/27/2006 BID OPENING TIME 1:30 P.M. EXPIRATION DATE OF CONTRACT: (IF APPLICABLE)
Items To Be Delivered To: Danville State Hospital Danville State Hospital 200 State Hospital Drive Danville PA 17821	Contact Information: Buyer: Karen Gera Phone: 717-346-3847 Fax: 717 346-3820 E-mail: kgera@state.pa.us	DELIVERY DATE:

The following are incorporated by reference herein: 1) the documents attached to this RFQ, if any; 2) the documents incorporated by reference in this RFQ, if any; and 3) the bid and contract terms and conditions, stored on the web site address at www.dgs.state.pa.us for this type of RFQ as of the date of the RFQ. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate. The Bidder/Contractor, intending to be legally bound hereby, offers and agrees, if this submission is accepted, to provide the awarded items at the price(s) set forth below at the time(s) and place(s) specified.

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
10	277488 AIR CONDITIONER Item text Air Handling Units as per attached specifications.	6	EA		
	<u>GENERAL REQUIREMENTS FOR ALL ITEMS:</u> Header text FURNISH AND DELIVERY ONLY SIX (6) SPLIT AIR-HANDLING SYSTEMS TO DANVILLE STATE HOSPITAL, 200 STATE HOSPITAL DRIVE, DANVILLE, PA 17821 PER SPECIFICATIONS ATTACHED. Shipping instructions SHIP FOB DESTINATION				

INSTRUCTIONS FOR FILLING OUT THIS FORM

FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE



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Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	<p>PREPAID AND ALLOWED</p> <p>Terms of payment</p> <p>NET 30</p> <p>Vendor memo (general)</p> <p>ANY QUESTIONS PLEASE CONTACT</p> <p>KAREN GERA (717)346-3847 OR</p> <p>EMAIL @ kgera@state.pa.us</p>				
<p>Bidder/Contractor's Signature</p> <p>SIGN AND PRINT NAME BELOW</p> <p>AUTHORIZED OFFICER / PARTNER / OWNER (CIRCLE ONE)</p> <p>DATE</p>		<p>ENTER TOTAL BID AMOUNT HERE ▶</p> <p>ALL PRICES ARE</p> <p>F.O.B. DESTINATION</p>			

This RFQ-Invitation for Bids is comprised of the following documents:

STD-203 (SAP), General Conditions And Instructions To Bidders For RFQ– Invitation For Bids (Rev 1-17-03)
GSPUR-12A (SAP), Standard DGS Purchase Order Terms and Conditions - SAP (Rev 5-07-04)
GSPUR-89, Reciprocal Limitations Act Requirements (Rev 2-15-02)
GSPUR-95, Bidding Preference for Products with Recycled Postconsumer Material (Rev 8-6-01)
GSPUR-13A, Special Terms and Conditions for Purchase Requisitions (Rev- 2-20-01)

Unless indicated with this RFQ-Invitation for Bids, these documents are available on-line at www.dgs.state.pa.us or by contacting the Bureau of Procurement Vendor Services Section (Fax No. 717-787-0725, Telephone No. 717-787-2199 or 4705). You must include the State of Manufacturer certificate with your bid as required by the Reciprocal Limitations Act 146 or your bid may be rejected.

SPECIAL TERMS AND CONDITIONS FOR PURCHASE REQUISITIONS

1. CONTRACT SCOPE/OVERVIEW:

The Contractor shall (**FURNISH AND DELIVER ONLY**): six (6) split air-handling systems to Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821 (and to invoice the using agencies Accounts Payable promptly after the items are delivered at Department of Public Welfare, Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821.

2. **ORDER OF PRECEDENCE:** These Special Contract Terms and Conditions for Purchase Requisitions supplement the Standard Contract Terms and Conditions For Purchase Orders (**or Standard Purchase Order Contract Terms and Conditions**). To the extent that these Special Contract Terms and Conditions for Purchase Requisitions conflict with the Standard Contract Terms and Conditions For Purchase Orders, these Special Terms and Conditions for Purchase Requisitions shall prevail.

