

CONTRACT AWARD	
AB2022-15 DUCT CLEANING FOR THE COUNTY OF MERCER AND MERCER COUNTY PARK COMMISSION FOR A PERIOD OF TWO(2) YEARS	
CONTRACT TERM: MAY 1,2022-APRIL 30,2024	
RESOLUTION#2022-417	
NAME OF BIDDER	CORE MECHANICAL,INC.
ADDRESS	7995 BROWNING ROAD,SUITE 110
CITY, STATE, ZIP	PENNSAUKEN, NJ 08109
CONTACT	ALISON STANTON
TELEPHONE	856-665-0636
FAX	856-488-2241
E-MAIL	ALISON@COREIAQ.COM
NJ SAVI DESIGNATION	VETERAN OWNED AND SMALL BUSINESS OWNED ENTERPRISE
PUBLIC WORKS CERTIFICATION	647915 EXPIRES 12.09.2023
GRAND TOTAL (BASIS OF AWARD)	\$ 112,627.50

CONTRACT AWARD				
CORE MECHANICAL, INC.				
CONTRACT TERM: MAY 1,2022-APRIL 30,2024	WORK HOURS	TOTAL HOURS	HOURLY RATE	TOTAL
RESOLUTION#2022-417				
Tennis Center, MCP 334 S. Post Road W. Windsor, NJ 08550	7:00A.M. - 3:00P.M.	40	\$ 78.50	\$ 3,140.00
Skating Rink 334 S. Post Road W. Windsor, NJ 08550	7:00A.M. - 3:00P.M.	20	\$ 78.50	\$ 1,570.00
Pennington, NJ 08534				
Princeton Country Club 1 Wheeler Way Princeton, NJ 08540	7:00A.M. - 4:00P.M.	80	\$ 78.50	\$ 6,280.00
Airport Control Tower 1100 Terminal Circle Drive Suite 301 Trenton, NJ 08628	8:00A.M. - 4:30P.M.	40	\$ 78.50	\$ 3,140.00
Mercer County Airport Building #31 Trenton, NJ 08628	8:00A.M. - 4:30P.M.	16	\$ 78.50	\$ 1,256.00
Voting Machine Warehouse 1 Johnston Avenue Hamilton, NJ 08609	8:00A.M. - 4:30P.M.	16	\$ 78.50	\$ 1,256.00
Veteran's Services Building 2280 Hamilton Avenue Hamilton, NJ 08619	8:00A.M. - 4:30P.M.	20	\$ 78.50	\$ 1,570.00
Mercer County Correction Center 1750 River Road Lambertville, NJ 08530	8:00A.M. - 4:30P.M.	355	\$ 78.50	\$ 27,867.50
Dempster Fire Academy 350 Lawrence Station Road Lawrenceville, NJ 08648	8:00A.M. - 4:30P.M.	24	\$ 78.50	\$ 1,884.00
D.O.T. Facility 300 Scotch Road W. Trenton, NJ 08628	8:00A.M. - 4:30P.M.	24	\$ 78.50	\$ 1,884.00
Baldpate / Strawberry Hill Mansion 29 Fiddlers Creek Road Titusville, NJ 08560	8:30A.M. - 4:30P.M.	20	\$ 78.50	\$ 1,570.00
Boathouse Banquet Facility & Marina Offices 334 S. Post Road W. Windsor, NJ 08550	8:30A.M. - 4:30P.M.	80	\$ 78.50	\$ 6,280.00
Howell Living History Farm 70 Woodens Lane Hopewell, NJ 08534	8:30A.M. - 4:30P.M.	40	\$ 78.50	\$ 3,140.00
Recreations & Events Center 1638 Old Trenton Road W. Windsor, NJ 08550	8:30A.M. - 4:30P.M.	40	\$ 78.50	\$ 3,140.00
Tulepehaking Nature Center 157 Westcott Avenue Hamilton, NJ 08610	8:30A.M. - 4:30P.M.	80	\$ 78.50	\$ 6,280.00
Mercer County Wildlife Center 1748 River Road Titusville, NJ 08540	8:30A.M. - 4:30P.M.	100	\$ 78.50	\$ 7,850.00
Tulepehaking Nature Center 157 Westcott Avenue Hamilton, NJ 08610	8:00 A.M. - 4:00 P.M.	40	\$ 78.50	\$ 3,140.00
Noah Hunt Barn 197 Blackwell Road Pennington, NJ 08534	8:00 A.M. - 4:00 P.M.	40	\$ 78.50	\$ 3,140.00
ESTIMATED TOTAL REGULAR HOURS		1075		\$ 84,387.50
AFTER HOURS, WEEKENDS AND COUNTY HOLIDAYS			HOURLY RATE PER PREMIUM HOUR	TOTAL PREMIUM HOURS
LOCATION AND ADDRESS	WORK HOURS	TOTAL HOURS		
Civil Court House 175 South Broad Street Trenton, NJ 08608	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
McDade Administration Building 612 S. Broad (Annex) Trenton, NJ 08650	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
Mercer County Court House 400 Warren Street Trenton, NJ 08650	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
McDade Administration Building 612 S. Broad (Annex) Trenton, NJ 08650	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
Board of Elections 930 Spruce St. Lawrence, NJ 08648	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
Veteran's Office 1440 Parkside Avenue Ewing, NJ 08638	5:00PM to 1:00AM	40	\$ 104.50	\$ 4,180.00
ESTIMATED TOTAL PREMIUM HOURS		240		\$ 12,540.00
GRAND TOTAL FOR ALL HOURS				\$ 96,927.50

