

THE PORT AUTHORITY OF NY & NJ

**PROCUREMENT DEPARTMENT
4 WORLD TRADE CENTER
150 GREENWICH STREET, 21ST FL.
NEW YORK, NY 10007**

4/12/2016

ADDENDUM # 1

To prospective Bidder(s) on Bid # 45647 for Air Filter Services for Heating, Ventilation, and Air Conditioning (HVAC) Systems at the Port Authority Bus Terminal (PABT)

Originally due on 4/14/2016, no later than 11:00AM

I. CHANGES/MODIFICATIONS

The following changes/modifications are hereby made to the solicitation documents:

A. Delete Part V, section 4 entitled “ Filter Specifications” in its entirety and replace it with:

A. Disposable Filter-Extended Surface

- i. Filters shall be Underwriters Laboratory (UL) 900 Class Rating. All pleated filters shall be of a minimum of MERV 8. Charcoal Pleated filters shall be a minimum of MERV 8, Cell filters shall be a minimum of MERV 14.
- ii. The UL 900 Class Rating Filters manufactured by Viskon-Aire Corporation or a Port Authority approved equal may be used in lieu of the aforementioned extended surface type unless otherwise directed by the Manager.

B. Roll Filter

Roll filter shall be UL 900 Class Rating consisting of an American Air Roll-A-Matic Type Core as manufactured by American Air Filter Corporation, Viskon-Aire Corporation or a Port Authority approved equal. All materials for roll filters, including filter media, shall be UL 900 Class Rating. Rated media face velocity shall be 500 fpm. The initial resistance of the clean media at 500 fpm shall not exceed 0.15”w.g. The average arrestance shall be at least 70 %. The filters will be run to a final resistance of 0.50”w.g. The filtering media shall be 65 feet long and shall be rolled and installed in a manner to permit the proper operation of the existing feed mechanisms without alteration. Media shall be 2 ½” fiberglass. Media must have sufficient strength to maintain its full width under the tension created as the roll advance.

C. Absolute Filters – 99.97% Efficiency

Filters shall be Absolute Filters, or Port Authority approved equal. They shall be individually tested and certified to have an efficiency of not less than 99.97% when tested with 0.3 micron dioctylphthalate smoke (DOP TEST). The clean filter static pressure drop shall be no greater than 1”w.g. when operating at rated capacity of 1000 cfm, and shall be able to reach 2”w .g. without unloading or collapsing. Filter shall be supplied with one Neoprene gasket and shall be leak proof when installed in housing. Filter frame shall be galvanized steel.

D. Type FG-Disposable Filters

Thick throw-away ¼” to 1” filter (type FG) shall be flat glass wool blanket type, held in a snap-in metal frame, or throw-away cardboard frame similar to existing filters. Only Farr, Continental, or American Air Filter disposable filters may be used as replacement filters or a Port Authority approved equal is obtained to substitute and is UL 900 Class Rating.

E. Filter Identification

All filters utilized under this Contract must be identifiable by factory packaging, marking or labeling as to model number, UL 900 Class Rating, size and manufacturer. The Authority shall have the right to verify filter fire rating directly with the Underwriters Laboratory at any time during the term of this Contract. The Port Authority shall have the right not to accept any filter not readily identifiable as indicated hereunder.

*Note: The Contractor must request approval from the Port Authority when offering an item to be considered as an approved equal. The Contractor shall submit a catalog cut/specification sheet and a charge sample shall be provided to the Port Authority for review and approval. Should the Port Authority reject the said item(s), the Contractor shall provide the specified Port Authority approved filter(s) as specified in the Contract.

B. Delete Part V, section 12 entitled “Personnel Requirements” first paragraph in its entirety and replace it with:

The Contractor (and any subcontractor) shall furnish competent and adequately trained personnel to perform the work required hereunder. Air filter services shall be performed by an experienced Air Filter Installer in order to maintain all HVAC systems in proper operating condition. If in the opinion of the Manager, any person so assigned is performing his/her function unsatisfactorily, the Contractor shall replace them within twenty-four (24) hours following the Contractor’s receipt of the Manager's request for such replacement. The Air Filter Installer providing air filter servicing must possess a minimum of two (2) years previous experience performing air filter services similar to those covered under this Contract.

C. In Part IV, Exhibit A – Pre Pleated Filters and Cell Filters Pricing Sheet delete sentence #1 under Notes: and replace it with:

1. All filters shall be UL 900 Class Rating. Pre-filters 2” thick, merv8/30% or Port Authority approved equal.
2. Final filters 2” thick merv14/90-95% or Port Authority or approved equal.

