

**THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS**

**THE URBAN RENEWAL AGENCY OF THE
CITY OF TWIN FALLS, IDAHO**

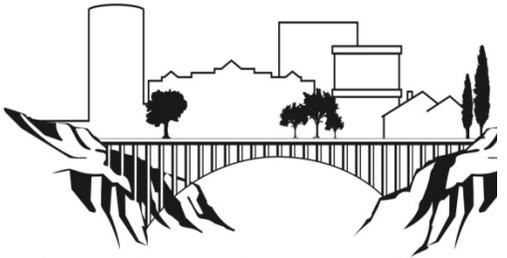
SPECIAL URBAN RENEWAL BOARD MEETING

* * * *

The Twin Falls Urban Renewal Agency will meet Wednesday, May 8, 2013 at 11:30 a.m. at Twin Falls City Hall Conference Room located at 321 2nd Avenue East.

The Urban Renewal Board will meet to consider awarding an HVAC unit replacement contract.

Melinda Anderson
Executive Director



Date: May 8, 2013
To: Urban Renewal Agency of the City of Twin Falls
From: Melinda Anderson, URA Executive Director

Request:

Consideration of a request to award a contract to Terry's Heating and Air Conditioning for \$55,898.00 to replace 2 (two) HVAC units at TFURA property located at 851 Poleline Road, currently leased to C3Connect.

Background:

On May 3, the TFURA board awarded a contract to ACCO Engineered Systems for \$43,031 to replace the 2 HVAC units. On May 6 ACCO asked to be released from that contract because they said they had been given inaccurate information from their vendor and was not able to complete the job as specified in the bid request.

Terry's Heating and Air Conditioning was the 2nd lowest, responsive bid at \$55,898.00 and is prepared to move forward on this.

Approval Process:

This agreement would need to be considered in an open meeting with a majority of the board members voting in favor of it.

Budget Impact:

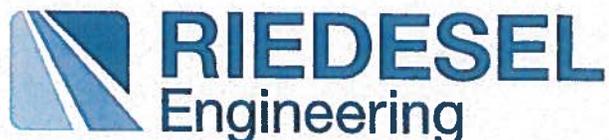
The funds are available for this purchase and are paid for through the lease income TFURA receives from C3.

Conclusion:

Staff and Riedesel recommend the board award this contract to Terry's Heating and Air Conditioning.

Attachments:

1. Engineer's Recommendation
2. Terry's Heating Bid Response
3. Addendum #1



May 7, 2013

Melinda Anderson
 Executive Director
 Twin Falls Urban Renewal Agency
 P.O. Box 1907
 Twin Falls, ID 83301

RE: C3 Building HVAC Units Replacement - Bid Withdrawal and Revised
 Recommendation

Dear Director Anderson:

ACCO Engineered System has withdrawn its bid as of Monday May 6, 2013. Terry's Heating and Air Conditioning is the next lowest, qualified and responsive bidder. I spoke with Corey Ahrens at Terry's to confirm his bid amount, ability to do the work and to determine the equipment Terry's will provide. Terry's will supply Lennox equipment. We recommend award to Terry's Heating and Air Conditioning. I have attached a copy of Terry's Bid Proposal and a Notice of Award.

If you have any questions or need additional information please let me know.

Respectfully submitted,

A handwritten signature in blue ink that reads "Donald G. Acheson".

Donald G. Acheson, P.E.
 Project Engineer

DGA/tr

Encls.

Cc: Dave Bastow, P.E., McClure Engineering

Page 1 of 1

Z:\1959-TWIN FALLS URA CORRESPONDENCE\1959 R 7MAY13 C3 HVAC UNITS REPLACEMENT RECOMMENDATION OF

202 Falls Avenue
 Twin Falls, ID 83301
 208/733-2446
 Fax 208/734-2748

850 E. Franklin, Suite 403
 Meridian, ID 83642
 208/898-9165
 Fax 208/734-2748

77 Southway, Suite C
 Lewiston, ID 83501
 208/743-3818
 Fax 208/743-3819

1845 Terminal Drive, Suite 150
 Richland, WA 99352
 509/946-3559
 Fax 509/946-3554

BID PROPOSAL

Proposal Submitted by

Terry's Heating & A/C, Inc.

