



WESTPORT BOARD OF EDUCATION  
110 MYRTLE AVENUE  
WESTPORT, CT 06880  
203 341-1002  
SPECIFICATION COVER SHEET  
BID # 21-004 BOE

**COOLING TOWER REPLACEMENT**  
**GREEN'S FARMS ELEMENTARY SCHOOL**

**INTERESTED BIDDERS MUST SUBMIT ONE (1) ORIGINAL COPY, (3) THREE COPIES AND (1) ONE ELECTRONIC COPY (USB FLASH DRIVE) WHEN RESPONDING TO THIS BID.**

The Westport Board of Education ("Owner" or "WBOE") reserves the right to reject any and all bids, or any part thereof, may waive informalities or minor defects in the Bids, or accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport ("Town"). The Westport Board of Education is exempt from the payment of Federal Excise Taxes and Connecticut Sales and Use Tax according to State Statute. Such taxes must not be included in bid prices nor added to any items specified.

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**INSTRUCTIONS ON BID DEADLINES AND REQUIREMENTS:**

**NAME OF BID:** COOLING TOWER REPLACEMENT GREEN'S FARMS ELEMENTARY SCHOOL  
**TYPE OF BID:** Sealed BID      BID # 21-004 BOE  
**DUE DATE:** Received Until: Monday, November 30, 2020 at 2:00 pm

**Bids will be opened and read aloud via ZOOM by invitation on Tuesday, December 1, 2020 at 11:00 a.m.** Bidders interested in viewing the bid opening must send an email request to: Elio Longo at [elongo@westportps.org](mailto:elongo@westportps.org) no later than the bid due date.

Bids are due on or before Monday, November 30, 2020, at 2:00 pm. Each Bid must be submitted with one (1) original, three (3) copies, and one (1) electronic copy (USB flash drive) to the address below. Questions regarding this Bid may be directed to Ted Hunyadi, Director of Facilities and Security (203) 341-1271. Questions may be emailed to [thunyadi@westportps.org](mailto:thunyadi@westportps.org) beginning Wednesday, November 11, 2020 but must be date stamped not later than noon, Thursday, November 19, 2020.

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**LOCATION TO MAIL BID:**      Elio Longo, Chief Financial Officer  
\_\_\_\_\_  
Westport Board of Education  
\_\_\_\_\_  
110 Myrtle Avenue, Room 300  
\_\_\_\_\_  
Westport, CT 06880  
\_\_\_\_\_

Each response should be mailed in a sealed envelope cleared marked "BID # 21-004 BOE, COOLING TOWER REPLACEMENT GREEN'S FARMS ELEMENTARY SCHOOL". Faxed proposals will not be accepted. Bid packages are available on our website: <https://www.westportps.org/district/business-office/bids> and State of Connecticut Department of Administrative Services website.

**THERE WILL BE A MANDATORY WALK THROUGH ON FRIDAY, NOVEMBER 13, 2020 AT 1:00 P.M. AT GREEN'S FARMS ELEMENTARY (17 Morningside Dr. So., Westport, CT 06880)**

**BID SECURITY:** Bid Security Required 10 %      BID Security Yes  
**PREVAILING WAGE:** Required YES      Not Required \_\_\_\_\_

**WESTPORT BOARD OF EDUCATION**

**Elio Longo  
Chief Financial Officer  
110 Myrtle Avenue  
Westport, CT 06880  
203 341-1001**



Notice is hereby given that sealed bids on the following will be received at the Office of the Chief Financial Officer until:

**DATE** Monday, November 30, 2020, at 2:00 pm

**Bids will be opened and read aloud via ZOOM by invitation only on Tuesday, December 1, 2020 at 11:00 am.**

BID # 21-004 BOE  
COOLING TOWER REPLACEMENT  
GREEN'S FARMS ELEMENTARY SCHOOL

**THERE WILL BE A MANDATORY WALK THROUGH ON FRIDAY, NOVEMBER 13, 2020 AT 1:00 P.M. AT GREEN'S FARMS ELEMENTARY (17 Morningside Dr. So., Westport, CT 06880)**

The Board of Education reserves the right to reject any and all bids, or any part thereof, to waive defects in the same, or to accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport.

Bids are due on or before Monday, November 30, 2020, at 2:00 pm. Each Bid must be submitted with one (1) original, three (3) copies, and one (1) electronic copy (USB flash drive) to the address below. Questions regarding this Bid may be directed to Ted Hunyadi, Director of Facilities and Security (203) 341-1271. Questions may be emailed to [thunyadi@westportps.org](mailto:thunyadi@westportps.org) beginning Wednesday, November 11, 2020 but must be date stamped not later than noon, Thursday, November 19, 2020.

I have read and understand the bid requirements of this bid specifications included for my review herein:

\_\_\_\_\_  
*Signature of Company Representative*

\_\_\_\_\_  
*Date*

**TYPED NAME AND TITLE:** \_\_\_\_\_

**COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_ **FAX NUMBER:** \_\_\_\_\_

**EMAIL ADDRESS:** *(Please print clearly or attach business card):* \_\_\_\_\_

**WESTPORT PUBLIC SCHOOLS  
COOLING TOWER REPLACEMENT  
GREEN'S FARMS ELEMENTARY SCHOOL  
BID # 21-004 BOE**

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## DRUG-FREE PLACE CERTIFICATE

I hereby certify that this company:

1. Has a published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the place and that this statement specifies the actions which will be taken against employees for violations of such prohibition.
2. Has a written policy informing employees about the dangers of drug abuse in the place, the firm's policy of maintaining a drug free place, any available counseling, rehabilitation, and employee assistance programs, and the penalties which may be imposed upon employees for drug abuse violations.
3. Each employee engaged in providing the commodities or contractual services which are being bid was given a copy of the statements specified in paragraphs 1 and 2, above.
4. In the statement specified in paragraph 1, the employees have been notified that, as a condition of working on the commodities or contractual services which are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of "guilty" or of "nolo contendere" to any violation of any controlled substance law of the United States or of any state, for a violation occurring in the place no later than five (5) days after such conviction or plea.
5. This firm will impose a sanction on or require the satisfactory participation in a drug abuse assistance program or a rehabilitation program, if such are available in the employee's community, by any employee who is so convicted.
6. This firm will make a good faith effort to continue to maintain a drug free place.