- D. In Part IV, Exhibit B – Roll Filters Pricing Sheets delete sentence #1 and #2 under Notes: and replace it with:
1. All filters shall be UL 900 Class Rating. Pre-filters 2” thick, merv8/30% or Port Authority approved equal.
 2. Final filters 2” thick merv14/90-95% or Port Authority or approved equal.
- E. In Part IV, Exhibit C – Roll Filters Pricing Sheets delete sentence #1 and #2 under Notes: and replace it with:
1. All filters shall be UL 900 Class Rating. Pre-filters 2” thick, merv8/30% or Port Authority approved equal.
 2. Final filters 2” thick merv14/90-95% or Port Authority or approved equal.

II. BIDDER'S QUESTIONS AND ANSWERS

The following information is available in response to questions submitted by prospective Bidders. The responses should not be deemed to answer all questions, which have been submitted by Bidders to the Port Authority. It addresses only those questions, which the Port Authority has deemed to require additional information and/or clarification. The fact that information has not been supplied with respect to any questions asked by a Bidders does not mean or imply, nor should it be deemed to mean or imply, any meaning, construction, or implication with respect to the terms.

The Port Authority makes no representations, warranties or guarantees that the information contained herein is accurate, complete or timely or that such information accurately represents the conditions that would be encountered during the performance of the Contract. The furnishing of such information by the Port Authority shall not create or be deemed to create any obligation or liability upon it for any reason whatsoever and each Bidder, by submitting its Bid, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of the Port Authority, its Commissioners, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the Bidder required by this Bid or Contract and the Bidder agrees that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever.

The Questions and Answers numbering sequence will be continued sequentially in any forthcoming Addenda that may be issued.

<i>Question # 1</i>	Could you tell me what the cost was for these services last year?
<i>Answer # 1</i>	See attached current contract’s pricing for the base term. The prices of the last year of the base term were adjusted by 3% for the Option Period.
<i>Question # 2</i>	Part V, page 7, section12 entitled “Personnel Requirements” says that the service must be performed by a Refrigeration and Air Conditioner Service Person. My question is does this work have to be done by a Refrigeration & A/C Service Person?

<i>Answer # 2</i>	See Section I Changes/Modification, letter "B" above.
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FOR INFORMATION PURPOSES ONLY, ATTACHED IS THE PRICING FROM THE MOST RECENT PURCHASE:

The Port Authority of New York and New Jersey does not guarantee the relevancy of the pricing material as it may pertain to proposals solicited for other contracts. Vendors are cautioned that the use of this information, to determine future bid prices, or for any other purpose, shall be used at the vendor's own risk. Bid prices should be based on the company's costs, overhead and profit. The material requested may be based on a different specification and/or different quantity or delivery requirements than those in future solicitations.

This communication should be initialed by you and annexed to your Bid upon submission.

In case any Bidder fails to conform to these instructions, its Bid will nevertheless be construed as though this communication had been so physically annexed and initialed.

THE PORT AUTHORITY OF NY & NJ

SELENE ORTEGA, MANAGER
COMMODITIES AND SERVICES DIVISION
PROCUREMENT DEPARTMENT

BIDDER'S FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO LUZ SANTANA, WHO CAN BE REACHED AT (212) 435 -4625 OR AT LSANTANA@PANYNJ.GOV.

CONTRACTOR'S PRICING SHEETS
EXHIBIT A

		Location	Filter size	Pleated Type	Qty	FREQ	3yr-Qty	Unit Price per Filter	Estimated Three-year amount
		DET. OFF.							
A/C	203		20x20x2		3	12 X /yr	108	\$6.66	\$719.28
A/C	204		16x25x2		2	12 X /yr	72	\$6.66	\$479.52
A/C	205		16x25x2		2	12 X /yr	72	\$6.66	\$479.52
A/C	290	SIGN ROOM	16x20x2		1	12 X /yr	36	\$6.66	\$239.76
ACT	206	NW HallMark	16x20x2		2	12 X /yr	72	\$6.66	\$479.52
ACT	214	USO	2-x25x2		2	12 X /yr	72	\$7.63	\$549.36
ACT	215	Regional Alliance	20x25x2		3	12 X /yr	108	\$7.63	\$824.04
			20x20x2		3	12 X/yr	108	\$6.66	\$719.28
		2nd FL. OLD HALLMARK							
A/C	201		16x20x2		2	12 X /yr	72	\$6.66	\$479.52
A/C	203		20x25x2		2	12 X/ yr	72	\$7.63	\$549.36
		SW MGR OFF 1ST FL.							
AC	26		20x24x12	Cell filter	3	2 X/yr	18	\$54.00	\$972.00
		5th FL. A/C UNITS							
A/C	9		16x25x2	Pleated	8	12 X yr	288	\$6.66	\$1918.08
	9		16x20x2	Pleated	4	12 X/ yr	144	\$6.66	\$959.04
A/C	10		16x25x2	Pleated	8	12 X/ yr	288	\$6.66	\$1918.08
	10		16x20x2	Pleated	4	12 X/ yr	144	\$6.66	\$959.04
A/C	11		16x25x2	Pleated	8	12 X/ yr	288	\$6.66	\$1918.08
	11		16x20x2	Pleated	4	12 X/ yr	144	\$6.66	\$959.04
A/C	12		16x25x2	Pleated	8	12 X/ yr	288	\$6.66	\$1918.08
	12		16x20x2	Pleated	4	12 X/ yr	144	\$6.66	\$959.04