Project Description

P.O. Box 5177

851 Pole Line Road

Address

Job Name

Twin Falls

C3 HVAC Unit Replacement

City

Idaho

Phone

Date

Urban Renewal Contact

Phone

208-734-4376

4/29/13

Melinda Anderson

735-7240

We propose hereby to furnish all equipment, material and labor in accordance the attached specifications, and enclosed special provisions for a complete removal, replacement, and re-installation of the HVAC units and related work. This proposal for work contemplated herein is to be submitted on a lump sum price basis.

All materials and workmanship are guaranteed to be as specified, meeting pertinent building, fire, mechanical, and electrical codes in force by the City of Twin Falls. Any alterations or deviation from the specifications which involve extra cost will be executed only as per written orders and shall become an addition or deduction to the bid amount of the original proposal. All cost incurred due to strikes, accidents or other delays shall be the Contractor's responsibility. Final Payment will be made after all work has been completed, all work has passed all inspections, and all work has been accepted by the Urban Renewal Agency of the City of Twin Falls.

We understand that time is of the essence for this project. The work contemplated within this proposal will take 15 (thirty) calendar days or less to complete once ordered equipment has arrived in Twin Falls. We will provide the Twin Falls Urban Renewal Agency copies of the equipment order, factory order acceptance, factory ship date, and confirmation of equipment arrival in Twin Falls. For projects over \$10,000, a \$100 per day forfeiture for non-completion of work within aforementioned calendar days will be deducted from the amount owed the Contractor as per the Standard Specifications.

CONTRACTOR  Title Commercial Project Manager Date April 30, 13
Authorized Signature

CONTRACTOR'S PUBLIC WORKS LICENSE #: PWC-C-10095-B-4

Date of Expiration: 5/31/13

The Contractor shall carry liability insurance in the minimum amount of \$500,000 for jobs less than \$10,000 or \$1,000,000 for jobs over \$10,000; and workman's compensation insurance.

Pinnacle Risk Management 4/15/14
Workman's Compensation Carrier Date of Expiration

Cincinnati Insurance Co. 10/31/13
Liability Insurance Carrier Date of Expiration

Prior to contract execution by the Urban Renewal Agency, the Contractor shall submit:

- Certificates of insurance
- Idaho State Form WH-5, for Public Works Projects over \$10,000
- Department of Treasury Form W-9
- Workman's Compensation Policy
- Performance and Payment Bond not less than 85% of the bid amount

Note: This proposal may be withdrawn by the Contractor if not accepted by the Urban Renewal Agency within 30 days.

Acceptance of Proposal: The prices as shown in this proposal are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Name and Title (for the Urban Renewal Agency)

Date: _____ 2013

SPECIAL PROVISIONS:

- 201.01 The work includes: replace two existing 25 ton roof top, gas fired, air conditioning units (known as AC-1 (RT1) and AC-4 (RT4)), including all electrical, control work, condensate drain and natural gas piping modifications, as required for a complete installation.
- 201.02 The Contractor is responsible for safely removing all removed equipment, refrigerant, and materials and debris from the site and disposing of them properly, including providing receipts from the locations where disposal occurred.
- 201.03 The Contractor shall provide labor and material warranties per the attached specifications.
- 201.04 The Contractor shall coordinate its work schedule with the tenant that is mutually agreed to.
- 201.05 The Contractor shall ensure that no damage is done to the roof, roof materials, other equipment, or any other parts of the building during removal of old units and installation of new units and materials.
- 201.06 The Contractor is responsible for locating, preserving, and protecting all existing utilities that are not required to be removed as part of the work.
- 201.07 The Contractor shall contact all Utilities and coordinate utility service disconnections/reconnections at the site as needed to complete the project.
- 201.08 The Contractor is responsible for obtaining written permission from adjacent landowners if the adjacent properties will be used or accessed during demolition activities.
- 201.09 The Contractor is responsible for acquiring all necessary permits required to perform the work.
- 201.10 The Urban Renewal Agency must have all work completed 15 calendar days after the arrival in Twin Falls of the ordered equipment.

ADDENDUM NO. 1
THE URBAN RENEWAL AGENCY OF TWIN FALLS
851 POLE LINE ROAD
HVAC UNITS REPLACEMENT

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Addendum No.1 – April 23, 2013

Addendum No. 1 to the Contract Documents as prepared by Riedesel Engineering, Inc., is hereby submitted for use in the bid preparation and submittal. The following corrections, clarifications, approvals, additions, and/or deletions (The Changes) are hereby made part of 851 POLE LINE ROAD HVAC UNITS REPLACEMENT (The Project) fully and completely as if The Changes were entirely set forth on the Contract Documents. The Changes described herein shall become an integral part of any contract entered into between the Owner and the Contractor.