Approved as to Form and Legality

Date

.....
 County Counsel

May 12, 2022

AWARD OF BID RECEIVED APRIL 1, 2022 TO CORE MECHANICAL, INC. FOR DUCT CLEANING SERVICES FOR THE COUNTY OF MERCER AND THE MERCER COUNTY PARK COMMISSION. PERIOD: MAY 1, 2022 THROUGH APRIL 30, 2024. TOTAL AMOUNT NOT TO EXCEED: \$112,627.50 (AB2022-15)

WHEREAS, the Mercer County Purchasing Agent has advertised for bids for duct cleaning services for the County of Mercer and the Mercer County Park Commission for a period of two (2) years, through bid terms and specifications, as provided by law; and,

WHEREAS, one (1) sealed bid was received on April 1, 2022 in connection with the aforementioned services; and,

WHEREAS, the bidder hereinafter designated is the lowest qualified bidder; and,

WHEREAS, the bid of Core Mechanical, Inc., 7905 Browning Road, Suite 110, Pennsauken, NJ 08109, shall be awarded for a period of May 1, 2022 through April 30, 2024, in the total amount not to exceed \$112,627.50; and,

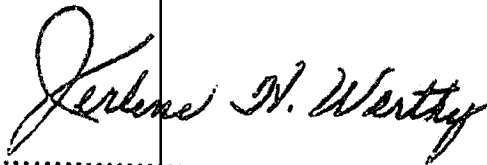
.....
 Clerk to the Board

RECORD OF VOTE													
COMMISSIONERS							COMMISSIONERS						
	Aye	Nay	N.V.	Abs.	Res.	Sec.		Aye	Nay	N.V.	Abs.	Res.	Sec.
Cimino	X				✓		Stokes	X					
Frisby				X			Walter	X					
Koontz	X						Melker	X					
McLaughlin	X					✓							
X—Indicates Vote Abs.—Absent N.V.—Not Voting Res.—Resolution Moved Sec.—Resolution Seconded													

WHEREAS, the Chief Financial Officer of Mercer County has certified in writing the availability of funds for the purposes set forth in this Resolution; said certification is on file with the Clerk to the Board and such funds are contingent upon the inclusion in and adoption of the 2022, 2023 and 2024 Mercer County Budgets; and,

BE IT RESOLVED, that the County Executive and Clerk to the Board are hereby authorized to execute said contracts on behalf of the County of Mercer when presented in a form approved by County Counsel; and,

BE IT FURTHER RESOLVED, that the Clerk to the Board shall a forward copy of this Resolution to the Mercer County Park Commission and the Mercer County Purchasing Agent for further distribution.



.....
Clerk to the Board

SPECIFICATIONS FOR DUCT CLEANING FOR THE COUNTY OF MERCER AND THE MERCER COUNTY PARK COMMISSION FOR A PERIOD OF TWO (2) YEARS

INTENT

The County of Mercer requests bids for the provision of cleaning HVAC ducts, air handlers, fans, including all ancillary items and associated equipment (i.e., grills, registers, screens, etc.) for the Department of Buildings and Grounds, Mercer County Park Commission and other County agencies on an as needed basis for a period of two years. All questions can be sent via email to imaldonado@mercercounty.org.

All work must be performed in accordance with the standards issued by:

The National Institutes of Health-Office of Research Services-Division of Occupational Health and Safety-Technical Assistance Branch
<http://www.ors.od.nih.gov/sr/dohs/Documents/HVACDuctCleaning.pdf>

National Air Duct Cleaners Association.

https://www.meyermachine.com/PAGES/PDF/NADCA/ACR_2013.pdf

Refer to the attached Standards.