*As the person authorized to sign this statement, I certify that this firm fully complies with the above requirements.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Telephone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Company:** \_\_\_\_\_ **Email:** \_\_\_\_\_

## CONDITIONS FOR BIDDING

1. The Board of Education reserves the right to reject any bid if it is deemed to be in the best interests of the Town of Westport, Connecticut, Westport Board of Education and its students.
2. The Board of Education reserves the right to grant an award in total or for any part thereof for the items or services being bid. In addition, the Board of Education reserves the right to award this bid as a package in conjunction with other bids for similar services/supplies/equipment. The Board reserves the right to award with preference to State of Connecticut contract holders and/or local vendors.
3. The submission of a bid shall be conclusive evidence that the bidder has satisfied himself as to the requirements of the bid specifications and any controlling conditions which may exist.
4. Bidders may not withdraw their bid for a period of 120 days from the date of bid opening. The Board of Education and the bidder may mutually agree to extend the time limit.
5. In determining the ranking of responsible bidders, the Board of Education may consider, in addition to price, the quality, availability and type of items, the experience of the bidder, the sufficiency of the financial resources of the bidder and the reputation of the bidder for ability, integrity, judgment and performance, as well as the ability of the bidder to provide future service/supplies/equipment.
6. It is anticipated that the goods will be needed for the current school year, but the Board of Education reserves the right to cancel or alter this service because of enrollment changes, budget consideration or unforeseen circumstances which require a change.
7. All bid prices are to include the complete costs, which include inside delivery to each school or location with installation and assembly of same, if applicable, and training, if applicable. All deliveries must be made prepaid and must be delivered to the location subsequently designated on the purchase orders at no cost over and above the bid price indicated in your bid.  
  
Deliveries must be made inside building indicated. In no case will collect shipments or sidewalk deliveries be accepted. A packing slip shall be included in each shipment. All packages must be clearly marked as to content.
8. The Board of Education of the Town of Westport supports efforts to reduce the use of illegal drugs in the place. In instances where responsible prospective bidders submit identical tie bids, preference shall be given to the businesses with drug-free place programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Board of Education for the procurement of commodities or contractual services which are bid, a bid received from a business which has certified that it has implemented a drug-free place program shall be given preference in the award process. The drug-free place program certification is attached and is to be submitted with the bid package by the bidder along with other bid documents in order to receive preference. This policy shall become effective in accordance with the provisions of the Charter of the Town of Westport regarding bidding procedure.
9. **ALTERNATIVES:** When proposing an alternate item, indicate the Brand and Model identification on the bid specification sheets. To have alternates considered, complete specifications and catalogues describing the product must accompany the bid. The Westport Board of Education reserves the right to request equipment samples on specific items.

10. **SUBSTITUTIONS:** Indicate on the Specification Sheet substitutions identified by name or catalogue number and the net difference in cost to the Westport Board of Education. Listed substitutions will be considered for approval only after the award of contract; the Board reserves the right to require the originally specified material or equipment at the price submitted by the bidder in his bid, notwithstanding the fact that the bidder may have based a price for a specific item on a proposed substitution. In this regard, the determination shall be made in good faith, on the basis of the quality and type of the article listed. Any benefit in price reduction due to a substitution shall accrue to the Board.
11. **FORM AND STYLE OF BID:** All blanks on the Specification Form, except where otherwise requested, shall be filled in by typewriter or manually in ink.
12. **WARRANTIES:** Whenever an item or service is covered by a specified product or service warranty, such warranties must be submitted with the official bid or quotation specification sheets. All such warranties shall inure to the benefit of the Board.  
See attached specification cover sheet to be used.
13. The "Contract" shall consist of these Specifications, any addenda thereto, and a Purchase Order to be issued by The Westport Public Schools.

LENGTH OF TIME PRICES WILL BE HONORED: 120 DAYS  
START DATE: Monday, December 21, 2020  
COMPLETION DATE: Saturday, April 17, 2021

**The contract working period shall be from Monday, December 21, 2020, with completion date Saturday, April 17, 2021.**

**NOTE:** By bidding on this contract the vendor agrees that any or all past clients may be contacted by the Westport Public School System. The vendors bidding on this contract also agree, for themselves, their heirs, executors, administrators, successors and assigns, to release, acquit and forever discharge the Westport School System, the Westport Board of Education, the Town of Westport, their officials, employees and representatives from and against any and all actions, causes of actions, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage or any other thing whatsoever, on account of, or in any way arising out of or relating to any former client of the bidder contacted by or on behalf of the Westport School System, the Westport Board of Education and/or the Town of Westport to obtain an opinion regarding any project or work performed by your company. The above release shall also include and apply to any former client contacted.

## **INSURANCE REQUIREMENTS**

### **Vendors/Contractors/Users of Town Properties**

The Vendor/Contractor/User of Town Property shall purchase and maintain for the life of the contract, from a company or companies with an A.M. Best rating of A- (VII) or better, insurance as required below. Such insurance will protect the WBOE and the Town from claims set forth below which may arise out of or result from the Vendor/Contractor/User of Town Property obligation under the contract, whether such obligations are those of the Vendor/Contractor/User of Town Property or those of a subcontractor or any person or entity directly or indirectly employed by said Vendor/Contractor/User of Town Property or by anyone for whose acts said Vendor/Contractor/User of Town Property may be liable.

**A. Workers Compensation:**

Vendor/Contractor/User of Town Property shall provide workers compensation insurance required by law with employers liability limits for at least the amounts of liability for bodily injury by accident of \$ 500,000 each accident and bodily injury by disease of \$500,000.including a waiver of subrogation. If the work is on the water, the Longshore and Harbor Workers Compensation Act coverage is required.

**B. Commercial General Liability Insurance:**

Vendor/Contractor/User of Town Property shall provide commercial general liability insurance policy with an edition date of 1986 or later including products and completed operations. Limits should be at least: Bodily injury & property damage with an occurrence limit of \$1,000,000: Personal & advertising injury limit of \$1,000,000 per occurrence: General aggregate limit of \$2,000,000 (other than products and completed operations): Products and completed operations aggregate limit of \$2,000,000. Coverage will continue three years after the completion of the work.