3. POST-SUBMISSION DESCRIPTIVE LITERATURE:

The Department of General Services may, during its evaluation of the bids, require any bidder to submit cuts, illustrations, drawings, prints, test data sheets, specification sheets and brochures which detail construction features, design, components, materials used, applicable dimensions and any other pertinent information which the Department of General Services may require in order to evaluate the product(s) offered. The required information must be submitted within two (2) business days after notification from the Department of General Services. Failure to submit the required information prior to the expiration of the second business day after notification shall result in the rejection of the bid as non-responsive.

4. WARRANTY:

The Vendor shall furnish new equipment free from defects in workmanship and materials under normal use and service. All equipment shall be new and delivered direct from the factory with current warranty information. All warranty documents, inspection letters, and O & M manuals shall be provided by the vendor to the Facility Maintenance Manager. All new equipment shall have a **full one (1) year warranty** start time from the date of the inspection letter documenting the installation.

All condensing unit compressors shall have a **minimum warranty of five (5) years**. All condensing units shall have a **one (1) year limited** general parts warranty. Any of the equipment herein described is proved to be defective in workmanship or materials; it shall be replaced by the vendor/manufacturer at no additional cost to the Commonwealth of Pennsylvania.

5. METHOD OF AWARD:

This will be Group Award to the lowest bidder who submits a signed, timely, responsible and responsive bid.

All bids must be mailed and received by the date and time indicated on the Request for Quote:

Department of General Services
Bid Room
555 Walnut Street – 6th Floor
Harrisburg, PA 17101-1921

6. SITE VISITATION:

All bidders, prior to submitting a bid, must visit the site and carefully note all existing conditions. Any additions or items noted on this visit and not clearly defined in the specifications shall be called to the attention of the Division of Facilities and Property Management. The Vendors must complete a "Proof of Visit" form attached to the specifications. All site visits must be made one day in advance (minimum) by contacting Mr. Joel Campbell, Facility Maintenance Manager, at (570) 271-4649 or email: joecampbel@state.pa.us to schedule an appointment to visit the site.

7. DELIVERY:

It is the responsibility of the successful bidder to deliver and unload all the equipment to the job site. The potential delivery date is November 15, 2006.

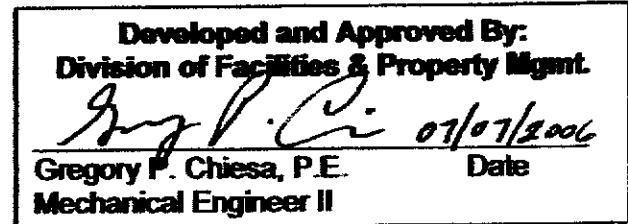
8. QUESTIONS:

Please refer any questions or inquiries regarding this bid to:

Karen Gera, Commodity Specialist
Commonwealth of Pennsylvania
Bureau of Procurement
(717) 346-3847 or email at kgera@state.pa.us.

THIS IS A GROUP AWARD

DEPARTMENT OF PUBLIC WELFARE
IN-HOUSE NO. 503-05-02
SUPPLY AIR HANDLING UNITS
BLOCK BUILDING - 2nd & 3rd FLOORS
DANVILLE STATE HOSPITAL
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TECHNICAL SPECIFICATIONS

1.1 GENERAL

- A. The Vendor is to provide and deliver six (6) split air-handling systems. These air handling systems shall provide heating, cooling, and ventilation by using the direct expansion (DX) refrigerant cooling coil and a steam heating coil. Each indoor air-handling unit shall be supplied with a **factory matched** outdoor condensing unit. All equipment supplied by the Vendor shall have full factory warranties. **Residential Grade Equipment shall not be provided.** Light Commercial, Commercial and Light Industrial HVAC products shall only be supplied by the Vendor direct from the manufacturer.
- B. **All Vendors shall be required to visit the construction site in order to bid on this contract.** The Vendor shall evaluate existing conditions to ensure all proposed equipment to be provided can be properly installed by the Facility Maintenance Staff. By visiting the site, the Vendor shall insure proper application of the equipment and to maintain factory equipment warranties.
- C. It will be the responsibility of the successful bidder to deliver and unload all the equipment to the job site. The delivery date and storage location of all equipment shall be approved by the Facility Maintenance Manager prior to delivery. Equipment delivery shall be made during normal business hours of the Facility.

