



COMMONWEALTH of the NORTHERN MARIANA ISLANDS
PUBLIC SCHOOL SYSTEM

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ADDENDUM No. 1
(March 16, 2021)

PSS-IFB21-019

**"REPLACEMENT OF TWO (2) 10-TON SPLIT SYSTEM AIR CONDITIONING UNITS AT TINIAN
ELEMENTARY SCHOOL CAFETERIA"**

To companies who attended the mandatory pre-bid meeting held on Thursday,
March 11, 2021, 10:30 a.m. at TES Cafeteria.

Attached you will find the documents listed below, documenting the discussion and
responses to the questions raised at the meeting, for your review and information.

1. Pre-bid meeting minutes
2. Pre-bid meeting sign-in sheet

Thank you.

Elsa C. Pangelinan
Acting Chief, Procurement & Supply

Attachments

xc: Glenn Smith – PSS FDM Director
Dale Roberts- CNP Director

STUDENTS FIRST

**“Replacement of Two 10-Ton Split System Air Conditioning Units
at Tinian Elementary School Cafeteria”
PSS IFB 21-019 - Mandatory On-site Pre-Bid Meeting**

Thursday, March 11, 2021, 10:37AM – Tinian Elementary School Cafeteria, Saipan

Attendance: Refer to attached Sign-in sheet.

Attendees fill out the Sign-in sheet upon arrival and temperatures taken and logged.

The following items were discussed:

1. PSS Architectural Technician reads the announcement for PSS IFB 21-019 - “Replacement of Two 10-Ton Split System Air Conditioning Units at Tinian Elementary School”. Instructions for submitting questions and bids are explained. Contractors asked if there were any questions. No questions asked.
2. Informed contractors to submit questions in writing to Lillian Gumba, Chief Officer for Procurement & Supply by 4:00PM, March 16, 2021.
3. Scope of Work(SOW) and Specifications explained by the Architectural Technician.
4. Question raised on the type of filter to be used. FDM responded that either the disposable MERV 8 or high efficiency MERV 13 is acceptable. It is up to the contractor to choose which type of filter to include in their bid. (This is in reference to Item 8 of the Scope of Work (SOW).)
5. The Contractor to install aluminum cladding to the new refrigerant line. Existing refrigerant line is not cladded. Contractor to verify the measurement of the refrigerant line during the site visit. Thickness of aluminum cladding is 1/16”. The Contractor to measure the length of the existing refrigerant line to verify the length of the aluminum cladding. (This is in reference to Item 14 of the SOW.)
6. Question raised if the existing duct will still be used. FDM responded that the existing duct will still be used. It will be sealed with an approved UL 181 listed sealant. (This is in reference to Item 21 of the SOW.)
7. One branch of the supply air duct is not connected to the dressing room at the stage area. Contractor to re-install the supply duct. Clarification will be resolved during the site inspection. (This is in reference to Item 22 of the SOW.)
8. The number of acoustical boards and size to be verified during the site inspection. (This is in reference to Item 23 of the SOW.)
9. Contractor to verify the number of ceiling diffusers throughout the cafeteria including the dining area and storage area. (This is in reference to Item 26 of the SOW.)
10. Change on Item #30 of the Scope of Work. Change from “The selected lowest bidder” to “All bidders”. Clarification made on Item #30 by Dale Roberts of CNP. Contractors should submit the type of unit and specifications that they are proposing with their bid.

The lowest bidder will not necessarily mean that they will win the bid if the unit they are proposing does not meet the specifications mentioned in the Scope of Work.

Funding for this project expires on September 30, 2021. Thus, there cannot be delays for this project.

11. Question raised on the 5-year Warranty for the compressor. Explained that the Scope of Work requires "Manufacturer's standard, but not less than five years from the date of Substantial Completion". (This is in reference to Item 35 of the SOW.)
12. Contractor to include the schedule and cost of a 3-year preventive maintenance on the air conditioning units in their bids. Preventive maintenance will be conducted quarterly. Winning bidder will perform, at a minimum, quarterly preventative maintenance on each of the units installed. Contractor shall submit a schedule and list of services included in quarterly maintenance. All costs of quarterly maintenance shall be shouldered by the Contractor and these costs should be included as part of the overall bid submission. (This is in reference to item #37 of SOW)
13. Site visit conducted at 11:14AM.

During the site visit, the number, size and thickness of the acoustical boards to be replaced are as follows:
 - Storage Room, 24 pieces, 2' x 4', 5/8" thick
 - Stage Area, 65 pieces, 2' x 2', 5/8" thick
14. FDM staff showed the Contractors the existing supply duct that is not connected to the dressing room. Contractors checked the existing supply duct. The contractor to connect the existing supply duct to the dressing room.
15. Contractor to conduct visual inspection of the existing supply and return air duct board connection for damages and if they are properly sealed.
16. Contractor to remove and restore T-runners. Contractor to replace any T-runners damaged by the contractor.
17. Contractor to install back the existing secondary drain pan.
18. If possible, Contractor to adjust existing drain pipes and relocate above the acoustic board at the stage area.
19. Relocate the return grilles at the stage area. Contractor to use the existing duct board.
20. Contractor to inspect the hanger and support of the existing duct board for proper alignment.
21. PSS FDM to issue Addendum 1 with meeting minutes.

At 11:50 AM the meeting adjourned.

Minutes compiled by: Maria Muna, PSS Admin. Officer II

Date: 03/15/2021



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PSS IFB 21-019

“Replacement of Two (2) 10-Ton Split System Air Conditioning Units
at Tinian Elementary School Cafeteria”
Mandatory Pre-Bid Meeting Sign-in Sheet
March 11, 2021, 10:30a.m., TES Cafeteria

Date	Time	Temp.	Company	Contact Person	Email	Phone
3-11-21	10:00am	97.9	JUS	Tony Saeng	jussaipan@pti.com.com	483-4557
3-11-21	10:00am	97.9	M. CARNIER	MEL GABRI	Bernie (C)edward@pti.com	910911
03/11/21	9:45	97.8	PSS FDM Maia hūna	Maia hūna	maia.huna@pti.com	883-3714
3-11-21	9:45	97.7	PSS CNF	Valde Robat	psr.com	668-3904
3/11/21	9:48	97.8	PSS FDM	Rommel Mostekes	rommel.mostekes@cmi.pss.gov	983-8849
3-11-21	9:55	97.3	CHONG'S CORP.	HONESTA SERVIDA	chongse@pti.com.com	84-6560
3/11/21	10:30	77.3	FRIP/LS J	MARCO VALERIO	MV.valerino@pti.com	483-3787

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