- The policy shall name WBOE and the Town as an additional insureds and include ISO Form CG 2010 (07/04) and CG 2037 (07/04).
- Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in any way to any insurance or self-insured retention carried by WBOE and/or the Town.
- The policy shall contain a waiver of liability in favor of the WBOE and the Town.
- Such coverage shall contain a broad form contractual liability endorsement or wording within the policy form to comply with the hold harmless and indemnity provision of the contract
- A per project aggregate limit of liability endorsement shall apply for any construction contract.
- Deductible and self-insured retentions shall be declared and are subject to the approval of the WBOE and/or the Town.

**C. Commercial Automobile Insurance:**

Vendor/Contractor/User of Town Property shall provide commercial automobile insurance for any owned autos (symbol 1 or equivalent) in the amount of \$1,000,000 each accident covering bodily injury and property damage on a combined single limit basis. Such coverage shall also include hired and non-owned automobile coverage. Policy shall name WBOE and the Town as additional insureds.

**D. Umbrella or Excess Liability Insurance:**

Vendor/Contractor/User of Town Property shall provide an umbrella or excess liability policy in excess (without restriction or limitation) of those limits and coverages described in items (A) through (C). Such policy shall contain limits of liability in the amount of \$5,000,000 each occurrence and \$5,000,000 in the aggregate.

E. Errors & Omissions Insurance:

If the agreement is for professional services, the Vendor/Contractor/User of Town Property shall provide errors & omissions insurance for liability resulting from the negligent performance of professional duties or operations. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$3,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

F. Educators Errors & Omissions Insurance:

If the agreement is for educational services, the Vendor/Contractor/User of Town Property shall provide educator errors & omissions for liability resulting arising out of any breach of duty, neglect, error, misstatement, or omission committed in the course of their duties. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$1,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

G. Contractors Pollution Liability:

If the agreement includes work involving abatement, removal, clean-up or handling of any pollutant or hazardous material, the Vendor/Contractor/User of Town Property shall provide pollution liability insurance, including products and completed operations and contractual liability coverage of not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate for this project. The policy shall name WBOE and the Town as additional insureds and waive subrogation in favor of WBOE and the Town.

As to the insurance required, the insurer(s) and/or their authorized agents shall provide WBOE with certificates of insurance prior to execution of the contract by WBOE and the successful bidder, describing the coverage and prior to 30 days of any renewal. The certificate will include a copy of the additional insured and contractual liability endorsements.

(Note contract should provide that the contractor is obligated to provide the Town with updated certificate.)



## **HOLD-HARMLESS AND INDEMNIFICATION AGREEMENT**

The Vendor/Contractor/User of Town Property shall fully indemnify, defend and hold harmless the Westport Board of Education and the Town of Westport and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the contract and alleged to have been caused in whole or in part by the Contractor, and even if caused by the negligence of individuals and entities indemnified hereunder. This obligation shall further apply to:

- (1) actions, suits, claims, demands, investigations and legal, administrative or arbitration proceedings pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum (collectively, "Claims") arising, directly or indirectly, in connection with this contract, including any environmental matters, and including the acts of commission or omission (collectively, the "Acts") of the Contractor or any of its members, directors, officers, shareholders, representatives, agents, servants, consultants, employees or any other person or entity with whom the contractor is in privity of oral or written contract (collectively "Contractor Parties");
- (2) liabilities arising, directly or indirectly, in whole or in part, in connection with the contract, out of the Contractor's or Contractor Parties' Acts concerning its or their duties and obligations as set forth in the contract, and;
- (3) all damages, losses, costs and expenses, including but not limited to, attorneys' and other professional fees, that may arise out of such claims and/or liabilities for personal injury, bodily injury, workers' compensation, emotional injury, death, property damage or any other injury or loss caused in whole or in part by the Acts of the Contractor or any Contractor's Parties.

The Contractor hereby covenants and agrees that WBOE and the Town shall be endorsed on the Contractor's policies of insurance as additional insureds.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain a policy of insurance, with minimum limits of liability as shown in this Section under Paragraph A containing an endorsement that covers this agreement to indemnify, defend and hold harmless WBOE and the Town or any of their officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain an endorsement to said policy of insurance policy that the Contractor's insurance is primary and any insurance obtained, or self insurance provided, by WBOE and/or the Town is excess.

The Vendor/Contractor/User of Town Property insurance carrier will waive all rights of subrogation against WBOE and the Town, and all of their respective officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to furnish a copy of the insurance policy that meets all of the above requirements before any work or use of the property commences.

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Signature

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Date

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Company Name

## SCOPE OF WORK

The Westport Public Schools is seeking qualified Vendors for **COOLING TOWER REPLACEMENT AT GREEN'S FARMS ELEMENTARY SCHOOL**

Once awarded the contract the vendor must supply a Certificate of Insurance, W-9, and (SDS Sheets for materials on site)

**Experience:** Provide a detailed written summary of the Proposer's experience, qualifications, financial strength, and capability in providing similar services elsewhere. The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.

**Staff Plan:** Identify key staff that will provide any portion of the services required under the contract. For each identified individual, provide background and experience, and areas and levels of responsibility.

**Engagement Team:** The key personnel assigned to this engagement are considered essential to the work being performed. Substitutions may only be made upon mutual agreement between the Town and/or BOE and the selected firm.