1.2 INDOOR AIR-HANDLING UNIT SPECIFICATION

General

- A. The Vendor is to provide indoor air handling units that can be ceiling and floor mounted. The units shall be draw-through, packaged air-handling units (sectional built-up units shall be allowed **with minimal field assembly** and prior approval from the specifying engineer) matched with associated outdoor condensing units. The equipment supplied shall be factory assembled, including direct-expansion evaporator coil, expansion valve(s) (TXV), distributors, check valves, condensate drain pan, centrifugal fan assembly with fan motor and mounting bracket sheaves, a blower motor contactor, drives and belts, filters, refrigerant holding charge, and electrical controls. The units shall be suitable for both vertical floor mounted and horizontal ceiling mounted airflow configurations, with minimal field modifications.

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- B. The air-handling units shall be factory wired to accept temperature controls and duct mounted smoke detector devices to be installed and **supplied by the Facility in the field. All such internal wiring for automatic controls shall be factory installed / provided with the air-handling unit, and shall be specifically manufactured for the units supplied. The units shall be supplied with factory installation instructions, wiring diagrams and operations documents.**
- C. The blower units shall be shipped in the vertical position ready for field installation. **The units shall have the option of being installed horizontally by reversing the position of the panels (or sections) with the return air duct flange on the front of the unit. Units shall have the ability to be installed horizontally and be designed for ceiling suspension. Four 3/8"-16 weld nuts shall be provided in the angle supports on the front of the unit (the side with the logo). Knockouts shall be provided in the exterior panels for access to these weld nuts. The hanger rods shall be supplied in the field.**
- D. **The electric blower supplied on all indoor units shall be supplied with an electric motor with the manual RPM adjustments and/or electronic adjustment RPM controller. This RPM control shall provide a wide range of air flows and static pressures as recommended and designed by the manufacturer. All fan motors shall have the ability to be controlled by a variable speed drive controller and a control signal using a 0-10V or 4-20mA produced from an automatic temperature control system.**
- E. Indoor Air-Handling Unit Performance Requirements:
One (1) of the six (6) air-handling units supplied shall have the following:
- Required Supply CFM = 2300 (Fully Adjustable)**
 - Minimum External Static Pressure at Max Allowable RPM = 1.1 IWG (With Evap. Coil + Filter Installed)**
 - Minimum DX Cooling Coil Capacity = 5.0 tons**
 - Steam Heating Coil Capacity = 120 MBH (15psig Available Steam Pressure 50 Deg.F Entering Air Coil Temperature @ 2300 CFM)**
 - 208V - 60Hz – 3 phase**
 - System EER = 10.3 (Matched to Condensing Unit)**

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Four (4) of the six (6) air-handling units supplied shall have the following:

Required Supply CFM = 2600 (Fully Adjustable)

**Minimum External Static Pressure at Max Allowable RPM = 1.1
IWG (With Evap. Coil + Filter Installed)**

Minimum DX Cooling Coil Capacity = 6.5 tons

**Steam Heating Coil Capacity = 180 MBH @15psig (50Deg.F
Entering Air Coil Temperature @ 2600 CFM)**

208V - 60Hz – 3 phase

System EER = 10.3 (Matched to Condensing Unit)

One (1) of the six (6) air-handling units supplied shall have the following:

Required Supply CFM = 2800 (Fully Adjustable)

**Minimum External Static Pressure at Max Allowable RPM = 1.1
IWG (With Evap. Coil + Filter Installed)**

Minimum DX Cooling Coil Capacity = 7 tons

**Steam Heating Coil Capacity = 182 MBH @15psig (50Deg.F
Entering Air Coil Temperature @ 2700 CFM)**

208V - 60Hz – 3 phase

System EER = 10.3 (Matched to Condensing Unit)

F. Unit casing (or sections) shall be completely insulated with fire-retardant, permanent, foil-faced, odorless glass fiber material. The cabinet (or sections) shall have two condensate drain pans for vertical or horizontal installation.

