



City of Tacoma

Tacoma Public Library

ADDENDUM NO. 2

DATE: 06/22/2023

REVISIONS TO:

**Request for Bids Specification No. LB22-0205F
Library HVAC Replacement (Rebid)**

NOTICE TO ALL BIDDERS:

This addendum is issued to clarify, revise, add to or delete from, the original specification documents for the above project. This addendum, as integrated with the original specification documents, shall form the specification documents. The noted revisions shall take precedence over previously issued specification documents and shall become part of this contract.

REVISIONS TO THE SUBMITTAL DEADLINE:

The submittal deadline remains the same.

REVISIONS TO THE GENERAL INFORMATION AND REQUIREMENTS:

Replace pages 11 and 12 with updated pages marked Addendum 2. Please note an additional Site Visit has been added.

NOTE: Acknowledge receipt of this addendum by initialing the corresponding space as indicated on the signature page. Vendors who have already submitted their bid/proposal may contact the Purchasing Division at 253-502-8468 and request return of their bid/proposal for acknowledgment and re-submittal. Or, a letter acknowledging receipt of this addendum may be submitted in an envelope marked Request for Bids Specification No. LB22-0205F Addendum No. 2. The City reserves the right to reject any and all bids, including, in certain circumstances, for failure to appropriately acknowledge this addendum.

cc: Sam Benscoter, Tacoma Public Library
Philip Torgerson, Tacoma Public Library

1. GENERAL PROVISIONS

City of Tacoma General Provisions apply. (See Appendix D).

2. INSURANCE REQUIREMENTS

Successful proposer will provide proof of and maintain the insurance coverage in the amounts and in the manner specified in the City of Tacoma Insurance Requirements contained in this solicitation. (See Appendix D)

3. DESCRIPTION OF WORK

The Tacoma Public Library is soliciting bids to establish one or more contracts with qualified vendors to fulfill the City's needs for replace HVAC systems at the Fern Hill, Swasey, and Wheelock library branches. Boiler replacement at Wheelock. Provide Mechanical, Electrical and Controls support work. Contract(s) will be awarded to the lowest responsive and responsible bidder(s) based on price, product quality and availability.

4. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

Contract may be issued after Library Board of Trustee approval.

The anticipated schedule of events concerning this RFB is as follows:

| | |
|--|------------------|
| RFB Posting: | 6/5/2023 |
| Pre-Bid Meeting RSVP Deadline: | 6/14/2023 |
| Pre-Bid/Site Visit Meeting: | 6/20/2023 |
| 2 nd Pre-Bid Meeting RSVP Deadline: | 6/28/2023 |
| 2 nd Pre-Bid/Site Visit Meeting: | 6/29/2023 |
| Question Deadline: | 7/3/2023 |
| City response to Questions, on or about: | 7/5/2023 |
| Submittal Due Date: | 7/11/2023 |
| Anticipated Award Date, on or about: | 7/19/2023 |
| Library Trustee Board Approval, on or about: | 7/19/2023 |

5. INQUIRIES

5.1 Questions can be submitted to *Erica Pierce*, Senior Buyer, via email to EPierce@cityoftacoma.org. Subject line to read:
LB22-0205F – Library HVAC Replacement – *VENDOR NAME*

5.2 Questions are due by 3 pm on the date included in the Calendar of Events section.

5.3 Questions marked confidential will not be answered or included.

- 5.4 The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.
- 5.5 The answers are not typically considered an addendum.
- 5.6 The City will not be responsible for unsuccessful submittal of questions.
- 5.7 Written answers to questions will be posted alongside these specifications at www.tacomapurchasing.org.

6. PRE-BID MEETING

A pre-bid meeting will be held at the date and time specified in the calendar of events, beginning at 8:30 AM Fern Hill Library, 765 S 84th St. Tacoma, WA 98444. The meeting will then move to the Swasey Library at 7001 6th Ave, Tacoma, WA 98406 and then to the Wheelock Library at 3722 N 26th St, Tacoma, WA 98407. Exact times of the visits at the 2nd and 3rd locations are dependent on the time needed at the previous branches. Video conference / teleconference option is not available.

The bidder will be responsible for examining the site(s) and to have compared the sites with the specifications and contract drawings contained in this specification, and be satisfied as to the facilities and difficulties attending the execution of the proposed contract (such as uncertainty of weather, floods, nature and condition of materials to be handled and all other conditions, special work conditions including work schedules, obstacles and contingencies) before the delivery of their proposal.

No allowance will be subsequently made by the City on behalf of the bidder by reason of any error or neglect on the bidder's part, for such uncertainties as aforesaid.

Bidders must RSVP for the site showing by 5pm on Wednesday, June 14th and Wednesday, June 28th. Site showings may be cancelled if no bidders RSVP. RSVP by contacting Erica Pierce at EPierce@cityoftacoma.org. Bidders must include name of person meeting City staff and a valid text number. Correspondence regarding day of logistics, including scheduling changes, will be done via text message.

Due to the nature of this project, the bidder is responsible for examining the site prior to placing a bid. **Only one (1) site showing will be conducted. It is the bidder's responsibility to assure that they attend the site showing as scheduled.** If the contractor cannot make the listed showing, they may be able to coordinate a visit to the site on their own. Failure to examine the site may be grounds to reject the bid. Tacoma Public Library shall make no adjustment to the price or provide any compensation to the contractor for impacts relating to the contractor's failure to consider the potential impacts of not only the site conditions observed, but changes in the observed conditions that could have been foreseen by the contractor.