### 1. **Location/Contact:**

#### **SCHOOL/ADDRESS**

#### **CONTACT PERSON/TELEPHONE NO.**

**Green's Farms Elementary**  
17 Morningside Drive So.  
Westport, CT 06880

Will McDonald (**Head Custodian**)  
(203) 943-9439 - Cell

**Facilities Department**  
1 Canal Street  
Westport CT, 06880

Ted Hunyadi (**Director of Facilities**)  
(203) 341-1271 - Office  
(203) 505-9216 – Cell

**Offshore Construction Inc.**  
280 Hartford Rd,  
Manchester, CT 06040

Joe Kiss (**Project Manager**) [joe@offshoresolarroofing.com](mailto:joe@offshoresolarroofing.com)  
(860) 432-0326

### 2. **Specifications**

- Cooling tower design and specifications drawings.
- BMS Control system design including details and schematics.
- Roofing design and details for any cutting / patching / or modifications (awarded bidder must contact Offshore Roofing current Westport BoE roof contractor for roof specifications).
- Provide a detailed rigging plan showing crane location lay down area, crane to be used, and weights of all pieces to be picked.
- All specifications and design subject to Westport School district approval.
- All work to meet all applicable codes and standards
- Stainless steel cold water basin
- Appropriate options for ladders and railings

Add Alternates:

All designs will include add / alternate pricing as follows;

- ADD / ALT 1 Furnish Cooling Tower with VFD and necessary controls
- ADD / ALT 2 Project to include new louver / damper on air intake for cooling tower including power wiring and controls
- ADD / ALT 3 VFD on tower fan motors, complete with BMS interconnect to provide control for start, stop, status, and fan speed (priced separately as ADD / ALT 4 below)

Acceptable cooling tower manufacturers:

- Evapco

Acceptable Pump / Hydronic specialty manufacturers:

- B&G
- Taco

Turn Key Project Scope to include:

- The surety must be licensed in the State of Connecticut.
- The surety should have an A. M. Best rating of “A” or better.
- Complete design by Connecticut Licensed Engineer
- Rigging
- Roofing (**Awarded bidder must contact Offshore Roofing for roof specifications**)
- Electrical
- Piping
- General trades work
- Structural steel
- Fencing
- Vibration isolation
- Sheet metal
- Startup by factory technician
- Minimum 1 year warranty on all equipment, labor, and parts
- All debris cleanup and final cleaning

3. **Exclusions**

- Contractor assumes no responsibility for the removal of any asbestos found during the work

## COOLING TOWER - GENERAL

### **PART 1 – GENERAL**

#### RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### SUMMARY

- A. This Section includes factory assembled and tested, open circuit mechanical forced-draft vertical discharge cooling tower.

#### SUBMITTALS

- A. Product Data: For each type of product indicated. Include rated capacities, pressure drop, performance curves with selected points indicated, furnished specialties, and accessories.
- B. Shop Drawings: Complete set of manufacturer's prints of evaporative equipment assemblies, control panels, sections and elevations, and unit isolation. Include the following:
  - 1. Assembled unit dimensions.
  - 2. Weight and load distribution.
  - 3. Required clearances for maintenance and operation.
  - 4. Sizes and locations of piping and wiring connections.
  - 5. Wiring Diagrams: For power, signal, and control wiring. Differentiate between manufacturer installed and field installed wiring.
- C. Operation and Maintenance Data: Each unit to include, operation, and maintenance manual.

#### QUALITY ASSURANCE

- A. Unit shall meet or exceed energy efficiency per ASHRAE 90.1

#### WARRANTY

- A. Submit a written warranty executed by the manufacturer, agreeing to repair or replace components of the unit that fail in materials and workmanship within the specified warranty period.
  - 1. Fan Motor/Drive System: Warranty Period shall be Five (5) years from date of unit shipment from Factory (fan motor(s), fan(s), bearings, mechanical support, sheaves, bushings and belt(s)).
  - 2. The Entire Unit shall have a comprehensive one (1) year warranty against defects in materials and workmanship from startup, not to exceed eighteen (18) months from shipment of the unit.

## **PART 2 - PRODUCTS**

### **MANUFACTURERS**

A. Manufacturers: Subject to compliance with requirements, provide cooling towers manufactured by one of the following:

1. EVAPCO Model LSTA-5-184, Direct Replacement of existing serial number 992111.
2. Cooling Tower is not CTI certified.

### **B. THERMAL PERFORMANCE**

1. Each unit shall be capable to cool 795 GPM of water entering at 95° F leaving at 85° F at a design wet bulb of 78° F.

### **C. IBC COMPLIANCE** (Need to verify with a PE)

1. The unit structure shall be designed, analyzed, and constructed in accordance with the latest edition of International Building Code (IBC) for:  $I_P = \underline{\hspace{1cm}}$ ,  $S_{DS} = \underline{\hspace{1cm}}$ ,  $P = \underline{\hspace{1cm}}$  psf.

### **D. COMPONENTS**

1. Description: Factory assembled and tested, forced draft counter flow cooling tower.
2. Materials of Construction
  - All panels including the fan snouts, housings and supports shall be constructed of mill galvanized steel. All galvanized steel shall be coated with a minimum of 2.35 ounces of zinc per square foot of area (G-235 Hot-Dip Galvanized Steel designation). During fabrication, all galvanized steel panel edges shall be coated with a 95% pure zinc-rich compound.
  - The cold water basin shall be constructed from 304 stainless steel.
3. Fan(s):
  - Fans shall be forward curved centrifugal of hot dipped galvanized construction. The fans shall be factory installed, and statically and dynamically balanced for vibration free operation
4. Fan Housing
  - The complete drive system, including the electric motor, belts, bearings, fan, and drives shall be completely enclosed in a protective housing which covers the drive system and provides sound reduction.
5. Drift Eliminators
  - Drift eliminators shall be constructed entirely of Polyvinyl Chloride (PVC) in easily handled sections. Design shall incorporate three changes in air direction and limit the water carryover to a maximum of 0.001% of the recirculating water rate.

## 6. Water Distribution System

- Spray nozzles shall be precision molded ABS with large orifice threaded into branch piping with internal sludge ring to eliminate clogging. Spray header and branches shall be schedule 40 Polyvinyl Chloride (PVC) for corrosion resistance.

## 7. Heat Transfer Media

- Fill media shall be constructed of Polyvinyl Chloride (PVC) of cross-fluted design and suitable for inlet water temperatures up to 130° F. The bonded block fill shall be bottom supported and suitable as an internal working platform. Fill shall be self-extinguishing, have a flame spread of 5 under A.S.T.M. designation E-84-81a, and shall be resistant to rot, decay and biological attack.

## 8. Air Inlet Screens

- Protective screens shall be provided over air inlet

## 9. Make up Float Valve Assembly

- Make up float assembly shall be a mechanical brass valve with an adjustable plastic float.

