

INVITATION TO BID  
Courthouse Air Handlers

Sealed bids for the purchase of the replacement of six air handlers will be received by the Board of Commissioners of Umatilla County at the Umatilla County Courthouse, Pendleton, Oregon, on September 27, 2021, until 10:00 A.M. Proposals will be publicly opened and read in Room 121, Umatilla County Courthouse, Pendleton, Oregon.

The project consists of the replacement of six air handlers units at the Umatilla County Courthouse, 216 SE 4<sup>th</sup> Street, Pendleton, Oregon. AHU-1 & AHU 2 are in the basement. AHU 3, 4, 5 & 6 are in the attic of the 4th floor. AHU 1 & 2 will have heating and cooling coils installed in associated duct work. These coils will be installed in both zones of each air handler. AHU 3, 4, 5 & 6 will have integrated heating and cooling coils. Chilled and hot water pipe will be modified to accommodate the new air handlers. All new handlers will be equipped with BACnet controls and tied into the buildings control system. Duct work associated with air handlers will be power vacuumed. The exposed fiberglass duct insulation in the basement will be replaced with vinyl duct wrap insulation. AHU 1 and 2 will need to be Daikin Modular Vision Air Handler unit, or the equivalent, one 7,250 CFM, and the one 5,500 CFM, with two flanged duct mounted heating coils. AHU 3 through 5 will need to be Daikin Air Handler model BCHD0501, or the equivalent, 4,500 CFM, with integrated heating coil. AHU 6 will need to be Daikin Air Handler model BCHD0301, or the equivalent, 2,750 CFM, with integrated hearing coil.

The project will include the following services:

- Provide (2) fabricated floor mount structures to support air handlers 1 & 2
- Provide all duct modification to accommodate new air handlers
- Provide all schedule 40 steel pipe and fittings to accommodate new heating and cooling coils (isolation valves, triple duty valves/ circuit setter, y-strainers, unions)
- Provide BAC-net controls on four air handler, two air handlers have new controls
- Provide appropriate sensors to monitor equipment conditions (space, discharge & return air sensors)
- Provide 16 control valves for heat and cooling coils
- Provide graphics of new controls being installed and brought into existing BMS frontend
- Provide new vinyl backed duct wrap insulation on exposed basement duct work
- Provide power vac duct cleaning of associated duct work
- Duct cleaning completed using truck mounted vacuum that produces 12,000 cfm of vacuum, with a 200 psi air compressor to assist in cleaning process
- Cut access in ducting as needed & seal with plate after cleaning
- Clean supply grills, return grills
- Provide mechanical permit
- Demolition of existing exposed fiberglass duct insulation
- Labeling new equipment and piping
- Installing new vinyl back duct insulation in basement
- Installing new piping insulation

Specific work for each air handling unit will include:

AHU-1

- Lock out/ Tag out electrical service to AHU-1
- Disconnect lineside electrical
- Disconnect control electrical
- Disconnect and demo duct work to make adequate space for install
- Remove and dispose of AHU-1

- Remove and dispose of duct mounted cooling coils
- Install pre-fabricated support
- Install new AHU
- Power vac AHU-1 associated duct work
- Install new BAC-net communication cabling to AHU-1
- Install all required control sensors
- Install and program all required control components
- Install (2) new duct mounted heating coils (near existing cooling coils)
- Install (2) new duct mounted cooling coils (near existing cooling coils)
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU-1
- Provide controls functional testing

#### AHU-2

- Lock out/ Tag out electrical service to AHU-2
- Disconnect lineside electrical
- Disconnect control electrical
- Disconnect and demo duct work to make adequate space for install
- Remove and dispose of AHU-2
- Remove and dispose of duct mounted cooling coils
- Install pre-fabricated support
- Install new AHU
- Power vac AHU-2 associated duct work
- Install new BAC-net communication cabling to AHU-2
- Install all required control sensors
- Install and program all required control components
- Install (2) new duct mounted heating coils (near existing cooling coils)
- Install (2) new duct mounted cooling coils (near existing cooling coils)
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU-2
- Provide controls functional testing

#### AHU-3

- Lock out/ Tag out electrical service to AHU-3
- Disconnect lineside electrical
- Disconnect controls
- Assist in ceiling removal lay out
- Disconnect and demo duct work to make adequate space for install
- Remove control valves and sensors from AHU-3
- Remove and dispose of AHU-3
- Install new AHU-3
- Power vac AHU-3 associated duct work
- Reconnect existing BAC-net controls
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU
- Provide controls functional testing

#### AHU-4

- Lock out/ Tag out electrical service to AHU-4
- Disconnect lineside electrical
- Disconnect controls
- Assist in ceiling removal lay out
- Disconnect and demo duct work to make adequate space for install
- Remove control valves and sensors from AHU-4
- Remove and dispose of AHU-4
- Install new AHU-4
- Power vac AHU-4 associated duct work
- Reconnect existing BAC-net controls
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU-4
- Provide controls functional testing

#### AHU-5

- Lock out/ Tag out electrical service to AHU-5
- Disconnect lineside electrical
- Disconnect control electrical
- Assist in ceiling removal lay out
- Disconnect and demo duct work to make adequate space for install
- Remove and dispose of AHU-5
- Install new AHU-5
- Power vac AHU-5 associated duct work
- Install new BAC-net communication cabling to AHU-5
- Install all required control sensors
- Install and program all required control components
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU-5
- Provide controls functional testing

