

Thank you for your interest in providing home heating system replacement and repair work for our agency. We are currently accepting bids for the coming year (October 1, 2019- September 30, 2020 as funding is available). Enclosed please find the following items:

1. Invitation to Bid;
2. General Instructions to All Bidders;
3. Specifications & Instructions to Bidders for Heating System Repair and Replacement Work;
4. Combustion Standards; and
5. Bid Sheet

If you are interested in submitting a bid, please take a moment to carefully read the “Specifications and Instructions to Bidders for Heating System Repair and Replacement Work” as it includes important requirements. If you have any questions, please feel free to contact our offices Monday to Friday at (570) 644-4470 or email dwayne.scicchitano@norrycopa.net.

Sincerely,

Dwayne Scicchitano, Coordinator
Northumberland County Weatherization

INVITATION TO BID

Sealed bids will be received by Northumberland County Weatherization at the office of the Northumberland County Controller, 399 Stadium Drive, Sunbury, PA 17801 for **Home Heating System Repair and Replacement work** for the Northumberland County Weatherization Program until **Thursday, September 19, 2019 until 10 A.M.**, at which time and place all bids will be opened publicly.

All Bids must include a guaranteed installation and work completion time of two weeks for non-emergency work and 48 hours for emergency work (18 hours if it is a life-threatening situation). All Bids will be held firm for the time period of October 1, 2019 to September 30, 2020 as funding is available.

A list of Specifications and Instruction to Bidders may be obtained at the Office of Northumberland County Weatherization, from 8:00 a.m. to 3:00 p.m., Monday thru Friday (570-644-4470), may be requested by sending an email to dwayne.scicchitano@norrycopa.net, or by visiting www.norrycopa.net . **All Bids must be submitted on the Bid Sheets** included with the Instruction to Bidders.

Northumberland County reserves the right to reject any or all bids or parts thereof and to waive technicalities as it deems best in the interest of the County of Northumberland.

Bids may be held by the County of Northumberland for a period not to exceed sixty (60) days from the date of opening of bids for the purpose of reviewing the bids and investigating the qualifications of the Bidders, prior to awarding of the contract at a Commissioner's public meeting.

Northumberland County Weatherization Program

GENERAL INSTRUCTIONS TO BIDDERS

1. All Bids must be sealed in an envelope which shall be clearly labeled with words:
Weatherization Program Heating System Replacement & Repair Bid Documents
Name of Bidder: _____
Date and time of Bid Opening: Thursday, September 19, 10:00 am
2. **All Bids must be compiled on the enclosed Bid Sheet. Failure to do so will result in a rejection of the bid.**
3. The Bidder must initial erasures or other changes in the Bid.
4. Bids received prior to the advertised hour of opening will be securely kept sealed. The officer whose duty it is to open them will decide when the specified time has arrived and no Bid received thereafter will be considered; except that when a Bid arrives by mail after the time fixed for opening, but before the reading of all other Bids is completed and it is shown to the satisfaction of the Owner that the non-arrival time was due solely to delay in the mails for which the Bidder was not responsible, such Bid will be received and considered.
5. At the time and place fixed for the opening of Bids, the Owner will cause to be opened and publicly acknowledged as received within the time set for receiving Bids, irrespective of any irregularities therein. Bidders and other persons properly interested may be present in person or by representative.
6. Bids may be withdrawn on written or telegraphic request at any time prior to the time set for Bid opening.
7. Cost, although an important factor, will not be the sole consideration in awarding the contract. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance and financial and technical resources.

All Bids will be held firm for the time period of the bid (October 1, 2019 – September 30, 2020). When a bid is awarded, the supplier will be required to sign a contract which confirms the bid prices awarded. If the supplier is unable to comply with this pricing for the duration of the contract they must indicate this in writing to the Coordinator of the Weatherization Program who will then forward this request to be released from adhering to the contract for consideration by the County of Northumberland

SPECIFICATIONS & INTRUCTIONS TO BIDDERS

Heating System Repair and Replacement Work Northumberland County Weatherization Program

Under the DCED Contract, all materials must meet the Department of Energy standards. Specifically, they must conform to the specifications and standards as referenced in Appendix A of 19 CFR, Part 440.