Bidders must be certified members of the National Air Duct Cleaners Association (NADCA) and must have at least one staff employee who is NADCA certified as an ADCA air system cleaning specialist.

Bidders must have a thorough understanding of HVAC duct system cleaning in carrying out the specifications herein. Employees who will be carrying out duct cleaning services must have a minimum of three (3) continuous years' experience. Bidder's service truck fleet shall carry sufficient supply of tools, cleaning brushes, cleaning agents and vacuum equipment needed to perform routine duct cleaning service.

Bidders must meet all Federal EPA and OSHA guidelines (If any) in the proper handling and disposal of special waste or contaminated materials generated by services rendered. Refer to the following proposal pages for locations and estimated hours. In the event that additional work is required, the work shall be paid at the awarded contractors rates during regular or after hours as stated in the bid response. The County has provided the locations for work; however the County reserves the right to add locations if necessary.

Bidders shall be:

- **A member of the National Air Duct Cleaners Association (NADCA), with at least one staff employee who is NADCA certified as an Air System Cleaning Specialist**
- Provide a roster of staff technicians listing name, years of experience, and field of expertise.
- Contractor must have the staff, equipment, and resources to provide duct-cleaning service to facilities of large commercial square footage. Provide a list of projects of like magnitude and scope of the following types of buildings your firm has serviced.
- Provide number of trucks in the service fleet and how stocked.
- Provide documentation stating your firms' ownership OR availability of a 35mm or digital camera and a fiber-optic boroscope.
- Contractor must be able to produce certified lab analysis for the identification of mold, microorganisms, and particulate sampling. Certifications or affiliations shall be submitted with bid.

PREVAILING WAGE

Prevailing wage does not apply to duct cleaning; however, repair may be required therefore all bidders must comply with the New Jersey Prevailing Wage Act and Public Works Contractor Registration Act.

When duct cleaning is performed as part of, or in conjunction with, such work, it is subject to the Prevailing Wage Act. The Sheet Metal Worker rate would apply. The County will only pay for labor and materials that have been authorized.

THE CONTRACT SHALL COVER BUT NOT BE LIMITED TO:

- All HVAC ducts
- Vacuum activated valve boxes
- Exhaust fan blowers
- Air handlers
- Housings
- Plenums
- Mixing boxes
- Condensate drain pans
- Humidifiers and dehumidifiers
- Fans
- Fan housings
- Filters
- Turning vanes
- Air wash units
- Coils

TECHNICAL SPECIFICATIONS

The Contractor shall be responsible to supply all chemicals, cleaning agents, tools, equipment, supervision, transportation, and all effort necessary to carry out the specifications herein. The project cost is to include all equipment rented and/or owned.

The Contractor shall make available to the County the flexibility to clean ducts not only during business hours, but also after hours, weekends and holidays as needed.

Contractor must have the capability to use photo documentation via a 35mm or digital camera and a fiberoptic boroscope when requested by the County. This will allow verification of duct conditions to be photographed both before and after cleaning. The boroscope shall be used for manual inspections via a hole drilled into the duct should a department require on-site verification of cleaning. Proof of ownership or availability of such equipment must accompany bid package.

PROJECT WORK AND TIME AND MATERIALS:

Project work shall mean work performed on major projects or major duct cleaning. The contractor assigned to this contract shall work with Edward Urbanik, Superintendent of Buildings and Grounds. The contractor shall provide a detailed scope of work for each project including information relative to the Scope of Work, Project start/finish time line, Required Materials, cost of labor and materials which is associated with the cost for each line item defined in the proposal page.

Project pricing shall include everything the contractor anticipates is necessary to complete the job (i.e., permits, rental equipment, materials, chemicals, labor, supervision, transportation, subcontractor costs, mobilization costs, demobilization costs, clean up and material removal costs, etc.) Steam may be also used as a cleaning method for any equipment part as long as the treatment method does not damage any of the equipment, surfaces or material.

Note: all extra work outside the S.O.W. must be in writing. Intake screens, intake and exhaust air louvers, registers, supply and return grills, exhaust grills, and fan housing scrolls shall be vacuumed and/or washed using a non-caustic solution. Bristle or wire brushing may be used, but care must be taken not to scratch painted services. It shall be the Contractors responsibility to remove all grillwork for cleaning, and subsequent reinstallation of same.

Ducts shall be thoroughly vacuumed: top, bottom, and both sides. Ducts utilizing interior insulation shall be vacuumed and inspected for any physical damage. Damage must be reported to the County in writing.

Only HEPA vacuum type units are to be used. Environmental testing may be required in specific cases. Contractor may be required to work in conjunction with environmental specialists as designated by the building maintenance supervisor.

