



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

QUESTIONS AND ANSWERS

IFB 090424LP HVAC Replacements Cromwell ES, Shrine School, Norris Achievement Academy

1. If asbestos, lead, or any other special or hazardous materials are encountered is MSCS's responsible for removal/abatement?
Yes
2. Is professional liability insurance and pollution liability insurance required?
Yes
3. The bid envelope does not show the A/E as needing to be listed as before. This does not appear to be a licensing law requirement with State of TN (see below). Is the current bid envelope going to be sufficient since A/E's are not listed as required to be shown on bid envelope?
See Addendum #4
4. Please verify the completion date in this bid package is correct. All other bid packages have a completion date of 12/10/25.
Yes, 12/10/2025 is correct.
5. Since each school is being considered separately, we are assuming a bid envelope for each project should be used along with separate bid bonds. Please confirm.
See Addendum #4
6. Does MSCS's verify contractor license limitations and local preference purchasing prior to award of contracts?
Yes
7. Scope of Work states to use current MSCS approved chemical treatment vendor. Please provide contact information for current MSCS vendor.
Beau McKay 901-389-8936
8. Commissioning Requirements in Design Guide is blank. Please provide.
Rebalance all the hydronic systems and on the air side rebalance any new equipment that is being replaced.

9. Are exhaust fans being replaced at the schools? If only some schools are to have them replaced, please confirm which schools.

Cromwell ES bathroom exhaust

10. Can MSCS's provide contractors with any available AS-BUILD drawings they may have?

Please see the Design Construction Guidelines posted with the RFP documents on the SCS website, as an Attachment.

11. Cromwell ES – Are cabinet heaters to be a part of the scope of work to be replaced?

No

12. Cromwell ES – Are the Air Handling Units to be replaced? They are not called out on the Scope of Work.

Yes

13. Cromwell ES – Are the Packaged Units to be replaced? They are not called out on the Scope of Work.

Yes

14. Shrine School – Are the FCU, UV's, AHU's being replaced at Shrine School or is it limited to just the chiller and boiler along with associated pumps?

Follow the scope of work.

15. SOW states to replace controls in the entire Shrine facility and there is an add alternate that says to upgrade controls for entire building. Please provide further clarification on MSCS's intent. Sheffield shares this building with Shrine, is it to be included?

Please follow scope of work. Base bid states mechanical plant and the alternate states entire school.

16. Are domestic water heaters to be included in the SOW for all schools? (Domestic water – referring to potable drinking water) ? If only some schools are to have them replaced, please confirm which schools.

Follow the scope of work.

17. Can you provide contractors with the TCAT testing dates and confirm no work will be permitted during those times? Will the contract be extended to compensate for time that is taken away?

Project completion dates are of utmost importance, and vendors will be held to their deadlines. Lead times and fire marshal review times should be included in the bid response. Liquidated damages should not be an issue, if timelines are fully planned out in the bid response.

18. Design guide states that the contractor is responsible for cleaning and waxing of floors by a MSCS approved custodial vendor in the months of July and August prior to start of Teacher's term. Is this only for the areas where work is being performed? Will MSCS's reconsider this requirement? If we are complete with work in areas during the July/August timeframe, will MSCS's be responsible for the areas where work is complete? This just seems to be a blanket statement that you are requiring HVAC contractors to clean and wax floors in the entire school during the July/August timeframe. If this won't be reconsidered, please provide list of approved vendors so that we can contact for pricing to be included in our proposals. This seems like the district is doubling their costs of cleaning/waxing of floors.

Follow the design guidelines to ensure teachers and students come back to a clean teaching and learning environment. For MSCS approve vendors please contact Director Rogers @ 901-310-0012 or email ROGERSJE1@SCSK12.ORG

19. Cromwell Elementary School:

Questions;

a) Are the two AHU's in the Main bldg. to be replaced?

Yes

b) Are the three RTU's in the Main bldg. to be replaced?

Yes

c) Are the convectors in the Main bldg. to be replaced?

No

d) Are the cabinet heaters in the Main bldg. to be replaced?

No

e) Are any of the RTU's in the Annex bldg. to be replaced?

No

f) The existing BAS includes the controls in the Annex bldg. Does the existing bldg. controller get upgraded to BACnet open protocol per the Design Planning Principles and Construction Guidelines dated Aug 12, 2024 and integrated into the bldg. edge/cloud device and GUI?

Yes

20. Shrine School:

Questions;

Are the two AHU's and dehumidifier along with controls to be replaced? They all appear to be in severe disrepair.

Follow scope of work.

a) Are the UV's and controls to be replaced?

Follow scope of work

b) Are the FCU's and controls to be replaced?