When bidding on this work, please be aware that:

- All bids must include a guaranteed installation and work completion time of two (2) weeks for non-emergency work and an initial response and evaluation time of 48 hours for emergency work, an evaluation time of 18 hours for a "Life-threatening Situation"
- No pre-inspection or Assessment fees may be charged. The only fees permissible must be related to work performed.
- All house furnaces and boiler replacements **MUST** include a Manual J report. All mercury thermostats **MUST** be replaced by either set-back or new thermostat, (clients preference upon installation).
- All heat work requires printed pre (when possible) and post combustion test strips to be included with the invoice.
- All invoices must include the job name, job date, and break out labor and itemized materials.
- All furnace/boiler replacements must be done with lead safe work practices and therefore proof of employee certification in "DOE Lead" will be necessary.
- Proof of completion of OSHA 30 training must also be supplied for **all** furnace technician(s) who work on Weatherization jobs. If furnace technician(s) do not have this training at current, reasonable assurance must be provided that furnace technician will obtain **before** the contract period begins. Any "laborers, helpers, crew members or assistants" who work on Weatherization jobs must have OSHA 10 certification. The Agency **may** send selected contractor(s) or employee(s) to obtain this necessary training, but only after the firm has provided all reasonable assurances to perform work for the Agency.
- Agency reserves the right to dissolve the awarded bidder contract at any time if 100% compliance with DCED directives or the rules of LIHEAP CRISIS program are not being followed.

A. **ALL BIDS MUST use the enclosed Bid Sheet to provide the following information:**

1. Hourly rate for technicians and laborers.
2. Per heating unit cost for standard heat exchanger cleaning, including tuning, testing, written combustion test results, and filter changes meeting the enclosed state efficiency requirements.
3. Cost to supply and install new Miller CMF 80 PO or PG mobile home furnace, providing removal and disposal of the existing mobile home furnace; installation, tuning, testing, and printed combustion test results of the new Miller furnace. **Price is to include the initial evaluation of the existing furnace and include roof jack and universal base.**
4. Cost to supply and install new Gas (propane or natural gas) house furnace, providing removal and disposal of the existing house furnace; installation, tuning, testing, printed combustion test results, and any supply and return modifications on the new furnace. List as indicated on the bid sheet. **Price is to include the initial evaluation of the existing furnace and Manual J calculations for new furnace.** All units must have a minimum AFUE of 80%.

5. Cost to supply and install new “Hiboy” and “Lowboy” Oil house furnace, providing removal and disposal of the existing house furnace; installation, tuning, testing, printed combustion test results, and any supply and return plenum modifications on the new furnace. List as indicated on the bid sheet. **Price is to include the initial evaluation of the existing furnace and manual J calculations for new furnace.** All units must have a minimum AFUE of 80%.
 6. All bids must include a price list of standardized parts.
- B. Also include proof of:**
- a. Liability and Auto/Truck Insurance
 - b. Worker’s Comp Insurance.
 - c. Registration with PA Attorney General’s Office
 - d. “Lead-Safe” and OSHA certificates for employees will need to be provided within 90 days of award the contract.
- C. Boiler replacements** will be done on a case-by-case basis with approval of the Program Coordinator. Boiler replacement costs must include removal, disposal, installation, tuning, testing, printed combustion test results, and any supply and return piping modifications on the new boiler. **Price is to include the initial evaluation of the existing boiler and manual J calculations for new boiler. When replacing a furnace there must be pictures provided of the old unit all four sides and close ups of the deficiencies. The new unit on all four sides, and along with a picture of the serial number on the new unit. All these must be presented with invoice along with manual J, a pre and post test and any other applicable paperwork required by the Coordinator. (Supporting documents, pictures, and invoices will be accepted electronically.) Invoice will NOT be sent for payment without 100% compliance with the most current DCED directive.**
- D. The County of Northumberland reserves the right to reject any or all bids or parts thereof and to waive technicalities as it deems best in the interest of the County of Northumberland.**
- E. Bids may be held by the County of Northumberland** for a period not to exceed sixty (60) days from the date of opening of bids for the purpose of reviewing the bids and investigating the qualifications of the Bidders, prior to awarding of the contract at a public meeting.

Note: Winning bidder(s) shall have to sign a sub-contractor agreement which will be held firm for the length of the contract.

