



Office of Purchasing/Contract Management
3410 Taft Boulevard Wichita Falls, Texas 76308-2099

December 1, 2016

ADDENDUM ONE

Reference: Request for Proposal #735-17-4258 HVAC Systems for West Campus Annex

TO WHOM IT MAY CONCERN:

This letter serves as Addendum One to the above referenced RFP.

The following items need to be included in the scope of work for the West Campus Annex HVAC Modifications as an addendum:

- **Corridor HVAC Modifications, item 3:** “All duct on roof and from the return air grill shall be internally insulated with 1 inch **duct board** insulation” shall be replaced with the following: “All duct on roof and from the return air grill shall be internally insulated with 1 inch **liner** insulation”.
- **Corridor HVAC Modifications:** Add item 8 to remove existing ceiling registers throughout corridor. Cover openings with sheet metal and seal with silicone. Contractor can use these registers in their existing location if they are able to connect the new flex duct to them.
- **Rooms 120, 122 HVAC, 1:** Contractor to include proper venting of furnace through roof. All new roof penetrations are the contractor’s responsibility.
- **Rooms 120, 122 HVAC, 2:** Owner shall provide 3 phase, 208 volt disconnect on the roof above room 120A. Owner will also install 110 volt disconnect for the furnace inside 120A. Wiring from these disconnects to the HVAC equipment is the contractor’s responsibility.
- **Rooms 120, 122 HVAC, 4:** Substitute “uninsulated **high pressure duct (18 GA. Minimum)**” with “uninsulated, **round, galvanized, unpainted SMACMA duct**”.
- **Rooms 103, 1RR2, 1RR3 HVAC; 1:** Contractor to include proper venting of furnace through roof. All new roof penetrations are the contractor’s responsibility.
- **Rooms 103, 1RR2, 1RR3 HVAC; 2:** Owner shall provide 3 phase, 208 volt disconnect on the roof above room 1RR4. Owner will also install 110 volt disconnect for the furnace inside 1RR4. Wiring from these disconnects to the HVAC equipment is the contractor’s responsibility.
- **Rooms 103, 1RR2, 1RR3 HVAC; 4:** Substitute “uninsulated **high pressure duct (18 GA. Minimum)**” with “uninsulated, **round, galvanized, unpainted SMACMA duct**”.

- **Rooms 103, 1RR2, 1RR3 HVAC; 4:** Note, rooms 1RR2 and 1RR3 do not require a return air duct from these rooms to the HVAC unit in 1RR4.
- **Rooms 103, 1RR2, 1RR3 HVAC:** Add item 7 to purchase and install an exhaust fan in each of the rooms, 1RR2 and 1RR3. Fan shall be suitable size for the ~85 SF restrooms. Can use existing ceiling penetration/duct to install fan in ceiling. Exhaust to the attic space, not through the roof. Owner to provide power to the fan.
- **Room 118 HVAC, 2:** Owner shall provide single phase, 208 volt disconnect on the roof above room 118. Wiring from the disconnect to the HVAC equipment is the contractor's responsibility.

Alternate 1: A/C for Burns Chapel:

- **Demo, 5:** Owner's abatement contractor will remove existing units and insulated piping inside the second floor mechanical room above the chapel. Ductwork up to the first joint above the units (~5' AFF) will be removed by Owner's abatement contractor.
- **Equipment Installation, 12:** Owner shall provide four 3 phase, 208 volt disconnects on the roof just west of the second floor mechanical room (i.e., one for each condensing unit). Owner will also install four 110 volt disconnects for the four furnaces inside the second floor mechanical room. Wiring from these disconnects to the HVAC equipment is the contractor's responsibility.
- **Equipment Installation:** Add item 13 to install roof vents through the chapel's roof for the four gas fired furnaces inside the second floor mechanical room. Penetrations are contractor's responsibility.

BID INFO AND SCHEDULE:

- Contractor to define duct sizes for all new ductwork inside the corridors, room 103, and room 122 as part of their bid submission.
- Contractor to define number of registers to be installed in the corridors, room 103, and room 122 as part of their bid submission.

All communications concerning this bid can be found on the Midwestern State University Purchasing web page located at the following Link: <http://mwsu.edu/purchasing/>

The closing date for this bid is December 13, 2016 @ 2 PM.

If you have any questions please contact me.

Thank You.

Sincerely,

Lori Case

Assistant Director of Purchasing/Contract Management

lori.case@mwsu.edu

940-397-4041