## 10. Pan Strainer

- Pan Strainer(s) shall be all Type 304 Stainless Steel construction with large area removable perforated screens.

# E. MOTORS AND DRIVES

## 1. General requirements for motors are specified in Division 23 Section “Motors”

## 2. Fan Motor

- Fan motor(s) shall be 30 HP single speed motor tied to existing VFD, if VFD are added it needs to be a 30 hp, single speed inverter duty motor, and ball bearing type electric motor suitable for moist air service. Motor(s) are Premium Efficient, Class F insulated, 1.15 service factor design. Inverter rated per NEMA MG1 Part 31.4.4.2 and suitable for variable torque applications and constant torque speed range with properly sized and adjusted variable frequency drives.

## 3. Fan Drive

- The fan drive shall be V-belt type with QD tapered bushings designed for 150% of the motor nameplate power. The belt material shall be neoprene reinforced with polyester cord and specifically designed for evaporative equipment service. Belt adjustment shall be accomplished from the exterior of the unit.

## 4. Fan Shaft

- Fan shaft shall be tubular, ground and polished steel with forged bearing journals. Exposed surface shall be coated with rust preventative.

#### 5. Fan Shaft Bearings

- Fan Shaft Bearings shall be heavy-duty, self-aligning ball type bearings with extended lubrication lines to grease fittings located on exterior of unit.

#### F. MAINTENANCE ACCESS

##### 1. Fan Section

- Fan screens shall be removable for fan motor and drive access at grade.

##### 2. Basin Section

- Circular access door shall be located above the basin to allow for easy access to pan interior

#### **PART 3 - COOLING TOWER SUPPLY SYSTEM** (All Provided by Mechanical Contractor).

- A. Install new structural steel support system, cold rolled steel and hot dipped galvanized.
- B. Install new springs mount vibration isolators, fastened on the existing concrete slab.
- C. Isolation springs to be manufactured by Mason Industries or approved equal.
- D. Contractor shall provide submittal for entire support system for review.

#### **PART 4 – COOLING TOWER DISCHARGE** (All provided by mechanical contractors)

- A. Sheet metal duct up to match tower discharge, with three access doors, 24” x 60”.
- B. Motorized damper, manufactured by Ruskin, or equal, to close when OAT is below 50F.
- C. Roof Curb by mechanical contractor and installed by roofing contractor.
- D. Install welded angle iron on top of roof curb with 12” high railing around opening.

#### **PART 5 - OPTIONAL ITEMS**

##### A. FRESH AIR INTAKE LOUVER

- 1. Replace intake motorized damper with new manufactured by Ruskin or approved equal.
- 2. Ruskin control damper Model CD36 with actuator Belimo 24 V. open spring return.
- 3. Approximate dimensions are 216” wide x 72” tall.
- 4. Damper shall close when OAT drops below 50 degrees.

##### B. VARIABLE FREQUENCY DRIVES

- 1. Provide selection for 30 HP VFD, with bypass, and energy savings predictor.

**\*\*END OF SCOPE OF WORK SECTION\*\***

### **Safety**

All work done and equipment used shall comply with all pertinent O.S.H.A., Federal, State and Local regulations.

### **References**

Each Bidder shall include phone numbers and contact persons of the companies and/or Cities or Towns where they have done similar projects.

### **Termination**

The Contract may be terminated by the Westport Public Schools if at any time, work is unnecessarily delayed, or willful violations of Contract conditions exist, or the conditions are being executed in bad faith. The Westport Public Schools' written termination notice to the Contractor will allow five (5) days thereafter to commence corrective measures satisfactory to the school system. In the event of non-compliance, the Westport Public Schools shall notify the Contractor in writing to immediately discontinue any further work and vacate the buildings, ceasing any rights to plant and material. Subsequently the Westport Public Schools shall take the necessary action to complete the remaining contract work.

### **Equal Opportunity – Affirmative Action**

The successful Contractor shall comply in all aspects with the Equal Employment Opportunity Act. Each Contractor with 15 or more employees shall be required to have an Affirmative Action Plan which declares that the Contractor does not discriminate on the basis of race, color, religion, sex, national origin or age and which specifies goals and target dates to assure the implementation of equal employment. Each Contractor with fewer than 15 employees shall be required to have a written equal opportunity policy statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin or age. Findings of non-compliance with applicable State and Federal equal opportunity laws and regulations could be sufficient reason for revocation or cancellation of this Contract.

### **Awards**

The Chief Financial Officer reserves the right to reject any or all bids, or the bids for any one or more commodities or contractual services included in any or all bids, to waive any informality in bids and unless otherwise specified to buy any part or the whole from one or more bidders when it is to the Board of Education's best interest to do so.





**BID FORM**  
**WESTPORT PUBLIC SCHOOLS**  
**COOLING TOWER REPLACEMENT**  
**GREEN'S FARMS ELEMENTARY SCHOOL**  
**BID # 21-004 BOE**

**COMPANY NAME & ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **FAX :** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**REPRESENTED BY:** \_\_\_\_\_  
(Name & Title)

**PROJECT START DATE OF WORK** MONDAY, DECEMBER 21, 2020

**PROJECT COMPLETION DATE OF WORK** SATURDAY, APRIL 17, 2021

**INSTRUCTIONS:**

The undersigned, attesting to be a duly authorized representative of the Company, hereby proposes to furnish all services required to perform the scope of work in accordance with the project specifications, for the price indicated below.

**SCHOOL:**

**BID PRICE**

GREEN'S FARMS ELEMENTARY SCHOOL

\$ \_\_\_\_\_

\_\_\_\_\_  
(Name of Bidder)

By: \_\_\_\_\_ Title: \_\_\_\_\_

Duly Authorized, \_\_\_\_\_

## EEOC COMPLIANCE

### Conn. Gen. Stat. Sec. 4a-60:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved;

The contractor agrees, in all solicitations or advertisements for employees placed for or on behalf of the contractor, to state that is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 46a-68e (requiring contractor to file compliance reports with the commission) & 46a-68f (requiring compliance reports contain information on labor union practices) and with each regulation or relevant order issued by the commission;

The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures or the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56;

The contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and supplies of materials.