#### AHU-6

- Lock out/ Tag out electrical service to AHU-6
- Disconnect lineside electrical
- Disconnect control electrical
- Assist in ceiling removal lay out
- Disconnect and demo duct work to make adequate space for install
- Remove and dispose of AHU-6
- Install new AHU-6
- Power vac AHU-6 associated duct work
- Install new BAC-net communication cabling to AHU-6
- Install all required control sensors
- Install and program all required control components
- Install heating and cooling piping modifications to accommodate new configuration
- Install new duct transitions to tie into existing ducting
- Start up new AHU-6
- Provide controls functional testing

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## INSTRUCTIONS TO BIDDERS

### 1.0 SUBMITTAL OF PROPOSAL

All proposals must be presented in a sealed envelope to the Umatilla County Board of Commissioners before 10:00 A.M., September 27 , 2021. Bids submitted electronically or by fax will be not acceptable.

- 1.1 COMPLETE PROPOSAL MUST BE RETURNED. Bidders shall fill in space provided on the right of specifications, ("Specifications Submitted"). The schedule shall be complete and your firm name and signature of an authorized person shall be in space provided.

Bids may not be changed or withdrawn after the opening of Bids.

Each Bid shall be identified on the exterior of the sealed envelope as follows:

Bid For: Courthouse Air Handlers

### 1.2 RIGHT TO REJECT BIDS

The Board of Commissioners reserves the right to reject any or all bids, accept the bid deemed most satisfactory to the County, or cancel this invitation to bid at any time.

- 1.3 Bids to be submitted by mail shall be addressed to:

Umatilla County  
216 S. E. 4<sup>th</sup> Street  
Pendleton, Oregon 97801  
Attn: Courthouse Air Handlers

### 2.0 CONTRACT AWARD

Award of the contract will be made to one bidder. Award will normally be made within 14 calendar days of opening. If a longer period of time is required, all bidders will be notified.

### 3.0 DELIVERY

Bidders shall set forth the date of delivery in the space provided on the Bid sheet. Delivery date shall be taken into consideration before awarding the contract.

The equipment herein specified shall be delivered to the Umatilla County Courthouse, 216 SE 4<sup>th</sup> Street, Pendleton, Oregon.. Any necessary parts for operating the equipment that are not mentioned in the specifications are, by this inference, included and shall not become a cause for extra compensation to the successful proposer.

#### 4.0 PAYMENT

Payment for the equipment herein specified will be made immediately after the 10th day of the month following full and satisfactory delivery.

#### 5.0 WARRANTY SPECIFICATIONS

Bidder shall state all items under warranty and for how long in time and/or machine hours the warranty is good.

Bidder shall completely and adequately specify items, terms and conditions of warranty. If certain items are warranted by agencies other than bidder (or principal manufacturer), these items and warranties shall be expressly identified on a separate sheet indicating terms and conditions. If no such listing is included in this bid, it shall be understood that all items are warranted by the bidder (or principal manufacturer) under the warranty to the attached as part of this bid. Failure to include warranty information in the bid documents may result in your bid being considered non responsive.

### GENERAL CONDITIONS

1. Units offered under this bid shall be new, standard production models of the latest design in current production, unless otherwise specified.
2. Materials shall be of good commercial quality for the intended service and shall be produced by use of current manufacturing processes.
3. The bidder shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. This sheet shall be labeled "Exception (s) to Bid Conditions and Specifications", and shall be attached to the bid.

### PUBLIC WORKS PROJECT

Please note that in the event a bid exceeds \$50,000, this project will be a Public Works subject to ORS 279C.800 to 279C.870, and the provisions of this paragraph will be applicable to the project. Each proposal must contain a statement as to whether the proposer is a resident bidder, as defined by ORS 279A.120. No proposal shall be received or considered unless the bidder is licensed with the Construction Contractors Board, or licensed by the State Landscape Contractors Board. No proposal will be received or considered unless the proposal contains a statement by the bidder as a part of its proposal that the bidder will comply with the provisions of ORS 279C.800 -.870, including the payment of the applicable prevailing rate of wage. Upon award of the contract, the Contractor will be required to post, at its expense, a performance bond and a payment bond, as required by ORS 279C.380. The bonds shall be filed with the County, through the contact named in this document, no later than 10 days after the contract is awarded and must be for the amount of the contract. The bond shall be executed by a surety company authorized to do business in the State of Oregon. Umatilla County shall be payee.

**BID SHEET**

Unless otherwise denoted, an estimated date is to be inserted for Delivery Date.

All prices quoted must include equipment listed below.

Proposer is to submit detailed specifications and illustration sheets showing specific equipment to be furnished under this Bid.

BID for: Courthouse Air Handlers

Purchase price \$ \_\_\_\_\_

Bidder certifies delivery will be completed within \_\_\_\_\_ calendar days after date of notice of award.

Bidder \_\_\_\_\_

Address \_\_\_\_\_

By (Print) \_\_\_\_\_

By (Signed) \_\_\_\_\_