INACCESSIBLE DUCTS

Ducts too small or difficult to access shall be opened by the Contractor. Contractor shall create a service opening in the system to accommodate cleaning. This shall be done only if there are no other alternatives. If opened, the opening shall then be covered by a panel of the same sheet metal gauge installed via screws/tape to ensure no leakage of air. All sheet metal ductwork repairs must follow guidelines established by SMACNA. Flexible duct shall not be opened. Flexible duct shall be disconnected at both ends for proper cleaning.

Supply grilles must have a temporary filter (to be supplied by the Contractor) placed behind to trap contaminants that might be discharged during cleaning. The temporary filters shall remain in place a minimum of one (1) week after Contractor has completed the project. At that time, Contractor shall remove all temporary filters and discards not to be placed into County trash bins and to be disposed of properly.

Automatic and manual dampers shall be cleaned using same methods as outlined. Any mechanical defects found shall be reported to the County, in writing. All manual dampers shall be reset in the exact position as was prior to cleaning.

Vacuum activated valve boxes shall be brushed, vacuumed, and/or washed using a non-caustic solution.

FILTER FRAMES:

Contractor shall remove existing filters and clean all frames using brushing, vacuuming, and/or washing, with non-caustic solution. Any damage found to filter frames should be reported to the County. The County shall make a determination whether the Contractor shall reinstall the old filters or replace with new.

EPA approved sanitizer shall be applied after cleaning to all internal surfaces of HVAC ducts. All cleaning chemicals and disinfectants should be removed from the HVAC system prior to it being restarted. Environmental concerns shall be reported to the building maintenance supervisor immediately.

MSDS sheets on all chemicals used must be supplied to the County prior to job start. Additionally, each contractor must submit with their bid package all MSDS sheets for chemicals they plan to use in carrying out the specifications herein.

HVAC coil replacements shall not be the responsibility of Contractor, however Coil cleaning may be requested as if the County determines it necessary as part of the scope of the project. All service work performed by Contractor shall be to a professional standard, and susceptible to County staff inspection. Documentation, through an audit and feedback systems of contract administration shall be used in this contract, by the County departments. All maintenance records shall be retained for review for at least three years.

The Contractor shall perform the work in a way to minimize disruption to the normal operation of building tenants through the usage of protection devices (i.e., temporary filters, adjusted ventilation, isolating areas, use of non-caustic materials, etc.). Upon completion of work the Contractor is responsible for cleaning and removing from the job site all debris, materials, and equipment associated with the work performed. All lock out/tag out rules shall apply cfr part 1910.147.

The Contractor shall provide necessary duct cleaning in such a manner that does not damage County property. In the event damage occurs to Mercer County property, or any adjacent property by reason of any repairs or installations performed under this Contract, the Contractor shall replace or repair the same at no cost to the County. If damage caused by the Contractor has to be repaired or replaced by the County, the cost of such work shall be deducted from the monies due the Contractor.

In the event the work performance of the Contractor is unsatisfactory, the Contractor will be notified by the County and be given one day to correct the work. Labor for all re-work will be at no cost to the County.

A background check (and other departmental background checks) will be a requirement for all employees of Contractor's staff providing services to the County. This requirement is essential due to the need to access areas within the County such as detention facilities, court buildings, and many other restricted areas. All Employees may and will be required to produce a photo I.D. upon request.

No one except authorized employees of the Contractor is allowed on the premises of Mercer County Buildings. Contractor's employees are NOT to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor.

Bidders shall be:

- **A member of the National Air Duct Cleaners Association (NADCA), with at least one staff employee who is NADCA certified as an Air System Cleaning Specialist**

NADCA Membership Certification Number

AIR SYSTEM CLEANING SPECIALIST NAME AND CERTIFICATION NUMBER

- Provide a roster of staff technicians listing name, years of experience, and field of expertise.

- Contractor must have the staff, equipment, and resources to provide duct-cleaning service to facilities of large commercial square footage. Provide a list of projects of like magnitude and scope of the following types of buildings your firm has serviced.

- Provide number of trucks in the service fleet and how stocked.

- Provide documentation stating your firms' ownership OR availability of a 35mm or digital camera and a fiber-optic boroscope.

- Contractor must be able to produce certified lab analysis for the identification of mold, microorganisms, and particulate sampling. Certifications or affiliations shall be submitted with bid.

DELIVERY:

It shall be the Contractor's responsibility to meet the County's delivery requirements, as called for in the Technical Specifications. Mercer County reserves the right to obtain services on the open market in the event the Contractor fails to make delivery and any price differential will be charged against the Contractor.