### Conn. Gen. Stat. Sec. 4a-60(a):

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 4a-60a and with each regulation or relevant order issued by the commission; The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures of the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56.

END OF NOTIFICATION TO BIDDERS

**ADVERTISEMENT  
WESTPORT PUBLIC SCHOOLS**



TO: All Interested Bidders

FROM: Theodore Hunyadi – Director of Facilities and Security

DATE: October 29, 2020

SUBJECT: **SPECIFICATIONS AND BID FORMS**  
**WESTPORT PUBLIC SCHOOLS**  
**BID # 21-004 BOE**  
**COOLING TOWER REPLACEMENT**  
**GREEN’S FARMS ELEMENTARY SCHOOL**

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Bid packages are available in our website: <https://www.westportps.org/district/business-office/bids>  
State of Connecticut Department of Administrative Services website

**THERE WILL BE A MANDATORY WALK THROUGH ON FRIDAY, NOVEMBER 13, 2020 AT 1:00 P.M. AT GREEN’S FARMS ELEMENTARY (17 Morningside Dr. So., Westport, CT 06880)**

Bids are due on or before Monday, November 30, 2020, at 2:00 p.m. Each Bid must be submitted with one (1) original, three (3) copies, and one (1) electronic copy (USB flash drive). Questions regarding this Bid may be directed to Ted Hunyadi, Director of Facilities and Security (203) 341-1271. Questions may be emailed to [thunyadi@westportps.org](mailto:thunyadi@westportps.org) beginning Wednesday, November 11, 2020 but must be date stamped not later than noon, Thursday, November 19, 2020.

**Bids must be submitted no later than Monday, November 30, 2020 at 2:00 p.m.**

**Submit bid to:** Chief Financial Officer Elio Longo, 110 Myrtle Avenue Room 300, Westport, CT 06880. Each Bid must be submitted with one (1) original, three (3) copies, and one (1) electronic copy (USB flash drive). All Bid envelopes shall be clearly marked **"BID # 21-004 BOE – COOLING TOWER REPLACEMENT GREEN’S FARMS ELEMENTARY SCHOOL– WESTPORT PUBLIC SCHOOLS"**.

**Bids will be opened and read aloud via ZOOM by invitation on Tuesday, December 1, 2020 at 11:00 a.m.**

**Bidders interested in viewing the bid opening must send an email request to: Elio Longo at [elongo@westportps.org](mailto:elongo@westportps.org) no later than the Bid due date. Faxed proposals will not be accepted.**



Cooling Tower  
Unit



GREEN FARMS ELEMENTARY

**FOR FIELD REFERENCE ONLY**

**A**





GREEN FARMS ELEMENTARY

**FOR FIELD REFERENCE ONLY**

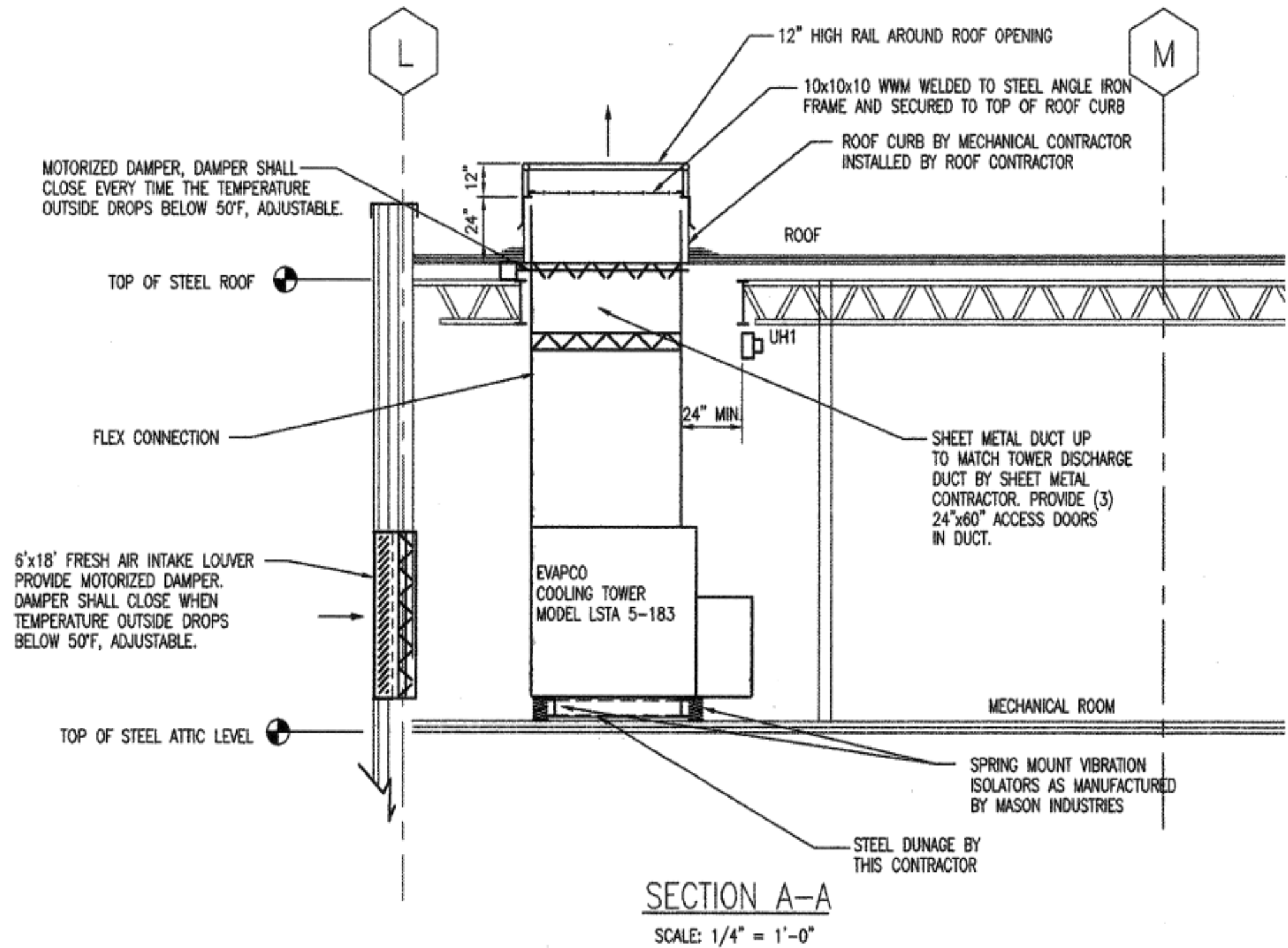
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**FOR FIELD REFERENCE ONLY**