Addendum Items

1. Bid Proposal, page 1, 3rd paragraph – Change **15 (thirty)** calendar days to **15 (fifteen)** calendar days.
2. As discussed at the Pre-Bid walk through at the C3 Building on Friday April 12, 2013, and further clarified by this addendum, replacement work must respect the operation hours of C3.
 - a. Schedule outside work Wednesdays through Sundays.
 - b. Schedule any inside work that may be required after 10 PM and before 6 AM on weekdays.
 - c. On weekends, schedule inside work through Kendra Jenks.
3. The sole point of contact for C3, for questions/scheduling/issues is Kendra Jenks, K&G Property Management @ 280-0754.
4. Standard City of Twin Falls contract form 206 Performance Bond and form 207 Labor & Material Bond were handed out a the pre-bid walk through.
5. Pre-Bid walk through notes:
 - a. Use the existing HVAC curb. No replacement of the curb is anticipated.
 - b. At all times protect the membrane roof from damage and report damage if it occurs. Repair of the membrane roof will be at Contractor's expense and shall be only provided by the existing warranted roofing manufacturer's approved roofing contractor and as approved by the building owner.
 - c. Painting of modified interior duct work, if any, will be by others.
 - d. Provide a schedule of work with your bid submittal.
 - e. The existing electrical disconnects may be reused or replaced with new on this project, at the contractor's option, provided the existing disconnects are determined to be reusable in size and condition.
6. Bidder's Check List

ADDENDUM NO. 1
THE URBAN RENEWAL AGENCY OF TWIN FALLS
851 POLE LINE ROAD
HVAC UNITS REPLACEMENT

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YOU ARE NOTIFIED that this Addendum must be signed and enclosed with your sealed bid for the Project as evidence that you have familiarized yourself with all the The Changes incorporated herein.

NAME OF BIDDER: Terry's Heating and Air Conditioning

By: Corey Ahrens
Signature

April 30, 13
Date

Corey Ahrens
Printed Name

Commercial Project Manager
Title

Submitted By:

~~Riedesel Engineering, Inc.~~
Donald G. Acheson
Donald G. Acheson, P.E.
Project Engineer

DGA/da



It's All A Matter Of Pride!

Projected Time Schedule

The lead time for the bid equipment is 4-5 weeks.

So once we have approved submittals, the equipment would be ordered.

Once equipment has arrived, we would schedule the units to be changed out within 10 days on a Saturday. The goal would be to have the units operational the same day if possible. There may be some additional start-up and check outs the following Monday.

The air balance contractor would be in to balance the unit on Tuesday or Wednesday.

Notice of Award

Date: May 3, 2013

Project: 851 POLELINE ROAD HVAC UNITS REPLACEMENTS

Owner: THE URBAN RENEWAL AGENCY OF TWIN FALLS

Owner's Contract No.:

Contract: C3 HVAC UNIT REPLACEMENT

Engineer's Project No. 1959-C3

Bidder: TERRY'S HEATING AND AIR CONDITIONING

Bidder's Address:

P.O. BOX 5177, TWIN FALLS, ID. 83303-5177

You are notified that your Bid dated APRIL 30, 2013 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for C3 Building HVAC Units Replacement.

The Contract Price of your Contract is Fifty-Five Thousand Eight Hundred and Ninety-Eight Dollars (\$55,898.00).

3 copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

N/A sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within **7 DAYS** of the date you receive this Notice of Award:

1. Deliver to the Owner 3 fully executed counterparts of the Contract Documents.
2. Prior to contract execution by the Urban Renewal Agency, the Contractor shall submit per **Page 3 of the Bid Proposal**:
 - **Form 206 - Performance Bond**
 - **Form 207 - Labor and Material Payment Bond**
 - **Certificates of Insurance**
 - **Idaho State Form WH-5 for Public Works Projects over \$10,000**
 - **Department of Treasury Form W-9**
 - **Workman's Compensation Policy**

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

The Urban Renewal Agency of the City of Twin Falls

By: _____
Authorized Signature

Executive Director