



**Town of Mamaroneck**  
Engineering Department, Town Center  
740 West Boston Post Road, Mamaroneck, NY 10543-3353

TEL: 914/381-7835  
FAX: 914/381-8473

Robert P. Wasp, P.E., C.D.T.  
Town Engineer

[rwasp@townofmamaroneckNY.org](mailto:rwasp@townofmamaroneckNY.org)

**DATE:** January 9, 2024

**TO:** All Plan Holders

**FROM:** Robert Wasp, PE, CDT, Town Engineer

**SUBJECT:** Contract TA-24-02 – Addendum #1  
Hommocks Ice Rink HVAC Upgrades

Regarding the above-mentioned project, our office received written Request for Information dated 01/08/2024. Additional questions were received in-person at the pre-bid meeting held on 01/05/2024. Responses to RFI questions are provided as form of addendum to the contract.

**All contract provisions unaffected by the following addended information shall remain in full force and effect.**

***Response to RFIs***

- 1) Upon review of Appendix-C, Town Contractor Insurance Requirements. The Insurance requirements for this project call for an additional policy: Owners Contractors Policy (OCP). Are subcontractors required to obtain this policy in addition to the primary contractor? Are subcontractors required to supply insurance to the town and do they have to match or exceed the project requirements?  
***Response: The subcontractor is not required to obtain this policy in addition to the primary contractor.***
- 2) Upon review of Appendix-C, Town Contractor Insurance Requirements. The Insurance requirements for this project call for a Builders Risk Policy, if applicable. Please advise if this policy is needed and if so, are subcontractors required to obtain this policy in addition to the primary contractor?  
***Response: A Builder's Risk Policy is not applicable in this instance.***
- 3) Please advise if Exhaust Fan (EF#1) and Electric Heaters (BBH#1 to BBH#5, CH#1, UH#1) need BACNET Cards and if so, are they tied into the Town's existing BMS in the Add/Alternate?  
***Response: -CH#1 and UH#1 to connect to towns existing BMS system via SmartSeries Plus controls. BMS vendor to provide CTs and wiring to allow for electric baseboard heater #1-5 to tie into existing BMS system. EF#1 does not have BACnet compatibility. Fan to be controlled by timeclock. All integration and tie ins to existing BMS to be completed by Atlantic Westchester (existing building BMS vendor).***



**Town of Mamaroneck**  
Engineering Department, Town Center  
740 West Boston Post Road, Mamaroneck, NY 10543-3353

TEL: 914/381-7835  
FAX: 914/381-8473

Robert P. Wasp, P.E., C.D.T.  
Town Engineer

[rwasp@townofmamaroneckNY.org](mailto:rwasp@townofmamaroneckNY.org)

- 4) Per contract spec, Heating Contractor is required to provide and install wiring for BMS, please provide wiring requirements for complete system including, thermostats, controllers, and all equipment.

***Response: Please see attached wiring diagram PDF for VRF system. HC to provide all temperature control wiring for stand alone system and include BACnet cards for equipment. All integration and tie ins to existing BMS to be completed by Atlantic Westchester (existing building BMS vendor).***

- 5) Please confirm if commissioning is required. If so, please confirm the commissioning agent is being provided by the owner.

***Response: Commissioning not required.***

- 6) Upon review of Drawing ME-1 Construction Notes, please confirm all work can be performed during regular hours. Please advise if any shutdowns need to be performed on 2nd shift.

***Response: All work can occur during regular work hours subject to coordination with Ice Rink operations staff. The Contractor shall be responsible to maintain a safe and clear accessway through the front lobby at all times while the rink is open to the public. Good housekeeping is important while working in public areas.***

- 7) Please confirm that the bid bond amount is 5% of the total bid amount.

***Response: Yes, the bid bond is 5% of the total bid amount as required for bid security.***

- 8) Please advise if the roof curb for the multi-purpose room exhaust fan is to be abandoned in place with an insulated roof cap installed or if it needs to be removed with roof patching. If roofing is required, please advise if there is a roof warranty and provide the roofing contractor required to perform this work.

***Response: Roof curb is to be capped, insulated, and waterproofed. Roofing not required. There is no roof warranty on the current roof system. Angus Theriault & Sons Roofing Contractors has previously made repairs to the flat roof as well as other Town facilities.***

- 9) Upon review of drawing ME-2, no Fire dampers or Fire Smoke dampers are shown in ductwork. Please confirm no new Fire dampers and/or Fire Smoke dampers are in the project scope.