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PART IV - SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

Rev. 6/1/07 (PA/PATH)

A/C	13		16x25x2	Pleated	8	12X /yr	288	\$6.66	\$1918.08
AC	13		16x20x2		4	12 X /yr	144	\$6.66	\$959.04
		SW B-3 BASEMENT							
A/C	14		12x24x2	Pleated Charcoal	10	12 X/yr	360	\$13.60	\$4896.00
A/C	15		12x24x2	Pleated Charcoal	15	12 X/yr	540	\$13.60	\$7344.00
AHU	1 (A/C # 22)		12x24x2	Pleated Charcoal	15	12 X/yr	540	\$13.60	\$7344.00
HV	3		12x25x2	Pleated Charcoal	6	12 X/yr	216	\$13.60	\$2937.60
AHU	2 (A/C #23)		12x25x2	Pleated Charcoal	15	12 X/yr	540	\$13.60	\$7344.00
		ELEVATOR							
P	2 & 3	INSIDE	20X25X1	Pleated	1	12 X /yr	36	\$7.60	\$273.60
		OUTSIDE	16X25X1	Pleated	3	12 X/yr	108	\$6.66	\$719.28
		CONSTR. OFFICE							
A/C	28		24X24X12	Cell Filter	1	2 X /yr	6	\$57.00	\$342.00
		42.50	20X24X12 12x24x12	Cell Filters	1/1	2 X /yr	6/6	\$95.21	\$571.26
		TIME SQUARE RM							
A/C	29		20x20x12	Cell Filter	2	2 X/yr	12	\$56.90	\$682.80
		CONSTR. CONFER. ROOM							
A/C	27		16x25x1		2	12 X/yr	72	\$6.20	\$446.40
		AC PLANT 4TH FLOOR							
A/C	16		20X24X1		2	12 X/yr	72	\$7.60	\$547.20
			12X24X1		2	12 X/yr	72	\$6.27	\$451.44
A/C	17	SW A/C Plant 4 th Floor	12x24x2	Pleated charcoal	32	12 X /yr	1154	\$13.60	\$15,694.40
		GATE 53							
A/C	21		20x25x2		4	12 X/yr	144	\$7.63	\$1098.72

PART IV - SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

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Rev. 6/1/07 (PA/PATII)

		GATE 56							
A/C	22		20x25x2		1	12 X/yr	36	\$ 763	\$ 274.68
		NW 5TH FLOOR							
A/C	30		16x25x2		1	12 X/yr	36	\$ 6.66	\$ 239.76
		SW TENANT BATHROOM							
			16x24x2		2	12 X/yr	72	\$ 7.16	\$ 515.52
		Roll Filters	Sizes			Approx. 3 month changes			
		2 FT			4		12	\$ 120.00	\$ 1,440.00
		3 FT			16		48	\$ 120.00	\$ 5760.00
		4 FT			14		42	\$ 150.00	\$ 6300.00
		5 FT			14		42	\$ 180.00	\$ 7560.00
		6 FT			14		42	\$ 200.00	\$ 8400.00

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Notes:

1. All filters shall be UL class 1. However, if class 1 are not available, than class 2 will be accepted
2. Pre-filters 2"thick, merv 8/30%-flanders pre-pleat 40 or approved equal shall be of class 1 only
3. Final filters 12"thick merv14/90-95%-flanders precisioncell 95 or approved equal
4. All carbon filters shall be 12"thick, charcoal 75% Viledon, carbopleat or approved equal (are not class 1 due to its carbon content)
5. All filter quantities type and dimensions must be verified in the field

Total Three-Year Estimated Contract Price – Exhibit A (Quantity X Unit Price per Filter = 3 Year Estimate)	\$ 102,059.42
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Unit price shall be an all-inclusive price, including the Contractor's cost for all labor, repairs, maintenance parts and materials, testing, supervision, travel time and overhead profit. The Port Authority has the right to add or delete filters and frequencies.