G. Approved Manufacturers of Supplied Equipment:

1. York
2. Luxaire
3. Carrier
4. Approved Equal (Prior Approval Is Required)

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H. **Basis of Design: York Equipment**

- I. **Substitutions:** (prior approval required), as indicated under the general and/or supplemental conditions of these specifications. **It shall be the responsibility of the Vendor to provide a "hard copy" side-by-side comparison of the substitution to the specified equipment.** If this written comparison or any requested documentation is not provided by the Vendor, the respective bid shall be rejected base on the decision of the design engineer at the Division of Facilities & Property Management. **The final Substitution approval of the equipment shall be supplied in writing by the Div. of Facilities & Property Management.**

1.3 **FANS**

- A. Provide fan section with forward curved, double width, double inlet, centrifugal type fan.
- B. Provide self-aligning, grease lubricated, ball or roller bearings with permanent lubrication fittings.
- C. Factory mount motor on slide rails. Provide access to motor, drive, and bearings through removable casing panels.
- D. Provide shafts constructed of solid hot rolled steel, ground and polished, with key-way, and protectively coated with lubricating oil.
- E. Provide cast iron or steel variable and adjustable pitched sheaves (pulley), dynamically balanced, bored to fit shafts and keyed.
- F. Blower Motor Specifications: 1750 RPM, Solid Base, 1.15 Service Factor, Frame 56. (Fan motor shall the capacity of being controlled by a variable speed drive.)
- G. Blower Motor Voltage: 208V-60Hz

1.4 **COOLING COILS**

- A. Provide configured aluminum fin surface mechanically bonded to copper tubing coil. Enclose coils with headers and return bends fully contained within casing. The coil shall have factory installed expansion valves and factory pressure, and leak tested at 375 psig.
- B. The unit cabinets or sections shall have two condensate drain pans for vertical or horizontal installation

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1.5 STEAM HEATING COILS

- A. These coils shall be non-freeze and have one (1) row of 1" copper tubes, a 5/8" copper tube inside each 1" tube to distribute the steam evenly across the entire length of the coil, 8 aluminum fins per inch, a casing that is finished to match the exterior of the basic unit, but no steam control valve. The coils slide out of their casings for **easy field installation** and are pitched in their casings to facilitate condensate drainage. The steam coils shall be mounted over the return air opening and be a bolt on section in the field.

1.6 FILTERS

- A. Provide two-inch throwaway filters, factory installed. Units shall have filter access from either side panel. **Provide two boxes* of replacement filters to the maintenance staff. (*Two complete filter sets.)**

1.7 CONTROLS

- A. Provide factory installed and wired controls including fan contractor, low voltage terminal strip and single point power entry. Electronic Fan Speed Controls shall be provided by the Vendor if manual adjustments are not provided. The fan shall have the ability to be controlled by Variable Speed Controller. Provide control wiring diagrams and program and dip-switch setting documentation.
- B. Provide factory installed evaporators defrost control to prevent coil freezing at low evaporator temperatures.
- C. Terminals to interface with duct smoke detectors or building fire alarm system. Terminals to interface with automatic temperature controls.