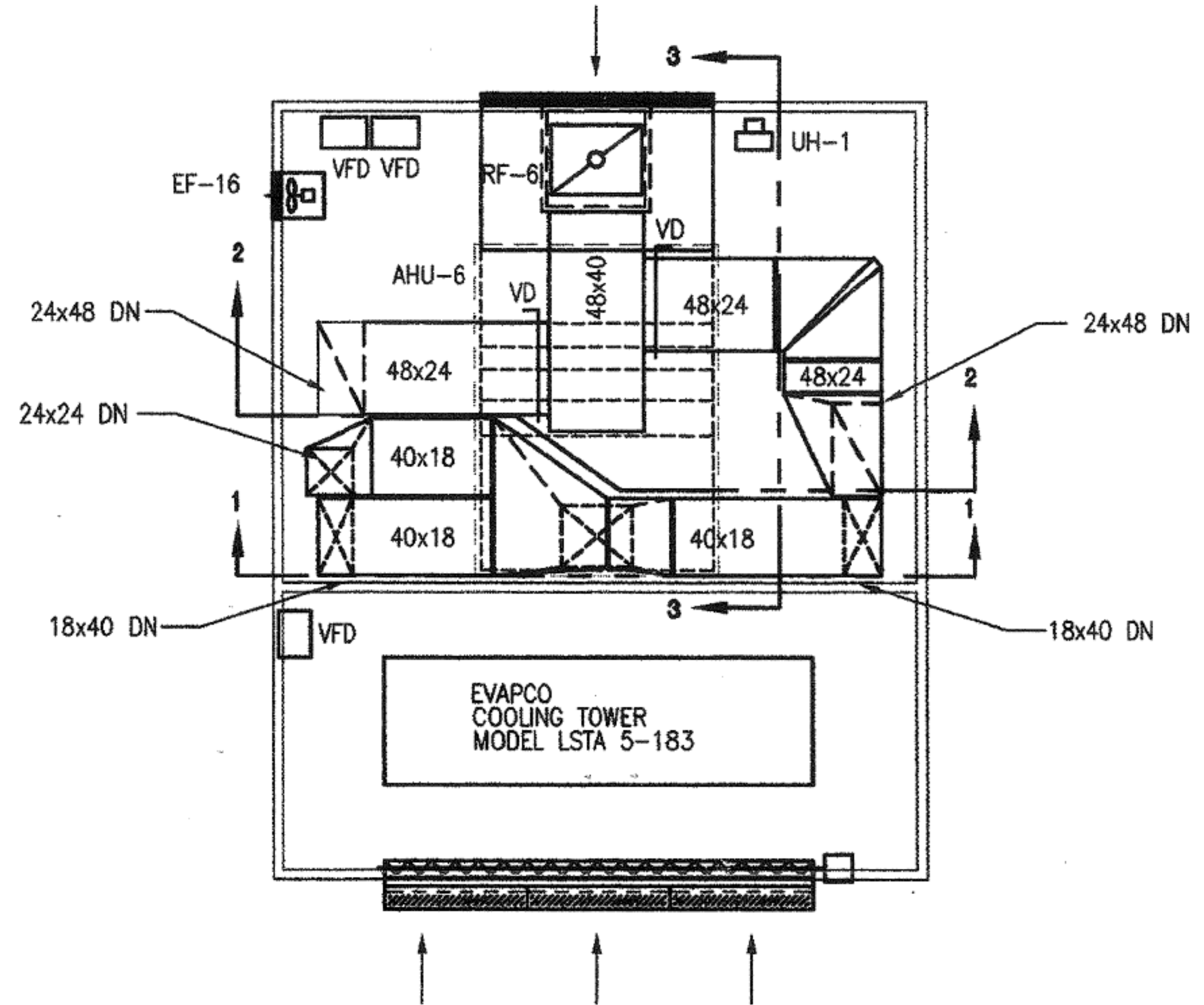


FOR FIELD REFERENCE ONLY



GREEN FARMS ELEMENTARY

FOR FIELD REFERENCE ONLY



GREEN FARMS ELEMENTARY

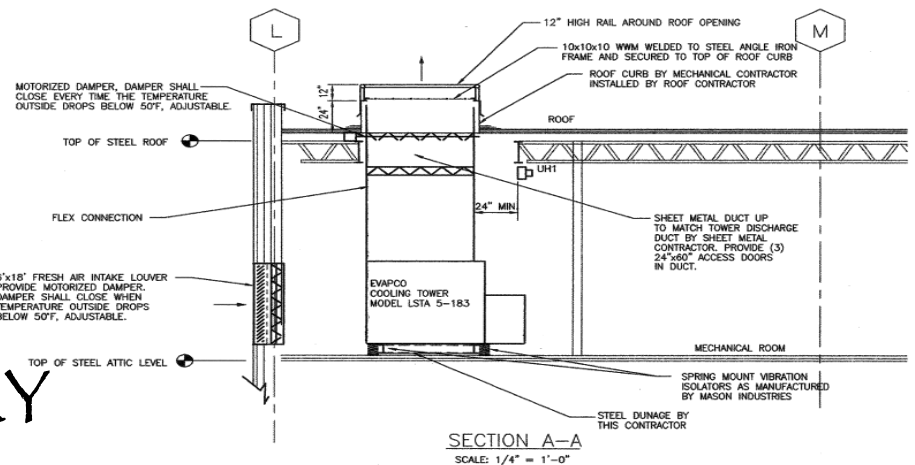
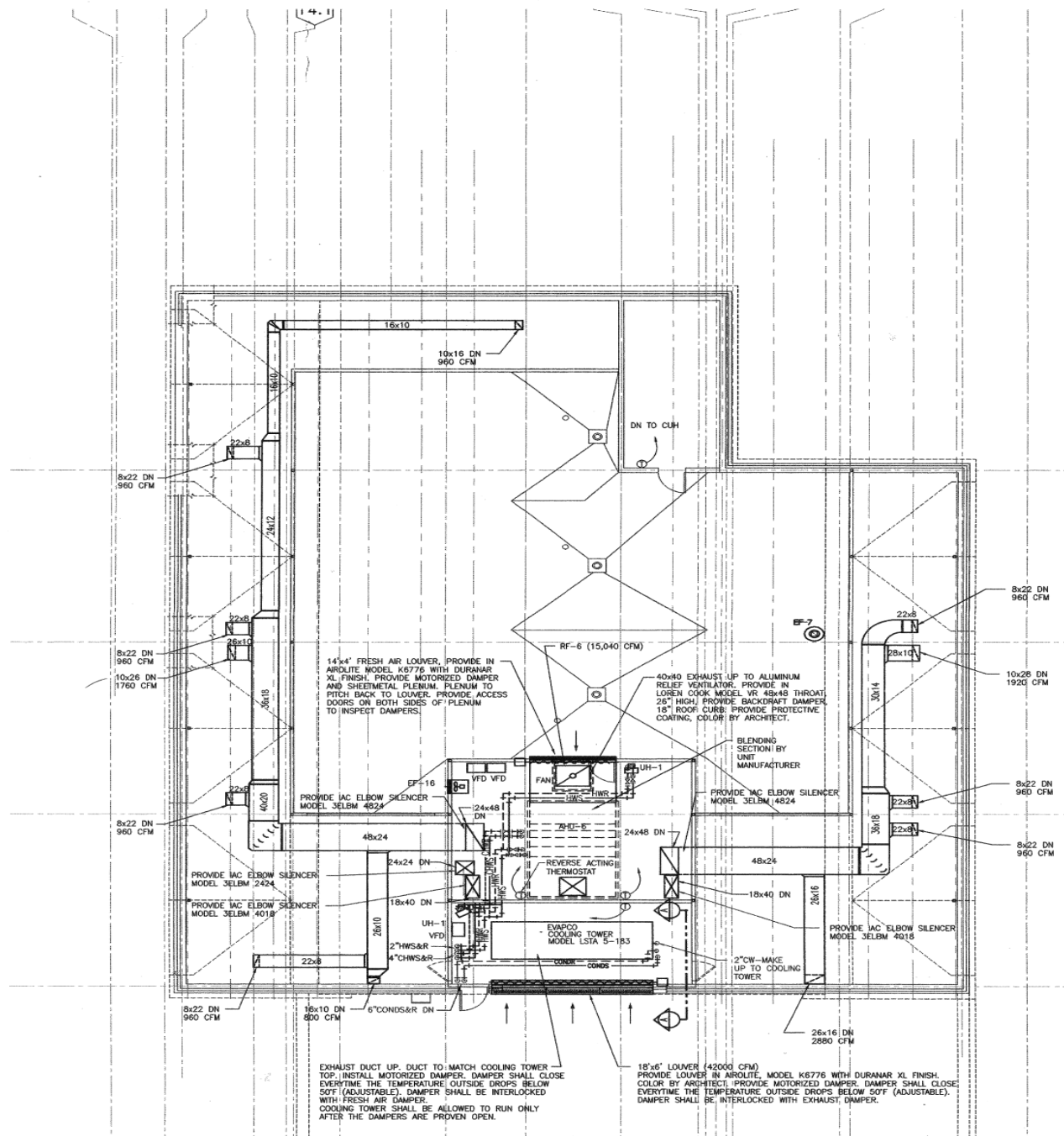
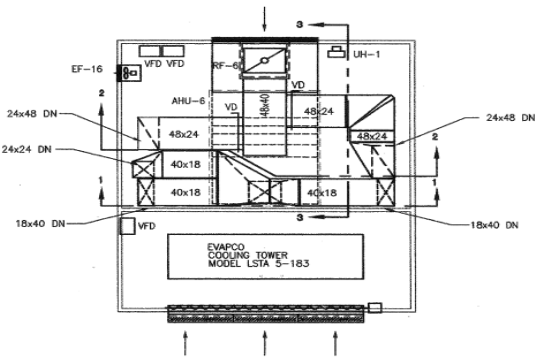
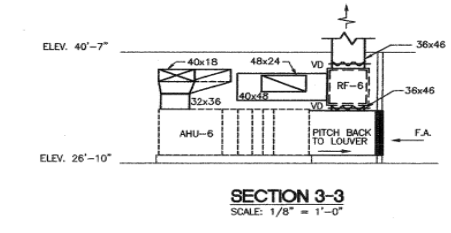
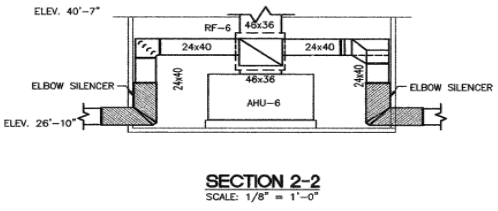
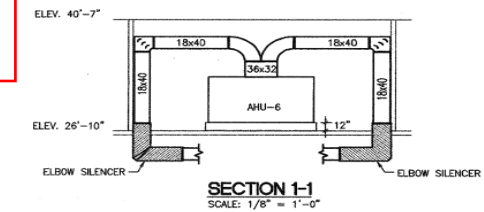
**PARTIAL PLAN**

SCALE: 1/8" = 1'-0"

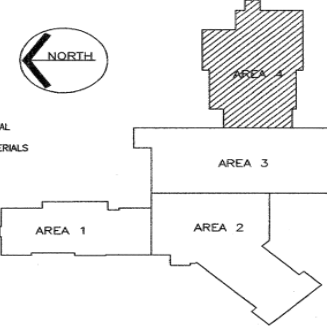
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FOR FIELD REFERENCE ONLY



GENERAL NOTE:  
1. REFER TO DWG. M2.1.1P FOR MECHANICAL SYMBOL LIST.  
2. THERE SHALL BE NO COMBUSTIBLE MATERIALS IN AIR PLENUM AREAS.



GREEN FARMS ELEMENTARY

F