Combustion Standards for Gas Furnaces

Performance Indicator	70+	80+	90+
Carbon monoxide (CO)(ppm)	≤ 100 ppm	≤ 100 ppm	≤ 100 ppm
Gross stack temperature (°F)	400°–575°	275°–450°	90°
Heat rise (°F)	pmi*	pmi*	pmi*
Oxygen (%O ₂)	4–10%	4–10%	4–10%
Nat gas pressure (IWC)**	3.2–3.9	3.2–3.9	3.2–3.9
Prop gas pressure (IWC)	10-12	10-12	10-12
Draft (IWC)	–5 Pa. or 0.02 IWC	–5 Pa. or – –0.02 IWC	25–100 Pa. or +0.1 to +0.4 IWC
Venting	pmi*	pmi*	pmi*

* pmi = per manufacturer instructions

** IWC = inches water column

Combustion Standards for Oil-Burning Appliances

Oil Combustion Performance Indicator	Non-Flame Retention	Flame Retention
Oxygen (% O ₂)	4–9%	4–7%
Gross Stack temperature (°F)	325°–600°	300°–500°
Carbon monoxide (CO) parts per Million (ppm)	≤ 100 ppm	≤ 100 ppm
Steady-state efficiency (SSE) (%)	≥ 75%	≥ 80%
Smoke number (1–9)	≤ 2	≤ 1 (trace)
Excess air (%)	≤ 100%	≤ 25%
Oil pressure pounds per square Inch (psi)	≥ 100 psi	≥ 100-150 psi (pmi)*
Over-fire draft (IWC negative)	5 Pa. or .02 IWC	5 Pa. or .02 IWC
Flue draft (IWC negative)	10–25 Pa. or 0.04–0.1IWC	10–25 Pa. or 0.04–0.1IWC

Gross stack temperature (GST) is as measured in the breech. Net stack temperature is GST minus combustion air temperature.

* pmi = per manufacturer's specifications

NORTHUMBERLAND COUNTY WEATHERIZATION
HEAT WORK BID SHEET
October 1, 2019 – September 30, 2020

Business Name: _____

Business Address: _____

Contact Person: _____ **Phone:** _____

Hourly rate – Technician	\$
Hourly rate – Laborer	\$

Mobile Home Furnaces: (Include a price list of typical parts)		
Standard Cleaning	\$	
	Furnace Only	Including Roof Jack
Replace Furnace – Oil	\$	\$
Replace Furnace – Propane	\$	\$

Gas Furnaces: (Include a price list of typical parts)		
	Propane	Natural Gas
Standard Cleaning	\$	\$
Input, up to 75,000 btu	\$	\$
Input, up to 100,000 btu	\$	\$
Input, up to 125,000 btu	\$	\$

Oil Furnaces: (Include a price list of typical parts)	
Standard Cleaning	\$
Oil lowboy: Up to 75,000 OUTPUT BTU	\$
Up to 100,000 OUTPUT BTU	\$
Up to 125,000 OUTPUT BTU	\$
Over 125,000 OUTPUT BTU	\$
Highboy: Up to 75,000 OUTPUT BTU	\$
Up to 100,000 OUTPUT BTU	\$
Up to 125,000 OUTPUT BTU	\$
Over 125,000 OUTPUT BTU	\$

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**NORTHUMBERLAND COUNTY WEATHERIZATION
HEAT WORK BID SHEET**

October 1, 2019 – September 30, 2020

Also Include:

- Proof of Vehicle Liability Insurance:
 - Yes
 - No

- Proof of Worker’s Comp Insurance:
 - Yes
 - No

- Proof of Registration with PA Attorney General’s Office
 - Yes
 - No

- Proof of Employee certification in DOE or EPA Lead
 - Yes
 - No, but employees will obtain before contract begins, please sign _____

- Proof of Employee completion of OSHA 10 training
 - Yes
 - No, but employees will obtain before contract begins, please sign _____

Please complete:

Employee Name	DOE or EPA Lead Completed Date	Lead Training Scheduled Date	OSHA 10 Completed Date	OSHA 10 Training Scheduled Date

Weatherization subcontractors can receive free training in both DOE Lead and OSHA 10 from The National Sustainable Structures Center at Pennsylvania College of Technology in Williamsport, PA. Visit their website at www.pct.edu/nssc/ for more information.

Northumberland County

NON-COLLUSION AFFIDAVIT

Commonwealth of Pennsylvania : Contract/Bid No
County of Northumberland : SS

I state that I am _____

_____ of
(Title) (Name of Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or non-competitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other non-competitive bid.

5. _____, its affiliates, subsidiaries,
(Name of Firm)

officers, directors, and employees are not currently under investigation by an governmental agency and have not in the last four (4) years been convicted or found liable for any act prohibited by State or Federal Law in any jurisdiction involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understand and

(Name of Firm)

acknowledges that the above representations are material and important and will be relied on by Northumberland County Anthracite Outdoor Adventure Area Authority in awarding the contracts for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Northumberland County Anthracite Outdoor Adventure Area Authority of the true facts in submission of bids for this contract.

(Name and

Title)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY OF
_____, 2019.

(Notary Public)

My commission expires _____.