1.8 ELECTRICAL

- A. Some equipment manufactures produce indoor Air-Handling Units that are 208 volts, 3 phase for units of over 5 Tons cooling capacity and 1 phase / 208V for units with less than 5 Tons of cooling capacity, with a single power point connection. Single phase air handling equipment shall be acceptable as long as the voltage is 208V. **(All Matching Condensing units shall be 3-phase -208V)**

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2. OUTDOOR CONDENSING UNIT SPECIFICATIONS

2.1 GENERAL

- A. Units shall be manufactured in a facility registered under the ISO 9002 manufacturing quality standard.
- B. Units shall be UL listed to US and Canadian safety standards.
- C. Unit shall be packaged to allow outdoor storage.
- D. Warranty shall be a minimum full year limited parts warranty on the complete unit with an additional 5- year warranty on the compressor.
- E. Unit shall be rated in accordance with ARI 360.
- F. Approved Manufacturers of Supplied Equipment*:
 - a. York
 - b. Luxaire
 - c. Carrier
 - d. Approved Equal (prior Approval is Required – See Section H.)

*(Condensing unit manufacturer must match air handling unit manufacturer.)

- G. Basis of Design: York Equipment
- H. **Substitutions:** (prior approval required), as indicated under the general and/or supplemental conditions of these specifications. **It shall be the responsibility of the Vendor to provide a "hard copy" side-by-side comparison of the substitution to the specified equipment.** If this written comparison or any requested documentation is not provided by the Vendor, the respective bid shall be rejected base on the decision of the design engineer at the Division of Facilities & Property Management. **The final Substitution approval of the equipment shall be supplied in writing by the Div. of Facilities & Property Management.**
- I. Shall comply with ASHRAE 90.1 and Energy Star Compliant.

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2.2 UNIT CABINET

- A. Cabinet shall be constructed of 18 gauge, zinc-coated steel, finished with a powder paint process capable of according to ASTM B117.
- B. Cabinet screws shall comply with the ASTM B117 salt spray test for a minimum of 750 hours.
- C. Panels shall be removable for easy access to all internal components during maintenance and service.
- D. Cabinet shall feature a separate access panel for the controls so that unit airflow need not be disturbed during servicing.
- E. Permanently attached base rails shall have 3-way forklift access and lifting holes for ease of installation.

2.3 COMPRESSORS

- A. Compressors shall be scroll style by Copeland or Bristol, or approved equal. If equipment size is large enough, **multi-stage cooling shall be provided.**
- B. Compressor shall feature motor overload protection and high pressure/temperature conditions.
- C. A crankcase heater shall keep refrigerant from diluting the compressor oil in the sump. Crankcase heater shall be field replaceable without removal of the charge.
- D. Neoprene isolators shall be used to minimize the unloading accomplished through turning off one compressor.
- E. **Compressor shall operate with R-22 or R-410A.**

2.4 CONDENSER AND FANS

- A. Fan motors shall be direct-drive with propeller-type condenser fans which discharge air vertically upward.

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- B. Fan motors shall have permanently lubricated ball bearings for longer wear during start and stop cycles, and shall have inherent overload protection.
- C. Coil shall be constructed of rifled copper tubing mechanically expanded and bonded to louvered aluminum fins. Coil shall include an integral subcooler.

2.5 REFRIGERATION COMPONENTS

Refrigeration system shall contain the following:

- A. High and low pressure cutouts.
- B. Suction and liquid line service valves to ease installation and recovery of refrigerant.
- C. External ports to accommodate gauge lines, allowing for easy servicing.
- D. Filter drier shipped in unit for field installation.
- E. Holding charge of R-22 or R-410A.

2.6 CONTROLS

Unit controls shall include:

- A. 24-volt control circuit with terminal blocks.
- B. Color-coded wiring for easy service and troubleshooting.
- C. Independent line-break thermal protection for the condenser fans.
- D. 5-minute anti-short cycle timer to protect the compressor from frequent cycling.
- E. Unit safety lockouts that automatically reset from the thermostat once the anti-short cycle timer is satisfied. Safety lockouts will also generate a 24-volt signal to the "X" terminal, allowing notification to the user via the thermostat fault light (if present). These safety lockouts shall include:
 - 1. High refrigerant pressure