***Response: No fire dampers or fire smoke dampers are in project scope.***

- 10) Please advise if any walls are Fire-Rated and if so, please provide a spec on pipe/duct penetrations.



**Town of Mamaroneck**  
Engineering Department, Town Center  
740 West Boston Post Road, Mamaroneck, NY 10543-3353

TEL: 914/381-7835

FAX: 914/381-8473

Robert P. Wasp, P.E., C.D.T.  
Town Engineer

[rwasp@townofmamaroneckNY.org](mailto:rwasp@townofmamaroneckNY.org)

**Response: No fire rated walls are in scope.**

- 11) Note 2 on the equipment schedule for ERU#1 & ERU#2 says, “Provide units with VFD for outside air and exhaust fans.” This does not appear to be standard for these units. Please advise.

**Response: ERU #1 and ERU#2 come ECM Motor to allow air flow modulation. Provide CO2 sensors to allow for airflow modulation.**

- 12) The equipment schedule notes for the VRF Split System Indoor Units (AC#1 to AC#7) calls for condensate pumps. Please advise if these pumps will require new power feeds and where the power is to be supplied from.

**Response: From (1) spare 20-amp circuit, run (2) #12, #12gnd, TWHN in raceway type per notes to (7) fractional HP condensate pumps. Provide local GFCI receptacle at each.**

- 13) Please confirm that per the General requirements sections 11 & 13. A maintenance bond is not required and that “After the completion of the work and upon final payment, the Town will retain five percent (5%) of such payment for a period of twelve (12) months to warranty against defective materials and workmanship.” “Should the Contractor elect to offer a one-year Maintenance Bond in lieu of retainage, all retainages held during construction will be released upon acceptance of Final Completion of the work.”

**Response: A maintenance bond is not required. A five percent (5%) retainage will be held on payments for a period of twelve (12) months in lieu of a maintenance bond.**

- 14) The equipment schedule notes for the Exhaust Fan (EF#1) calls for a Variable Speed Controller at fan for Balancing. The specified model is a standard direct drive fan, with a NON EC motor. Please advise if an ECM motor with 0 – 10 Vdc signal is desired.

**Response: Provide EF#1 with ECM motor with 0-10 Vdc signal to allow for Variable Speed Controller at fan for balancing.**

- 15) Please provide a spec for bathroom HDPE Poly finish for infill after removal of cabinet unit heater.

**Response: Infill to match existing. Provide white, polywall plastic 1/16” thick panels by Plas-Tex or approved equal. Include PVC divider around perimeter of new panel.**



**Town of Mamaroneck**  
Engineering Department, Town Center  
740 West Boston Post Road, Mamaroneck, NY 10543-3353

TEL: 914/381-7835

FAX: 914/381-8473

Robert P. Wasp, P.E., C.D.T.  
Town Engineer

[rwasp@townofmamaroneckNY.org](mailto:rwasp@townofmamaroneckNY.org)

- 16) Removal of existing lobby/entry cabinet unit heater will leave a void in existing metal matting system, please advise if infill is required to match existing flooring system or if entire system replacement will be required.

**Response:** *Replace existing unit with new CH#1, infill to match existing.*

- 17) Please confirm no fire alarm disconnect, demo or new furnish & install is required for project.

**Response:** *Disconnect, remove fire alarm fan shutdown relay and duct mounted smoke*

*detector from AC unit being removed.*

*-Remove associated circuitry back to common loop and provide listed termination devices.*

*-Provide programming of existing fire alarm system to remove device and shutdown from removed device.*

- 18) Is the existing steel beams support and wall in mechanical room to be removed or remain?

**Response:** *Existing steel structure and wall in mechanical room is to remain.*

- 19) Can armored cable be exposed in the mechanical room?

**Response:** *No, use EMT conduit with compression fittings as per Raceway and Conductor notes on ME-2.*

- 20) Who is the fire alarm vendor for Hommocks Ice Rink?

**Response:** *Fire Alarm system vendor is ADT Commercial, LLC (Phone #: 877-387-0180).*

**END OF ADDENDUM #1**