Follow scope of work.

c) We need further clarification on the delineation of what is the Shrine School and what is the Sheffield School. It appears there was an original build for the Shrine School and then an addition. The addition drawings were posted online in the bid project but not the original drawings.

All available drawings have been provided for additional clarification please visit site and consult with plant manager.

d) There is a BAS panel including the controls for RTU's for the original bldg. and a BAS panel including the controls for the addition. Do both of the existing bldg. controllers get upgraded to BACnet open protocol per the Design Planning Principles and Construction Guidelines dated Aug 12, 2024 and integrated into the bldg. edge/cloud device and GUI?

School does not identify cannot answer

e) Are any of the RTU's to be replaced?

School does not identify cannot answer

21. Will LG, one of the world's largest HVAC manufacturers, be accepted for the chiller replacement? LG currently has air-cooled chillers in stock in the US significantly cutting lead times, thus reducing the costs of the rental chiller at Norris Achievement Academy.

MSCS prefer to stay with the major manufacturers who we have used in the past.

22. Will Taco be an accepted pump manufacturer? **Please see page 64 and notes above the table stating list is for reference and not meant to be exclusive of any manufacturer.**

23. Cromwell ES: In the past MSCS has required hot gas bypass on all the air-cooled chillers. Is this option required?

Yes

24. Norris ES: In the past MSCS has required hot gas bypass on all the air-cooled chillers. Is this option required?

Yes

25. Shrine: In the past MSCS has required hot gas bypass on all the air-cooled chillers. Is this option required?

Yes

26. Cromwell: Please confirm if you want contractors to replace existing water heater and tank system that is in the mech room by the double doors.

Please follow the scope of work.

27. Norris: Pump 1 and Pump 2 are the chilled water SYSTEM / LOOP pumps w/ 25 HP motors. Pump 3 and Pump 4 are the chilled water PRIMARY pumps (that go out to the chiller) w/ 15 HP motors. Please confirm which pump(s) do you want replaced.
Replace all chill water system/loop and chill water primary pumps.

28. Shrine School: In the mechanical room – you have three gas burning appliances. They are...
- a) 1 – Cleaver Brooks - BOILER
 - b) 2 – Parker indirect POOL HEATER
 - c) 3 – 2007 water heater – SUF100150NE

Please confirm which pieces of equipment you want replaced – for by definition – there is only one (1) boiler.

Please follow scope of work.

- a) If the intent is to replace the old Pool heater with a new pool heater - since there is not any guidelines or specifications in guidelines for a pool heater.
Please reference the HVAC project scope of work calling for boiler replacement.
- b) Please confirm what type of pool heater do you want - do you want a 85% eff pool heater or a high eff 95% eff pool heater – or contractors choice?
Please reference the HVAC project scope of work calling for boiler replacement.

29. The scope calls for “New pumps with VFDs/ Motor Starters”

- a) Please confirm what pumps get starters and what pumps get VFDs. (IE – do you want main dual temp pumps to get VFDs and smaller boiler pumps to get starters).
MSCS prefers new motor starters.
- b) Please clarify that this scope does not include the pool pump.
Please reference the HVAC scope of work.

30. Norris –

- a) Is it your intent to rebalance the entire chill water, hot water, and exhaust system?
Chill water.
- b) Norris - Is it your intent to leave the existing chill water hydronic specialties (expansion tank, air separator)?
Please follow scope of work.

31. Cromwell –
- a) Is it your intent to change the fin-tube heaters (cafeteria, halls, and entrances)?
Please follow the scope of work.
 - b) Is it your intent to change AHU's serving the cafeteria?
Yes
 - c) Is it your intent to change the inline pump for the fin-tube heaters in the office?
No
 - d) Is it your intent to clean the relief vents in the windows or do you want them changed?
Clean them
 - e) Is it your intent to change the 2 package units serving the office?
Yes
 - f) Is it your intent to change the package unit serving the kitchen?
Yes
32. Shrine –
- a) Is it your intent to change the insulation and heat trace only the piping we disturb for the chiller change out or all the way across the roof?
Follow the design guide. All new across roof.
 - b) The base bid and alternate both call for changing the entire controls system in the facility. Can you please clarify whether this is to be in the base bid or the alternate?
Follow scope of work. Base bid states mechanical plant and the alternate states entire school.
33. Are there any existing drawings available for each project?
Please see the Design Construction Guidelines posted with the RFP documents on the SCS website, as an Attachment.
34. Can you advise of total square footage of each project?
Field Verify
35. Can Maintenance Department provide a listing of comfort equipment for each project?
All field verification shall be done by the contractor.