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2. Low refrigerant pressure; low refrigerant pressure shall be bypassed for the first 120 seconds (approximate) of operation to eliminate nuisance trips.
- F. Compressor motor protection to automatically shutdown the unit, in the event of motor over-current or low control voltage conditions. Unit shall automatically restart after satisfying the anti-short timer.
- G. Low ambient operation down to 35°F without a low ambient kit. **Provide for operation down to 0°F with the optional low ambient kit.**

2.7 ELECTRICAL

- A. Outdoor Condensing Units shall be **208 volts, 3 phase**, with a single power point connection.
- B. Unit control circuit shall have a 24-volt transformer, sized sufficiently to operate the indoor fan.
- C. All condenser fan motors and the secondary of each transformer shall be grounded.

2.8 ACCESSORIES AND OPTIONS

- A. Head Pressure Control
- B. Shall include a condenser fan motor and a pressure controller, allowing operation of the condensing unit down to 0°F.
- C. Coil Guard:

Field installed decorative grille shall be placed on the units to provide their coil protection.
- D. Phenolic Coating on Condenser Coil:

Condenser coils shall be dipped in a four-coat phenolic coating process to provide longer life in corrosive conditions.

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2.9 SUBMITTALS / TECHNICAL PROPOSALS

Technical Proposal: The Contractor shall include a technical proposal of equipment to be provided for this project. The technical proposal will be reviewed and approved by the Div. Of Facilities & Property Management before any major equipment is ordered. The successful Vendor shall submit three (3) copies of all documents requested.

The following data/information shall be submitted for approval:

- A. Complete factory equipment cut sheet information. Selection information showing the equipment matching of indoor evaporator units with the outdoor condensing units, as proposed by the Vendor. This shall include **all materials / equipment** to be furnished by the Vendor.
- B. Equipment Sizing / Selection documentation. Documents showing proposed modifications and/or installation diagrams.
- C. Data sheets for all hardware, coils, controls, and misc. components.
- D. "Side-by-Side" documentation comparison of proposed equipment substitutions for engineering approval. **No substitutions shall be approved unless the proposed equipment meets all aspects of this specification and is deemed a direct substitution by the design engineer. Vendors shall ensure exact equivalency of equipment provide including all equipment warranties and performance.**
- E. Factory Manufacturing Time, Delivery times and scheduling dates.

3. DATES OF COMPLETION

No materials may be ordered until the Contractor receives a fully executed contract. All equipment under this entire contract will be delivered within 90 calendar days from the effective date of the contract. Requests for an extension of time shall be submitted to the Division of Facilities & Property Management, in writing. Such requests shall explain the reason for delays, the steps taken to overcome them, and the date on which the equipment shall be delivered. If approved, a change order shall be initiated by Div. of Facilities & Property Management. All extensions in the contract completion date must be done in the form of a change order executed prior to the completion date established above.

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4. CLARIFICATION

Any request for **Engineering clarification** shall be directed to:

Department of Public Welfare
Division of Facilities & Property Management
P. O. Box 2675
Harrisburg, PA 17105-2675
Attention: Mr. Gregory P. Chiesa
Telephone: (717) 772-2081 Email: gchiesa@state.pa.us

Any request for **Site information** shall be directed to:

Danville State Hospital
200 State Hospital Road
Danville, PA 17821
Attn.: Mr. Joel Campbell, Facility Maintenance Manager
Telephone: 570-271-4649 Email: joecampbel@state.pa.us

5. SITE VISIT REQUIREMENT

- A. **All Contractors** shall visit the site and carefully note all existing conditions. Any additions or items noted on this visit and not clearly defined in these specifications shall be called to the attention of the Division of Facilities & Property Management. **The Contractors must complete a "Proof of Visit" form attached to this specification.** All site visits must be made one day in advance (minimum) by contacting Mr. Joel Campbell Facility Maintenance Manager, at (570) 271-4649.
- B. The Contractor shall visit the Facility during normal operational hours (hours set by the Facility) to examine the existing conditions of the building. The Vendor shall provide all signatures on the **Proof of Visit** form attached to this specification. **One signed copy of the Proof of Visit must be returned with the bid documentation.** Failure to provide this documentation shall void the respective bid.

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6. FACTORY DOCUMENTATION REQUIREMENT

The Factory Assembled equipment to be furnished by the Vendor shall be **delivered new from the factory**. Out dated equipment, "left-over" equipment, returned equipment, previously installed, or re-used/remanufactured equipment **shall not be accepted**. **The Vendor shall provide factory-shipping documentation for all new**

equipment and shall present this documentation to the Facility Maintenance Manager for the record and warranty purposes. All warranty documents, inspection letters, and O&M manuals shall be provided by the Vendor to the Facility Maintenance Manager.

7. WARRANTY

- A. The Vendor shall furnish new equipment free from defects in workmanship and materials under normal use and service. All equipment shall be new and delivered direct from the factory with current warranty information. All warranty documents, inspection letters, and O&M manuals shall be provided by the Vendor to the Facility Maintenance Manager.
- B. **After the equipment has been installed** by the Facility Maintenance staff, the Vendor shall schedule a visit to the job site again to **ensure the supplied equipment has been properly installed as per the manufacturer's recommendations**. The Vendor shall supply a letter in writing that states the date of inspection, proper installation has been completed, and factory warranties are maintained. Any correction to the equipment installation shall be documented by the Vendor in writing, corrected by the Facility, and inspected by the Vendor. All new equipment shall have a **full 1 year warranty** start time from the date of this inspection letter documenting the installation.
- C. All condensing unit compressors shall have a minimum warranty of 5 years. All condensing units shall have a 1 year limited general parts warranty. Any of the equipment herein described is proved to be defective in workmanship or materials; it shall be replaced by the Vendor/Manufacturer at no additional cost to the Commonwealth.

END OF SPECIFICATIONS

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PROOF OF VISIT

**Department of Public Welfare
Division of Facilities & Property Management**

IN-HOUSE PROJECT NO.: 503-05-02

Project Title: Supply Air Handling Units-Block Bldg., 2nd & 3rd Floors

DANVILLE STATE HOSPITAL

Vendor's Name: _____

Address: _____

- I visited the Project site and reviewed the work to be completed prior to submitting a Bid Proposal.

Signature _____ **Date** _____

ESCORTED BY:

**Facility
Representative's
Signature:** _____

Title: _____

Date Escorted: _____

SPECIAL NOTE TO BIDDER

**One signed copy of this Proof of Visit form must be returned with your Bid.
You may keep one copy for your records.**

STATE OF MANUFACTURE CHART

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE BID

The Reciprocal Limitations Act 146 requires the Department to give Pennsylvania resident bidders a preference against a non-resident bidder from any state that gives or requires a preference to bidders from that state. The amount of preference shall be equal to the amount of preference applied by the state of the non-resident bidder. More information on this Act, or how to claim preference, can be obtained at our internet site at www.dgs.state.pa.us, by faxing a request to 717 787 -0725, or by calling Vendor Services at 717 787-2199 or 4705.

All bidders must complete the following chart by listing the name of the manufacturer and the state (or foreign country) of manufacture for each item. If the item is domestically produced, the bidder must indicate the state in the United States where the item will be manufactured. **This chart must be completed and submitted with the bid or no later than two (2) business days after notification from the Department of General Services to furnish the information.** Failure to complete this chart **and provide the required information prior to the expiration of the second business day after notification shall** result in the rejection of the bid.

<u>ITEM NUMBER</u>	<u>NAME OF MANUFACTURER</u>	<u>STATE (OR FOREIGN COUNTRY) OF MANUFACTURE</u>
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BIDDER'S RESIDENCY

A. In determining whether the bidder is a nonresident bidder from a state that gives or requires a preference to bidders from that state, the address given on the first page of this invitation for bid shall be used by the Department of General Services. If that address is incorrect, or if no address is given, the correct address should be provided in the space below:

Correct Address:
